

ISLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (IRTPO) EXECUTIVE BOARD

MINUTES OF THE MEETING

April 26, 2017

Executive Board Members in Attendance:

Member Attendance List

Helen Price Johnson, Island County Commissioner
Rick Hannold, Island County Commissioner
Jill Johnson, Island County Commissioner
Curt Gordon, Port of South Whidbey Commissioner
Bob Monroig, Port of Coupeville Commissioner
Mike Nortier, Island Transit Exec. Dir.
Jay Drye, WSDOT
Bill Oakes, IRTPO Executive Director
Jackie Henderson, Island Transit
Molly Hughes, Mayor, Town of Coupeville
Tim Callison, Mayor, City of Langley
Doug Merriman, City of Oak Harbor
Jennifer Meyer, NAS Whidbey

Other Attendees

Todd Carlson, WSDOT
Connie Bowers, Island County

Members not in Attendance

Bob Severns, Mayor, City of Oak Harbor

Facilitator

Brian Wood, IRTPO Staff

April Action Items:

- Update website with final agenda and minutes
- Finalize RTIP Amendment with WSDOT and on website
- Finalize RTIP policies and post to website
- Add 'military' to freight reference in IRSTS, finalize and post to website
- Review expenditure table and finalize SFY 2018 UPWP
- Connect to project listserv for SR20/525 paving project and update board as new information becomes available
- **From March**
 - In process: Finalize Bylaws amendment, obtain Chair signature and upload to website
 - Draft (non-GIS): Develop a map of Island Region charging stations
 - Invite passenger only ferry operators to meet with IRTPO Board
 - Invite PSRC to meet with IRTPO Board

Motions:

- **Agenda:** Motion approved, all in favor
- **Minutes of March Meeting:** Motion approved, all in favor
- **RTIP Amendment:** Motion to approve RTIP amendment WA-09835 SR 20/Deception Pass & Canoe Pass Bridges - Special Bridge Repair was approved, all in favor

- **RTIP Policies:** Motion to adopt revised RTIP Policy 6, concerning unanticipated funds, was approved, all in favor
- **IRSTS Adoption:** Motion to adopt revision of Island Regionally Significant Transportation System, with the addition of “military freight”, was approved, all in favor

RTIP Amendment

- The Board discussed and took action on the proposed Regional Transportation Improvement Program amendment: WA-09835 SR 20/Deception Pass & Canoe Pass Bridges - Special Bridge Repair.
- Jay Drye explained that inspection of the Bridge in preparation for painting revealed some areas with more deterioration than they would like to see. He characterized this project as routine maintenance that will take advantage of the opportunity to make repairs or replace members that need it. The project would occur in tandem with the bridge painting projects. Most of the work will be done underneath so traffic impacts would be intermittent, but it will likely take more than a year to complete.

RTIP Policies

- The Board requested revision of RTIP Policy 6, concerning unanticipated funds was reviewed:
 - Board members who had asked for the revision were given an opportunity for additional feedback
 - The TAC discussed the revision as well as taking a second look at each of the adopted policies
 - It was recommended that the wording of Policy 6 not tie the hands of the Board (ex. ‘will’ could change to ‘may’ so that flexibility is retained as needs change in the future.
 - It was also recommended that we maintain our focus on a projects prioritization versus its position in the work schedule.
 - Questions arose:
 - Do we always maintain the prioritization?
 - Do older calls always supersede new project calls?
 - There was also a suggestion that we considered an additional item under Policy 6 that would allow for reprioritization of existing projects if needed.
 - Response: The above scenarios have not arisen as issues so far and so it may be best to avoid setting additional policies until circumstances dictate the need.
 - Several board members voiced agreement with the revision to policy 6 and no interest in further policy development was suggested.

