

TAC Meeting May 12, 2016 Materials

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Pg 14	Letter of Support New County Road
Pg 15	Letter of Support Tank Farm Parking
Pg 16	Old Town Parking Garage Locations
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<http://canvsppubweb/PublicWorks/Roads/Planning/Documents/Policy%20Board%20Meeting%20May%2025%20Materials.pdf>

ISLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION

As submitted to: Washington State Department of Transportation Planning
Office Olympia , WA

*Designation Packet (as
per WAC 468-86-070)*

Article (a) Description of the Region.

The Organization’s jurisdictional area shall coincide with the boundary of Island County.

Article (b) Formal Designation of the Island RTPO

The Island RTPO has been designated as the regional transportation planning organization for Island County through interest expressed by the region’s public stakeholders through ratification of a resolution to for the Island RTPO executed by regional parties during (insert time frame). A formal interlocal agreement to codify this resolution is contained in appendix ‘A’.

Article (c) A list of all RTPO member local governments.

The member local governments listed for the Island RTPO are those which executed the (insert date) Interlocal Agreement to form the Island RTPO. These governments are:

- City of Langley
- City of Oak Harbor
- Port of Coupeville
- Town of Coupeville
- Island County
- Port of South Whidbey

Article (d) Copy of the Interlocal Agreement that governs the Island RTPO.

A copy of the (insert date) Interlocal Agreement is appended to this designation packet as appendix ‘A’.

Article (e) Lead Planning Agency Formal Designation.

A resolution designating Island County as the lead planning agency for the Island RTPO is attached as Appendix ‘B’

Article (f) Island RTPO Transportation Policy Board Description.

The Island RTPO membership has expressed interest in having a broad representation of regional stakeholders sit on the Policy Board to participate in policy making. As such, definition is provided within the Interlocal Agreement of (insert date) and through the organization’s bylaws, provisionally accepted at the Island RTPO (insert date) meeting regarding the organizations that are eligible to sit upon the Policy Board. Representatives of major employers, the department of transportation, transit districts, port districts and member cities, towns and counties within the region are allowed to participate, as per 47.808.040 RCW. Members of the house of representatives and the senate whose districts encompass all or part of the Island RTPO are considered ex-officio members and are eligible to attend Policy Board meetings.

Appendix 'A'

ISLAND RTPO INTERLOCAL AGREEMENT

Appendix 'B'

LEAD PLANNING AGENCY RESOLUTION

Appendix 'C'

ISLAND RTPO RESOLUTION

NOTE: This section contains the sample resolution, and one executed by (insert agency) as an example of an executed resolution to form the Island RTPO. The total number of entities that signed the resolution are: 3 Cities, 1 County, 2 Port Districts.

Island Transportation Planning Organization
Bylaws

Article I

Name of the Organization

- 1.1** This organization shall be known as the Island Transportation Planning Organization, herein referred to as the Transportation Planning Organization or ITPO.

Article II

Purpose and Duties

- 2.1** The purpose of the Transportation Planning Organization shall be to study countywide regional transportation concerns so as to make recommendations aimed at solving transportation problems of mutual interest and concern. Specific duties include, but are not limited to, the duties and functions listed in Section 3 of the ITPO Interlocal Agreement.

Article III

Membership

- 3.1** The Transportation Planning Organization Policy Board shall include representation from Island County, the City of Oak Harbor, Town of Coupeville, City of Langley, the Ports of Coupeville and South Whidbey, the Island County Public Transportation Benefit Area Corporation dba Island Transit, Naval Air Station Whidbey Island, and the Washington State Department of Transportation.
- 3.2** Voting members of the Policy Board are as follows: Island County shall be represented by the three county commissioners. The cities and towns shall be represented by the mayor of each jurisdiction. Each port commission shall select one port commissioner to represent their port district. The board of the Island County Public Transportation Benefit Area Corporation dba Island Transit shall be represented by its board chair or their designee.

Comment [dc1]: Per Rick Hannold at 2.24 Policy Board meeting

3.3 Non-voting members shall be represented by the community planning liaison from Naval Air Station Whidbey Island and the designated staff from the Northwest Region / Mount Baker Area office of the Washington State Department of Transportation, or their designees. Any members of the state House of Representatives or the Senate whose districts are wholly or partly within the boundaries of the Transportation Planning Organization are considered ex officio, non-voting policy board members.

3.4 Each voting member of the Policy Board may designate an alternate to act in the member's absence. The alternate designation must be in writing for voting members, signed by the member, and be on file with the Transportation Planning Organization in order for the alternate to be allowed to act on the members' behalf. The alternate must be an elected official if voting on fund allocations.

