

SKAGIT COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE MEETING

April 7, 2022 – 1:30 p.m.

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Dial In: 1 (866) 899-4679

Access Code: 706-238-885

AGENDA

1. Call to Order and Roll Call
2. [March 3, 2022 Technical Advisory Committee Meeting Minutes](#)
3. [April Regional Transportation Improvement Program Amendments](#) – *Mark Hamilton*
4. [Obligation Authority Gap Strategies](#) – *Mark Hamilton*
5. [Unified Planning Work Program for State Fiscal Year 2023](#) – *Mark Hamilton*
6. [Redistributed Obligation Authority List of Projects](#) – *Mark Hamilton*
7. [2022-2023 Construction Season Projects](#) – *John Shambaugh, WSDOT*
8. [Meeting Format Survey Results](#) – *Mark Hamilton*
9. Roundtable and Open Topic Discussion
10. Next Meeting: May 5, 2022, 1:30 p.m.
11. 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](#)

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
• Samish Indian Nation	
• Swinomish Indian Tribal Community	

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

March 3, 2022
GoToMeeting Remote Meeting

AGENCIES REPRESENTED

- City of Anacortes..... Tim Hohmann, Steve Lange
- City of Burlington Brian Dempsey
- City of Mount Vernon Bill Bullock
- City of Sedro-Woolley Mark Freiberger
- Samish Indian Nation.....David Strich
- Skagit CountyForrest Jones, Paul Randall-Grutter
- Skagit PUD..... Chris Shaff
- Skagit Transit.....Brad Windler
- Swinomish Indian Tribal Community Keri Cleary
- Town of Concrete..... Cody Hart
- Washington State Department of Transportation Mehrdad Moini, John Shambaugh

STAFF PRESENT

- Skagit Council of Governments Kevin Murphy, Mark Hamilton, Grant Johnson

OTHERS PRESENT

No one else was present at the meeting.

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

Roll Call: Roll was taken with a quorum present.

2. February 3, 2022 Technical Advisory Committee (TAC) Meeting Minutes: Mr. Windler moved approval of the February 3, 2022 Technical Advisory Committee meeting minutes as presented, and Mr. Bullock seconded the motion. The motion carried unanimously.
3. March Regional Transportation Improvement Program Amendments: Mr. Hamilton presented the proposed March amendments to the 2022–2027 Regional Transportation Improvement Program (RTIP). One of the proposed amendments is from the Town of Concrete and three are from Skagit County. The Town of Concrete amendment is for an appeal that was approved by the Transportation Policy Board (TPB) the previous month, and the Skagit County projects were unable to obligate their construction phases last year and need to be reprogrammed before they can receive federal authorization.

Mr. Hohmann motioned to recommend approval of the March RTIP amendments to the Transportation Policy Board as presented, and Mr. Dempsey seconded the motion. The motion carried unanimously.

4. National Highway Freight Program Project List Recommendation: Mr. Hamilton presented the National Highway Freight Program Project List Recommendation. SCOG issued a call for projects last month and the process has moved on a very short timeline. The Transportation Policy Board will consider a list of projects for approval, followed by submission to the Washington Department of Transportation (WSDOT), with WSDOT ultimately determining which projects receive funding. One project sponsored by Skagit County had been received by the deadline, and another project sponsored by the City of Anacortes had been submitted a day after the deadline. Following the staff presentation, project sponsors presented their projects and answered questions from the TAC.

Mr. Jones gave a summary of the proposed I-5/Cook Road Interchange project. He explained that Skagit County worked with WSDOT to prepare the application. Mr. Hamilton stated that the total federal funds requested for the project is \$5,892,000.

Mr. Hamilton explained that the City of Anacortes R Avenue project was submitted after the call for projects deadline closed. Mr. Hohmann stated that there was a miscommunication with the grant writers that caused them to believe that the application was due on a later date. He asked that the TAC consider recommending the City of Anacortes project even though the application was submitted after the deadline, and then briefed the TAC on the project specifics. He stated that the total federal funds requested for the project is \$3,484,000.

