

ISLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION

Agenda and Meeting Materials for Executive Board Meeting

Meeting Date/Time: Wednesday, September 28, 2016 at 11:00 A.M

Contents

Agenda	1
IRTPO ILA	2
Lead Agency Agreement	9
Draft IRTPO Bylaws	12

ISLAND *Regional* TRANSPORTATION PLANNING ORGANIZATION
P.O. BOX 5000, COUPEVILLE, WA 98239

MEMORANDUM

TO: IRTPO Executive Board Members

FROM: Helen Price Johnson, Chair

RE: Executive Board Meeting: **11:00 A.M., Wednesday, September 28, 2016**
Meeting will be held in the **Commissioner's Hearing Room**, Island County Courthouse Annex Building, Coupeville, Washington.

You are invited to attend the IRTPO Executive Board meeting on **Wednesday, September 28, 2016**. The meeting is scheduled to commence at **11:00 A.M.** following the Council of Governments. The primary items of business are:

11:00 AM	Call to Order (Chair Price Johnson) / Welcome and Introductions	
11:01 AM	Motion to Approve the Agenda	Action
11:03 AM	Motion to Approve the Minutes	Action
11:05 AM	RTPO ILA signatures	Action
11:15 AM	Nomination and Motion to Appoint IRTPO Chairperson	Action
11:20 AM	Appoint Lead Planning Agency	Update/Action
11:25 AM	IRTPO Bylaws	Possible Action
11:35 AM	HSTP Progress/Planning Grant	Update/Action
11:40 AM	Federal Funding: STBG 1. Paving Set-aside 2. Planning Grant	Action
11:40 AM	WSDOT Projects Update (WSDOT staff)	Update
11:55 AM	New Items (all)	Discussion
12:00 PM	Adjourn (Chair Price Johnson)	

Encl:

1. IRTPO ILA
2. Lead Agency Agreement
3. Draft IRTPO Bylaws

Next meeting: October 26, 2016

Acronym Key:

ITPO: Island Transportation Planning Organization
IRTPO: Island Regional Transportation Planning Organization
HSTP: Human Services Transportation Plan
ILA: Interlocal Agreement
STBG: Surface Transportation Block Grant
WSDOT: Washington State Department of Transportation

Return To:

Island County
P.O. Box 5000
1 NE 7th Street
Coupeville, WA 98239

AN INTERLOCAL AGREEMENT AMONG ISLAND COUNTY, CITY OF OAK HARBOR, CITY OF LANGLEY, TOWN OF COUPEVILLE, ISLAND COUNTY PUBLIC TRANSPORTATION BENEFIT AREA CORPORATION, PORT OF SOUTH WHIDBEY, AND PORT OF COUPEVILLE, TO FORM THE ISLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (IRTPO), AND DEFINE ITS JURISDICTIONAL AREA AND DUTIES.

THIS INTERLOCAL AGREEMENT “AGREEMENT,” is made and entered into among Island County, a political subdivision of the State of Washington, hereinafter referred to as the “County,” the City of Oak Harbor, a municipal corporation of the State of Washington, the City of Langley, a municipal corporation of the State of Washington, the Town of Coupeville, a municipal corporation of the State of Washington, the Island County Public Transportation Benefit Area Corporation, herein referred to as “Island Transit,” the Port District of South Whidbey Island, hereinafter referred to as the “Port of South Whidbey,” a public port district of the State of Washington, the Port District of Coupeville, hereinafter referred to as the “Port of Coupeville,” a public port district of the State of Washington, collectively referred to as the “Members.”

WITNESSETH:

WHEREAS, under chapter 39.34 RCW, counties, cities and other public agencies are authorized to enter into interlocal cooperative agreements to jointly engage in activities each is authorized by law to do on its own; and

WHEREAS, chapter 47.80 RCW authorizes the formation of a Regional Transportation Planning Organization (RTPO) by voluntary association of local governments within a county; and

WHEREAS, an RTPO may be created, pursuant to RCW 47.80.020, provided the RTPO shall:

- (1) Encompass at least one complete county;
- (2) . . . have a population of at least seventy-five thousand and contain a Washington state ferries terminal . . .; and
- (3) Have as members at least sixty percent of the cities and towns within the region representing a minimum of seventy-five percent of the cities' and towns' population.

