

MINUTES OF MEETING
IR TPO TECHNICAL ADVISORY COMMITTEE
October 13, 2016

Member Attendance List

Cac Kamak, City of Oak Harbor
Stan Berryman, City of Langley
Bob Monize, District 3 Citizen Rep.
Owen Dennison, Town of Coupeville
Nathan Howard, Island County Planning
John Shambaugh, WSDOT
Arnie Peterschmidt, City of Oak Harbor
Ron Nelson, Island Co. EDC
Connie Bowers, Island County Public Works
Don Meehan, District 1 Citizen Rep.
Christine Boswell-Still, District 2 Citizen Rep.

Other Attendees

Nick Pinch, Island Transit
Catherine Kelley
Spencer Keene
Bryant Mercil

Members not in Attendance

Angi Mozer, Port of South Whidbey
Brian Tyhuis, NAS Whidbey Island
Mike Nortier, Island Transit Exec. Dir.
Forrest Rambo, Port of Coupeville

Facilitator

Brian Wood, ITPO Staff

The meeting began at 1:00 PM.

Action Items:

- Send project ranking results to TAC members
- Establish a meeting for project sponsors to build project schedule
- Place HSTP projects on project submittals page of website

Approval of prior meeting minutes

A motion to approve the September 8, 2016 meeting minutes was seconded and carried with all in favor.

Recognition of new IR TPO

- TAC members were updated on the WSDOT approval of the IR TPO designation packet
- The new IR TPO was memorialized with a small celebration of the achievement
- Executive Board actions from September 28th were reviewed:
 - Helen Price Johnson designated as chairperson
 - Island County designated as lead agency
 - Bylaws underwent slight revision, with extra emphasis on funding decisions being made by elected officials only
 - Board approvals were given for the following: pursuing an HSTP planning grant, an RTPO administration grant, establishing a yearly paving set-aside
 - Letters of support were approved for assigning Suquamish ferry to Clinton/Mukilteo route and for Island Transit Consolidated Grant projects

Project Presentations

A funding matrix was given to TAC members showing that all projects were fundable, but adjustments would need to be made to balance funding targets between TA and STBG and also between rural and urban split. The scoring mechanism and rationale were reviewed:

- It was noted that federal grants required a competitive process
 - Although all projects were fundable, it was appropriate to apply competitive ranking anyway due to: need to determine project scheduling priority, ability to determine which projects had priority in the event of future funding changes
- Past practice indicated that ranking, rather than scoring was a more valid process due to inconsistencies between scoring members
- Projects were presented and members actively discussed project implications

Project Scoring/Ranking

- Members wrote their project rankings on a white board
- Sponsors did not score their own projects
- Ranks were totaled and then totals were ranked using a spreadsheet:

| STBG | |
|------|---------------------------------------------------------------|
| 1 | NE 7th Ave Improvement Project |
| 2 | Swantown Ave/Heller St/Fireside Ln Intersection Improvements |
| 2 | Regional Transportation Planning Work Program |
| 3 | Clinton to Ken's Corner Trail Deer Lake Rd/Langley Road/SR525 |
| 4 | Langley Second Street |
| 5 | Harbor Station Transfer Center LED Lighting Retrofit |
| 6 | Langley Third Street |
| 7 | Langley DeBruyn Avenue |
| 8 | Langley Park Avenue |

| TA | |
|----|-------------------------------------------------------|
| 1 | Clinton to Ken's Corner Trail |
| 2 | Nine (9) Bike Lockers |
| 2 | DeBruyn Avenue and First Street Sidewalk Improvements |

- It should be noted that there was unanimous support for NE 7th Street Improvement Project as the number 1 priority

Human Services Transportation Plan Project Scoring

- HSTP project submittals were reviewed
- Due to the timeline for ranking and grading the HSTP projects, TAC members were asked to act in an advisory role by reviewing and commenting on the project applications that are posted on the website

The meeting adjourned at 3:00 PM

Next Regular TAC Meeting: November 10, 2016