

ISLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (IRTPO) EXECUTIVE BOARD

MINUTES OF THE MEETING

September 27, 2017

Executive Board Members in Attendance:

Member Attendance List

Jill Johnson, Island County Commissioner
Rick Hannold, Island County Commissioner
Bob Severns, Mayor City of Oak Harbor
Molly Hughes, Mayor, Town of Coupeville
Tim Callison, Mayor, City of Langley
Curt Gordon, Port of South Whidbey
Jackie Henderson, Island Transit
John Mishasek, Port of Coupeville Commissioner
Bill Oakes, IRTPO Executive Director
Jay Drye, WSDOT
Todd Carlson, WSDOT

Members not in Attendance

Helen Price Johnson, Island County Commissioner
Mike Nortier, Island Transit Exec. Dir
Jennifer Meyer, NAS Whidbey

Other Attendees

Connie Bowers, Island County

Facilitator

Brian Wood, IRTPO Staff

September Action Items:

- Update website with final agenda and minutes
- Prepare letter of input for Washington Transportation Plan
- Research USBR and invite John Pope to discuss with Board
- Send SFY 2017 UPWP report to WSDOT

Meeting started at 11:20am

Motions:

- **Agenda:** Motion approved, all in favor.
- **Minutes of July Meeting:** Motion approved, all in favor.
- **USBR:** Motion to table United States Bicycle Route letter of support item and discuss at future meeting of the IRTPO Board was approved, all in favor.
- **State SFY 2017 UPWP Report:** Motion to accept SFY 2017 progress report to WSDOT was approved, all in favor.
- **Letter of Input for WTP:** Motion to approve letter of input for the Washington Transportation Plan was approved, all in favor.

United States Bicycle Route Draft Letter of Support

- A draft letter of support was presented to the Board for new United States Bicycle Routes.
- A brief background of the USBR was reviewed.
- The primary route of interest to Island Region was USBR 97.
- It was noted that this draft letter mirrored a resolution by the Skagit Council of Governments, which kept the support general in nature and did not commit to funding or improvements.
- **Question:** Why should we do this at all?
- **Answer:**
 - It helps identify routes that might be better suited to bicycle travel.
 - Bicycle tourists are more likely to spend money along a designated route.
 - If grant funding becomes available, it may be easier to compete for it.
 - From WSDOT's perspective, it is helpful to predict which routes bikes will use.
 - This helps local jurisdictions weigh in on better routes or routes that will promote economic development.
- **Question:** What about liability?
- **Answer:** WSDOT Northwest Region inquired and were informed that designation does not increase liability.
- **Comments:**
 - This is setting the stage for future obligation for Island County.
 - The Cascade Bicycle Club is a lobbying organization and that is where this is coming from.
- **Question:** Is this any different from a road being designated as a scenic route?
- **Answer:** It is in the same vein as a scenic route.
- **Clarification:** The IRTPO does not make a recommendation to the authorizing body, AASHTO. WSDOT makes that recommendation and AASHTO makes the designation. AASHTO does have national design standards for bike routes. If you designate a non-motorized route, you get points in your funding matrix for that route, which also means that you would need to look at non-motorized facilities there.

Progress Report to WSDOT for State SFY 2017 Unified Planning Work Program (UPWP)

- A draft progress report to WSDOT reviewing the IRTPO's Unified Planning Work Program efforts for SFY 2017 was reviewed for the Board. The following information was noted:
 - The report was reviewed by WSDOT and the TAC.
 - The IRTPO was only able to charge to the grant for a 6 month period, despite work performed on behalf of WSDOT after the IRTPO designation. Our UPWP work expenses exceeded the grant allocation by WSDOT.
- **Question:** What does the UPWP budget short fall mean for the IRTPO?
- **Answer:** We only charged WSDOT for 6 months and still spent more than the annual grant funds WSDOT provided. This indicates that RTPOs are underfunded by the state. The IRTPO has additional funding from a federal Surface Transportation Program grant that covers the additional expenditure.

Washington Transportation Plan Draft Letter of Input

- A draft letter of input to the Washington Transportation Plan was presented. The letter was based on board discussion during the July 2017 IRTPO meeting where WSDOT reviewed the plan development.
- **Question:** What about military vehicles?
- **Answer:** This letter draws attention to needs not already addressed in the system.

- **Question:** Regarding sweeping highway shoulders, are we making too many demands on our state roadway system?
- **Answer:** This appeal is general and primarily refers to maintenance.

The meeting adjourned at 12:00 PM.

NEXT MEETING: Oct 25, 2017

DRAFT