Mr. Bullock stated that he was in favor of letting the City of Anacortes application move forward and that he had no objection to either project.

Mr. Windler motioned to recommend approval of the Cook Road / I-5 Vicinity Improvements and R Avenue Long-Term Improvements projects to the Transportation Policy Board. Mr. Bullock seconded the motion. The motion carried unanimously.

5. 2022 Obligation Authority Plan and Obligation Authority Process: Mr. Hamilton presented the 2022 Obligation Authority Plan and Obligation Authority Process. The Obligation Authority Plan is updated throughout the year and because the City of Burlington received an extension on the SR20 / Skagit Street Signalization Project, a gap of approximately \$1.3 million exists that will need to be filled. He then explained the Obligation Authority Process and the different gap strategies available that will be utilized at the April TAC meeting.

Mr. Hart asked if there had been any feedback on statewide obligation authority concerns. Mr. Murphy responded that statewide obligations are below where they typically are this time of year. Mr. Windler asked when the next regional call for projects would be held. Mr. Hamilton stated that the next call for projects would likely be in 2023, as they occur every two years and last occurred in 2021. He stated that the federal Infrastructure Investment and Jobs Act may create an additional project selection process for SCOG for the newly established Carbon Reduction Program.

6. Roundtable and Open Topic Discussion: Mr. Hamilton stated that SCOG staff would be reaching out with an online survey asking about in-person vs. virtual meeting preferences for future TAC meetings. Technical Advisory Committee members provided project updates for their jurisdictions.
7. Next Meeting: April 7, 2022, 1:30 p.m.
8. Adjourned: 2:32 p.m.



Attest:

Mark Hamilton, Senior Transportation Planner
Skagit Council of Governments

Date: _____

DRAFT

ACTION ITEM X.X. – APRIL REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS

Document History

MEETING	DATE	TYPE OF ITEM	STAFF CONTACT	PHONE
Technical Advisory Committee	04/07/2022	Review and Recommendation	Mark Hamilton	(360) 416-7876
Transportation Policy Board	04/20/2022	Action	Mark Hamilton	(360) 416-7876

RECOMMENDED ACTION

Skagit Council of Governments (SCOG) staff and Technical Advisory Committee recommend approval of the following 2022–2027 Regional Transportation Improvement Program (RTIP) amendments:

- Washington State Department of Transportation
 - I-5/Skagit River Bridge - Bridge Painting: this amendment revises the preliminary engineering and construction amounts for this project. The total estimated project cost is updated as well, increasing from \$7,299,355 to \$12,958,687.
 - SR 20/Burlington to Sedro-Woolley - Corridor Improvements: this amendment revises the project description due to a scope change. The new project description includes a series of compact roundabouts, along with mountable curb to restrict left-turn movements. Funding amounts are revised for preliminary engineering and construction, and a right-of-way phase is added. The total estimated project cost is updated as well, increasing from \$4,797,915 to \$8,804,756.
 - SR 20/Olson Creek and Unnamed Tributary to Skagit River - Fish Passage: this amendment adds this project to the RTIP. This State Route 20 fish-passage project is over 10 miles long and is located southeast of Concrete. Only state funds are utilized for this project. The total estimated project cost is \$25,632,734.

FISCAL CONSTRAINT

Including these amendments, the Regional Transportation Improvement Program remains fiscally constrained in the 2022–2025 program years.

PUBLIC PARTICIPATION

A public comment period began on March 31 and ended on April 8.

Agency WSDOT - NW

Project Title I-5/Skagit River Bridge - Bridge Painting

Description The existing paint on the steel surfaces is weathered and damaged, allowing corrosion to occur. Cleaning and painting the steel surfaces will preserve the bridge and maintain the safety of the highway.



