

MINUTES OF MEETING
ISLAND RTPo TECHNICAL ADVISORY COMMITTEE
March 12, 2015

Attendance List

Arnie Peterschmidt, City of Oak Harbor
Bill Oakes, Island County
Bob Monize, District 3 Citizen Rep.
Brian Wood, District 2 Citizen Rep.
Cac Kamak, City of Oak Harbor
Connie Bowers, Island County
Curt Gordon, Port of South Whidbey
Don Meehan, District 1 Citizen Rep.
Doug Cox, RTPo Staff
Ed Conyers, WSDOT Local Programs
Harry Haslam, WSDOT Local Programs
Jade Mott, WSDOT Local Programs
John Shambaugh, WSDOT
Pete Schrum, Island Transit
Ray Deardorf, Washington State Ferries
Stan Berryman, City of Langley

Members not in Attendance

Brad Johnson, Island County
Nick Pinch, Island Transit
Town of Coupeville representative

The meeting began at 1:00 PM.

Washington State Ferries Long Range Plan Update

Ray briefed the committee on the upcoming update to the WSF long range plan, which was most recently updated in 2009. The new update will look out to 2040. The goals of the update are to develop a better understanding of the changing market demographics, to review and update adaptive management practices and operational paradigms, to assess potential technology applications, to identify key cost driver reduction strategies, and to update the long-term financial outlook and funding needs. Ray discussed what aspects of the 2009 update have been implemented, and comments received from WSF's community meetings last summer. He also provided information on the current Level of Service standards used by WSF, and a glimpse of the population / demographic changes that may occur by 2040. He concluded with information on the timeline of the update, which is expected to get fully underway after the state legislative session.

"How to Obligate Funds" presentation

Ed, Jade and Harry provided a detailed overview of the steps involved with getting funds authorized for projects that have been awarded federal or state funds. They covered the funding programs, some of the eligible project types, and showed examples of some of the documents used for previous projects throughout the state. Jade also highlighted some of the errors that most often delay the obligation process for agencies, which include: Funds are not programmed in STIP; Roadway is not Federal Functionally Classified; Documented Cost Estimates do not have backup information, calculation errors, spreadsheet, or match Local Agency Agreement or Supplement; Description on Local Agency Agreement does not match STIP; Request for R/W or CN Funding Authorization when NEPA (ECS) has not been approved; Not maximizing federal participation rate.

Approval of February 12, 2015 meeting minutes

Bob made a motion to approve the February 12, 2015 meeting minutes. Arnie seconded the motion. The motion carried with all in favor.

STP Project Obligation Status

Doug mentioned that Greg Cane is no longer the Town of Coupeville engineer. The committee then discussed the STP projects that are scheduled to be obligated by the end of June this year. Bill explained that the Freeland Trail project is delayed because of the need for an unforeseen permit from the Army Corps of Engineers, which is expected to take two months. Pete relayed that Island Transit's Interoperability project may be postponed or cancelled due to their desired frequency not being available. The rest of the projects are on schedule.

New Items

There were no new items.

The meeting adjourned at 2:45 PM

Next Regular TAC Meeting: April 9, 2015