

**MEETING SUMMARY**  
**Island Region Transportation Planning Organization (IRTPO)**  
**TECHNICAL ADVISORY COMMITTEE (TAC)**  
**March 11, 2021**

**Member Attendance List**

Kelly Ojala, Island County Public Works  
Bob Monize, District 3 Citizen Rep  
John Shambaugh, WSDOT  
Sharon Sappington, EDC  
Don Meehan, District 1 Citizen Rep  
Stan Berryman, City of Langley  
Stan Reeves, Port of South Whidbey  
Todd Morrow, Island Transit  
Kelly Riepma, Town of Coupeville, Public Works  
Jewell Hamilton, Town of Coupeville, Planning

**Members Not in Attendance**

Brian Tyhuis, NAS Whidbey Island  
Sherrye Wyatt, Whidbey Scenic Isle Way  
Alex Warner, City of Oak Harbor, Public Works  
Cac Kamack, City of Oak Harbor, Planning  
Mohammed Mostafavinassab, Port of Coupeville

**Facilitator**

Susan Driver, IRTPO Planner

**Meeting began at 1:05 PM**

**1. Approval of Minutes**

Bob Monize made a motion to approve the January meeting minutes, as written. Second by Don Meehan. All yeas, motion passed.

**2. Data Collection/Streetlight Zone Discussion**

Susan showed a Google map of the Streetlight analysis zones currently identified & discussed data access.

- John Shambaugh asked about adding a point at Engle Road, to track departing ferry movements using this alternate route. Susan will ask consultant to add the zone, if our current analysis doesn't already include this.
- Don Meehan asked if there is a way to differentiate between cars & freight or service vehicles (delivery vehicles & other). Susan will check with consultant to find out if data can be broken out that way.

**3. Draft UPWP Review**

Susan noted that it is time again to submit the Unified Planning Work Program to WSDOT and FHWA. Normally, we submit a one-year plan, each year. This year, the plan will span two-years, to more efficiently correlate with the State biennium funding. Susan asked for comments from the TAC on the draft.

John Shambaugh asked if Susan could email out the Action Item list from the current Regional Transportation Plan, so the TAC could compare it to the work plan. Susan noted that this leads us to our next agenda item! She will send the list out for review.

#### **4. Regional Transportation Plan update discussion**

Susan noted that the update of the Regional Transportation Plan is due in September of this year. A wholesale overhaul is not required, but there are areas that need to be updated. One of the things we need to look at is the Action Item list. Some things have been completed and need to come off of the list, but she would like to include photos and a paragraph or two about the projects completed to show progress. Other items may need to be added to the list, as well. Susan shared the proposed update schedule, which she will email out with the Action Item list.

#### **5. Project Delivery Status**

The group had a short discussion about obligation status on STBG projects. Port of South Whidbey has grant funds it has been trying to obligate since October. Susan will work with Stan to get this moving. The Port is also looking for additional construction funds for the project.

Susan shared that because of staffing issues and some COVID-related delays, IRTPO is not on track to meet our STBG obligation target for this year. We are working with the County and others to find projects programmed for later years that we can move into 2021.

It was suggested that IRPTO should have an alternate project list (projects that have been vetted, but not awarded or programmed) for instances such as this. This step could be included in our next Call for Projects.

#### **6. Title VI**

Susan reminded the TAC that there will be new Title VI requirements coming on line, but indicated that she had not heard anything more, since January. Oak Harbor reportedly had changes to its Title VI plan and reporting period this year. No other agencies reported anything new, so far.

#### **7. Roundtable**

- John Shambaugh informed the group that WSDOT and City of Stanwood are moving forward with an agreement to look at alternatives for the SR 532 Corridor. This project will include public outreach.
- Todd Morrow shared that transit has transitioned this past year to a focus on service. For Island Transit (IT), ridership is up, particularly on Saturdays. IT is looking at installing air sanitation systems on its vehicles. It's also considering a small project to install a restroom/breakroom/kiosk at the Terry's Corner stop on Camano.
- With the new stimulus funding coming along, IT will also be looking at some larger projects.
- Don Meehan reminded everyone that buying Lighthouse license plates supports the Admiralty Lighthouse and Lighthouse Environmental Programs & buying Rhododendron license plates supports Meerkerk Gardens, in Greenbank.
- Susan reminded the group that the Island Vehicle Electrification Study team will be making a final presentation to the IRTPO Executive Board on March 24<sup>th</sup>. The draft Charging Station Design Guidance Toolbox has been email to the TAC and Stakeholders. Please review and comment, and feel free to share with other interested parties.

## **8. Adjourn**

**The meeting adjourned at 1:35 PM**

**Next Regular TAC Meeting: April 8, 2021**