Road Name I-5

Begin Termini I-5 MP 228.25

End Termini I-5 MP 228.47

Total Project Length 0.22

Improvement Type Special Bridge

Functional Class Interstate

Environmental Type Categorical Exclusion

Priority Number 1

Amendment Number

Amendment Date

Total Project Cost \$12,958,687

Regionally Significant **Right-of-Way Required**

STIP ID WA-13916

WSDOT PIN 100568T

Federal Aid Number

SCOG ID

Agency ID

Hearing Date

Adoption Date

Resolution Number

Phase Obligation Schedule

Phase	Phase Start	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total	Date Programmed
PE	2022	NHPP	\$1,233,377		\$0	\$121,982	\$1,355,359	4/20/2022
CN	2024	NHPP	\$11,371,261		\$0	\$232,067	\$11,603,328	4/20/2022
Total			\$12,604,638		\$0	\$354,049	\$12,958,687	

Agency WSDOT - NW

Project Title SR 20/Burlington to Sedro-Woolley - Corridor Improvements

Description SR 20 has been identified as a Crash Analysis Corridor. This project will install a series of compact roundabouts at Gardner Road, District Line Road, and Collins Road. Dual faced mountable curb will be installed between the roundabouts to restrict left-turn movements. The result will be fewer crashes with lower severity for motorists.

Road Name SR 20

Begin Termini SR 20 MP 61.32

End Termini SR 20 MP 63.06

Total Project Length 1.74

Improvement Type Safety

Functional Class Other Principal Arterial

Environmental Type Categorical Exclusion

Priority Number 1

Amendment Number

Amendment Date

Total Project Cost \$8,804,756



Regionally Significant **Right-of-Way Required**

STIP ID WA-12458

WSDOT PIN 102061A

Federal Aid Number 0020(207)

SCOG ID

Agency ID

Hearing Date

Adoption Date

Resolution Number

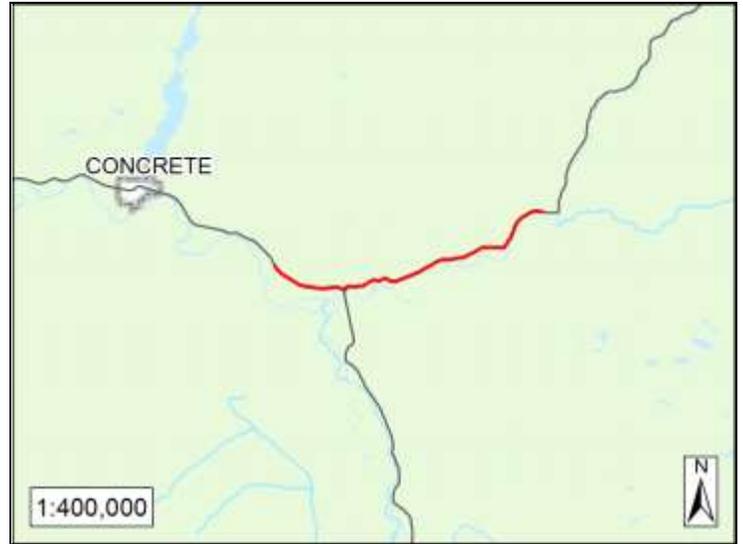
Phase Obligation Schedule

Phase	Phase Start	Federal Fund Code	FederalFunds	State Fund Code	StateFunds	LocalFunds	Total	Date Programmed
PE	2022	HSIP	\$846,289		\$0	\$84,281	\$930,570	4/20/2022
RW	2022	HSIP	\$101,724		\$0	\$2,076	\$103,800	4/20/2022
CN	2023	HSIP	\$7,572,251		\$0	\$154,535	\$7,726,786	4/20/2022
Total			\$8,520,264		\$0	\$240,892	\$8,761,156	

Agency WSDOT - NW

Project Title SR 20/Olson Creek and Unnamed Tributary to Skagit River - Fish Passage

Description The existing drainage structure at this location has been identified as a fish passage. Replace the existing structure with a fish passable structure, eliminating the restriction to fish passage.



