



SKAGIT COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE MEETING

July 5, 2018 - 1:30 PM

Skagit Council of Governments Conference Room

[315 South Third Street, Suite 100, Mount Vernon, WA 98273](#)

AGENDA

1. Call to Order and Roll Call
2. Approval of [May 3, 2018 Technical Advisory Committee Meeting Minutes](#)
3. Procedures for TAC Meeting Cancellation - *Cody Hart*
4. [TAC Bylaws](#) - *Mark Hamilton*
5. 2019-2024 Regional Transportation Improvement Program - *Mark Hamilton*
6. [List of Regional High Priority Projects](#) - *Kevin Murphy*
7. Status Updates on STP Project Obligation - *All*
8. Roundtable and Open Topic Discussion
9. Next Meeting: August 2, 2018
10. Adjourned

Please contact [Mark Hamilton](#) at (360) 416-7876 if there are any other items that need to be brought up for discussion.

[Meeting Packet](#)



TECHNICAL ADVISORY COMMITTEE MEMBERSHIP AND VOTES

VOTING MEMBERS

Anacortes.....	1
Burlington.....	1
Mount Vernon.....	1
Sedro-Woolley.....	1
Skagit County.....	3
Skagit Transit.....	1
WSDOT.....	1
Ports.....	1
• Port of Anacortes	
• Port of Skagit	
Towns.....	1
• Concrete	
• Hamilton	
• La Conner	
• Lyman	
Tribes.....	1
• Swinomish Indian Tribal Community	
• Samish Indian Nation	

NON-VOTING MEMBERS

Skagit PUD

QUORUM REQUIREMENT

A quorum consists of half the total votes (5), with Skagit County consisting of one seat toward the quorum calculation. Formal recommendations to the Transportation Policy Board can only be made when a quorum is present.

Title VI Notice: SCOG fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations. For more information, or to obtain a Title VI Complaint Form, visit SCOG’s website at <http://scog.net/about/nondiscrimination/>.

Notificación del Título VI: El SCOG cumple plenamente con el Título VI de la Ley de Derechos Civiles de 1964, así como los estatutos y reglamentos relacionados. Si desea más información o tener acceso al formulario de denuncia del Título VI, visite la página web del SCOG <http://scog.net/about/nondiscrimination/>.

SKAGIT COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

Thursday, May 3, 2018
SCOG Conference Room
Mount Vernon, WA

AGENCIES REPRESENTED

- Burlington Brian Dempsey
- Concrete..... Cody Hart
- Mount Vernon Mike Love
- Sedro-Woolley Mark Freiberger, Dylan Curtis
- Skagit County Forrest Jones
- Skagit Transit..... Marcy Smith
- Swinomish Indian Tribal Community Keri Cleary
- Washington State Department of Transportation John Shambaugh

STAFF PRESENT

- Mark Hamilton..... Senior Transportation Planner
- Rose Howe Assistant Planner

MINUTES

1. Call to Order: 1:30 PM
2. Approval of April 5, 2018 Technical Advisory Committee (TAC) Meeting Minutes: Cody Hart clarified his comment about contacting Mayor Miller was intended to be about the bicycle map and routes, not potential donors. Rose Howe stated she would amend the minutes to address Mr. Hart’s comments.

Mark Freiberger moved to approve the amended April 5, 2018 meeting minutes. Cody Hart seconded the motion. The motion carried unanimously.

3. Quarterly Surface Transportation Block Grant & Transportation Alternatives Program Obligation Reports: Mark Hamilton reported SCOG staff shares an obligation report with the TAC every quarter to show progress obligating regional funds managed by SCOG. Mr. Hamilton said SCOG has an obligation authority target of \$1.72 million, and project sponsors have to obligate that amount by the end of July. Mr. Hamilton reported that \$240,000 has been obligated already this year, and there is a remaining \$1.48 million to obligate by July 31, 2018.

