

ISLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (IRTPO) EXECUTIVE BOARD

MINUTES OF THE MEETING

May 27, 2020

Executive Board Member/Seat Attendance List:

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

Members not in Attendance:

Molly Hughes, Mayor, City of Coupeville
Bob Severns, Mayor, City of Oak Harbor
Curt Gordon, Commissioner, Port of SW
Jay Drye, WSDOT

Staff:

Bill Oakes, IRTPO Executive Director
Susan Driver, IRTPO Planner
Connie Bowers, Asst. Island County Engineer
Kelly Ojala, Asst. Island County Public Works Dir.

Commissioner Price Johnson, Chair, called the meeting to order at 11:05 am

Actions:

- Agenda. Motion to approve agenda by Commissioner Johnson and second by Ms. Munns; all yeas, motion passed.
- Minutes of April 22, 2020. Motion to approve minutes as presented by Commissioner Johnson and second by Ms. Munns; all yeas, motion passed.
- Adoption of the State Fiscal Year 2021 Unified Planning Work Program. Motion to adopt by Commissioner St. Clair and second by Ms. Munns; all yeas, motion passed.
- Approval of updated Regional Transportation Improvement Program Spending Plan for 2020-2024. Motion to approve by Ms. Munns and second by Commissioner Johnson; all yeas, motion passed.

Discussion and Recommended Adoption of SFY 2021 UPWP

The Preliminary FINAL Unified Planning Work Program for the State Fiscal Year of 2021 had been distributed to the Board at the April meeting, and posted on the IRTPO Website for review. Ms. Driver indicated the WSDOT/FHWA team had already reviewed and tentatively approved the document. She also noted that the entire budget for SFY 2020 would not be spent by June, so there would be money to roll into the 2021 budget. That rollover could be accomplished with an amendment sometime after the end of the current fiscal year, when the entire surplus amount is known.

Commissioner St. Clair made a motion, seconded by Ms. Munns, to adopt the SFY 2021 UPWP as presented. The motion passed unanimously.

Update of RTIP to include new awards and adjustment for 2020-2024

As a result of the Federal funding awards made at the April IRTPO Executive Board meeting, an update to the Regional Transportation Improvement Program (RTIP) Spending Plan was necessary. Ms. Driver indicated that the multiple spreadsheets from a variety of users created confusion and difficulty in tracking allocated spending. She provided a spending plan in a new format, but stated that it is still not quite as clear as she had hoped. Additionally, projects funded by State or other grants were not included in this version. After much discussion on the flow and workings of this new document, it was agreed to approve it as is at this time, with work continuing to clarify and include all regionally significant projects.

Ms. Munns made a motion, seconded by Commissioner Johnson, to approve the amended RTIP Fiscally Constrained Spending Plan for 2020-2024. The motion passed unanimously.

Proposed updates to IRPTO Bylaws – Discussion only

Proposed updates to the IRTPO bylaws were discussed. Mr. Morrow suggested that the document and all changes should go through a legal review with the County Prosecuting Attorney's office before the Board takes any action. Ms. Driver stated that she could do that, and would ask for review from the IRTPO's WSDOT liaison, as well. Commissioner Price-Johnson asked that the full bylaws, as currently adopted, be sent out to the Board for consideration.

Report on WSDOT Strategic Financing Discussion

Ms. Driver updated the Board on a discussion with WSDOT related to the process of allocating State transportation dollars. She indicated that WSDOT is forming a Strategic Investment Committee, to be chaired by Secretary of Transportation, Roger Millar. The intent is for WSDOT and local agencies to find some realistic solutions together, and go to the Legislature with one voice.

Acronyms:

WSDOT – Washington State Department of Transportation

FHWA – Federal Highway Administration

RTIP – Regional Transportation Improvement Program

STBG – Surface Transportation Block Grant

TA – Transportation Alternatives

UPWP – Unified Planning Work Program

SFY – State Fiscal Year (July 1 – June 30)

Commissioner Price Johnson, Chair, Adjourned the meeting at 12:09 pm.

Next Meeting: June 24, 2020