Road Name SR 20

Begin Termini SR 20 MP 94.80

End Termini SR 20 MP 105.44

Total Project Length 10.64

Improvement Type Environmental Only

Functional Class Minor Arterial

Environmental Type Categorical Exclusion

Priority Number 1

Amendment Number

Amendment Date

Total Project Cost \$25,632,734

Regionally Significant **Right-of-Way Required**

STIP ID WA-14223

WSDOT PIN 102094A

Federal Aid Number

SCOG ID

Agency ID

Hearing Date

Adoption Date

Resolution Number

Phase Obligation Schedule

Phase	Phase Start	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total	Date Programmed
RW	2022		\$0	CWA	\$84,400	\$0	\$84,400	4/20/2022
CN	2022		\$0	CWA	\$428,644	\$0	\$428,644	4/20/2022
CN	2022		\$0	CSRF	\$21,003,578	\$0	\$21,003,578	4/20/2022
Total			\$0		\$21,516,622	\$0	\$21,516,622	

Financial Feasibility Table

Funding Program	Carryover	2022			2023			2024			2025			4-Year Allocation	4-Year Programmed	4-Year Difference
		Estimated Allocation	Available	Programmed	Estimated Allocation	Available	Programmed	Estimated Allocation	Available	Programmed	Estimated Allocation	Available	Programmed			
SCOG-Awarded Funds	-\$446	\$2,301	\$1,855	\$1,559	\$2,301	\$2,597	\$1,669	\$2,301	\$3,229	\$1,790	\$2,301	\$3,740	\$2,515	\$8,758	\$7,533	\$1,225
STP	-\$525	\$2,131	\$1,606	\$1,404	\$2,131	\$2,333	\$1,465	\$2,131	\$2,999	\$1,749	\$2,131	\$3,380	\$2,404	\$7,998	\$7,021	\$977
TAP	\$79	\$170	\$250	\$156	\$170	\$264	\$204	\$170	\$230	\$41	\$170	\$360	\$111	\$761	\$512	\$249
State & Other Federal Funds	\$0	\$40,298	\$40,298	\$40,298	\$27,560	\$27,560	\$27,560	\$15,808	\$15,808	\$15,808	\$2,552	\$2,552	\$2,552	\$86,218	\$86,218	\$0
5307	\$0	\$320	\$320	\$320	\$2,300	\$2,300	\$2,300	\$2,200	\$2,200	\$2,200	\$2,300	\$2,300	\$2,300	\$7,120	\$7,120	\$0
5339	\$0	\$112	\$112	\$112	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$112	\$112	\$0
HSIP	\$0	\$2,084	\$2,084	\$2,084	\$8,759	\$8,759	\$8,759	\$750	\$750	\$750	\$0	\$0	\$0	\$11,593	\$11,593	\$0
NHPP	\$0	\$5,608	\$5,608	\$5,608	\$611	\$611	\$611	\$11,371	\$11,371	\$11,371	\$0	\$0	\$0	\$17,591	\$17,591	\$0
STP(BR)	\$0	\$2,623	\$2,623	\$2,623	\$433	\$433	\$433	\$0	\$0	\$0	\$0	\$0	\$0	\$3,055	\$3,055	\$0
STP(S)	\$0	\$2,790	\$2,790	\$2,790	\$0	\$0	\$0	\$0	\$0	\$0	\$252	\$252	\$252	\$3,042	\$3,042	\$0
CRAB	\$0	\$2,280	\$2,280	\$2,280	\$0	\$0	\$0	\$1,487	\$1,487	\$1,487	\$0	\$0	\$0	\$3,767	\$3,767	\$0
CSRF	\$0	\$21,004	\$21,004	\$21,004	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21,004	\$21,004	\$0
CWA	\$0	\$513	\$513	\$513	\$15,457	\$15,457	\$15,457	\$0	\$0	\$0	\$0	\$0	\$0	\$15,970	\$15,970	\$0
Other	\$0	\$2,964	\$2,964	\$2,964	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,964	\$2,964	\$0
Locally-Managed Funds	\$0	\$14,746	\$14,746	\$14,746	\$8,741	\$8,741	\$8,741	\$3,632	\$3,632	\$3,632	\$3,375	\$3,375	\$3,375	\$30,493	\$30,493	\$0
Local	\$0	\$14,746	\$14,746	\$14,746	\$8,741	\$8,741	\$8,741	\$3,632	\$3,632	\$3,632	\$3,375	\$3,375	\$3,375	\$30,493	\$30,493	\$0
Total	-\$446	\$57,345	\$56,899	\$56,603	\$38,601	\$38,897	\$37,969	\$21,741	\$22,669	\$21,230	\$8,228	\$9,667	\$8,442	\$125,469	\$124,244	\$1,225

