

ISLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (IRTPO) EXECUTIVE BOARD

MINUTES OF THE MEETING

April 28, 2021

Executive Board Member/Seat Attendance List:

Chair: Commissioner Melanie Bacon, Island County
Commissioner Jill Johnson, Island County
Commissioner Mohammad Mostafavinassab,
Port of Coupeville
Blaine Oborn, Administrator, City of Oak Harbor
Mayor Tim Callison, City of Langley
Mayor Molly Hughes, Town of Coupeville
Director Todd Morrow, Island Transit
Jay Drye, WSDOT
Brian Tyhuis, NAS Whidbey
Councilwoman Beth Munns, Island Transit
(City of Oak Harbor)
Stan Reeves, Port of South Whidbey

Members not in Attendance:

Vice Chair: Commissioner Curt Gordon, POSW
Sherrye Wyatt, Whidbey Scenic Isle Way
Jennifer Ferguson, City of Stanwood

Staff:

Susan Driver, IRTPO Planner
Kelly Ojala, Island County Public Works
Bill Oakes, IRTPO Director

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

1. Approval of Agenda

Councilwoman Munns made a motion to approve the agenda. Second by Mayor Hughes. All yeas, motion passed.

2. Minutes of March 24, 2021

Councilwoman Munns made a motion to approve the Minutes of March 24, 2021 as presented. Second by Commissioner Johnson. All yeas, motion passed.

3a. TAC Recommendation for STBG allocation

Ms. Driver presented the TAC's recommendation related to meeting the STBG obligations for SFYs 2021 and 2022. The elements included:

- 1) Convert the \$319,000 Transportation Alternatives award for the Port of South Whidbey to straight STBG funds.
- 2) Award an additional \$331,000 in STBG funds to total the original funding request from the 2021 Call for Projects.

Commissioner Johnson made a motion to move the East Camano/Cross Island Road project from 2025 to 2021 to address both the 2021 and 2022 obligation needs. Second by Mr. Oborn.

After much discussion, the Board decided to address the immediate obligation need in 2021, and wait to see how other, previously-funded projects proceed in 2022.

Commissioner Johnson and Mr. Oborn accepted a friendly amendment to convert the Port of South Whidbey's TA funds to STBG and wait to take any action on 2022 obligations. All yeas, motion passed.

3b. Highway Improvement Program funds

In 2018, the region was allocated approximately \$151,000 in federal HIP funds. Island County planned to use these funds on the SR 20 Widening project from Race to Welcher. Ms. Driver was informed by WSDOT that \$105,000 of the monies were set aside for urban areas and only \$46,000 was available for rural road projects like SR 20. Ms. Driver will work with Mr. Oborn and Mayor Hughes to find some project(s) that could obligate this money before the funding expires in September of 2021.

4. Draft UPWP for SFYs 2022-2023

Due to lack of time, this item was tabled until May. Ms. Driver noted that it did need to be adopted by the end of May, and encouraged Board members to review it carefully before the May meeting.

5. Island Region Vehicle Electrification Policy Document

Due to lack of time, this item was tabled. The Board will further discuss the policy and recommendations of the study team at the May meeting.

6. Regional Transportation Plan Update

Ms. Driver updated the Board on the status of this update. The IRTPO is only required to complete a full update every four years. At the two-year mark (September of 2021) a review is required to determine that the plan is still current. A letter stating as much is due to WSDOT in September.

Due to concerns about staffing availability to participate in a full update and comment & review process, the TAC would prefer to send the letter this year and pursue the full update in the future.

The Board agreed with this decision by consensus. No further action will be taken at this time.

8. Member update roundtable

Commissioner Bacon, Chair, Adjourned the meeting at 11:59 pm.

Next Meeting: May 26, 2021

The recording of this meeting will be available on the IRTPO meetings page:

<https://www.islandcountywa.gov/PublicWorks/Roads/Planning/Pages/Itpominutesandagendas.aspx>

Acronyms:

FHWA – Federal Highway Administration

HSTP – Human Services Transportation Plan

MOA – Memorandum of Agreement

MOU – Memorandum of Understanding

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

TAC – Technical Advisory Committee

TRIP – Tribal and Regional Integrated Planning

UPWP – Unified Planning Work Program

WSDOT – Washington State Department
of Transportation

WSF – Washington State Ferries