

Peninsula Regional Transportation Planning Organization

Draft TAC Meeting Summary

June 13, 2019

Attendees

Technical Advisory Committee Member

Andrea Archer Parsons, City of Bremerton
Rich James, Clallam County
Steve Gray, Clallam County
Mike Oliver, Clallam Transit System
Annette Nesse, Jamestown S'Klallam Tribe
Wendy Clark-Getzin, Jefferson County
Frank Burns, Jefferson Transit
Melissa Mohr, Kitsap County
Edward Coviello, Kitsap Transit
Carla Sawyer, Kitsap Transit Transition Consultant
Jeff Bartlett, Makah Tribe
Penni Giles, Squaxin Island Tribe

Staff/Guests

Dennis Engel, WSDOT
Kate Fauver, WSDOT
Debbie Clemen, WSDOT

Welcome & Introductions

TAC Chair Wendy Clark-Getzin opened the meeting and initiated self-introductions around the table.

DISCUSSION: Draft Regional Transportation Plan

Peninsula RTPO Coordinator Debbie Clemen remarked that both EB and TAC members received an electronic copy of the draft Regional Transportation Plan (RTP) for review on June 6th. Debbie relayed that the adoption schedule for the RTP included the following TAC milestones:

- August 8th TAC meeting – review EB workshop materials for the RTP's public outreach
- October 10th TAC meeting – review results of the RTP public outreach effort
- November 7th TAC meeting – Final RTP review and recommendation for EB member approval

TAC Chair Wendy Clark-Getzin asked if TAC members could also participate in the August 16th EB meeting workshop. Ed Coviello replied that yes, TAC members could participate in the workshop. However, this workshop is more about selecting the best public outreach options than discussion of the contents of the RTP.

A discussion on the draft 2019 RTP ensued. Rich James felt that there was a big difference between the old and new versions of the RTP. He requested a redline copy of the RTP so he could see the difference between the 2015 and 2019 versions. Unfortunately, the new RTP was not developed in a way to make a redline possible. TAC Chair Wendy Clark-Getzin offered that Rich James and/or Steve Gray could review both versions of the RTP and identify any information that they would like to add back into the new plan. Rich really appreciated the financial statistics for each county that was featured in the 2015 version. Since Rich really wanted to see additional financial data in the RTP, Carla Sawyer and Ed Coviello volunteered to develop a financial template format for members to complete. Members will be held responsible for returning the completed template back to Carla and Ed.

TAC Chair Wendy Clark-Getzin commented that the 2015 RTP was put together by members who are no longer at this table. They chose to use strong language in the policy statements. Wendy suggested tempering the language. She commented that the PRTPPO doesn't have muscle when an agency is out of compliance just because we state it in the RTP.

DISCUSSION: Criteria for Regionally Significant Projects in the R-TIP

The Executive Board has tasked the TAC with creating a criteria for designating regionally significant projects in the Peninsula RTPO's Regional Transportation Improvement Program (R-TIP). Some jurisdictions put their entire 6-year program projects into the R-TIP. This results in a lot of projects and members would like to implement a system to reduce the number of projects. EB Chair Annette Nesse commented that some sort of guidelines or criteria for the regionally significant projects would be very helpful. Ed Coviello suggested developing a simple checklist for regionally significant projects. We aren't going to be able to create something today that will help with the July 1st call for projects, but it will help for next year. A lively discussion on the definition of regionally significant projects followed. Ed suggested that members think about the definition for regionally significant projects and then at the August 8th TAC meeting members will continue the discussion.

Peninsula RTPO Coordinator Debbie Clemen reminded members of the new July 1st deadline for the call for projects to be submitted in the 2020-2025 Statewide Transportation Improvement Program (STIP) and the Regional Transportation Improvement Program (R-TIP). Extra time is needed to train Kitsap Transit on how to review the submitted projects. Submitted projects will be reviewed in the July through August timeframe. August 20, 2019 is when the 30-day public review period will begin. On September 20th, Executive Board members will approve the R-TIP/STIP at their regularly scheduled EB meeting. On October 18, 2019, the STIP secured funded projects will be submitted to WSDOT's headquarters for insertion into the statewide TIP.