ACTION ITEM – OBLIGATION AUTHORITY GAP STRATEGIES

Document History

MEETING	DATE	TYPE OF ITEM	STAFF CONTACT	PHONE
Technical Advisory Committee	04/07/2022	Implement Gap Strategies	Mark Hamilton	(360) 416-7876

ACTION

Skagit Council of Governments (SCOG) staff will work with project sponsors to implement gap strategies on April 7, 2022 consistent with the [Regional Transportation Improvement Program Procedures: Obligation Authority Process](#), adopted by the Transportation Policy Board on October 20, 2021.

DISCUSSION

Two extension requests have been received and approved by SCOG. These project phases now have until December 31, 2022 to obligate federal funding and no longer need to obligate by April 1, 2022. Due to these extensions, SCOG now has a regional obligation authority gap. The gap is the difference between the estimated regional obligation authority target and expected obligations prior to the end of the federal fiscal year. Regional obligation categories and amounts are included in the following table.

REGIONAL OBLIGATION CATEGORY	AMOUNT
Expected regional obligations by end of federal fiscal year (\$56,100 already obligated)	\$246,677
Estimated regional obligation authority target	\$1,855,396
Regional obligation authority gap (expected obligations minus target)	-\$1,608,719

Expected obligations, obligation authority target, extensions and appeals are included in the [2022 Obligation Authority Plan](#). The plan was adopted by the Transportation Policy board on October 20, 2021 and has been revised with each extension. The most recent revision occurred on March 31, 2022.

FILLING THE GAP

Strategies #1-3 will be implemented at the April 7, 2022 Technical Advisory Committee meeting. The procedures for how the strategies will be implemented are included in the adopted obligation authority process.

If Strategy #4 becomes necessary to fill the obligation authority gap, it will be implemented following the Technical Advisory Committee meeting.

REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM PROCEDURES

Adopted by the SCOG Transportation Policy Board on October 20, 2021

OBLIGATION AUTHORITY PROCESS

Every year, SCOG prepares an obligation authority plan. The purpose of the plan is to provide project tracking information and communicate expected 2022 obligations and dates to partners, including implementing agencies and the Washington State Department of Transportation. At a minimum, the obligation authority plan includes all projects selected to receive SCOG regionally managed Federal Highway Administration funds that are programmed in 2022.

GOALS

There are two goals of the obligation authority plan. These goals are as follows:

1. Agencies in the Skagit region deliver no less than the regional obligation authority target by the end of every federal fiscal year; and
2. The obligation authority target is met by August 1 every year, positioning the Skagit region for additional obligation authority, if the Washington State Department of Transportation determines that redistributed obligation authority can be utilized in Washington state that year.

EXTENSION REQUESTS

Projects programmed in 2022 must obligate federal funding by April 1, 2022. If an agency is unable to obligate by that date, an extension request must be received by SCOG staff by March 30, 2022. If no extension request is received for a project, and it does not obligate by April 1, 2022, it will be deprogrammed by deletion from the RTIP by SCOG staff. A project phase may only be granted one extension request.

The SCOG Admin project must obligate federal funding by August 1, 2022. This project cannot obligate until May/June at the earliest each year due to federal and state requirements of Unified Planning Work Program adoption. SCOG Admin projects are ineligible for extension requests.

