

# SKAGIT COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

Thursday, August 3<sup>rd</sup>, 2017  
SCOG, Room C  
Mount Vernon, WA

## AGENCIES REPRESENTED

- Anacortes ..... Eric Shjarback
- Sedro-Woolley ..... Mark Freiberger
- Skagit County ..... Torey Nelson
- Skagit Transit ..... Brad Windler
- Washington State Department of Transportation ..... Elizabeth Sjostrom
- Swinomish Indian Tribal Community ..... Keri Cleary

## STAFF PRESENT

- Kevin Murphy ..... Executive Director
- Gabe Phillips ..... Transportation Planner
- Rose Howe ..... Transportation Planning Intern

## OTHERS PRESENT

- Cascade Bicycle Club ..... John Pope

## MINUTES

The meeting began at 1:30 PM.

1. SCOG Report: Kevin Murphy reported that Skagit Council of Governments' (SCOG) lease for office space with Skagit Valley College concludes at the end of the year. SCOG has been looking for new office space Mr. Murphy also announced there is an upcoming coordination meeting between Metropolitan Planning Organizations and the Washington State Department of Transportation (WSDOT), where the obligation authority policy will be discussed. In addition, Gabe Phillips reported that he updated has begun updating Skagit County freight route classifications for WSDOT's Freight and Goods Transportation System. Mr. Phillips said he emailed a spreadsheet with the updated data to committee members for review.
2. Approval of the May 4<sup>th</sup>, 2017 Technical Advisory Committee Meeting Minutes: Mark Freiberger moved to approve the May 4<sup>th</sup>, 2017 Technical Advisory Committee (TAC) meeting minutes. Brad Windler seconded the motion. The motion carried unanimously.
3. United States Bicycle Routes Designation: John Pope reported that WSDOT is partnering with Washington Bikes to coordinate the designation of U.S. bike routes throughout Washington. Mr. Pope presented plans for the designation of three new U.S. bike routes passing through Skagit County – USBR 87, 95, and 97. Mr. Pope sought the Technical Advisory Committee's recommendation for the three route concepts, with the understanding that specific details about each route may change following discussions with individual jurisdictions.

Mark Freiberger moved that the Technical Advisory Committee recommend the three routes to be approved by the Transportation Policy Board subject to continued discussion about route specifics. Eric Shjarback seconded the motion. The motion carried unanimously.

4. 2017-2022 Regional Transportation Improvement Program Amendment: Gabe Philips presented the following Regional Transportation Improvement Program amendment requests for consideration:
  - Burlington
    - George Hopper Interchange Improvements, Phase I
    - Intersection Modification at Cherry Street and Fairhaven Ave
  - Skagit County
    - Guemes Ferry Boat Replacement or Overhaul/Modification
  - Washington State Department of Transportation – Northwest Region
    - SR 538/Leigh Way to N 43rd Place – ADA Compliance

Brad Windler moved to recommend the Regional Transportation Improvement Program amendment for approval to the Transportation Policy Board as presented. Mark Freiberger seconded the motion. Before the committee voted on the motion, there was additional discussion about the Guemes Ferry Boat project. The project was awarded a Ferry Boat Program grant, which is federal grant money awarded by the State of Washington. Thus, the federally-financed project may have to meet federal asset management performance targets. SCOG staff will follow up on what performance targets apply to the project. Following the discussion, the committee voted on the motion and it carried unanimously.

5. 2018-2023 Regional Transportation Improvement Program: Mr. Philips requested that jurisdictions submit projects for the 2018-2023 Regional Transportation Improvement Program (RTIP) before August 18. A draft of the document will be available in September. Mr. Philips described some of the updates to the document including links to local Transportation Improvement Programs and an environmental justice assessment to analyze if regional projects disproportionately impact vulnerable populations. Mr. Philips also mentioned changing the RTIP amendment process so all non-regionally significant project amendments are approved on the Transportation Policy Board's consent agenda. Currently, the Transportation Policy Board has to vote on most projects and this change could help streamline meeting discussions.
6. Surface Transportation Program Block Grant and Transportation Alternatives Program Project Delivery Status: Mr. Philips presented the quarterly obligation report for Surface Transportation Program Block Grant and Transportation Alternative Program funds. As of June 30<sup>th</sup>, 2017, SCOG was still short of its annual obligation target by around \$1.6 million. Mr. Philips said it is still possible to hit SCOG's obligation target, but there is a chance the unobligated portion of funds could be lost to other regions in the state as a penalty for not meeting obligation targets over two consecutive years. Mr. Philips mentioned it is too late to prepare other projects to obligate funding. The replacement projects would first need to be included in the Statewide Transportation Improvement Program, and that process takes roughly six weeks. The committee discussed adopting a new procedure to mitigate issues with meeting obligation targets in the future, such as making jurisdictions report whether they will be able to meet their obligation target in May.
7. Bicycle and Pedestrian Documentation Project: Mr. Philips reported WSDOT's annual bicycle and pedestrian count will take place on September 26-28, 2017. Advertising for volunteers has been created and distributed to the Non-motorized Advisory Committee (NMAC). Volunteers can sign up on WSDOT's website starting on August 11. Mr. Philips also presented a map of new count locations to the committee, and explained the how the NMAC had chosen sites. Some sites were selected through a stratified random sampling process, modelled after WSDOT's best practices, and other sites were selected because they were previous count locations of significance.

The next TAC meeting will be at 1:30 PM on September 7<sup>th</sup>, 2017 in SCOG, Room C.

The meeting was adjourned at 3:00 PM.



Attest:

A handwritten signature in blue ink, appearing to read "Mark Hamilton", is written over a horizontal line.

Mark Hamilton,  
Skagit Council of Governments

Date 9/7/2017