

# Peninsula Regional Transportation Planning Organization Executive Board Meeting Minutes

November 20, 2015

Kitsap County Public Works Annex

Bremerton, WA

## Attendees

### **Executive Board**

Genaveve Starr, City of Sequim  
David Sullivan, Jefferson County  
Zoe Ann Lamp, Jefferson County  
Tammi Rubert, Jefferson Transit  
Adam Brockus, City of Bremerton  
Andrew Nelson, Kitsap County  
Greg Cioc, Kitsap County  
Bek Ashby, City of Port Orchard  
Randy Neatherlin, Mason County  
Judy Scott, Port of Allyn  
Annette Nesse, Jamestown S'Klallam Tribe  
Jody Rosier, Skokomish Indian Tribe

### **Staff/Guests**

Tom Hanson, WSDOT  
Dennis Engel, WSDOT  
Debbie Clemen, WSDOT

### **Introductions**

David Sullivan welcomed those in attendance. He then initiated self-introductions of those present. Debbie Clemen relayed that a meeting quorum of members are now present.

### **Action Item: Approval of the September 18, 2015 meeting minutes**

David Sullivan asked if there were any revisions to the September 18, 2015 meeting minutes. Upon hearing none, David requested a motion to approve the meeting minutes as written. A motion was made, seconded and carried with no further discussion.

### **PRTPO's Regional Model Overview**

Kitsap County was tasked with creating a travel demand model for the Peninsula RTPO region. Greg Cioc relayed that the travel demand model includes elements such as roadways and transit networks, and population and employment data. These elements help determine the expected demand for transportation facilities. In other words, it is a simulation of where people are driving and the level of service in the corridor (LOS). Greg commented that they have collected and consolidated Transportation Analysis Zones (TAZ) structures for the four county region and Grays Harbor. Jim Rogers has created about 700 new TAZs to fill in the rural gaps between existing models. Jim has also collected new and existing traffic counts from all jurisdictions for use in the model calibration. The roadway networks were consolidated and updated ensuring that all the link attributes are included and coded properly. The model should be ready to begin calibration in February. During the calibration process, the model's out-put volumes are compared to existing traffic counts and observed travel patterns. The model should be ready for validation by Peninsula RTPO members in April 2016.

## **Washington State Public Transportation Plan**

Tom Hanson from WSDOT's Public Transportation Office presented an overview of the draft Washington State Public Transportation Plan. He stated that the current statewide Public Transportation Plan is 20 years old, so an update is due.

The way in which WSDOT manages transportation must change. The Washington State Public Transportation Plan is a new kind of blue print to better integrate all modes of transportation to meet our needs over the next 20 years. This plan is conceived as a partnership. WSDOT is not the lead for all recommendations. Sometimes, WSDOT is a facilitator or a technical resource.

Over the last two years, WSDOT has collaborated with transit agencies, cities, counties, state agencies, planning organizations, employers and non-profits from around the state. Monthly meetings were held with these various agencies and organizations to develop the vision and goals.

The vision for the plan is:

*All transportation partners in Washington will work together to provide a system of diverse and integrated public transportation options. People throughout the state use these options to make transportation choices that enable their families, communities, the economy, and environment to thrive.*

Tom relayed that WSDOT would really appreciate your comments on this draft plan. Take your time and study this draft document. Any comments no matter how minor would be greatly appreciated.

Q: A question was asked if WSDOT will adopt this plan?

A: Yes, WSDOT intends to adopt the Public Transportation Plan.

Q: What is the definition of Public Transportation?

A: Public Transportation is defined as any form of public or private transportation that is accessible and available to the public and does not involve a single person in a motorized vehicle.

WSDOT is seeking public comments on this plan through November. For more information, visit [www.WATransPlan.com](http://www.WATransPlan.com).

### **Action Item: Approval of the PRTPO's Revised Bylaws**

Debbie Clemen relayed that at the last EB meeting, this group revised the PRTPO Bylaws. According to the bylaws, drafted revisions to the bylaws cannot be approved until the following meeting. Staff is now requesting approval of those revisions. David requested a motion to approve the revised bylaws as presented. A motion was made, seconded and carried.

### **Officer Nominations**

David Sullivan stated that Executive Board officer assignments are made each year. Officers are elected at the February Board meeting from among the representatives of the voting members. Officers may serve no more than two consecutive two-year terms in the same office. Board officers are the Chair, Vice Chair, and Secretary. Nominations have been accepted for Annette Nesse as Chair and Judy Scott as Secretary. Are there any others who wish to be considered for Executive Board officers? Members have until February to be considered for an officer position. Officers will be selected at the February 19, 2016 Executive Board meeting at the Jamestown S'Klallam Tribal Center in Sequim.