Mr. Hamilton reminded TAC members that SCOG is at risk of having STBG federal funds sanctioned if the region does not obligate \$1.72 million before the August 1 deadline. Up to two years’ worth of obligation authority (\$3.44 million) can be obligated in the region prior to August 1 per Washington state’s policy on obligation authority. Mr. Hamilton suggested that, as a region, the

optimal position to be in is to obligate at least \$1.72 million – so no federal funds are lost for the region – and up to \$3.44 million. Obligating more than \$1.72 million in federal STBG funds will result in less funding being allocated to the region next year for obligation.

Mr. Hamilton presented the STBG & Transportation Alternatives Program obligation report, and TAC members individually discussed their projects and their potential to obligate in 2018. TAC members concurred that the best way to move forward is to collectively obligate all projects using STBG funds as soon as possible that are: (1) in the fiscally constrained Regional Transportation Improvement Program; and (2) can obligate prior to August 1.

Mr. Hamilton also discussed the contingency list of projects, which is a list of five projects selected last year by the Transportation Policy Board to move forward for obligation if it appears SCOG may not meet the obligation authority target. Mr. Hamilton reported all five projects are proposed May Regional Transportation Improvement Program amendments. Mr. Hamilton explained that if the contingency list projects do not obligate before August 1, the projects will be removed from the Regional Transportation Improvement Program by SCOG staff and placed back on the contingency list.

Mark Freiberger asked when the next call for projects will happen, and Mr. Hamilton replied there should be a call for projects sometime in spring 2019 with projects selected for funding by June 2019. The call will be for project selection using STBG regionally managed funds.

4. May Regional Transportation Improvement Program Amendments: During the discussion about obligation reports, Mark Hamilton presented the following Regional Transportation Improvement Program (RTIP) amendment requests for consideration:
- Sedro-Woolley
 - Jones/John Liner/Trail Road Corridor Scoping Study*
 - Skagit Council of Governments
 - Household Travel Survey*
 - Skagit Transit
 - Bus Stop Design Standards*
 - Skagit Transit Bus Shelters Purchase*
 - Skagit Transit Bus Stop Re-Construction*
 - Washington State Department of Transportation - NW
 - I-5/Bow Hill SB Weigh Station – Weigh Station Preservation
 - SR 9/Sedro-Woolley Weigh in Motion – Weigh Station Preservation

*Note: these five projects are on the Surface Transportation Block Grant Program (STBGP) contingency list and are being proposed as RTIP amendments to assist with SCOG meeting its 2018 obligation authority target by July 31, 2018. If these projects do not obligate funds by July 31, 2018, they will be removed from the RTIP on August 1, 2018 and placed back on the contingency list. The Transportation Policy Board approved the contingency list for federal STBGP funds on June 21, 2017.

Cody Hart made a motion to recommend approval of the May RTIP amendments. John Shambaugh seconded the motion, and the motion passed unanimously.

After the vote, John Shambaugh described WSDOT’s two weigh station projects in more detail for TAC members. Mr. Shambaugh said Washington State Patrol did a statewide study on weigh stations. The study identified two weigh station projects for the Skagit region: a preservation project at the Bow Hill weigh station and the creation of a new weigh station on SR 9. Mark Freiberger also discussed the recent history of weigh station issues in the region.

- 5. State Fiscal Year 2019 Unified Planning Work Program: Mark Hamilton reported SCOG staff updated the financial tables in 2019 Unified Planning Work Program (UPWP), found on Pages 15-16. Mr. Hamilton announced SCOG received a roughly \$12,000 increase in funding from the Washington state legislature, which is the first increase in funding for regional transportation planning organizations since the early 1990s. Mr. Hamilton also reported SCOG’s Household Travel Survey is included in the financial tables and as a task in the UPWP, even though it is on the contingency list that the Transportation Policy Board may act on in May RTIP amendments.

Mr. Hamilton stated the UPWP is supposed to include planning projects from other agencies if the projects utilize federal funds. For that reason, Mr. Hamilton said Sedro-Woolley’s Jones / John Liner Road project and Skagit Transit’s Bus Stop Design Standards project are included in Appendix E. These projects are also potential May RTIP amendments.

Mark Freiberger made a motion to recommend approval of the UPWP. Brian Dempsey seconded the motion, and the motion carried unanimously.

