

SKAGIT COUNCIL OF GOVERNMENTS TRANSPORTATION POLICY BOARD MEETING MINUTES

Wednesday, September 20th, 2017
Old Town Hall
Lyman, Washington

MEMBERS PRESENT

Voting Members: Mayor Laurie Gere, City of Anacortes, Chair; Mayor Jill Boudreau, City of Mount Vernon; Mayor Joan Cromley, Town of Hamilton; Councilman Joe DeGloria, City of Burlington; Jaye Drye, Washington State Department of Transportation (WSDOT); Mayor Ramon Hayes, Town of La Conner; Mayor Eddie Hills, Town of Lyman; Treasurer Katie Jungquist, Skagit County; Mayor Jason Miller, Town of Concrete; Sheriff Will Reichardt, Skagit County; Mayor Keith Wagoner, City of Sedro-Woolley; Auditor Jeanne Youngquist, Skagit County.

Non-Voting Members: Commissioner Robbie Robertson, Skagit Public Utility District.

STAFF PRESENT

Kevin Murphy, Executive Director; Pam Carlson, Finance Manager; Mark Hamilton, Transportation Planner; Gabe Philips, Transportation Planner.

MEMBERS OF PUBLIC PRESENT

There were four members of the public in attendance.

MINUTES

1. Call to Order: Mayor Gere called the meeting to order at 1:30 PM.
Roll Call: Roll was taken with a quorum present.
2. Public Comment: There were no public comments.
3. Chair's Report: Mayor Gere had nothing to report.
4. Executive Director's Report: Kevin Murphy reported that Gabe Philips has accepted position with WSDOT and that Rose Howe, SCOG's summer intern, has been hired as an Assistant Planner. Mr. Murphy also noted that he will be presenting the findings from the Cook Road Corridor Study and Skagit Rail Crossing Study at the Association of Metropolitan Planning Organizations conference in October. As a result, he will not be at the October Transportation Policy Board meeting.
5. Consent Agenda
 - a. Approval of the August 16th, 2017 Transportation Policy Board meeting minutes
Mayor Wagoner moved to approve the consent agenda. Mayor Cromley seconded the motion. The motion carried unanimously.
6. Action Items
 - a. Approve September Amendment to the 2017-2022 Regional Transportation Improvement Program: Gabe Philips presented a project to be added to the Regional Transportation Improvement Program:
 - Anacortes
 - 32nd and D Avenue Intersection ImprovementsMayor Boudreau moved to approve the September amendment to the 2017-2022 Regional Transportation Improvement Program. Mayor Wagoner seconded the motion. The motion carried unanimously.
 - b. Release 2018-2023 Regional Transportation Improvement Program for Public Comment: Mr. Philips gave an overview of the 2018-2023 Regional Transportation Improvement Program. He noted that

the policies have been updated to address potential circumstances when SCOG falls short of meeting its annual federal obligation authority target. Also, staff performed an environmental justice assessment of the projects included in the Regional Transportation Improvement Program and have determined that they do not have a disproportionately high and adverse effect on minority and low-income populations.

Mayor Hayes moved to release the 2018-2023 Regional Transportation Improvement Program for public comment. The motion was seconded by Mayor Boudreau. The motion carried unanimously.

7. Discussion Item

- a. Regional Funding Obligation Report: Mr. Murphy reported that SCOG fell short of its regional obligation authority target by around \$1.6 million in Federal Fiscal Year 2017. Burlington's George Hopper Interchange, Phase II project failed to obligate its awarded funding (around \$1.7 million) by the deadline. As a result, SCOG must meet its 2017 target and 2018 target by August 1st, 2018 or will be at risk of having regional funds sanctioned.

In order to avoid future delivery shortfalls, staff will require all project sponsors who have been awarded regional funding to supply a detailed schedule of project milestones to more closely track federal fund obligation delivery. These schedules will be consistently monitored by staff and the Technical Advisory Committee.

Mayor Boudreau asked if the contingency list that the Transportation Policy Board had previously approved could have been used to meet the target. Mr. Philips said that there was not enough time to move a contingency list project forward when staff was made aware that the Burlington project would not meet the deadline. Mr. Murphy added that the Transportation Policy Board could consider supplementing the contingency list with other larger projects that could help meet the delivery target if the shortfall is large.

- 8. Roundtable and Open Topic Discussion: Jay Drye reported that the Sharpes Corner Intersection Improvement project is anticipated to go to bid in October. WSDOT currently plans for the roundabout to be in operation by July 4th, 2018. Mr. Drye also noted that construction crews are still working on the Fisher Creek culvert replacement, which is why one lane of northbound Interstate5 is still closed.
- 9. Next Meeting: The next Transportation Policy Board meeting will be Wednesday, October 18th, 2017 at the Burlington City Council Chambers at 1:30 PM.
- 10. Adjourned: The meeting adjourned at 1:52 PM.

Information Items: The Transportation Policy Board was provided with a monthly financial update, draft meeting minutes from the September 7th, 2017 Technical Advisory Committee meeting, the 2017 Unified Planning Work Program Annual Performance and Expenditure Report, and the Title VI Plan Annual Report.



Kevin Murphy, Executive Director
Skagit Council of Governments

Date 10-23-2017

Approved,


Mayor Laurie Gere, City of Anacortes
Transportation Policy Board Chair
Skagit Council of Governments

Date 10/18/17