Regional Significance

- A revision of the draft document: Island Regionally Significant Transportation System (IRSTS) was reviewed by the Board:
- The IRSTS draft was revised based on feedback from the board and additional feedback from the TAC. The revisions included:
 - Specifying cities, ports and transit in the introduction
 - Indicating a freight network and highlighting agricultural freight
 - Addition of park and ride and vanpool services to transit
 - Including a freight transport under Marine
 - Noting Private airfields and adding seaplane facilities to Air Travel
 - Adding a qualifying statement referring to the need for public benefit under parking facilities and adding parking for ferry riders

- Adding hazard mitigation and resiliency to programs per recommendation of Eric Brooks (emergency management)
- Adding marine trails to programs as requested
- There was discussion regarding the need to highlight agricultural freight given that the language did not add specific direction for project development beyond the already noted 'freight network'. It was explained that the language communicated one of our regional characteristics/priorities to the public. Commissioner Johnson indicated that military freight was also a defining regional characteristic and should also be considered.
- Question: Does inclusion of public benefit parking require us to fund that kind of project?
 - Response: The Board is not required to fund any project, but this item may help make the case that the IRTPO supports public benefit parking projects. Two examples were discussed:
 - Island Transit working with Walmart on a project that improves the current facility for a shared use
 - Coupeville improving downtown public parking facility
 - All projects would be subject to funding source restrictions and board approval
- Question: Does inclusion of an item require the Board to fund those kinds of projects?
 - Response: Inclusion of an item allows the Board to consider funding those kinds of projects, especially when funding becomes available that requires a project to be considered regionally significant.
 - Response: All projects are approved/denied by the board. Ultimately, a given project must meet the criteria of the funding mechanism, whether or not it is regionally significant.
 - Response: Defining regional significance is also one step in a larger regional planning effort. The IRSTS will help guide development of a required Regional Strategy document, which in turn will guide development of our Regional Transportation Plan. The IRSTS will also provide guidance for submittal of projects.

Unified Planning Work Program (UPWP)

- The Board was updated on a recent WSDOT meeting to review the IRTPO draft SFY 2018 UPWP.
 - WSDOT indicated that Island RTPO was making very good progress and the UPWP was aligned with WSDOT expectations.
 - More fiscal specification of two work products was requested: Regional Transportation Plan development and Human Services Transportation Plan development.
- The draft 2018 UPWP was revised and was currently under review with WSDOT at the time of this meeting.
- An error in the line total for the consolidated grant award was noted.
- It was recommended that action on the document be postponed so further inspection of the expenditure totals could be made and until WSDOT review was completed. Action on this item was anticipated for the May meeting.

WSDOT Update

- WSDOT indicated that the transportation budget has passed and \$1.5 million in funding has been allocated to the SR525/Honeymoon Bay/Bush Point intersection of 2017-2019. Earlier scoping for that intersection came in at \$6.5 million so additional funding or a new scope will need to be considered. WSDOT will be working with the IRTPO to identify the appropriate strategy to improve that intersection.

- Island County also has a turn pocket project at Honeymoon and SR 525, likely to go forward in 2018.
- The contractor for the SR 20/525 repaving project did not want to use the State pit by the Kettles trail head (preferring a private pit by the Navy Outlying field. However, due to permitting issues the contractor may not be able to install an asphalt plant. This means the state property will likely be needed for the portable asphalt plant and material will be hauled through Coupeville.
 - 1st of June is the expected start date.
 - Updates will be available through the website, or more frequently, through the list-serv.
 - Emergency service access will be accommodated
 - Most work will occur at night, but may extend into the next morning

Island County Update

- County paving projects will mostly be on the north end this year to avoid WSDOT conflicts. Two big projects: South end of Boon Road reconstruction and the new multiuse trail in Freeland.
 - A concern was raised regarding the need for a striped crosswalk at Cameron/SR 525 intersection due to many Nichols Brothers employees crossing to reach vehicles at the Trinity Lutheran Church lot off of Woodard, especially given that the trail will end at Cameron.
 - WSDOT will take the crossing concern back to their traffic people.

New Items

- Commissioner Price Johnson discussed the prospect of an electric ferry for Guemes Island. The Board could consider inviting a speaker to discuss this.
- There is a need for more parking at Terry's Corner on Camano. A new restaurant, a winery, and brew pub will be going in to Terry's Corner so demand will increase. WSDOT's phase II park & ride project has not gone forward.
 - A meeting is scheduled May 30th to discuss this issue. The challenge is that there is no funding mechanism for park & rides.

The meeting adjourned at 12:00 PM.

NEXT MEETING: May 24, 2017