

ISLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (IRTPO) EXECUTIVE BOARD

MINUTES OF THE MEETING

October 25, 2017

Executive Board Members in Attendance:

Member Attendance List

Helen Price Johnson, Island County Commissioner
Rick Hannold, Island County Commissioner
Tim Callison, Mayor, City of Langley
Curt Gordon, Port of South Whidbey
Bob Monroig, Port of Coupeville Commissioner
Todd Carlson, WSDOT
Mike Nortier, Island Transit Exec. Dir
Bill Oakes, IRTPO Executive Director
Nicole Tesh, City of Oak Harbor Staff

Members not in Attendance

Jackie Henderson, Island Transit
Bob Severns, Mayor City of Oak Harbor
Jennifer Meyer, NAS Whidbey
Jill Johnson, Island County Commissioner
Molly Hughes, Mayor, Town of Coupeville

Other Attendees

Facilitator

Brian Wood, IRTPO Staff

September Action Items:

- Update website with final agenda and minutes.
- Direction given for TAC to pursue adding additional projects to the RTIP that are deemed regionally significant according to the Island Regionally Significant Transportation System (IRSTS).
- Direction given for project sponsors and TAC to continue adjusting workplan as needed as an administrative
- Direction given to pursue a new call for projects in 2018.
- The IRTPO may want to discuss a letter to address Clinton improvements.

Meeting started at 11:00am

Motions:

- **Agenda:** Motion approved, all in favor.
- **Minutes of July Meeting:** Motion approved, all in favor.
- **Executive Board Holiday Recess:** Motion approved, all in favor.
 - **Discussion:** It was noted that the Council of Governments will still meet in November.
- **2018 Regional Transportation Improvement Program (RTIP):** Motion to approve 2018 RTIP was approved, all in favor.

Regional Transportation Improvement Program (RTIP)

- Note: WSDOT projects were discussed in relation to this item, but summarized under WSDOT updates below. Refer to audio for extensive discussion regarding Clinton area paving and Non-Motorized improvements project.

- A draft 2018 Regional Transportation Improvement Program was presented to the Board. It was noted that updating the RTIP is an RTPO requirement that our region addresses annually in October to align with WSDOT's project obligation calendar.
 - It was noted that this RTIP was very similar to the amended RTIP approved in March 2017, with the following exceptions:
 - Obligated projects had be removed.
 - Estimated cost totals were updated.
 - Also noted,
 - WSDOT projects (funded by WSDOT) comprised those occurring within Island Region.
 - A few regionally significant projects without IRTPO grant funding were included, per WSDOT guidance.
 - Practice may help project sponsors secure other grant funding targeted for regionally significant projects.
 - The idea of including additional regionally significant projects without federal program grant funding or in planning phase was discussed.
 - Question: Would we put every project in there?
 - Answer: Only projects meeting the Island Regionally Significant Transportation System (IRSTS) definition
 - Board members were in favor of highlighting additional projects

Obligation Target Strategy

- A workplan for meeting WSDOT's 2018 obligation target and carryover was reviewed by the Board
- The following background was reviewed:
 - IRTPO administers award funds from two federal grant programs, currently referred to as the Surface Transportation Block Grant (STBG) and Transportation Alternatives (TA).
 - Amount authorized to the regions varies, but a rough annual estimate for Island Region is one million dollars for STBG and one hundred thousand dollars for TA.
 - WSDOT intends each region to obligate all of its target funding each year and expects RTPOs to maintain a 6-year work program of awarded and or illustrative projects to achieve that goal.
 - Practice for Island Region is to award funding to project sponsors out to 6 years, with the understanding that the funding for the last two years is less certain.
 - Meeting of obligation targets is a top priority, and workplan flexibility makes that possible.
 - In general, projects already on a workplan are assumed to keep their calendar positions. For newly added projects, those of higher ranking are given first choice for available programming years.
 - Circumstances may prevent project obligation in a given year
 - sponsors periodically meet to adjust the workplan with respect obligation year feasibility.
- Current funding targets were explained:
 - Funding targets reflect new authorizations from WSDOT as well as carryover
 - The actual target is often more than the projected making it difficult for regions to plan
 - Our region was left with additional carry over resulting from the inability to obligate a large paving project from 2016
- Workplan to address additional funding explained
 - WSDOT has made it clear that, next February all regions must provide assurance that they will meet targets or they will lose funding