WHEREAS, Island County, the City of Oak Harbor, City of Langley , Town of Coupeville, Island Transit, Port of South Whidbey, and the Port of Coupeville, find it appropriate to form a county-wide, regionally

focused transportation planning organization hereby known as the “ISLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION” or “IRTPO”; and

WHEREAS, each RTPO formed by local governments shall create a transportation policy board (“Executive Board”) to review, consider, and approve regional transportation policies of the RTPO and shall allow representatives of major employers within the region, the department of transportation, and member transit districts, port districts, cities, towns and the County within the region to participate in policy making; and

WHEREAS, among other duties, each RTPO shall perform the duties set forth in RCW 47.80.023, including, but not limited to, the following: (i) develop and periodically update a regional transportation plan in cooperation with the State Department of Transportation, providers of public transportation, ports, and local governments within the region; and (ii) designate a lead planning agency to coordinate preparation of said regional transportation plan and carry out the other responsibilities of the Organization; and

WHEREAS, a cooperative process between Island County, the City of Langley, the City of Oak Harbor and the Town of Coupeville resulted in the development of the current Island County Countywide Planning Policies, which were adopted by Ordinance C-100-15 in 2015; and

WHEREAS, the Countywide Planning Policies’ (CWPP) stated transportation goal in CWPP 2.10 is that “Island County should be served by an efficient, well connected, multimodal transportation system. Transportation plans, spending decisions, and regulations will be consistent with, and reinforce adopted land use and economic development plans”; and

WHEREAS, CWPP 3.8.1 states that “All transportation planning, including that of Federal or State agencies, and Port Districts, should be jointly and cooperatively developed, adopted and implemented through coordinated and collaborative planning efforts”; and

WHEREAS, CWPP 3.8.2 provides that “the County and Municipalities should each actively participate in multi-county, multi-jurisdictional, regional transportation planning, including planning for Washington State Ferries”; and

NOW, THEREFORE, in consideration of the following terms and conditions incorporated herein as part of this agreement, it is agreed among the Members:

Section 1: ORGANIZATION NAME AND MEMBERSHIP

A regional transportation planning organization is hereby created and established in Island County and shall be hereby known as the Island Regional Transportation Planning Organization, referred to hereafter as the “IRTPO.” The membership of the IRTPO shall be comprised of the following Members:

Island County; City of Oak Harbor; City of Langley; Town of Coupeville; Island Transit; Port of South Whidbey; and Port of Coupeville.

Section 2: PURPOSE

Recognizing that coordinated transportation planning of the Counties, Cities and Towns, Washington State Department of Transportation, the ports, transit districts, and other jurisdictions are necessarily interwoven and interdependent and that the interests of all citizens will best be served by coordinated, cooperative, and comprehensive transportation planning, this IRTPO is established to facilitate such appropriate coordination and cooperation and provide for continuing area wide transportation planning in accordance with Section 3, herein.

The IRTPO is neither intended to, nor is it authorized to, supersede the authority vested in the County, Cities and Towns, Washington State Department of Transportation (WSDOT) or Washington State Transportation Commission, but is intended to meet the prerequisites of chapter 47.80 RCW, and chapter 468-86 WAC.

Section 3: DUTIES

The duties of the RTPO shall be as follows:

- (a) To perform the functions of a Regional Transportation Planning Organization (RTPO) as set forth in Ch. 47.80 RCW and Ch. 468-86 WAC, as currently adopted or as amended, specifically:
 - (1) to prepare and periodically update a transportation strategy for the region. The strategy shall address alternative transportation modes and transportation demand management measures in regional corridors and shall recommend preferred transportation policies to implement adopted growth strategies.
 - (2) to prepare a regional transportation plan as set forth in RCW 47.80.030 that is consistent with countywide planning policies and with County, city, and town comprehensive plans, and state transportation plans.
 - (3) to certify that the transportation elements of comprehensive plans adopted by counties, cities, and towns with the region reflect the guidelines and principles developed pursuant to RCW 47.80.026, are consistent with the adopted regional transportation plan, and where appropriate, conform with the requirements of RCW 36.70A.070.
 - (4) where appropriate, to certify that countywide planning policies adopted under RCW 36.70A.210 and the adopted regional transportation plan are consistent.
 - (5) to develop, pursuant to the requirements in RCW 47.80.023(5), in cooperation with the department of transportation, operators of public transportation services and local governments within the region, a six-year regional transportation improvement program which proposes regionally significant transportation projects and programs and transportation demand management measures. The program shall be updated at least every two years for the ensuing six-year period.

(6) to include specific opportunities and projects to advance special needs coordinated transportation, as defined in RCW 47.06B.012, in the coordinated transit-human services transportation plan, after providing opportunity for public comment.

