

ISLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (IRTPO) EXECUTIVE BOARD

MINUTES OF THE MEETING

March 25, 2020

Executive Board Member/Seat Attendance List:

Helen Price-Johnson, Commissioner, Island County
Tim Callison, Mayor, City of Langley
Todd Carlson, WSDOT
Blaine Osborne, Administrator, City of Oak Harbor
Janet St. Clair, Commissioner, Island County
Jill Johnson, Island County Commissioner
Patricia Love, Planner, City of Stanwood
Curt Gordon, Commissioner, Port of South Whidbey
Stan Reeves, Exec. Dir., Port of South Whidbey
Todd Morrow, Director, Executive Island Transit
Beth Munns, Island Transit

Members not in Attendance:

Bill Oakes, IRTPO Executive Director
Jay Drye, WSDOT
Molly Hughes, Mayor, City of Coupeville
Bob Severns, Mayor, City of Oak Harbor
Mohammad Mostafavinassab, Commissioner,
Port of Coupeville
Brian Tyhuis, NAS Whidbey

Staff:

Susan Driver, IRTPO Planner
Connie Bowers, Asst. Island County Engineer
Jennifer Roll, Executive Assistant,
Island County Commission

Commissioner Price Johnson, Chair, called the meeting to order at 11:01 am

Actions:

- Agenda: Motion to approve agenda by Commissioner Gordon and second by Commissioner Johnson; all yeas, motion passed.
- Minutes of January 22, 2020: Motion to approve minutes as presented by Mayor Callison and second by Commissioner Gordon; all yeas, motion passed.
- Early award of Transportation Alternatives (TA) grant to Oak Harbor additional funding of the Waterfront Trail project: Motion to approve award by Commissioner Johnson and second by Ms. Munns; all yeas, motion passed.

Acronyms:

WSDOT – Washington State Department of Transportation
TA – Transportation Alternatives
UPWP – Unified Planning Work Program
SFY – State Fiscal Year (July 1 – June 30)

Staff recommendation for early TA award:

The WSDOT Local Programs Office has asked us to guarantee that we will obligate all of our available TA funds for 2020 by the end of September. In order to do that, we need to quickly obligate another \$98,775. Island County is working on obligating a previously-awarded trail project that will utilize some of those funds, but we will still have a gap, as we have no other TA projects currently awarded and programmed.

Oak Harbor's Waterfront Trail project is currently under construction and the City of Oak Harbor is ready to obligate the funds as soon as the award is approved. Staff recommends the Executive Board approve the \$39,300 in TA funds requested by Oak Harbor prior to the project selection process that is ongoing.

After brief discussion, the Board voted unanimously to approve this early Transportation Alternatives award to the City of Oak Harbor.

Discussion of Unified Planning Work Program (UPWP) for State Fiscal Year (SFY) 2021:

Ms. Driver presented the draft UPWP for SFY 2021 (beginning July 1, 2020). Discussion primarily focused on a proposed new work element: Data Collection and Analysis. Commissioner Gordon, Director Morrow, and Commissioner Price Johnson all voiced support of the new element.

Round Table/New Items:

Commissioner St. Clair congratulated the City of Stanwood on the Viking Way project now underway.

WSDOT Updates:

Todd Carlson gave updates about WSDOT - most staff working from home, even in the headquarters office. Lower traffic volumes during this crisis may provide opportunities for current construction projects that would not be feasible during regular peak traffic, depending on social distancing considerations.

Commissioner Price Johnson, Chair, Adjourned the meeting at 11:21 am.

Next Meeting: April 22, 2020