

ISLAND TRANSPORTATION PLANNING ORGANIZATION POLICY BOARD

MINUTES OF THE MEETING

March 23, 2016

Policy Board Members in Attendance:

Curt Gordon, Port of South Whidbey Commissioner
Helen Price Johnson, Island County Commissioner
Jackie Henderson, Island County Public Transportation Benefit Area Corporation
John Mishasek, Port of Coupeville Commissioner
Molly Hughes, Mayor, Town of Coupeville
Rick Hannold, Island County Commissioner
Tim Callison, Mayor, City of Langley
Todd Carlson, WSDOT

Members Absent:

Bob Severns, Mayor, City of Oak Harbor
Jennifer Meyer, NAS Whidbey

Also in Attendance:

Connie Bowers, Island County
Doug Merriman, City Administrator, City of Oak Harbor

The Island Transportation Planning Organization (ITPO) Policy Board met in the Island County Commissioners Hearing Room on March 23, 2016. The meeting was called to order at 11:00 AM by Chair Price Johnson.

Note: To listen to the audio recording of this meeting, go to the [ITPO web page](#) and click on 'Listen' under the Audio column for the meeting date.

Approval of the Agenda

Commissioner Hannold made a motion to approve the agenda. Jackie Henderson seconded, and the motion passed with all in favor.

ITPO Bylaws

Connie provided an initial draft of Bylaws for the nascent organization. She highlighted some of the sections that the group might want to think about. After some discussion, the group proposed the following changes;

- Modify 3.4 regarding voting members being elected officials, such that representatives can vote on issues which do not involve the allocation of funds
- Modify 6.3 to establish a minimum number of eight TAC attendees to represent a quorum
- Add Section 6.6 to identify the TAC meeting date, time, and place

Staff Update

Connie provided an overview of each of the projects in the Regional Transportation Improvement Program, including a short explanation of the grant fund types. Commissioner Price Johnson asked that staff check if the WSDOT Coupeville Ferry Illumination project conformed to Night Sky requirements.

Connie updated the group on the Mukilteo Parking Facility Study. She indicated that the City of Mukilteo was leading the effort in combination with a consultant. The project is funded by Sound Transit, Port of South Whidbey, and Island County. A map was provided which showed some of the possible parking areas in the Old Town (waterfront) area. Additional parking areas are being considered which are remote locations. Work has been done to look at shuttle options for these sites. The City has conducted interviews with a number of local business as well as agency stakeholders. A number of different users seek parking in the waterfront area; park visitors, business visitors, business employees, commuters, and scuba divers. The interviews identified a need for approximately 500 spaces, with a preference for an Old Town (waterfront) location. If a remote site was pursued, a shuttle would be needed from 4:30 AM to 2 AM. Moving forward possible public / private partnerships may be an option. The next step is to evaluate the following for each site; conduct zoning analysis, height restrictions, setbacks, stall count, access, traffic patterns, and possible funding options. An open house is scheduled in May. A few suggestions were made; incorporate pedestrian bridge with possible parking garage behind Diamond Knot, ensure WSDOT bike / ped improvement engineers at

New Items

Connie introduced an upcoming request for a letter of support from the ITPO for a TIGER grant application for New County Road.

The meeting adjourned at 12: 10PM.

NEXT MEETING: April 27 2016