## **Membership Reminder**

Member representatives shall submit a letter or email in January to PRTPO staff, designating their representative and up to two alternates for the Executive Board and one Technical Advisory Committee representative. Note: Member entities may select whomever they wish to serve as representative and alternates; however, the appointees must have the authority to speak for the entity and vote on regional policies on its behalf.

## **Quarterly Budget Update**

Debbie Clemen presented the first quarter financial report for July through September. She relayed that the Peninsula RTPO was allocated at total of \$133,658 for the FY 2016 fiscal year running from July 2015 through June 30, 2016. Debbie commented that the General Program Administration expenses amounted to \$11, 475. Pretty much on target spending for just one quarter of the budget for this item. We spent \$2,524, from the Regional Transportation Planning task finishing up the Regional Transportation Plan. Over half of the Transportation Improvement Program's (TIP) budget was expended in the development of the yearly Statewide Transportation Improvement Program (STIP) and the Regional Transportation Improvement Program (RTIP). The remaining \$5,284 will be used to process monthly amendments to the STIP. The remaining balance at the close of the first quarter is \$110,373.

## **Priorities and Needs Statement Update**

Paul Parker from the Washington State Transportation Commission requested that each of the MPOs and RTPOs update their snapshot of Regional Priorities featured in the Transportation Commission's Reflections and Recommendations report to the Governor and Legislatures each year. Debbie Clemen referred members to a handout depicting Paul's email request and the Peninsula RTPO's priority statement from last year. Members discussed the paragraph at length and decided that it would be easier to provide revisions by email. Debbie will email members the draft text for consideration.

## **Public Comments/Announcements**

### Belfair Area Widening Project/Michele Britton

Mason County Commissioner Randy Neatherlin extended his gratitude to WSDOT for their exceptional work on the Belfair Area Widening Project. Michele Britton has been just phenomenal to work with. "I can't thank WSDOT enough it's been a wonderful experience."

### Railroad Bridge Park Trestle Replacement

Annette Nesse relayed that the Dungeness bridge trestle at the Railroad Bridge Park was severely damage in the February 2015 storm. Six piling and parts of a truss section of the 100-year old bridge over the Dungeness River was washed away be storm waters. The bridge forms the centerpiece of the Railroad Bridge Park and is the only Dungeness river crossing for the Olympic Discovery Trail. Nordland Construction Northwest of Port Townsend was selected as the contractor for construction of the replacement trestle. Annette commented that Nordland has been wonderful to work with. The replacement design will allow logs and migrating salmon to pass beneath the new trestle without hindrance by reducing the number of support pilings needed to prop up the walkway. Annette remarked that they were able to remove 33 creosote timber pile supports from the river bed with the new trestle design. Design and engineering work was paid for with a \$172,000 grant from the state Recreation & Conservation Office Salmon Recovery Fund Board, which also funded \$1.53 million of the replacement project cost with additional funding from the Tribal Insurance proceeds, Tribal Transportation funds, Bureau of Indian Affairs grant, Flood Plans by Design grant and the Peninsula Trails Coalition. A February 2016, Grand Opening is planned.

## **Public Comments/Announcements** continued

### SR 16 Gorst Area Chokepoint

The collision yesterday (Nov. 19) at 5:30 a.m. along SR 16 in the middle of the Gorst business district near SR 3, severely affected the morning commute for everyone in the region. Four vehicles were involved, two vehicles heading eastbound SR 16 and two heading westbound. The crash scene stretched for more than 100 yards. The roadway was fully blocked eastbound SR 16 with a detour in place, and one lane was open westbound SR 16. One person died and another driver was arrested for DUI. The highway was finally reopened at 10 a.m., but a large backup remained for miles.

Adam Brockus commented that unfortunately, this incident is a prime example of how roadway problems in Gorst affect everyone. Gorst is the region's chokepoint. Please keep this in mind. EB members then shared how this incident personally affected them from a tardy auditor and school teachers in Sequim, delayed Navy personnel and workers at the Bremerton shipyard, and an overdue project engineer in Belfair.

### 2016 Peninsula RTPO's EB/TAC Meeting Schedule

The 2016 Peninsula RTPO's EB/TAC meeting schedule is now available. A copy is in your packets. New for this year, all of the EB meetings are highlighted in bold text for members' reference. The meeting schedule will also be placed on the PRTPO's webpage for future reference.

### **Adjournment**

David Sullivan noted that the next Executive Board meeting is scheduled for February 19, 2016 at the Jamestown S'Klallam Tribal Center in Sequim. David adjourned the meeting.

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