

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 _____