

ISLAND TRANSPORTATION PLANNING ORGANIZATION POLICY BOARD

MINUTES OF THE MEETING

August 24th, 2016

Policy Board Members in Attendance:

Member Attendance List	Members not in Attendance
Helen Price Johnson, Island County	Jill Johnson, Island County Commissioner
Rick Hannold, Island County Commissioner	Bob Severns, Mayor, City of Oak Harbor
Molly Hughes, Mayor, Town of Coupeville	
Jackie Henderson, Island Transit	
Tim Callison, Mayor, City of Langley	
Mike Nortier, Island Transit Exec. Dir.	
John Mishasek, Port of Coupeville Commissioner	
Curt Gordon, Port of South Whidbey	
Jay Drye, WSDOT	
Jennifer Meyer, NAS Whidbey	
Doug Merriman, City of Oak Harbor (sub)	
Other Attendees	Facilitator
Bill Oakes, Island County Public Works	Brian Wood, ITPO Staff
Todd Carlson, WSDOT	
Mike Nortier, Island Transit	

Action Items:

- Bring discussion to HSTP Committee regarding outreach to underrepresented communities
- Photos to be forwarded by WSDOT

Motions:

- Motion to approve agenda as presented (carried)
- Motion to approve minutes from July 27, 2016 ITPO meeting (carried)
- Motion to allow use of a consent agenda in ITPO meetings and to approve ITPO Consent Agenda Policy as presented that defines use of a consent agenda to expedite routine ITPO meeting tasks, and approves Transportation Improvement Program amendments for certain WSDOT projects within Island County
- Co/Hannold: Motion to approve this policy and allow use of a consent agenda in Island Transportation Planning Organization meetings. (Restated by co/Price Johson "to allow use of consent agenda policy in ITPO meetings as presented") (Mayor Hughes seconded, all in favor)
- Co/Hannold moved to remove the Whidbey Avenue Pedestrian Crossing project from the Regional Transportation Improvement Program given that the project has been cancelled by the City of Oak Harbor (co/Gordon seconded, all in favor)
- Co/Gordon moved to adopt and sign the resolution dissolving the Island Transportation Planning Organization in preparation for the formation of the Island Regional Transportation Planning Organization. (Jackie Henderson seconded, all in favor)

Call to Order/Changes to Agenda

- The Island Transportation Planning Organization (ITPO) Policy Board met in the Island County Commissioners Hearing Room on July 27, 2016. The meeting was called to order at approximately 11:00 AM by Chair Price Johnson.
- Outside Regular Agenda: Update on Capron Funding by Bill Oakes prior to call to order

Capron Funding Update

- Capron funding is part of motor vehicle fuel tax and provides county funds in addition to standard gas tax distribution from the state
 - Established in 1919 by Senator Capron that counties consisting of Islands would have fuel tax revenues returned to them
 - Deception Pass Bridge in 1936 precipitated a reduction of this payback by 50% for Island County
 - Fund must be used for county road purposes
 - We don't track projects by Capron funding
 - Money goes into a general road fund
 - About 4.5 million a year (total annual road budget about 18 million)
 - Loss of this fund would have a significant impact on budget
 - loss of entire capital improvement program
 - likely some loss of maintenance and operations

Consent Agenda Policy and Use (motion/discussion)

- A consent agenda policy draft was presented that outlined a basic policy and language to address inclusion of all administrative changes and amendments brought to the ITPO from WSDOT. It was noted that:
 - MPOs must go through public comment period for all amendments
 - RTPOs have no specific process requirement
 - WSDOT may be conducting its own public comment period in the future
 - No WSDOT project amendments are ever turned back by local agencies so discussion may not be time efficient
 - Exception is ITPO administered STBG and TA Grant programs
 - Any need for discussion of an amendment item can occur by pulling the item out of the consent agenda
 - Amendment descriptions will be available to the public on the Island County website

HSTP Committee Members (update)

- HSTP Committee Membership now includes:
 - Mike Brenaman—Disabled American Veterans
 - Karla Jacks—Camano Center
- The HSTP committee member list was updated to show:
 - General categories of need representation,
 - Location and possible geographic representation (true representation unknown)
- Discussion included:
 - General approval of the list by many members
 - Concern that some geographic areas may not have needs adequately represented

- Concern that additional members may make the committee less effective
- While a committee may have defined membership, it does not mean that other participants may not be invited to meetings to provide input as needed
- Pat Weekley of Senior Services of Island County (SSIC) was suggested as an important contact

TIP Project Removal/Call for Projects (motion/discussion)

- The deletion of the Whidbey Avenue Pedestrian Crossing was reviewed, reasons given were:
 - Project would have negatively impacted vehicle traffic turning motions
 - Concern that pedestrians would not use the new crossing
 - Insurance did not support a mid-block crossing
 - The project would be too close to a signaled intersection
- It was noted that this deletion impacts federal funding obligations for Transportation Alternatives, but that the current call for projects should:
 - Fill out obligation for 2017/2018
 - Provide illustrative projects to 2022, allowing projects to be moved around when one falls out
- Board was updated on call for projects:
 - Currently advertised and closing September 30th
 - Local sponsors are aware of, and addressing application process

RTPO Dissolution Resolution (motion, signing)

- This resolution dissolves the ITPO with the creation of the RTPO.
- Wording allows a fail-safe if the RTPO can't be established.
- Once signed, all members can sign the ILA
- ITPO Member Discussion:
 - Concern that current call for projects would not apply with organization change to RTPO
 - Todd Callison and Jay Drye indicated that the current call could go forward despite transition

WSDOT Updates

Jay Drye provided an update on WSDOT projects:

- Morris to Jacobs Rd project was delayed due to a lack of asphalt—moving forward again
- Bituminous Surface Treatment (BST) (*chipseal paving*) project wrapping up
- Dugualla Bay mitigation site at Dike Rd continues to be delayed due to settlement issues
 - First application of asphalt may experience settlement and cracking
 - Final touch up will occur the final year
- Major HWY20/525 paving project will begin next year (Arnold Rd to Galbreath Rd)
 - Preservation funds from Connecting WA package.

New Items

Port Commissioner Curt Gordon indicated that he and Commissioner Price Johnson will meet with Lynn Griffith of Washington State Ferries (WSF) next Wednesday at 11:00am.

- Port of South Whidbey seeking repairs to Clinton pier (leased from WSF)
- Looking for update on Kiss and Ride project in Clinton
- Concern about Mukilteo project impacting travel to Clinton Terminal

The meeting adjourned at 11:55 AM.

NEXT MEETING: September 28, 2016