- 6. Roundtable and Open Topic Discussion: TAC members gave updates on their current projects.
- 7. Next Meeting: June 7, 2018
- 8. Adjourned: 2:33 PM

Attest:

Mark Hamilton
Skagit Council of Governments

Date _____

SKAGIT TAC BYLAWS

The Skagit Technical Advisory Committee (TAC) serves as an advisory committee to the Skagit Council of Governments (SCOG) Transportation Policy Board (TPB). Its primary function is to provide technical recommendations regarding Transportation Policy Board action items.

MEETINGS

TAC meetings generally occur on the first Thursday of every month at 1:30 PM. They will generally be in the basement meeting room at the SCOG offices. Meeting dates, times, and locations can be changed to better suit the needs of the TAC. SCOG will inform the TAC of any meeting changes in a timely manner.

MEMBERSHIP

The TAC membership shall consist of representatives from SCOG member agencies and TPB voting member agencies. TAC representatives can be any elected official or full-time employee of the TAC member agency or another representative designated by the member agency.

TAC Membership:

- | | | |
|------------|----------------------|------------------|
| Anacortes | Mount Vernon | Skagit PUD |
| Burlington | Port of Anacortes | Skagit Transit |
| Concrete | Port of Skagit | Swinomish Tribal |
| La Conner | Samish Indian Nation | Community |
| Lyman | Sedro-Woolley | WSDOT |
| Hamilton | Skagit County | |

VOTING

The votes granted to each member agency are displayed below:

- Anacortes..... 1
- Burlington..... 1
- Mount Vernon..... 1
- Ports 1
 - Port of Anacortes
 - Port of Skagit
- Sedro-Woolley..... 1
- Skagit County..... 3
- Skagit PUD 0
- Skagit Transit 1
- Towns 1
 - Concrete
 - Hamilton
 - La Conner
 - Lyman

- Tribes..... 1
 - Swinomish Tribal Community
 - Samish Indian Nation
- WSDOT 1
- **Total**..... **12**

The votes of entity groups (ports, towns, tribes) shall be determined by the majority of the entity group representatives present. Tie votes within the representatives of the entity group will be counted as a null vote.

QUORUM

A quorum of the TAC shall consist of half of its total weighted votes, with Skagit County counting as one seat towards the quorum calculation. When a quorum is present, formal recommendations can be made to the TPB. When a quorum is not present, the issue may still go before the TPB without formal TAC recommendation. In such cases, the TPB will be made aware that the item does not have formal TAC recommendation.

Adopted: July 16th, 2014

Amended:



TPB Chair

2018 LEGISLATIVE PRIORITY LIST OF PROJECTS

The Skagit Council of Governments (SCOG) is the Metropolitan Planning Organization and Regional Transportation Planning Organization in Skagit County. SCOG works cooperatively with local governments, WSDOT, Skagit Transit and other stakeholders to plan for all modes of transportation within the county. SCOG has identified a number of high priority transportation projects that further the region's plans. The projects are organized below into either countywide projects or projects that occur in a particular legislative district. Project order does not necessarily indicate the level of priority.

COUNTYWIDE PROJECTS

1. INCREASE FUNDING TO LOCAL GOVERNMENTS

Maintaining the transportation system in Skagit County has become more and more difficult as funds are drying up and resources are being spread thin. Funding to local jurisdictions should be increased through direct allocations of new revenues and increasing funding levels for Washington state's Transportation Improvement Board and County Road Administration Board.

2. SKAGIT TRANSIT 90X - EVERETT EXPRESS

The Everett Express regional connector service continues to relieve congestion and improve mobility by providing commuter-based transit service. This effort will meet increasing demand for public transportation options between Island, Skagit, and Snohomish counties.

Project sponsor: Skagit Transit

Operating funds requested: \$900,000

3. TRI-COUNTY CONNECTOR TRANSIT SERVICE

Tri-county regional connector services continue to relieve congestion and improve mobility by providing commuter-based transit service. This effort will meet increasing demand for public transportation options between Island, Skagit, and Whatcom counties.