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Article IV
Officers

4.1 The officers of the Transportation Planning Organization Policy Board shall be a Chairperson and Vice-Chairperson. The officers shall be elected during the first meeting of each calendar year. The selection of the officers shall be effective upon a motion that passes by a majority of the voting members of the Policy Board present.

Article V
Policy Board Meetings

5.1 The chair shall preside over Policy Board meetings. In absence of the chair, the vice-chair shall preside. In absence of both officers, any other voting member may preside, after a motion to that effect is made and passed by a majority of the voting members of the Policy Board present.

5.2 Meetings will be held on the fourth Wednesday of the month at 11:00 am in the Island County Commissioner's Hearing Room. Additional meetings may also be called by the chair or by any three voting members of the Transportation Planning Organization. Notice of meetings shall be provided to each member at least one week (7 days) prior to the meeting.

5.3 Meetings of the Transportation Planning Organization shall be governed by the Open Public Meetings Act, RCW 42.30.

5.4 A quorum for conducting business shall be a majority of voting members present. All decisions must be made by a majority vote of the quorum present at a meeting.

5.5 The Chair shall sign all official documents that relate to specific action taken by the Transportation Planning Organization. The Vice Chair may sign documents when the Chair is absent.

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Article VI **Technical Advisory Committee Meetings**

6.1 The Technical Advisory Committee (TAC) shall be represented by the staff roles listed in the Interlocal Agreement. Each TAC member listed in the appendix is entitled to one vote.

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6.2 A citizen from each County Commissioner District shall also be appointed by the Commissioner from the respective district to serve on the TAC. Terms for citizen representatives shall be three years and may be renewed. Terms shall be staggered with one citizen representative position available each year.

6.3 Citizen representatives may be removed for failing to attend meetings on a repeated unexcused basis.

6.4 A quorum for conducting business shall be a minimum of eight voting members present. All recommendations to the Policy Board must be made by a majority vote of the quorum present at a meeting.

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6.5 The Island County Transportation Planner shall preside over Technical Advisory Committee meetings. In absence of the Transportation Planner, any other member may preside.

6.6 Meetings will be held on the second Thursday of the month at 1:00 pm in Island County Law and Justice Room 131.

Article VII
Parliamentary Authority

7.1 Robert's Rules of Order shall be an advisory document pertaining to parliamentary authority for use by the Transportation Planning Organization in parliamentary situations that are not provided in law or these bylaws.

Article VIII
Amendments

8.1 These Bylaws may be amended by a unanimous vote of a quorum of voting members. Amendments approved by the Transportation Planning Organization are effective immediately.

Adopted by a unanimous motion of the Transportation Planning Organization on the ___ day of ___, 2016 and signed by the participating jurisdictions as follows:

Board of Island County Commissioners
Island County, Washington

City of Oak Harbor

Richard M. Hannold, Chair Date

Bob Severns, Mayor Date

City of Langley

Town of Coupeville

Tim Callison, Mayor Date

Molly Hughes, Mayor Date

Port of South Whidbey

Port of Coupeville

Curt Gordon, Commissioner Date

John Mishasek, Commissioner Date

Island County Public Transportation Benefit Area Corporation dba Island Transit

Jackie Henderson, Date

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Appendix
Technical Advisory Committee Members

<u>Island County Public Works</u>	<u>Connie Bowers</u>
<u>Island County Planning & Community Development</u>	<u>Nathan Howard</u>
<u>Island County District 1 Citizen</u>	<u>Don Meehan</u>
<u>Island County District 2 Citizen</u>	<u>Vacant</u>
<u>Island County District 3 Citizen</u>	<u>Bob Monize</u>
<u>City of Oak Harbor Public Works</u>	<u>Arnie Peterschmidt</u>
<u>City of Oak Harbor Planning & Community Development</u>	<u>Cac Kamak</u>
<u>City of Langley</u>	<u>Stan Berryman</u>
<u>Town of Coupeville</u>	<u>Vacant</u>
<u>Port of Coupeville</u>	<u>Forrest Rambo</u>
<u>Port of South Whidbey</u>	<u>Angi Mozer</u>
<u>Island Transit</u>	<u>Ken Graska</u>
<u>Island County Economic Development Council</u>	<u>Ron Nelson</u>
<u>Naval Air Station Whidbey Island</u>	<u>Bryan Tyhuis</u>
<u>Washington State Dept. of Transportation</u>	<u>John Shambaugh</u>

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Island Transportation Planning Organization

April 27, 2016

Bill Oakes

Public Works Director / County Engineer Island County Public Works

P.O. Box 5000

Coupeville, WA 98239

Dear Mr. Oakes:

We wish to express our support and concurrence for the New County Road project. This critically important project will provide a much needed detour route for SR-525 through an area of Whidbey Island where the state highway provides the sole transportation connection from north Whidbey Island to south Whidbey Island. SR-525 is currently the only surface transportation route connecting Coupeville and Oak Harbor in the north to Langley, Freeland and Clinton to the south.