GAP STRATEGIES

In any given year, up to four gap strategies may be utilized to assist with meeting the SCOG regional obligation authority target. If the target will be met without need of the strategies, they will not be used that year.

If the regional obligation authority target will not be met by April 1, 2022 (excluding the SCOG Admin project), the following gap strategies will be undertaken in order:

STRATEGY #1: ADVANCING 2023–2025 FISCALLY CONSTRAINED PROJECTS

Agency representatives with projects programmed in years 2023–2025 will be asked if their agency is willing and able to advance their project at the April 7, 2022 Technical Advisory Committee meeting. The TAC representative must be in a responsible position to commit the agency to advancing the project. The project phase should obligate federal funding by August 1, 2022. If the project phase has not obligated federal funding by the end of the federal fiscal year, it will be deprogrammed by deletion from the RTIP by SCOG staff on October 1, 2022.

Agencies with projects in year 2023 will have first priority, year 2024 will have second priority and year 2025 will have third priority.

SCOG will provide a formal letter addressed to the responsible official by April 21, 2022 documenting the commitment to advance their project from 2023–2025 and obligate federal funding prior to the end of the federal fiscal year. The letter will also go to the agency’s Transportation Policy Board member(s).

Any agency that commits to advancing a project using Strategy #1, and obligates funding for that project prior to August 1, will be eligible for bonus points in SCOG’s next project selection process. Agencies that utilize Strategy #1, and obligate funding from August 1 through the end of the federal fiscal year for that project, are not eligible for these bonus points. The additional points will be determined by the Transportation Policy Board during the next project selection process.

If Strategy #1 does not close the obligation authority gap completely, Strategy #2 will be utilized.

STRATEGY #2: ADVANCING 2026 –2027 ILLUSTRATIVE PROJECTS

Agency representatives with projects programmed in years 2026–2027 will be asked if their agency is willing and able to advance their project at the April 7, 2022 Technical Advisory Committee meeting. The TAC representative must be in a responsible position to commit the agency to advancing the project. The project phase should obligate federal funding by August 1, 2022. If the project phase has not obligated federal funding by the end of the federal fiscal year, it will be deprogrammed by deletion from the RTIP by SCOG staff on October 1, 2022.

Agencies with projects in year 2026 will have first priority and year 2027 will have second priority.

SCOG will provide a formal letter addressed to the responsible official by April 21, 2022 documenting the commitment to advance their project from 2026–2027 and obligate federal funding prior to the end of the federal fiscal year. The letter will also go to the agency’s Transportation Policy Board member(s).

This strategy also requires an RTIP amendment, following the RTIP amendment process to add a project to the fiscally constrained RTIP. The agency is responsible for submitting the project to SCOG through Secure Access Washington for the May 2022 amendment cycle.

Any agency that commits to advancing a project using Strategy #2, and obligates funding for that project prior to August 1, will be eligible for bonus points in SCOG’s next project selection process. Agencies that utilize Strategy #2, and obligate funding from August 1 through the end of the federal fiscal year for that project, are not eligible for these bonus points. The additional points will be determined by the Transportation Policy Board during the next project selection process.

If Strategy #2 does not close the obligation authority gap completely, Strategy #3 will be utilized.

STRATEGY #3: ADVANCING CONTINGENCY LIST PROJECTS

Agencies with projects on the July 21, 2021 prioritized contingency list will be asked if they are willing and able to advance their project at the April 7, 2022 Technical Advisory Committee meeting. The TAC representative must be in a responsible position to commit the agency to advancing the project. The project phase should obligate federal funding by August 1, 2022. If the project phase has not obligated federal funding by the end of the federal fiscal year, it will be deprogrammed by deletion from the RTIP by SCOG staff on October 1, 2022. The project will not go back onto the prioritized contingency list after deletion from the RTIP, but can compete again for funding through a future SCOG project selection process.

SCOG will provide a formal letter addressed to the responsible official by April 21, 2022 documenting the commitment to advance the contingency list project and obligate federal funding prior to the end of the federal fiscal year. The letter will also go to the agency’s Transportation Policy Board member(s).