Project sponsor: Skagit Transit

Operating funds requested: \$2,300,000

LEGISLATIVE DISTRICT 39 PROJECTS

4. FRANCIS ROAD RECONSTRUCTION (SECTIONS 1, 3 & 4)

Francis Road Reconstruction began in 2012 with the reconstruction of section 2 to current standards (12 ft lanes, 8 ft shoulders). Section 1 is scheduled for construction in 2018 and will begin where section 2 ended near De'bay-Isle Road, and will tie into the State Route 9 Roundabout project being constructed in 2018. The remaining sections 3 & 4 will continue the realignment to decrease the radii of the curves and widen to current standards. In addition, sections 3 & 4 have two bridges that will need to be addressed by replacement, widening, or removal, once the alignment is determined.

Francis Road is a logical extension of the Anderson LaVenture Road Extension in Mount Vernon. When constructed, it will provide a safe and efficient alternative route from I-5 to State Route 9, linking Mount Vernon to Sedro-Woolley and the surrounding Clear Lake area.

Project sponsor: Skagit County

Project cost: \$10,713,000

Existing funding: \$1,723,375

Funding needed: \$8,989,625

5. JONES/JOHN LINER /TRAIL ROAD CORRIDOR PROJECTS

The City of Sedro-Woolley is proposing to construct a system of roadway and rail transportation improvements to stimulate economic development around the State Route 20 corridor and continue the transition from Sedro-Woolley's timber-based past to a more modern industrial and commercial future. This particular project includes eight distinct project elements, which collectively represent the key transportation infrastructure improvements necessary to establish a safe and efficient transportation network connection.

The project is in the preliminary engineering stage. Funding will be required for final design engineering, right of way acquisition and construction.

Project sponsor: City of Sedro-Woolley

Project cost: \$21,450,000

Existing funding: \$0

Funding needed: \$21,450,000

LEGISLATIVE DISTRICT 40 PROJECTS

6. I-5/COOK ROAD INTERCHANGE VICINITY IMPROVEMENTS

This practical solution will lengthen the northbound off-ramp, signalize both the southbound and northbound ramp intersections and integrate these new signals with the existing Cook Road/Old Hwy 99 signal. The project will also add an additional eastbound lane on Cook Road beginning at the Interstate 5 northbound ramp intersection and extending to Green Road (if determined necessary).

These short term, forward compatible, interchange improvements are needed to reduce long delays and queues during peak commute times. The result will be better flow of people and goods on and off of Cook Road and a reduction in backups onto Interstate 5.

This project enhances livability by improving safety and traffic flow while reducing travel times for commuter transit service on Interstate 5; trucks headed to local businesses and Sedro-Woolley industrial areas; and travelers proceeding to Interstate 5, which directly serves the Puget Sound region and western United States from Mexico to Canada.

When completed, the interchange will operate more efficiently and it will facilitate safer access to jobs, services and centers of trade in the Puget Sound region.

Project sponsor: WSDOT

Project cost: \$5,000,000 – \$8,000,000

Existing funding: \$0

Funding needed: \$5,000,000 – \$8,000,000

7. GUEMES ISLAND FERRY REPLACEMENT

The Guemes Island Ferry owned by Skagit County travels a short 5/8 of a mile to serve the Guemes Island community. The current vessel is 39 years old and burns 65,000 gallons of diesel fuel every year.

All electric technology is moving at a rapid pace with ferry vessels going into service in Norway, Sweden and Denmark. Skagit County has hired Glostien of Seattle to take this project to 30 percent conceptual design. This design will help the County move forward in seeking funding through the County Road Administration Board and other State and Federal funding entities.

Skagit County's all-electric vehicle ferry in Puget Sound, could lead the way for the State of Washington. Washington State Ferries burn 18 million gallons of diesel every year. This is not sustainable into the future. The time for change is now. Ferries, water taxis, freighters, buses and automobiles are converting to all-electric every day. Momentum and opportunity continue to grow. Skagit County is committed and ready to launch Puget Sound's first all-electric ferry by 2020.

Project sponsor: Skagit County

Project cost: \$27,400,000

Existing funding: \$780,000

Funding needed: \$26,620,000