(7) to designate a lead planning agency to coordinate preparation of the regional transportation plan and carry out the other responsibilities of the organization.

(8) to review level of service methodologies used by cities and counties planning under chapter 36.70A RCW to promote a consistent regional evaluation of transportation facilities and corridors.

(9) to work with cities, counties, transit agencies, the department of transportation, and others to develop level of service standards or alternative transportation performance measures.

(10) to submit to the agency council on coordinated transportation, as provided in chapter 47.06B RCW, beginning on July 1, 2007 and every four years thereafter, an updated plan that includes the elements identified by the council. Each regional transportation planning organization must submit to the council every two years a prioritized regional human service and transportation project list.

- (b) To administer regional transportation funding programs.
- (c) To participate in the development and maintenance of transportation related information necessary to support the functions and responsibilities of the RTPO.
- (d) To promote the regional transportation interests, plans and projects to local, state and federal public and private entities.
- (e) To create committees as necessary to advise the Executive Board (as defined herein) on regional transportation related matters. At a minimum this shall include the Technical Advisory Committee (TAC) whose composition and responsibilities shall be defined by the Executive Board.
- (f) To comply with any other transportation planning requirement set forth in Ch. 47.80 RCW not otherwise mentioned above.
- (g) To perform such other transportation planning and program related functions as the Board may hereinafter determine to be in the best interests of the RTPO in carrying out the duties of the RTPO and the members thereof, which are consistent with the terms of this Agreement and related federal and state law.

Section 4: JURISDICTIONAL AND TRANSPORTATION PLANNING AREA DEFINED

The Organization's jurisdictional area shall consist of all incorporated and unincorporated areas of Island County in Washington State.

Section 5: GOVERNING BODY AND OFFICERS

- A. The governing body (the "Executive Board") of the IRTPO shall include, but is not limited to, representative(s) from Island County, the City of Oak Harbor, Town of Coupeville, City of Langley, Island Transit, and the Port of Coupeville and Port of South Whidbey. The Bylaws of the IRTPO shall govern the membership, meetings, and voting process of the Executive Board of the RTPO.
- B. The Executive Board is responsible for taking official actions performing the duties of the RTPO as set forth in Section 3 of this Agreement. The Executive Board is to receive technical assistance from

the Technical Advisory Committee as described below. The Executive Board shall also appoint the lead agency, through resolution of the RTPO, and shall have the power to create a special subcommittee if one is necessary for a special purpose or project.

Section 6: TECHNICAL ADVISORY COMMITTEE

- A. The advisory body (the “Technical Advisory Committee” or “TAC”) of the RTPO shall be comprised of the TAC committee members as listed in Appendix A to the IRTPO Bylaws. The TAC may vote according to the rules established within the Bylaws for Island Regional Transportation Planning Organization. Although the TAC meetings shall be available to the public, the TAC is not subject to the requirements of the Open Public Meetings Act, chapter 42.30 RCW, because the TAC is advisory only as it provides recommendations to the Executive Board for consideration and official action.
- B. The primary role of the TAC is to provide technical advice and information to the Executive Board, to support the Executive Board in the fulfillment of its duties. In addition to the TAC, a broad range of stakeholders including, but not limited to, regional employers, school districts, and community groups, may provide technical assistance and input to the IRTPO Executive Board whether directly, or through the TAC, upon request of the Executive Board.

Section 7: DURATION

This Agreement is perpetual unless a Member of the IRTPO decides to terminate its own membership pursuant to Section 10 of this Agreement. The effect of a Member withdrawing from the IRTPO will not affect the Agreement as to the remaining Members, unless the participation requirements in RCW 47.80.020(3) are no longer met.

Section 8: MEETINGS AND VOTING

The IRTPO Executive Board shall hold its meetings and conduct its voting in accordance with the Bylaws of the IRTPO.

Section 9: ADMINISTRATIVE STAFF AND SUPPORT

The Lead Agency, appointed by the IRTPO Executive Board, shall provide administrative support and assistance to the Regional Transportation Planning Organization, including its Executive Board and Technical Advisory Committee.

Section 10: TERMINATION OF MEMBERSHIP

An individual Member agency may withdraw from the Island Regional Transportation Planning Organization by giving sixty (60) days written notice to the Island Regional Transportation Planning Organization. Any Voting Member agency that withdraws does not absolve such member agency from

the responsibility for meeting any obligations or agreements which exist between the Island Regional Transportation Planning Organization and its Member organizations at the time of withdrawal, if any.

