

ISLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (IRTPO) EXECUTIVE BOARD

MINUTES OF THE MEETING

January 27, 2021

Executive Board Member/Seat Attendance List:

Vice Chair: Commissioner Curt Gordon, Port of SW
Commissioner Jill Johnson, Island County
Commissioner Melanie Bacon, Island County
Commissioner Janet St. Clair, Island County
Mayor Tim Callison, City of Langley
Mayor Molly Hughes, Town of Coupeville
Director Todd Morrow, Island Transit
Jay Drye, WSDOT
Patricia Love, Planner, City of Stanwood
Brian Tyhuis, NAS Whidbey
Councilwoman Beth Munns, Island Transit
(City of Oak Harbor)

Members not in Attendance:

Blaine Oborn, Administrator, City of Oak Harbor
Sherrye Wyatt, Whidbey Scenic Isle Way
Commissioner Mohammad Mostafavinassab,
Port of Coupeville

Guests:

Kelly Ojala, Island County Public Works
Todd Carlson, WSDOT

Staff:

Bill Oakes, IRTPO Director
Susan Driver, IRTPO Planner

Commissioner Gordon, Vice Chair, called the meeting to order at 11:03 am

1. Amendment to Agenda

The Vice Chair called for an amendment to the agenda to add "Election of New Officers" as the first order of business.

Commissioner Johnson made a motion to accept the amendment to the agenda. Second by Councilwoman Munns. All yeas, motion passed.

2. Election of New Officers

- Commissioner Johnson nominated Commissioner Bacon as Chair. Second by Mayor Callison.
- Mr. Drye nominated Commissioner Gordon as Chair. Second by Commissioner Bacon.

Vote tied at three to three. Vice Chair voted for Commissioner Bacon as Chair to break the tie.

- Commissioner Johnson nominated Commissioner Gordon as Vice Chair. Second by Mayor Callison.

No other nominations, all yeas for Commissioner Gordon as Vice Chair.

Commissioner Bacon, new Chair, took over the meeting.

3. Minutes of December 2020 Meeting

Mayor Callison made a motion to approve the December minutes as written. Second by Commissioner Johnson. All yeas, motion passed.

4. Amendment to SFY 2021 UPWP

Ms. Driver presented the proposed amendment to the State Fiscal Year 2021 Unified Planning Work Plan that had been shared with the Board at the December meeting. The amendment is intended to correct the budget figures and indicate where the previously unallocated funds (\$3,280) would be spent. Commissioner Gordon made a motion to approve the amended SFY 2021 UPWP.

Discussion following the motion included two recommendations:

1. Change the language under Element 2, Item 1. Delete “focus on planning” and add, “collaborative discussion and feasibility analysis related to passenger-only ferries.”
2. Add ‘Island Transit’ to the list of agencies in bullet item H.

Commissioner Gordon accepted these recommendations as a friendly amendment to his motion. Commissioner Johnson seconded. All yeas, motion passed.

5. Consolidated Grant Ranking

Ms. Driver presented the consolidated grant information that had been shared with the Board at the December meeting. Director Morrow explained the funding mechanism behind the Consolidated Grants and the importance of this funding to Island Transit.

Commissioner Gordon made a motion to approve the rankings as presented. Second by Commissioner Johnson. All yeas, motion passed.

6. Update on Data Collection Project

Ms. Driver updated the Board on the progress of the new UPWP element, Data Collection & Analysis. To date, the consultants (Fehr & Peers) have collected all available data from IRTPO member agencies and other published sources. The next phase is to purchase digital data from a company called Streetlight, that provides data from cell phone, truck transponders, and other traveling digital sources. The TAC will determine areas (zones) they wish to analyze, such as SR 20 through Oak Harbor and SR 532 from Camano to Stanwood. Patricia Love, indicated that Stanwood had recently purchased similar data from Streetlight and she would be sharing it with the TAC when it was available.

Commissioner Johnson noted that the Island County Planning Department had recently purchased digital data for economic development that may be useful. It was suggested the IRTPO coordinate with Island County on data sharing from this source.

** NOTE: Another concern that came up is how to accommodate the growing need for off-island medical care for our aging population. This is a topic that is addressed in the Combined Transit - Human Services Transportation Plan, which is due for an update in 2022/2023. As noted in the December meeting, this plan could be updated sooner, in conjunction with the Regional Transportation Plan update.*

7. Update on Island Region Vehicle Electrification Study

Ms. Driver updated the Board on the progress of the vehicle electrification project. The consultant team (Makers/DKS) presented to the Technical Advisory Committee on January 14th. That presentation is available on the IRTPO meetings page. Ms. Driver shared the project schedule page, indicating the team is on Phase III. In Phases I and II, fleet data was collected from municipalities and agencies in the region,

a survey gathered information from the public about need for and knowledge of electric vehicle infrastructure, information was gathered regarding current and upcoming technology of vehicles and infrastructure, and research was done into existing policies and code language from other municipalities and states.

The team is currently coordinating with potential charging station hosts, creating a toolbox for charging station development, looking into grant and partner funding for infrastructure, and drafting language for sample policies and codes that could be adopted by local agencies. A presentation to the Board is scheduled for March.

8. Member update roundtable

WSDOT - Mr. Drye stated that WSDOT is working to get a new contractor on board to continue the work on the Canoe and Deception Pass Bridges as quickly as possible. Due to a Surety issue with the previous contractor, the process is long and complicated. No work can be done on the bridges until the situation is resolved and the new contractor is under contract.

WSF - Mr. Deardorf announced that Washington State Ferries is working on the 2021 Service Plan and evaluating whether a second ferry can be provided for the Port Townsend/Coupeville route. A formal announcement is expected within the next month.

He also noted the new Mukilteo Terminal is up and running, with the exception of overhead loading, which should be available sometime in March.

WSF will hold virtual public meeting on February 9 and 10. Information is on the WSF website.

NAS Whidbey - Mr. Tyhuis informed the Board that the Naval Air Station will be holding its annual safety exercises the first two weeks of February. This could cause some gate backups, particularly at Ault Field Road, that may impact local traffic.

Commissioner Bacon, Chair, Adjourned the meeting at 12:05 pm.

Next Meeting: February 24, 2021

Acronyms:

FHWA – Federal Highway Administration
HSTP – Human Services Transportation Plan
NAS – Naval Air Station
RTIP – Regional Transportation Improvement Program
RTP – Regional Transportation Plan
SFY – State Fiscal Year (July 1 – June 30)
STBG – Surface Transportation Block Grant
TA – Transportation Alternatives
UPWP – Unified Planning Work Program
WSDOT – Washington State Department of Transportation
WSF – Washington State Ferries