



SKAGIT COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE MEETING

July 2, 2020 – 1:30 p.m.

GoToMeeting: (<https://global.gotomeeting.com/join/644644429>)

Dial In: 1 (877) 309-2073

Access Code: 644-644-429

AGENDA

1. Call to Order and Roll Call
2. Approval of [June 4, 2020 Technical Advisory Committee Meeting Minutes](#)
3. [2020 Obligation Authority Plan](#) – *Mark Hamilton & Project Sponsors*
4. Local Comprehensive Transportation Programs – *All*
5. [2021-2026 Regional Transportation Improvement Program Timeline](#) – *Mark Hamilton*
6. Roundtable and Open Topic Discussion
7. Next Meeting: August 6, 2020
8. Adjourned

Please contact [Mark Hamilton](#) at (360) 416-7876 if there are any other items that need to be brought up for discussion.

[Meeting Packet](#)

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TECHNICAL ADVISORY COMMITTEE MEMBERSHIP AND VOTES

VOTING MEMBERS

Anacortes.....	1
Burlington	1
Mount Vernon	1
Sedro-Woolley	1
Skagit County	3
Skagit Transit.....	1
WSDOT.....	1
Ports	1
• Port of Anacortes	
• Port of Skagit	
Towns.....	1
• Concrete	
• Hamilton	
• La Conner	
• Lyman	
Tribes	1
• Swinomish Indian Tribal Community	
• Samish Indian Nation	

NON-VOTING MEMBERS

Skagit PUD

QUORUM REQUIREMENT

A quorum consists of half the total votes (5), with Skagit County consisting of one seat toward the quorum calculation. Formal recommendations to the Transportation Policy Board can only be made when a quorum is present.

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SKAGIT COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

Thursday, June 4, 2020
GoToMeeting Remote Meeting

AGENCIES REPRESENTED

- City of Anacortes..... Steve Lange
- City of Burlington Brian Dempsey
- City of Mount Vernon Bill Bullock
- Skagit County Forrest Jones
- Skagit Transit..... Brad Windler
- Samish Indian Nation..... David Strich
- Swinomish Indian Tribal Community Keri Cleary
- Town of La Conner Scott Thomas
- Washington State Department of Transportation (WSDOT)..... John Shambaugh

STAFF PRESENT

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

OTHERS PRESENT

One member of the public attended the meeting.

1. Call to Order: 1:33 p.m.

Roll Call: Roll was taken with a quorum present.

2. Approval of May 7, 2020 Technical Advisory Committee (TAC) Meeting Minutes:

Mr. Bullock moved approval of the May 7, 2020 Technical Advisory Committee Meeting Minutes as presented, and Mr. Windler seconded the motion. The motion carried unanimously.

3. June Regional Transportation Improvement Program Amendment: Mr. Hamilton presented one proposed amendment to the 2020–2025 Regional Transportation Improvement Program (RTIP) submitted for the June amendment cycle:

- Samish Indian Nation
 - SR 20/Campbell Lake Road - Intersection Improvement

Mr. Hamilton explained that the amendment for the Samish Indian Nation’s SR 20/Campbell Lake Road - Intersection Improvement project amends a project already programmed in the RTIP. The project was awarded federal Tribal Transportation Program (TTP) safety funds on February 11; these funds must be programmed in the RTIP and STIP before they can be obligated. The amendment

would add these funds to the construction phase of the project, currently programmed in 2025. Skagit County submitted an administrative modification that changes the funding amount for Guemes Ferry Terminal (Girder Replacement) funds, enabling obligation of these funds before the end of the calendar year. Administrative modifications do not require Transportation Policy Board approval and are approved and submitted to WSDOT by SCOG staff on a monthly basis.

Mr. Bullock moved to recommend approval of the June RTIP amendment as presented, and Mr. Windler seconded the motion. The motion carried unanimously.

4. 2020 Obligation Authority Plan: Mr. Hamilton presented an updated 2020 Obligation Authority Plan to the TAC. This year's regional obligation authority (OA) target for SCOG is approximately \$1.6 million. So far this federal fiscal year, just over \$900,000 have been obligated, as the Samish Indian Nation has obligated preliminary engineering funds for the SR 20/Campbell Lake Road - Intersection Improvement project. SCOG has adopted its Unified Planning Work Program for State Fiscal Year 2021 and can now obligate STP Admin funding, which staff anticipates to be obligated in June/July.

Project sponsors with projects included in the 2020 Obligation Authority Plan were asked to give updates on their projects. Mr. Lange stated that Anacortes was working with WSDOT Local Programs on obligating funds for the R Avenue Long Term Improvements project, and had submitted paperwork for review with the regional office. Mr. Strich stated that the Samish Indian Nation's project was on schedule and had obligated funding for the preliminary engineering phase. Mr. Bullock stated that the Kulshan Trail Safety Lighting Project has been Right of Way certified and the NEPA categorical exclusion has been approved, and the construction phase of this project is on track to obligate funding in July. Mr. Windler stated that for Skagit Transit, STIP amendments had been submitted to program these projects. Once the projects enter the STIP in mid-June, they should obligate no later than mid-July.

Mr. Windler questioned possible deobligations as part of the programming process, and how they relate to obligation authority. Mr. Hamilton explained that when projects deobligate, the funds are put back into the regional SCOG allocation "pot," rather than given to other individual projects. In April, contingency list projects were selected to fill an OA gap, creating a bit of a buffer between programmed and expected obligations, and the regional OA target. Mr. Hamilton went on to explain that this buffer was created in order to leave room in case any project deobligations occurred in July or August, since projects can deobligate at any time. In this case, even if minor deobligations did occur, SCOG could still meet the regional OA target by obligating more than the target amount.