Note that should sufficient members terminate their membership in the IRTPO, the ability of the organization to maintain viability within this agreement may be compromised as per 47.80 RCW.

Section 11: TERMINATION OF THE ITPO

All prior agreements regarding the Island Transportation Planning Organization (ITPO) are superseded by this agreement and the members, by signing this Agreement, hereby agree to the immediate termination of the February 2016 interlocal agreement that formed the ITPO. The ITPO recently met at a regular meeting and adopted a resolution intended to dissolve the ITPO and wind up its affairs. The ITPO agreed to dissolve and terminate the February interlocal agreement because the ITPO agrees with the formation of the new IRTPO through the adoption of this Agreement. The signatories to this Agreement all agree with and ratify the action taken by the ITPO to dissolve and wind up its affairs, and the ITPO is therefore hereby dissolved and the newly formed IRTPO will resume its duties.

Section 12: EFFECTIVE DATE

This Agreement shall become effective upon the signature of each of the Members' governing bodies or executive with signing authority and the recording of this agreement with the Island County Auditor on the same date as the last signatory to sign this document. This Agreement may be signed in counterparts, each which shall be considered the same as an original.

Section 13: NO FINANCIAL OBLIGATION FOR MEMBERS

No dues or other finances will be imposed upon members of the Transportation Planning Organization.

Section 14: PROPERTY UPON TERMINATION

No property will be purchased by or shared between Members in a formal capacity as a function of their involvement in the Transportation Planning Organization.

Section 15: INDEMNIFICATION

Each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of their officials, officers, agents, or employees to the fullest extent required by law, and further agrees to hold the other party(s) to this Interlocal Agreement harmless from any such liability.

Section 16: SEVERABILITY

If any provision of this Agreement, or its application to any person or circumstance is held invalid, the remainder of the Agreement, or the application of the provision to other persons or circumstances is not affected.

Members

Board of Island County Commissioners
Island County, Washington

City of Oak Harbor

Richard M. Hannold, Chair Date

Bob Severns, Mayor Date

City of Langley

Town of Coupeville

Tim Callison, Mayor Date

Molly Hughes, Mayor Date

Port of South Whidbey

Port of Coupeville

Curt Gordon, Commissioner Date

John Mishasek, Commissioner Date

Island County Public Transportation Benefit Area Corporation dba Island Transit

Jackie Henderson, Secretary Date

AGREEMENT DESIGNATING LEAD AGENCY

This agreement is made and entered into by and between the Island Regional Transportation Planning Organization, referred to as the 'Island RTPO' or 'IRTPO' and ISLAND COUNTY with an effective date of September 28th regardless of when this Agreement is actually executed by both parties.

RECITALS

The Island RTPO is established through an Interlocal Agreement between Island County, the City of Oak Harbor, the City of Langley, the Town of Coupeville, the Island County Public Transportation Benefit Area Corporation, the Port of South Whidbey, and the Port of Coupeville, signed in September of 2016. This agreement is made with the intent to be consistent with all the provisions within the Interlocal Agreement, and shall be subject to all conditions contained within a new Bylaws being drafted by the Island RTPO as of the date of the execution of this agreement.

The IRTPO desires to appoint a lead agency for the IRTPO with certain administrative, financial and organizational duties and obligations; and

The Bylaws being drafted will provide for the RTPO to appoint a lead agency for the IRTPO; and

Island County possesses the necessary qualifications to serve as the lead agency for the IRTPO and desires to serve in that capacity for the IRTPO; and

The parties desire to memorialize their agreement and respective duties and obligations as set forth below.

NOW, THEREFORE, in consideration of the mutual covenants and benefits to be derived from this agreement, the parties agree as follows:

AGREEMENT

- 1) Designation as Lead Agency. Island County will serve as the lead agency for the Island RTPO and will perform its duties and obligations as set forth in this

agreement, the Interlocal Agreement and the IRTPO's Bylaws, once approved, in good faith.

