

MEETING SUMMARY
IRTPO TECHNICAL ADVISORY COMMITTEE
March 9, 2017

Member Attendance List

Christine Boswell-Still, District 2 Citizen Rep.
Stan Berryman, City of Langley
Bob Monize, District 3 Citizen Rep.
Connie Bowers, Island County Public Works
Brian Tyhuis, NAS Whidbey Island
Angi Mozer, Port of South Whidbey
Don Meehan, District 1 Citizen Rep.
Ron Nelson, Island Co. EDC
Cac Kamak, City of Oak Harbor
Arnie Peterschmidt, City of Oak Harbor
Owen Dennison, Town of Coupeville
Pete Schrum, Island Transit

Members not in Attendance

John Shambaugh, WSDOT
Nathan Howard, Island County Planning
Mike Nortier, Island Transit Exec. Dir.
Forrest Rambo, Port of Coupeville

Facilitator

Brian Wood, IRTPO Staff

The meeting began at 1:00 PM

Action Items:

- Develop additional funds policy & distribute to TAC by email approval vote
- Add airpark to Island Regionally Significant Transportation System draft
- Research mechanism for phasing projects to better match yearly obligation targets

Motions

- Approval of November minutes was made
- Motion to approve recommendation to add Oak Harbor Waterfront Trail back to RTIP carried, all in favor
- Consensus was made to allow email voting to facilitate board recommendations that require refinement.
- Motion to approve recommendation for bylaws amendment to require IRTPO members and representatives (as defined in Article IX of draft Bylaws) to review and adhere to RCW 42.52 Code of Ethics for Municipal Officers and further review 42.52 Ethics in Public Service.

Regional Transportation Improvement Program (RTIP) Amendments/Discussion

- The TAC discussed the need to amend the RTIP due to project changes.
- The Oak Harbor Waterfront Trail Repair project was inadvertently deleted by the sponsor before the construction phase was obligated.
- The City of Langley requested removal of the DeBruyn Ave and First Street Sidewalk project due having received alternate funding through the Transportation Improvement Board.
 - The City further requested that its original award be shifted to a similar/related project
 - Original project totaled \$244,595 and new project totals \$160,350
- A spreadsheet was used to show how project scheduling might accommodate the reinstatement of the Oak Harbor project and the new Langley project. Both projects would not fit in the first programming year (2017). Either project would put the IRTPO above programming targets for 2017, but the Oak Harbor project would be more likely to stay within a range that WSDOT was

likely to approve. Alternatives were considered, including moving out year projects in to 2018/19/20.

- The TAC discussed the appropriate assignment of newly available funding, especially given that adequate funding over 6 years was available.
 - Since Oak Harbor's project had both been approved on the 2016 TIP and it's removal from the RTIP represented an obligation error, it was agreed that the project should be reinstated if possible.
 - The Langley project was the result of an opportunity rather than an error. TAC members discussed how funding is allocated by the IRTPO.
 - It was agreed that funding awards went to projects rather than jurisdictions.
 - Projects received awards or programming priority based on a competitive process with other projects.
 - When a project award is returned, the funding should become available for a new competitive round
 - It was also agreed that current ranked and programmed projects should have the opportunity to move up in the schedule before new projects competed for additional programming funds, especially given that only the first 4 years of funding are guaranteed by WSDOT.
 - The funding discussion highlighted the need to set policies to guide future project award management, especially given that future project funding is uncertain and competition for awards could increase.
- The need for creative project phasing to better match yearly obligation targets, was highlighted

UPWP Input

The draft SFY 2018 Unified Planning Work Program (UPWP) was introduced. It was noted that the new UPWP was very similar to the one adopted January 2017 since most of the work efforts were ongoing. As there were no specific comments, TAC members were invited to review the document and send feedback that should be considered by the Executive Board.

Ethics Policy

The TAC was made aware of the need for the IRTPO to ensure ethical conduct as stated in the Regional Transportation Planning Organization Agreement with WSDOT. Various methods for meeting the ethical conduct requirement were discussed and it was agreed that the TAC would recommend a Bylaws amendment that requires members to review and adhere to RCW 42.23 Code of Ethics for Municipal Officers and further review RCW 42.52 Ethics in Public Service.

Regional Significance Definition

The TAC reviewed the draft regional significance definition: *Island Regionally Significant Transportation System (IRSTS)*. It was noted that this draft did not explicitly include any private transportation facilities or programs, though large parking areas might be an exception. The only concern noted was a lack of air travel. Arguments for and against including air travel:

- FOR: Public uses Island Region air facilities for both recreation and commercial support
- AGAINST: All air fields are privately owned with no regular commercial flights

The meeting adjourned at 3:00 PM

Next Regular TAC Meeting: April, 13 2017