

# SKAGIT COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

Thursday, April 1, 2021  
GoToMeeting Remote Meeting

## AGENCIES REPRESENTED

- City of Anacortes..... Tim Hohmann
- City of Burlington ..... Brian Dempsey
- City of Mount Vernon ..... Esco Bell, Bill Bullock
- City of Sedro-Woolley ..... Mark Freiberger
- Samish Indian Nation..... David Strich
- Skagit County ..... Forrest Jones
- Skagit PUD..... Chris Shaff
- Skagit Transit..... Brad Windler
- Washington State Department of Transportation (WSDOT)..... Todd Carlson

## STAFF PRESENT

- Kevin Murphy ..... Executive Director
- Mark Hamilton..... Senior Transportation Planner
- Katie Bunge..... Associate Planner

## OTHERS PRESENT

One member of the public attended the meeting.

1. Call to Order: 1:32 p.m.

Roll Call: Roll was taken with a quorum present.

2. March 4, 2021 Technical Advisory Committee (TAC) Meeting Minutes:

Mr. Windler moved approval of the March 4, 2021 Technical Advisory Committee Meeting Minutes as presented, and Mr. Freiberger seconded the motion. The motion carried unanimously.

3. Obligation Authority Gap Strategies: Mr. Hamilton reviewed regional transportation improvement program (RTIP) obligation authority procedures and the 2021 Obligation Authority Plan (OA Plan) with the TAC. Per the procedures, in the event that a funding gap occurs in the OA Plan, at the April TAC meeting, gap strategies will be implemented to close the gap. Gap strategies 1 and 2 would move projects forward that would then be expected to obligate by the end of the federal fiscal year. Gap Strategy 3 would move projects off of the contingency list and those projects would need to obligate by the end of the federal fiscal year. Finally, Gap Strategy 4 would add additional funds to projects that have already been selected by SCOG through a competitive process.

All projects included in the 2021 OA Plan that needed to obligate funding by April 1 have received an extension to obligate funds until the end of the calendar year. This creates a funding gap of approximately \$650,000 to fill by the end of the federal fiscal year. SCOG may obligate up to two years of its regional OA target in any given federal fiscal year per the statewide obligation authority policy. SCOG's 2021 regional obligation authority target is approximately \$1.88 million.

Mr. Hamilton noted that project sponsors who commit to moving projects forward under the RTIP procedures will receive a letter documenting their commitment. He also mentioned that projects using gap strategies 1 and 2 must obligate funding before August 1 in order to be eligible for bonus points in a future SCOG project selection. Projects moving forward must obligate by the end of the federal fiscal year, or will be deprogrammed by SCOG staff on October 1, 2021, per the RTIP procedures.

SCOG staff worked with the TAC to identify projects that could move forward under Gap Strategy 1. Projects programmed in 2022 were prioritized first, and then those programmed in 2023. Mr. Bullcock and Mr. Bell committed the City of Mount Vernon to moving forward the Freeway Drive Improvements (Cameron Way to College Way) project, with \$1.65 million of funds currently programmed in 2023 and 2024 of the RTIP. Staff confirmed that this obligation would close the existing funding gap.

TAC members who received extensions on their projects gave updates on their status.

4. Unified Planning Work Program for State Fiscal Year 2022: Mr. Hamilton presented a draft of SCOG's unified planning work program (UPWP), which outlines SCOG's transportation work activities for the upcoming Washington state fiscal year. This is a discussion item for the month, and will come back to the TAC for a recommendation to the Transportation Policy Board in May. Included in the UPWP is an update to the regional ITS architecture, which would be led by SCOG staff without consultant support. The household travel survey is included, as well as anticipated work on population and employment estimates to inform countywide comprehensive planning processes, which would be supported by consultants. Expenditures are included in the UPWP by task. Planning projects by other agencies, as well as a long-term SCOG work schedule, are also included.
5. 2021 Regional Project Selection Evaluation Process: Mr. Hamilton said that the proposed 2021 Regional Project Selection Evaluation Process was presented to the Transportation Policy Board at their last meeting. A public comment period on the process is now open, and will end on Friday, April 2. SCOG staff expects the Transportation Policy Board to approve an evaluation process at their April meeting. If approved as presented, SCOG staff intend to issue a call for projects from April 23 through May 14 if the evaluation process. The TAC will be notified once the call opens.
6. Federal Community Project Funding Requests: Mr. Murphy said that the Transportation Policy Board discussed various funding requests at their last meeting. The Board would like to understand which agencies are requesting federal earmarks for projects, and which projects those are. Known requests include a WSDOT request to fund interchange improvements at Cook Road and Interstate 5, a request from Skagit Transit to fund a new Maintenance, Operations, and Administration (MOA) facility, and a request from Anacortes to fund Commercial Avenue improvements.

Mr. Hohmann stated he believed that the Commercial Avenue request was included in a Washington state funding request, but not federal. Mr. Windler noted that Skagit Transit's request is to fund

Phases 2 and 3 of the MOA facility. Mr. Jones mentioned that Skagit County intends to submit requests to fund Josh Wilson Road improvements and work on the North Fork Skagit Bridge. Mr. Strich mentioned that the Samish Indian Nation intends to submit a request for the State Route 20/Campbell Lake Road roundabout.

- 7. Roundtable and Open Topic Discussion: Technical Advisory Committee members gave updates on their current projects.
- 8. Next Meeting: May 6, 2021
- 9. Adjourned: 2:39 p.m.

Attest:

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Kevin Murphy  
Skagit Council of Governments

Date \_\_\_\_\_

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