- 2) Description of ISLAND COUNTY'S Duties. Island County will be the lead agency for the Island RTPO for the purposes of, contract administration, budgeting, accounting and financial transactions, and all administrative, personnel and operational aspects of the IRTPO, as provided for in the Interlocal Agreement and Bylaws.
- 3) ISLAND COUNTY to Act Under Direction of Policy Board. ISLAND COUNTY shall conduct its activities in accordance with the direction of the IRTPO's Executive Board and consistent with all applicable state and federal requirements. ISLAND COUNTY shall structure its activities to perform the work plan as outlined within the Island RTPO's Unified Planning Work Program, as adopted by the Executive Board.
- 4) Executive Board Approval Required. ISLAND COUNTY shall submit to the IRTPO's Executive Board for approval all contracts, grant applications, and planning documents and programs.
- 5) Coordination of Activities. ISLAND COUNTY shall be responsible for administering this agreement and coordinating activities between the IRTPO, its member agencies and any third parties.
- 6) Duration. ISLAND COUNTY shall continue to act as the Lead Planning Agency on behalf of the Island RTPO until the IRTPO or ISLAND COUNTY resolves to end this agreement.
- 7) Modification. No modification or waiver of this agreement or any covenant, condition, or provision it contains shall be valid unless in writing and duly executed by both parties.
- 8) Indemnification. Each party to this agreement shall be responsible for its own acts and/or omissions and those of its officers, employees and agents. Each party shall fully indemnify and hold harmless the other parties against all claims arising out of the indemnifying party's own negligent acts or omissions in performance of this agreement.
- 9) Cancellation or Termination Procedure. This agreement may be terminated by either party upon sixty (60) days written notice of an intent to terminate this agreement. Notice shall be made by certified mail to either party at the following addresses:

RTPO:

Island Regional Transportation Planning Organization
Helen Price Johnson, Chair
PO Box 5000
Coupeville, WA 98239

ISLAND COUNTY:

Island County
Richard M. Hannold, Board of County Commissioners
PO Box 5000
Coupeville, WA 98239

- 10) Complete Agreement. This written agreement embodies the whole agreement between the parties and there are no inducements, promises, terms, considerations or obligations made or entered into by either the IRTPO or ISLAND COUNTY other than as set forth in this agreement.
- 11) Severability. If any portion of this agreement, or its application to any person or circumstances, is held or determined to be invalid, such holding or determination shall not affect the validity or enforceability of any other term or provision of this agreement and the application of this agreement to other persons or circumstances shall not be affected.
- 12) Assignment. Neither party may assign its rights or delegate its obligations under this agreement without express written consent of the other party.

Island Regional Transportation
Planning Organization

Island County, Washington

Helen Price Johnson, Chair

Date

Richard M. Hannold, Board of
County Commissioners

Date

Island Regional Transportation Planning Organization Bylaws

Article I

Name of the Organization

- 1.1** This organization shall be known as the Island Regional Transportation Planning Organization, herein referred to as the “Transportation Planning Organization” or “IRTPO.”

Article II

Purpose and Duties

- 2.1** The purpose of the Transportation Planning Organization shall be to coordinate transportation planning among regional jurisdictions and develop a regional transportation plan aimed at solving transportation issues of mutual interest and concern. Specific duties include, but are not limited to, the duties and functions listed in Section 3 of the IRTPO Interlocal Agreement.

Article III

Membership

- 3.1** The Transportation Planning Organization Advisory Board (hereby referred to as the “Executive Board”) shall include representation from Island County, the City of Oak Harbor, Town of Coupeville, City of Langley, the Ports of Coupeville and South Whidbey, the Island County Public Transportation Benefit Area Corporation dba Island Transit, Naval Air Station Whidbey Island, and the Washington State Department of Transportation.
- 3.2** Voting members of the Executive Board are as follows: Island County shall be represented by the three county commissioners (3 votes). The cities and towns shall be represented by the mayor of each jurisdiction (1 vote per mayor). Each port commission shall select one port commissioner to represent their port district (1 vote per selected port commissioner). The board of the Island County Public Transportation Benefit Area Corporation dba Island Transit shall be represented by its board chair or its

designee (the chair or designee equals 1 vote). WSDOT shall be represented by an appointed representative from the Northwest Region / Mount Baker Area office (1 vote). There are a total of ten (10) voting Executive Board members.

- 3.3** The community planning liaison from Naval Air Station Whidbey Island shall be a non-voting Executive Board member. Any members of the state House of Representatives or the Senate whose districts are wholly or partly within the boundaries of the Transportation Planning Organization are considered ex officio, non-voting Executive Board members.
- 3.4** Each voting member of the Executive Board may designate an alternate to act in the member's absence. The alternate designation must be in writing for voting members, signed by the member, and be on file with the Transportation Planning Organization in order for the alternate to be allowed to act on the members' behalf. If voting on fund allocations, the alternate must be an elected official.

