

SKAGIT COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

Thursday, August 1, 2019
SCOG Conference Room
Mount Vernon, WA

AGENCIES REPRESENTED

- City of Burlington Marv Pulst
- City of Mount Vernon Esco Bell, Darin Christen
- City of Sedro-Woolley Mark Freiberger
- Skagit County Forrest Jones
- Skagit Transit Brad Windler (arrived 1:50 p.m.)
- Town of Concrete Cody Hart
- Town of La Conner Scott Thomas
- Washington State Department of Transportation (WSDOT) Matthew Enders,
Mehrdad Moini,
John Shambaugh

STAFF PRESENT

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

1. Call to Order: 1:30 p.m.

Roll Call: Roll was taken with a quorum present.

2. Approval of June 6, 2019 Technical Advisory Committee (TAC) Meeting Minutes: Mr. Freiberger moved approval of the June 6, 2019 Technical Advisory Committee Meeting Minutes as presented, and Mr. Hart seconded the motion. The motion carried unanimously.

3. Local Safety Plans: Matthew Enders presented on the Local Road Safety Plan framework implemented by WSDOT in awarding Highway Safety Improvement Program (HSIP) funds to local agencies through the City Safety Program and County Safety Program. Mr. Enders explained that WSDOT is beginning to focus on a strategic, risk-based approach to roadway safety as a part of its Vision Zero strategy. This contrasts with a traditional “hotspot” approach, where areas with a high crash history are prioritized for improvements. In the Local Road Safety Plan, a local agency analyzes crash data for its area, and prioritizes projects and locations based on the presence of common risk factors among fatal and serious injuries in the data.

Mr. Enders stated that while the Local Road Safety Plan has been a requirement for the County Safety Program for the past two funding cycles, it is a new requirement for applicants in the City Safety Program. Mr. Enders stated that the size and scope of Local Road Safety Plans can vary, but a decreasing total amount of fatal and serious injuries statewide on county roads may indicate that this strategic, risk-based approach is helping the State achieve Vision Zero.

Mr. Jones shared that Skagit County has completed a Local Road Safety Plan, and that he is willing to share their plan with other jurisdictions interested in developing their own plans.

4. **Obligation Status:** Mr. Hamilton updated the TAC on the status of expected obligations for the 2019 year. As of July 31, it appears SCOG has not met its obligation authority (OA) target as a region. Including early year de-obligations, the regional OA target to meet by August 1 is \$627,641. Mr. Hamilton reminded the TAC that if the statewide target is not met by August 1 of this year, SCOG is at risk of being sanctioned.

The following projects were expected to obligate funding by August 1, according to project sponsors:

Sponsor	Title	STIP ID	Phase	STBGP Funds	Met August 1 Deadline*
Burlington	George Hopper Interchange Improvements Phase II	WA-10470	PE	\$86,500	Yes
SCOG	2018-2021 Admin	SCOG 18-21	PL	\$167,541	Yes
Anacortes	Ship Harbor Blvd and SR 20 Spur Intersection	ANAC T-140	CN	\$821,750	Unlikely

*Note: per Local Agency Federal OA Policy

Per WSDOT Local Programs headquarter staff, as of July 31: the SCOG project obligated funding; the Burlington project is near obligating funding, awaiting Federal Highway Administration authorization; and the funding authorization package for the Anacortes project had not yet been received by Local Programs headquarters staff. SCOG will be notified by Local Programs of official target delivery by mid-August and will have further information to provide to the TAC at that time.

TAC members expressed concerns that SCOG appears to have not met its OA target. All indications from project sponsors this year, through the June TAC meeting, were that there would be no issue with obligating funding for all three projects by the August 1 deadline.

Mr. Hart motioned that the August 1 obligation deadline be moved to April 1 for regional obligation purposes, and that any project expected to obligate that year which fails to obligate by April 1 be deprogrammed from the Regional Transportation Improvement Program (RTIP), so other projects can move forward in order to obligate by August 1. Mr. Windler seconded the motion.

TAC members discussed the projects programmed in the 2019–2024 RTIP, the makeup of the contingency list, and the feasibility of obligating projects earlier in the year. Mr. Murphy suggested that creating an earlier deadline for SCOG programming would mean that SCOG would need more assurance earlier in the year about which projects can feasibly obligate. Staff recommended that project sponsors communicate to SCOG about whether or not their projects can obligate during the RTIP preparation process in August–October each year. As the RTIP is adopted, a strategy for meeting the annual OA target can be developed and projects can be moved to later years of the RTIP, if need be. With this timeline, SCOG can also communicate to Local Programs earlier on in the year if it appears the region will not meet its OA target.

Mr. Hart moved to table his motion to the next TAC meeting, and Mr. Windler seconded the motion. The motion carried unanimously.

TAC members discussed the feasibility of developing regionwide paving projects among multiple agencies for the contingency list, which could obligate quickly if need be. Mr. Hamilton stated that these types of projects could have been submitted for the Surface Transportation Block Grant Program contingency list, which was just approved by the Transportation Policy Board in July.

Mr. Hart moved to put Regionwide Contingency List Paver Projects on the TAC agenda for the following month, and Mr. Freiberger seconded the motion. The motion carried unanimously.

- 5. 2020–2025 Regional Transportation Improvement Program: Mr. Hamilton presented the preparation timeline for the 2020–2025 RTIP. Project sponsors were requested to submit their projects to SCOG by August 22 for inclusion in next year’s RTIP.

Mr. Hamilton described changes staff is recommending for the 2020–2025 RTIP. These include adding narrative language for the Emergent Need Award Process into the RTIP, revising the Regional Performance Targets section to reflect new federal requirements, adding a programming sheet for awarded Highway Infrastructure Program (HIP) funds, and other layout and narrative changes.

Mr. Hamilton explained that according to the RTIP preparation timeline, the 2020–2025 RTIP is expected to be adopted by the Transportation Policy Board at their October 16, 2019 meeting, following a final review and recommendation by the TAC at their October 3, 2019 meeting.

- 6. Project Selection Debrief: Mr. Hamilton suggested tabling this agenda item until the September 5, 2019 meeting due to time constraints. The TAC concurred.
- 7. Roundtable and Open Topic Discussion: Technical Advisory Committee members gave updates on their current projects.
- 8. Next Meeting: September 5, 2019.
- 9. Adjourned: 3:06 p.m.

Attest:

 Mark Hamilton, AICP
 Skagit Council of Governments

Date _____