

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
CAPITAL IMPROVEMENT PROJECTS WORKSHOP
FEBRUARY 7, 2018
8:15 A.M.**

MINUTES

Chairman James Mangan called to order a Capital Improvement Projects workshop with Commissioner Corinne Johnson present. Also present were Supervisor Kevin Howard, Assistant Supervisor Dustin Howe, and Clerk Carol Richel.

Approval of Agenda

James Mangan MOVED to approve the agenda as presented. Corinne Johnson SECONDED the motion. The motion PASSED UNANIMOUSLY.

Conflicts of Interest on the Agenda

Chairman James Mangan asked if any Board member had a conflict of interest with any item on the agenda. Commissioners Corinne Johnson and James Mangan both indicated no conflicts.

Letter to Kootenai County Board of Commissioners

Mangan said the letter was drafted by Eric Shanley of Lakes Highway District. It addresses the control of minor subdivision reviews. Currently, if a minor subdivision is on a private road, the district does not have the opportunity to review the road plans. The districts need to control and regulate access, connectivity, and safety of the roads within their jurisdiction. It is possible to have several minor subdivisions neighboring each other that would have the same effect on highway district roads as a large subdivision. The letter talks about the population growth in Kootenai County, which has grown 11 percent in the last six years. This increase directly affects the amount of traffic on highway district roads.

Since there is so much information in the letter, Mangan suggested having an executive summary at the beginning of the letter. The letter addresses safety of access for both current and new residents. The reviews are sent out to each entity concurrently, not consecutively. Mangan read a summary he sent to be included in the letter. This included:

1. The highway districts role in reviewing building permits remains unchanged.
2. Parallel tracking of the review process.
3. Continued detailed examination of major subdivisions which may include trip generation, distribution analysis, or traffic impact study.

There was discussion to include reviewing minor subdivisions in item 1. Howard said he used an example to show how an unsafe access could easily be created without knowing the terrain. Mangan said the Kootenai County Commissioners will hold a hearing at the Kroc Center in March to discuss these changes.

George Miller entered the meeting at 8:20 a.m. Miller stated he had no conflicts of interest on the agenda.

This letter is still in draft and being addressed by all the highway districts and the highway districts attorney.

Capital improvement Projects Workshop

The board went through the prioritization process and how the point system works. They considered how the points may be overridden due to funding, time, or ease of project. They discussed line items on the Capital Improvement Projects Listing. The cash flow analysis was examined. Richel said staff is still working on integrating information for the HB312 funds. They asked staff to have a list of additional projects to add to the list for the meeting on February 27.

Adjournment

Mangan adjourned the workshop at 9:59 a.m.

RESPECTFULLY SUBMITTED BY:

Carol Richel
Carol Richel, District Clerk/Treasurer

APPROVED BY:

James Mangan
James Mangan, Chairman of the Board

February 14, 2018
Date