SKAGIT TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

Thursday, July 10th, 2014
SCOG, Room C
Mount Vernon, WA

AGENCIES REPRESENTED

- Anacortes ..... Eric Shjarback
- Burlington ..... Marv Pulst
- Concrete ..... Cody Hart
- Mount Vernon ..... Mike Love
- Port of Anacortes ..... Jenkins Dossen
- Sedro-Woolley ..... Eron Berg, Mark Freiberger
- Skagit County ..... Forrest Jones
- Skagit Transit ..... Carolyn Chase
- WSDOT ..... John Shambaugh

STAFF PRESENT

- Kevin Murphy ..... Executive Director
- Mark Hamilton ..... Transportation Planner
- Gabe Philips ..... Transportation Planner
- Liz Theaker ..... Intern

MINUTES

1. The meeting began at 1:35 PM. Roll was taken with a quorum present.

2. SCOG Report: In the interest of time, this item was skipped.

3. Approval of the June 5th, 2014 TAC meeting minutes. Eric Shjarback made a motion to approve the June 5th, 2014 TAC meeting minutes as they were presented. Mark Freiberger seconded the motion. The motion carried unanimously.

4. Transportation Improvement Program Amendments: The City of Burlington requested that $64,000 in Discretionary funds be included in the Transportation Improvement Program (TIP) for the right-of-way phase of their Burlington Boulevard-Goldenrod Road Nonmotorized Connection project.

   Mike Love made a motion to recommend the presented TIP amendment to the MPO/RTPO Policy Board for approval. The motion was seconded by Mark Freiberger. The motion carried unanimously.

5. 2015-2018 Transportation Improvement Program: Gabe Philips gave a timeline for the development of the 2015-2018 TIP. A draft will be ready for public review in early September. He requested that agencies submit to him all federally-funded projects and all regionally-significant projects with secured funding by August 15th for inclusion in the TIP.

   Gabe also proposed that amendments to the 2015-2018 TIP only occur quarterly. SCOG will hold public hearings prior to TIP amendments. Reducing TIP amendments to a quarterly schedule will reduce administrative burden and cost. However, several TAC members expressed reservations in reducing their opportunities to get changes into the TIP. One solution could be to allow amendments to projects that are

already included in the TIP to occur monthly with new projects being amended in quarterly. Gabe said he will get more information on what other MPOs do and report back to the TAC at the August meeting.

6. Quarterly Obligation Report: Gabe gave the TAC a status report on the regional Surface Transportation Program (STP) and Transportation Alternatives Program (TAP) obligations. SCOG is still $566,428 short of its obligation target, which must be met by July 31st. Of the remaining allocations yet to be obligated, only Jameson Arterial Extension project from Sedro-Woolley is unsure if the deadline will be met. The TAC decided to wait until the August meeting to determine if any action should be taken regarding having Sedro-Woolley return the awarded funds.

7. Technical Advisory Committee Bylaws: With the ratification of the new SCOG agreement, the Transportation Policy Board (TPB) requested that the TAC bylaws be readdressed to be consistent with the TPB bylaws. Gabe presented a draft form of the TAC bylaws to the TAC. The proposed bylaws included membership of all SCOG member agencies and all TPB voting members. Each member was given one vote. Several TAC members commented that TAC voting should mirror the voting structure of the TPB.

   Cody Hart made a motion that the TAC bylaws be recommended to the TPB for approval, with the addition that if consensus for a recommendation is not met, a weighted vote mirroring the weights assigned to the TPB voting structure can be requested by one member, with the inclusion of one vote for Skagit Transit. The motion was seconded by Carolyn Chase. The motion carried unanimously.

8. Skagit Regional Non-Motorized Plan: Gabe Philips gave a summary of the open house for the Regional Non-Motorized Plan. A major concern identified at the open house was that project ranking should focus on urban areas. Gabe said that the existing criteria already do a sufficient job of this. Project ranking criteria include the proximity (within ¼ mile) to schools, parks, and transit stops, which are more prevalent in urban areas. It was suggested that projects within 1 mile of a school also receive some kind of priority. It was determined that projects within 1 mile would receive two points and projects within ¼ mile would receive 5 points.

   Gabe also spoke of the open house attendees' desire to have public priority be a part of the ranking process. Gabe created a survey which asked Skagit County residents to rank their top five favorite projects and their five least-favorite projects. Unfortunately there has not been much of a response to this survey.

9. Roundtable Projects Discussion: TAC members discussed projects ongoing or upcoming in their agencies.

The next TAC meeting will be at 1:30 PM on August 7th, 2014. The meeting will be held in SCOG conference room C.

The meeting was adjourned at 3:10 PM.

Attest:

Gabe Philips,
Skagit Council of Governments

Date 8/8/14