UPDATE: Transition Activities

Carla Sawyer, Kitsap Transit's Transition Consultant, commented that the lead agency is in the process of passing knowledge from Dennis Engel and Debbie Clemen to Ed Coviello and herself. The new Interlocal Agreement includes 4 counties, 9 cities, 10 tribes and 14 other jurisdictions. So far eighteen of those jurisdictions have signed the Interlocal Agreement. We also have two new members to the PRTPPO, Bainbridge Island and the City of Poulsbo have

signed the ILA. We have revised the bylaws to better reflect the way the Peninsula RTPO is currently doing business. We are also in the process of drafting a Code of Ethics and purchasing/procurement procedures. The Peninsula RTPO's website is in the process of being rebranded with a new look and logo. Staff is refining the budget and breaking down the UPWP allocations. The original plan was to reserve enough of the budget to have the Grays Harbor Council of Governments and the WSDOT overlap for six months of training. Unfortunately that didn't work out. We have some transition funds that we can't spend. After talking with EB members, we decided to return \$25,000 of our budget back to be reallocated to another RTPO in need. As it turned out Thurston Regional Planning Council received \$17,000 of our returned funds for an additional modeling license.

REVIEW: Meeting Schedule

TAC members are asked for their input on the new meeting schedule from June through November 2019. The meeting locations were changed to better facilitate member attendance and reduce the travel time of any one member. Neutral meeting locations, one in the north end and one in the south end of the Peninsula RTPO region were chosen. We also chose to move the TAC meeting from the Port Hadlock library to reduce extended travel time for members. The TAC will meet the Thursday prior to the Executive Board meeting. The TAC will meet at Kitsap Transit in Bremerton rather than the Bremerton Airport since their meeting rooms will be fully wired for conference calling ability.

Recognition

After 30 years of service, Rich James is retiring from Clallam County Public Works department. The Peninsula RTPO recognizes Rich for his valuable contributions and the many years of dedicated service to the Peninsula RTPO. Executive Board Chair Annette Nesse congratulated Rich and presented him with a Certificate of Appreciation. In addition, Annette also presented a retirement card signed by TAC members.

The Peninsula RTPO also recognized Frank Burns for his valuable contributions and dedicated service to the Peninsula RTPO as the Technical Advisory Committee Vice Chair. Frank has chosen to leave Jefferson Transit to pursue other avenues. Peninsula RTPO Coordinator Debbie Clemen expressed her appreciation to Frank for his willingness to take on the Vice Chair role. Executive Board Chair Annette Nesse congratulated Frank and presented him with a Certificate of Appreciation.

Announcements

TAC Vice Chair Nominees

We are looking for a slate of nominees for the TAC Vice Chair position. If you would like to nominate someone, or yourself, please let us know. Elections will be held at the August 8th TAC meeting.

Clallam Transit

Mike Oliver commented that it has been a successful legislative session for Clallam Transit. Clallam Transit requested 10 coaches through the Consolidated Grants program. They initially

received an award of 7 coaches, and now it's a full award of all 10 coaches. The 5339 Program provided heavy duty coaches for the Strait Shot route that will accommodate plenty of room for transit user's bikes and luggage.

Clallam County

Rich James commented that Clallam County was able to build 5 miles of the Olympic Discovery Trail this year. They hope to have the trail around Lake Crescent by 2020.

Clallam County is hoping to exchange federal STP funds for state funds to do more projects cheaper and faster. Cities and rural counties around the state really want this funding option to happen. With legislative support, we would be able to exchange federal funds to a state funds program. Unfortunately, this legislative request didn't go through this year. We have legislative support and the backing of the Washington State Association of Counties.

Jefferson Transit

Frank Burns commented that Jefferson Transit received Consolidated Grant funding for two 35' coaches, two 30' coaches, and full operational funding as requested.

Jefferson County

Wendy Clark-Getzin commented that Jefferson County received an Active Transportation Grant for Safe Routes to School to improve SR 116. The county is also working on a fish barrier project in eastern Jefferson County.

Jamestown S'Klallam Tribe

Annette Nesse commented that the tribe applied for a bike pedestrian grant to close the Olympic Discovery Trail gap in the Blyn area. The gap area is on private property and right-of-way negotiations are necessary. The tribe received a Consolidated Grant for transit operating assistance to sustain the transit operation of the Jamestown Campus Route 50.

The tribe is planning an expansion project for the Dungeness River Audubon Center at the Railroad Bridge Park. The tribe received a \$1.5 million capital grant from the legislature as part of its capital campaign to raise a total of \$3.5 million. This puts the expansion funding at 90% of the overall goal.

Meeting Adjournment

The meeting was adjourned.