This strategy also requires an RTIP amendment, following the RTIP amendment process to add a project to the fiscally constrained RTIP. The agency is responsible for submitting the project to SCOG through Secure Access Washington for the May 2022 amendment cycle.

If Strategy #3 does not close the obligation authority gap completely, Strategy #4 will be utilized.

STRATEGY #4: ADDING TO PAST FEDERAL PROJECT AWARDS

This strategy will be utilized, if necessary, following the April 7, 2022 TAC meeting. First, SCOG staff will calculate the obligation authority gap remaining after Strategy #3 is utilized. Second, SCOG staff will identify active projects

using the most recently available information from WSDOT Local Programs Division, and reach out to agency representatives with active projects that have obligated funds, for a phase awarded SCOG FHWA funds, to inquire if the project could reasonably utilize an increase in the existing federal award amount and obligate the additional award by the end of the federal fiscal year.

As part of this strategy, SCOG staff are guided by the following principles: (1) maintain Urban vs. Rural split in funding; (2) start with SCOG's most recent Surface Transportation Block Grant Program project selection (2021) to identify active projects that can fill the obligation authority gap; (3) work backward through past project selections if projects selected in 2021 cannot completely close the obligation authority gap (e.g. 2019, 2017, 2015); (3) equitably increase federal awards by a formula that includes, at a minimum, the amount of the past SCOG award for the phase and any current inactivity of the phase.

SCOG will provide a formal letter addressed to the responsible official by April 21, 2022 documenting the additional federal award with the stipulation that obligation of additional federal funding should occur prior to August 1, 2022. If the project phase has not obligated federal funding by the end of the federal fiscal year, the additional award will be withdrawn on October 1, 2022. The letter will also go to the agency's Transportation Policy Board member(s).

This strategy only applies to projects that have already been competitively selected by SCOG for federal award. No new projects, or phases of projects, will be considered for adding to past federal awards.

APPEALS

Any appeal of a project deprogramming decision must be appealed directly to the Transportation Policy Board. Appeals must be received by the first Tuesday of the month by SCOG staff, to include the appeal with the Transportation Policy Board packet that goes out on the second Wednesday of the month. Transportation Policy Board meetings occur on the third Wednesday of each month. Any appeal would be considered at this third Wednesday meeting.

Implementing agencies are required to present their appeal directly to the Transportation Policy Board. If the Transportation Policy Board decides to reprogram a project, it must follow the typical RTIP amendment process, which includes a public comment period, TAC review, TPB action, WSDOT action and final action by FHWA and FTA on STIP amendment approvals. The timeline from agency appeal submission to reprogramming in the STIP will typically take three months or more.

Along with the appeal presented by the implementing agency, SCOG staff will present a fiscal analysis of the reprogramming decision on the RTIP. The first four years of the RTIP must be fiscally constrained by year, under federal law.

2022 OBLIGATION AUTHORITY PLAN

The following projects have to obligate federal funding by **April 1, 2022**. Projects that do not obligate by April 1, 2022 will be deprogrammed by deletion from the RTIP by SCOG staff.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA FUNDS
Skagit Transit	Bus Stop Amenities	WA-13988	ALL	✓	\$56,100

The following project must obligate federal funding by **August 1, 2022**, or it will be deprogrammed by deletion from the RTIP by SCOG staff.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA FUNDS
SCOG	SCOG Admin 2022-2025	SCOG 22-25	PL	(Not Yet)	\$190,577

TOTAL EXPECTED STBG-TA OBLIGATIONS: \$246,677
ESTIMATED OBLIGATION AUTHORITY TARGET¹: \$1,855,396

¹ Estimate provided by WSDOT Local Programs Division staff on January 14, 2022. Estimate includes a 10% allocation increase for STBG and TA from the previous year’s allocation. A final target is expected in April 2022.

Extensions

The following projects have been granted an extension to obligate federal funding by **December 31, 2022**. These projects will be deprogrammed with expiration of the 2022–2027 RTIP on January 1, 2023.