New County Road will be a 1.5 mile long road segment that will connect Race Road with Houston Road to provide an alternative route to SR-525. An alternate route is much needed in the case of both minor and major disruptions. A number of collisions along this section of SR-525 have closed the road for a number of hours resulting in not only an inconvenience for the traveling public, but a concerning delay for emergency vehicles and private individuals in route to the hospital, as well as transit and freight and goods.

It would also serve as an important link for emergency management, providing an alternate route in the case of major events such as earthquake damage, terrorist activity, hazardous spills, or storm events.

The Island County New County Road project is a regionally significant project that is in the fiscal year 2016 Island Transportation Planning Organization Regional Transportation Plan.

Sincerely,

Helen Price Johnson, Chair
Island Transportation Planning Organization



Island Transportation Planning Organization

April 27, 2016

Patricia Love
Community Development Director, City of Mukilteo
11930 Cyrus Way
Mukilteo, WA 98275

Dear Ms. Love:

The Island Transportation Planning Organization is very supportive of efforts to fulfill parking needs in Mukilteo for both short term and long term. It is our understanding that the Port of South Whidbey and members from the Tulalip Tribes have entered discussions regarding the possibility of providing temporary vehicle parking on the Tank Farm owned by the Tulalip Tribes near the Mukilteo Ferry Landing. We are writing to support this temporary solution for parking.

Providing overnight parking in Mukilteo would provide a regional benefit that has not to date been addressed on a permanent basis. The continuing decrease of parking for ferry passengers and for the general public at a major transportation hub has caused a major strain on transportation options in the region. Island County and the Port of South Whidbey are participating in the City of Mukilteo's current study efforts to identify a long term parking solution for ferry passengers as part of Mukilteo Multimodal Project, and in the meantime we are very enthusiastic that the Tulalip Tribes are considering a temporary solution to bridge the parking issues we are experiencing today and the long term solutions that are being assessed.

Sincerely,

Helen Price Johnson, Chair
Island Transportation Planning Organization

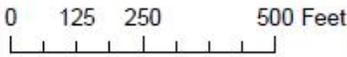
CC: Nicole McIntosh, Washington State Ferries
Brian Carroll, Tulalip Tribes
Les Reardanz, Port of Everett