Article IV

Officers and Lead Agency

- 4.1** The officers of the Transportation Planning Organization Executive Board shall be a Chairperson and Vice-Chairperson. The officers shall be elected during the first meeting of each calendar year. The selection of the officers shall be effective upon a motion that passes by a majority of the voting members of the Executive Board present so long as there is a quorum of voting members.
- 4.2** The Executive Board shall appoint the lead agency by resolution.

Article V

Executive Board Meetings

- 5.1** The chair shall preside over Executive Board meetings. In absence of the chair, the vice-chair shall preside. In absence of both officers, any other voting member may preside, after a motion to that effect is made and passed by a majority of the voting members of the Executive Board present, so long as there is a quorum of voting members.

- 5.2** Meetings will be held on the fourth Wednesday of the month at 11:00 am in the Island County Commissioner's Hearing Room. Special meetings may also be called by the chair or by any five voting members of the Transportation Planning Organization. Notice of meetings shall be provided to each member at least one week (7 days) prior to the meeting.
- 5.3** Meetings of the Transportation Planning Organization Executive Board shall be governed by the Open Public Meetings Act, RCW 42.30.
- 5.4** The Chair of the Executive Board, as well as the Vice-Chair, shall be elected at the first meeting of each calendar year. To be eligible for the Chair position, the IRTPO Executive Board Member representative shall have served on the Executive Board for at least one (1) year.
- 5.5** A quorum for conducting business shall be a majority (six (6) out of ten (10)) of voting members present. All decisions must be made by a majority vote of the quorum present at a meeting.
- 5.6** The Chair shall sign all official documents that relate to specific action taken by the Transportation Planning Organization. The Vice Chair may sign documents when the Chair is absent.

Article VI

IRTPO Technical Advisory Committee

- 6.1** The IRTPO Technical Advisory Committee (TAC) shall be represented by the appointed staff as listed in Section 6 of the Interlocal Agreement. Each appointed TAC member is entitled to one vote. A list of appointed TAC members is attached herein as Appendix A. The Executive Board shall take official action to amend Appendix A when TAC members change.
- 6.2** A citizen from each County Commissioner District shall also be appointed by the Commissioner from the respective district to serve on the TAC. Terms for citizen representatives shall be three years and may be renewed. Terms shall be staggered with one citizen representative position available each year.
- 6.3** Citizen representatives may be removed for failing to attend meetings on a repeated unexcused basis.

- 6.4** A quorum of TAC members for conducting business shall be a minimum of eight voting members. All recommendations to the Executive Board must be made by a majority vote of the quorum present at a meeting.
- 6.5** The Island County Transportation Planner shall preside over Technical Advisory Committee meetings. In absence of the Transportation Planner, any other member may preside.
- 6.6** Meetings will be held on the second Thursday of the month at 1:00 pm in Island County Law and Justice Room 131.

Article VII
Parliamentary Authority

- 7.1** Robert’s Rules of Order shall be an advisory document pertaining to parliamentary authority for use by the Transportation Planning Organization in parliamentary situations that are not provided in law or these bylaws.

Article VIII
Amendments

- 8.1** These Bylaws may be amended by a unanimous vote of a quorum of voting members. Amendments approved by the Transportation Planning Organization are effective immediately.

Adopted by a unanimous motion of the Transportation Planning Organization on the ___th day of _____, 2016 and signed by the participating jurisdictions as follows:

Board of Island County Commissioners
Island County, Washington

City of Oak Harbor

Richard M. Hannold, Chair Date

Bob Severns, Mayor Date

City of Langley

Town of Coupeville

Tim Callison, Mayor Date

Molly Hughes, Mayor Date

Port of South Whidbey

Port of Coupeville

Curt Gordon, Commissioner Date

John Mishasek, Commissioner Date

Island County Public Transportation Benefit Area Corporation dba Island Transit

Jackie Henderson Date

Appendix A
Technical Advisory Committee Members

Island County Public Works	Connie Bowers
Island County Planning & Community Development	Nathan Howard
Island County District 1 Citizen	Don Meehan
Island County District 2 Citizen	Christine Boswell-Still
Island County District 3 Citizen	Bob Monize
City of Oak Harbor Public Works	Arnie Peterschmidt
City of Oak Harbor Planning & Community Development	Cac Kamak
City of Langley	Stan Berryman
Town of Coupeville	Vacant
Port of Coupeville	Forrest Rambo
Port of South Whidbey	Angi Mozer
Island Transit	Mike Nortier
Island County Economic Development Council	Ron Nelson
Naval Air Station Whidbey Island	Bryan Tyhuis
Washington State Dept. of Transportation	John Shambaugh