- Our project sponsors have proposed an aggressive workplan that moves up most projects to spend our assumed target.
- If successful this workplan will go over budget for the program year, but meets WSDOT's fiscal constraint targets for the 4 year cycle
- Executive Director Discussion:
 - WSDOT's obligation requirements make it difficult to deliver larger projects
 - Right of way can be a major roadblock for predicting project delivery year.
 - Crescent Harbor/Regatta project
 - One way Island Region deals with obligation challenges is by adding federal paving projects and another is to obligate design separately from other project phases. Island County acts as the certified agency for paving.
 - WSDOT has been more aggressive with talk of deobligation.
 - In the past WSDOT has moved money to other local projects or putting it into existing megaprojects.
 - Now it the threat is that carryover will not be maintained and regions will lose it.
 - **Question:** Does this workplan preclude us from bringing in other projects from 2019 if they are ready to go?
 - **Answer:** No, and it does not preclude adding new projects either. More federal paving is another option.

Call For Projects

- The Board was informed that, as a result of moving projects up in the workplan, new projects will be needed to fill in the out years.
- The Board was in favor of pursuing a new call for projects in 2018 (potentially for April).
- **Question:** Can Terry's Corner Park and Ride be included in the call for projects under the TA or STBG funds?
- **Answer:** We can look into whether the park and ride would qualify.

WSDOT Updates

- WSDOT headquarters has informed the NW Region offices that the scheduled paving for Clinton area was pulled.
 - NW Region was not in favor of pulling that project, with the concern that not doing it now means it will not be done for 10-15 years.
 - The potential relationship to the Clinton Non-Motorized Improvement project was discussed.
 - NW Region did think that removing the paver was related to the non-motorized project.
 - NW Region also noted that representatives Norma Smith and Dave Hayes are receiving many calls from Clinton community members about potential WSDOT activities in Clinton.
 - It was noted that Island County has been directed to stop work on the Clinton Non-Motorized Improvements.
 - **Question:** Will WSDOT come to Clinton in November?
 - **Response:** Yes
- Sharpe's Corner/Miller Gibraltar project is about to go to ad. Right of way issues remain.
 - Large meeting anticipated in February 2018 to discuss construction.
 - The project will have significant traffic impacts, but more so for the City of Anacortes.

- In a position to make a decision soon on Banta/Northgate (2019), which is likely to be a roundabout.
 - WSDOT NW Region to discuss options with Bill Oakes and Connie Bowers about specifics.
- Honeymoon Bay/SR 525 has \$1.5M, but no solution at this time. A roundabout could be recommended, however this would likely require \$4M.

Other Updates

- The Board was informed that consultant selections were made for two projects:
 - Special Needs Transportation Project: Transpo Group.
 - Concern: Transpo Group outreach was not strong in Clinton area.
 - Response: Part of the consultant selection decision was made based inclusion of the subconsultant Jeanne Acutanza who came with strong networking/outreach recommendations.
 - Regional Transportation Plan Project: SCJ Consulting.
 - It was noted that Thera Black of SCJ appeared to be a significant asset for this project with 23 years staffing the Thurston Regional Planning Council.
 - Todd Carlson confirmed that Thera Black will be valuable in this process.
- Farmhouse Gang updates were given:
 - Transportation & Health Care Workshop was held in September to assist regions in human services transportation planning.
 - The workshop was very productive and Island Region was well represented.
 - A report is expected soon.
 - Sub-Consultant Jeanne Acutanza (not yet under contract attended workshop and participated as a group facilitator.
 - A Legislative Forum will be held December 15th.
- GIS Trail Sharing was brought up at recent Farmhouse Gang meeting.
 - Island County has identified trails coordination as a project in our draft Non-Motorized Trails Plan Update and the Recreation Coordination Office has also identified a similar coordination effort.
 - Island County makes all of our trail information publicly available. The issue with coordination is that everyone is at a different point with respect to GIS.

NEXT MEETING: Jan 24, 2018