Mr. Jones stated that for the Josh Wilson Road Phase 1 project, Skagit County anticipates the construction phase will be obligated in September. TAC members from Sedro-Woolley and the Port of Anacortes were not in attendance to give updates on their projects.

5. Roundtable and Open Topic Discussion: Technical Advisory Committee members gave updates on their current projects. TAC members noted that bids for overlay projects were coming in very low at this time, although some paving programs were cut or placed on hold due to budget shortfalls. Mr. Windler stated that Skagit Transit has reintroduced fares as of June 1, and hopes to resume full service in July.

Mr. Hamilton shared that SCOG met with WSDOT and Federal Highway Administration (FHWA) staff recently to discuss issues related to functional classification of road segments, in particular the

“proposed” classifications. Currently, there are many proposed road segments in the Skagit region which are unbuilt, and have remained proposed since the 1990s. WSDOT intends to work with local jurisdictions to remove those proposed routes which are unlikely to be constructed over the next four years, consistent with FHWA guidelines. Much of this work could occur following changes to urbanized area boundaries in 2022/2023, which are always adjusted following results from the decennial census.

6. Next Meeting: July 2, 2020.

7. Adjourned: 2:22 p.m.

Attest:

Kevin Murphy
Skagit Council of Governments

Date _____

DRAFT

2020 OBLIGATION AUTHORITY PLAN

The following projects had to obligate federal funding by **April 1, 2020**. Projects that did not obligate by April 1, 2020 would have been deprogrammed by deletion from the RTIP by SCOG staff. No projects were deprogrammed.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBGP/TAP FUNDS
Skagit Transit	Design and Install Speed Bumps at Skagit Station	WA-12007	PE, CN	✓	\$79,086
City of Mount Vernon	Kulshan Trail Safety Lighting Project	T-17-01	PE	✓	\$21,625
City of Mount Vernon	Freeway Drive (Cameron Way to College Way)	T-97-07	PE	✓	\$224,900

The following projects must obligate federal funding by **August 1, 2020**. Projects that do not obligate by August 1, 2020 will be deprogrammed by deletion from the RTIP by SCOG staff.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBGP/TAP FUNDS
SCOG	SCOG Admin 2018-2021*	SCOG 18-21	PL	(Not Yet)	\$167,541
City of Anacortes	R Avenue Long Term Improvements**	T-1301	PE	(Not Yet)	\$311,217
Samish Indian Nation	SR 20/Campbell Lake Road – Intersection Improvements**	WA-11959	PE	✓	\$490,869
City of Mount Vernon	Kulshan Trail Safety Lighting Project	T-17-01	CN	(Not Yet)	\$233,550
Skagit Transit	Solar Light Upgrade	WA-12717	All	(Not Yet)	\$19,463
Skagit Transit	Digital Signage and Real Time Information	WA-12715	All	(Not Yet)	\$105,000
Skagit Transit	Bus Stop Amenities	WA-12716	All	(Not Yet)	\$56,437

Notes:

*Project can obligate after May 20, 2020 SCOG UPWP approval; and

**Projects also utilize Highway Infrastructure Program funds for this phase that must also obligate federal funding by August 1, 2020.

TOTAL STBGP-TAP OBLIGATIONS: \$1,709,688
OBLIGATION AUTHORITY TARGET: \$1,601,983

Extensions

The following projects have been granted an extension to obligate federal funding by **December 31, 2020**. These projects will be deprogrammed with expiration of the 2020–2025 RTIP on January 1, 2021.

To be granted an extension, any extension request had to be received by SCOG no later than **March 25, 2020**. A project phase may only be granted one extension request.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBGP/TAP FUNDS
Skagit County	Josh Wilson Road Phase 1	WA-06522	CN	(Not Yet)	\$1,057,552
City of Sedro-Woolley	John Liner Road, Reed to Township Bicycle/Pedestrian Improvements	SW08A	PE	(Not Yet)	\$58,820
Port of Anacortes	9th Street Realignment Connectivity Project	WA-11634	PE	(Not Yet)	\$76,200

TOTAL STBGP-TAP EXTENSIONS: \$1,192,572

2021–2026 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM PREPARATION TIMELINE

SCOG has begun the preparation of the 2021–2026 Regional Transportation Improvement Program (RTIP). If you have not already done so, please use the web based STIP software – SecureAccess Washington – to roll over or add projects for the 2021–2026 RTIP. **Project submissions must be submitted to SCOG by August 14, 2020.** Please include all federally funded and regionally significant projects you reasonably expect to obligate federal funding for within the **next four years**. Federal law requires that SCOG maintain a fully programmed four-year TIP (23 CFR 450.326). SCOG prepares a new RTIP every year for consistency with the State Transportation Improvement Program (STIP), which is also prepared yearly and must include the RTIP as a component.

Projects must be included in comprehensive transportation program/local TIP prior to inclusion into the RTIP.

TIMELINE FOR RTIP PREPARATION

Preliminary review by TAC	September 3, 2020
RTIP available for public review	September 2020
Final review by TAC	October 1, 2020
Public comment period ends	October 9, 2020
Adoption by Transportation Policy Board	October 21, 2020
Submit RTIP to WSDOT	October 22, 2020
FHWA and FTA approve 2021-2024 STIP	January 2021

CONSIDERATIONS

The following considerations are for TAC discussion to the 2021–2026 RTIP:

- What are local jurisdictions considering for comprehensive transportation program/local TIP adoptions this year? Are public hearings now being held in local jurisdictions, or are there plans to restart public hearings soon?
- There may be modifications to federal law and/or guidance coming from the Washington State Department of Transportation on RTIP preparation and adoption in the near future, and SCOG may adjust the RTIP development process and timeline as practicable.