

SKAGIT TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

Thursday, August 7th, 2014
SCOG, Room C
Mount Vernon, WA

AGENCIES REPRESENTED

- Anacortes Eric Shjarback
- Burlington Brian Dempsey, Marv Pulst
- Mount Vernon..... Esco Bell, Mike Love
- Port of Anacortes Jenkins Dossen
- Sedro-Woolley..... Mark Freiberger
- Skagit County.....Forrest Jones
- Skagit Transit Carolyn Chase
- WSDOT John Shambaugh

STAFF PRESENT

- Kevin Murphy Executive Director
- Pam Carlson Finance Manager
- Mark Hamilton Transportation Planner
- Gabe Philips..... Transportation Planner
- Liz Theaker Intern

MINUTES

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

1. SCOG Report: Kevin Murphy gave an update on federal transportation reauthorization. Gabe highlighted the TAC voting structure approved by the TPB at the last TPB meeting: the TAC has essentially the same voting structure as the TPB except Skagit Transit has a vote on the TAC and Skagit County only has one vote.
2. Public Works Revolving Loan Fund: Pam Carlson informed the Technical Advisory Committee (TAC) that SCOG offers loans for public works projects in Skagit County. More information is available on the SCOG website.
3. Transportation Improvement Program Amendments: There were no amendments to the 2014-2017 Transportation Improvement Program (TIP).
4. 2015-2018 Transportation Improvement Program: Gabe Philips reminded the TAC that at July’s meeting the TAC requested that staff research TIP amendment policies for other Metropolitan Planning Organizations (MPOs) around the state. Most MPOs hold monthly amendments to their regional TIPs. Staff recommends that the SCOG TIP should continue to have monthly amendments. Project amendments must be submitted to SCOG at least eight days prior to the TAC meeting in which they will be reviewed. The amendments will be made available for public review and comment at least two weeks prior to the Transportation Policy Board (TPB) meeting in which they will be considered. Public comment periods are available at every TPB meeting.

Gabe requested that TAC members submit the projects to be included in the 2015 TIP by August 15th.

5. Approval of the July 10th, 2014 TAC meeting minutes. Eric Shjarback made a motion to approve the July 10th, 2014 TAC meeting minutes as they were presented. Mark Freiberger seconded the motion. The motion carried unanimously.
6. Quarterly Obligation Report: Gabe reported that preliminary records indicate that SCOG has met its annual Surface Transportation Program (STP) obligation target. This means that funds will not be sanctioned from the region.
7. Surface Transportation Program Project Selection: Prior to displaying the STP project rankings, Gabe verified with the TAC that two selection criteria disputes were interpreted correctly. The TAC agreed that the March Point Shoulder Widening project was on a regional route, even though it is not located on a regional route explicitly identified in the Regional Transportation Plan. Because this project is a non-motorized enhancement, it was awarded the points because it is on a regional non-motorized route. The College Way Widening project was awarded points for being an alternate route to a regional route. The College Way corridor was recently used as an alternate route when the I-5 Skagit River Bridge collapsed, providing a recent example of its use as an alternate route. The TAC agreed with both of the interpretations in question and the award of points to both projects.

Gabe informed the TAC that around \$7.6 million in STP funding is available for the project submittals. Around \$4.5 million must be spent in urban areas and around \$2 million must be spent in rural areas.

Ten percent of the STP funds (\$760,332) was set aside for non-roadway projects. Once the projects to receive the set-aside funding were identified, projects to receive urban and rural funds were then identified. The TAC recommended that a couple of projects receive partial funding to use the remaining funding available in the TIP. If approved by the TPB, the awarded projects are secured to receive STP funds from SCOG. However, projects receiving partial funding are given no guarantee that future STP funds will be awarded to them. Esco Bell made a motion to recommend the following list of projects for selection by the TPB:

- Cascade Trail West Extension, Sedro-Woolley \$304,480, Design, Construction
- March Point Road Shoulder Widening, Anacortes \$195,640, Design, Construction
- Main Street Phase IV, Concrete \$245,444, Design, Construction
- Josh Wilson Road, Phase I, Skagit County \$1,057,552, Construction
- George Hopper Interchange Improvements, Burlington \$1,816,500, Design, Right-of-Way
- Jameson Arterial Extension, Sedro-Woolley..... \$700,000, Right-of-Way, Construction
- Ship Harbor Boulevard Intersection Improvements, Anacortes..... \$932,470, Design, Construction
- College Way Widening, Mount Vernon \$1,750,000, Right-of-Way, Construction
- 32nd Street and D Avenue Intersection Improvements, Anacortes \$64,875, Design
- 9th Street/R Avenue Realignment, Port of Anacortes \$76,200, Design
- Cedar Street Improvements, Concrete \$396,998, Design, Construction
- Main Street Overlay, Concrete..... \$69,200, Design

The motion was seconded by Marv Pulst. Mark Freiberger asked if funding the projects in this list would prevent the funds for being used on Americans with Disabilities Act (ADA) Transition Plans. Gabe responded that it would. Mark wondered if some funds should be reserved for a regional ADA Transition Plan. The TAC did not support this idea. Mark asked if the STP funds set-aside for SCOG administration could be used for this effort. Kevin responded that leading an ADA Transition Plan was not included in the budget for this year, but, there might be sufficient budget to do this in future years though.

The motion carried unanimously.

8. ADA Transition Plan: Gabe said he did not have any more to add to the discussion included in the earlier item regarding ADA Transition Plans.

- 9. Skagit Regional Non-Motorized Plan: Gabe provided an update on the Regional Non-Motorized Plan. A draft of the introduction and existing conditions will be available on the project website shortly. The project list will be reduced to not include most sidewalk projects. Sidewalks generally do not have regional impact and the responsibility of prioritizing them lies with the local jurisdictions.
- 10. Role of ACT: Gabe reported that the TPB agreement and bylaws have recently been updated. The TAC bylaws have been formalized as part of this update. The next thing staff has begun to investigate is the role of the Active Community Taskforce (ACT), the relationship of ACT to SCOG and the advisory nature of ACT, as a body that advises the TAC.

ACT was initially established as an advisory committee to the TAC and part of the SCOG hierarchy. Staff would like to clarify the role of ACT as an advisory committee to the TAC. Mark Freiberger said that Liz McNett-Crowl's (ACT Chair) participation with the TAC has been useful. John Shambaugh suggested that the TAC receive briefings from the ACT. Marv Pulst said that he is not aware of another group in the county with the same expertise as ACT. Kevin highlighted ACT's uniqueness as a committee of SCOG, in that it is not staffed by SCOG and the work program of SCOG does not dictate the activities of the ACT. The TAC asked how much funding is dedicated by SCOG to the ACT. Staff responded that very little funding is dedicated in the budget. Only staff time is currently associated with the ACT. Liz provided some background context on why the ACT was first created, after the MPO was formed in 2003, and provided some examples of major projects that ACT has worked on over the years. Gabe asked that TAC members consider what they think the proper role of ACT, as an advisory committee to the TAC, should be and to further discuss it at a later meeting.

The next TAC meeting will be at 1:30 PM on September 4th, 2014. The meeting will be held in SCOG conference room C.

The meeting was adjourned at 3:04 PM.

Attest:



Gabe Phillips,
Skagit Council of Governments

Date 9/5/14_____