Old Town Parking Options

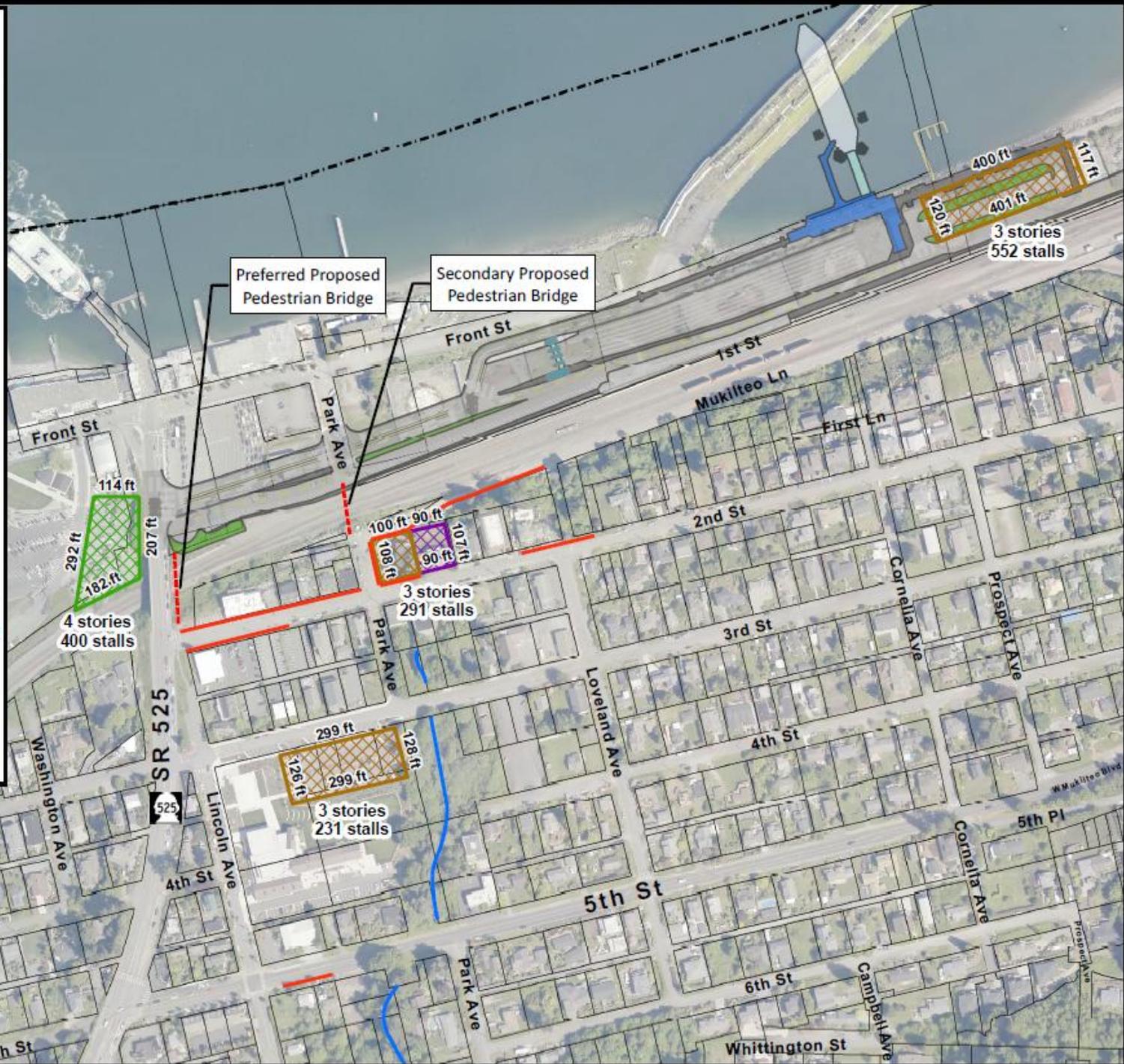
- Old Town Sidewalk Needs
- Streams
- City parcels (July 2014)
- City Limits
- Potential Old Town Parking**
- City
- Partnership
- Private

Imagery Source:
Snohomish County, 2012

The City of Mukilteo disclaims any warranty of merchantability or warranty of fitness of this map for any particular purpose, either expressed or implied. No representation or warranty is made concerning the accuracy, completeness, or quality of data depicted on this map. Any user of this map assumes all responsibility for the use thereof, and further agrees to hold the City of Mukilteo harmless from and against any damages, loss or liability arising from any use of this map.



Scale = 1:4,000
Nov. 10, 2014



Federal Funding (ITPO STP / TAP workplan as of May 5, 2016)				
-	2016	2017	2018	2019
STP Projects				
Crescent Harbor / Regatta Intersection (RW)	\$150,000			
Freeland Trail--Segment 1	\$472,100			
Island Transit Interoperability (radio repeaters)	\$259,500			
RTPO Unified Work Program		\$532,000		
Swantown / Heller Intersection Improvements CN		\$519,000		
Island County NonMotorized Plan Update	\$175,500			
Crescent Harbor / Regatta Intersection CN			\$1,200,000	
Crescent Harbor Resurfacing I	\$460,900			
Crescent Harbor Resurfacing II	\$288,100			
NW Heller Street Overlay	\$29,410	\$269,015		
Langley Cascade Ave Rest. (6th to Wharf)	\$268,150			
Island Transit Replacement Vehicles	\$740,656			
Total Planned Obligation	\$2,844,316	\$1,320,015	\$1,200,000	
Amount Obligated to date	\$1,175,656			
(\$2.57M total available for 2016) Obligation Target	\$2,400,000	\$1,040,000	\$1,040,000	\$1,040,000
<i>difference</i>	<i>\$444,316</i>			
TAP*				
Whidbey Ave. Ped Crossing CN	\$201,500			
Waterfront Trail Repair CN		\$120,000		
Freeland Trail--Segment 1	\$161,848			
South Whidbey Bike Route CN		\$80,000		
Camano Island Bike Loop PE + CN				\$125,000
Total Planned Obligation	\$363,348	\$200,000		\$125,000
Amount Obligated to date	\$0			
Obligation Target	\$265,000	\$93,000	\$93,000	\$93,000
<i>difference</i>	<i>\$98,348</i>			

* Planned obligations for TAP funds account for rural/urban split

Gray Italics indicates projected obligation target