

**MINUTES OF MEETING  
ISLAND RTPO TECHNICAL ADVISORY COMMITTEE  
October 10, 2013**

**Attendance List**

Arnie Peterschmidt, City of Oak Harbor  
Brad Johnson, Island County  
Brian Wood, District 2 Citizen Rep.  
Cac Kamak, City of Oak Harbor  
Connie Bowers, Island County  
Doug Cox, RTPO Staff  
Fred McCarthy, Mayor, City of Langley  
Gabe Philips, Skagit Council of Governments  
Greg Cane, Town of Coupeville  
John Shambaugh, WSDOT  
Maria Cablao, City of Langley  
Pete Shrum, Island Transit

Doug began the meeting at 1:00 PM. Brief introductions were made. TAC members gave a warm welcome to the two special guests: Mayor McCarthy and Gabe Philips.

Doug asked if there was a motion to approve the September 12th meeting minutes. Greg made a motion to approve, with Connie seconding. The motion carried.

**Transportation Alternatives Program (TAP):**

Doug and Gabe spoke about the upcoming TAP project selections.

Gabe explained that the Skagit-Island RTPO expects to receive approximately \$230,000 each year, of which \$90,000 must be spent on projects in areas designated as urban; \$58,000 must be spent on projects outside of those urban areas, and the rest can be spent on projects in any location. Gabe also stated that we are looking to plan up to six years worth of projects.

The bulk of the discussion focused on how the project selection process will work. This will be the first time that the projects will be selected as a region; previously the funds were split 60/40 between Skagit and Island sub-regions and each held their own project selection process. Under the new process, each TAC will rank the projects for their sub-region. Next, a subcommittee comprised of representatives from each TAC will meet to develop a regional priority ranking by using forced-pair comparisons. The top-ranking project from each sub-region will be compared to each other see which one is most consistent with regional priorities. Then, the next-highest ranked project from the sub-region that was chosen in the first comparison will be compared to the top-ranking project from the other sub-region. This will continue until all the projects are compared and a neatly-ordered list of regional priorities is assembled. Once this list is created, it will be brought to the Skagit-Island RTPO Policy Board for final discussion and approval. The Policy Board will make the final determination about which projects receive funding.

Cac made a motion to recommend the new process be approved by the Skagit-Island RTPO Policy Board. Greg seconded and the motion carried. The call for TAP projects is expected to be issued in mid-to-late October.

**STP Project applications**

The group spent time discussing various questions about the STP application process. Topics included pavement assessments, eligible functional classes, and where to find specific information needed to complete the application.

**New Items**

There were no new items.

The meeting adjourned at 2:00 PM

**Next Regular TAC Meeting: November 14, 2013.**