To be granted an extension, any extension request must have been received by SCOG no later than **March 30, 2022**. A project phase may only be granted one extension request.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA FUNDS
City of Burlington	SR20 / Skagit Street Signalization Project	WA-03951	CN	(Not Yet)	\$1,513,750
City of Burlington	Pease Road Cascade Mall Nonmotorized Connection	WA-07782	CN	(Not Yet)	\$280,392

TOTAL STBG-TA EXTENSIONS: \$1,794,142

Appeals

The Transportation Policy Board approved appeals to reprogram project phases in the 2022–2027 RTIP. The following project phases must obligate federal funding by **December 31, 2022**. These projects will be deprogrammed with expiration of the 2022–2027 RTIP on January 1, 2023.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA FUNDS
Town of Concrete	School Secondary Access	WA-03707	RW	(Not Yet)	\$400,000
City of Sedro-Woolley	John Liner Road, Reed to Township Bicycle/Pedestrian Improvements	SW08A	PE	(Not Yet)	\$58,820
City of Sedro-Woolley	SR20/Cascade Trail West Extension Phase 2A, Holtcamp Road to Hodgkin Street	SW42	RW	(Not Yet)	\$21,193

TOTAL STBG-TA APPEALS: \$480,013

2022-2027 Surface Transportation Program Block Grant Project Programming

1/25/2022

		2022	2023	2024	2025	2026	2027
	Allocation	\$2,130,632	\$2,130,632	\$2,130,632	\$2,130,632	\$2,130,632	\$2,130,632
	Available	\$1,605,755	\$2,732,835	\$3,398,924	\$3,780,237	\$3,507,270	\$3,743,089
	Programmed	\$1,003,552	\$1,464,542	\$1,749,319	\$2,403,599	\$1,894,813	\$859,087

STP(US)		2022	2023	2024	2025	2026	2027
Anacortes	R Avenue Long Term Improvements	\$	\$	\$	\$	\$	\$859,087
SCOG	SCOG Admin 2022-2025	\$	\$190,577	\$	\$190,577	\$	\$
Mount Vernon	Riverside Drive Improvements - 2	\$	\$	\$	\$	\$348,000	\$
Burlington	SR20 Nonmotorized & Safety Improvements	\$	\$	\$350,000	\$350,000	\$	\$
Burlington	George Hopper Interchange Improvements, Phase II	\$	\$	\$	\$800,000	\$	\$
Skagit Transit	Bus Stop Amenities	\$56,100	\$	\$	\$	\$	\$
Sedro Woolley	John Liner Road, Reed to Township Bicycle/Pedestrian Improvements	\$	\$442,015	\$	\$	\$	\$
Burlington	SR 20/Skagit Street Signalization Project EXTENSION to 12/31/2022	\$756,875	\$756,875	\$	\$	\$	\$
Sedro Woolley	SR20/Cascade Trail West Extension Phase 2A, Holtcamp Road to Hodgkin Street	\$	\$	\$408,742	\$	\$	\$
		\$812,975	\$1,389,467	\$758,742	\$1,340,577	\$348,000	\$859,087

STP(R)		2022	2023	2024	2025	2026	2027
SCOG	SCOG Admin 2022-2025	\$190,577	\$	\$190,577	\$	\$	\$
Samish Nation	SR20/Campbell Lake Road - Intersection Improvement	\$	\$	\$	\$	\$1,285,200	\$
Skagit Co.	Francis Road Section 3	\$	\$75,075	\$800,000	\$	\$	\$
Skagit Co.	PETERSON ROAD (Urban)	\$	\$	\$	\$	\$261,613	\$
Concrete	School Secondary Access	\$	\$	\$	\$1,063,022	\$	\$
		\$190,577	\$75,075	\$990,577	\$1,063,022	\$1,546,813	\$

Note: Years 1-4 may be overprogrammed by 25% of allocation for project delivery purposes. Years 5-6 are not fiscally constrained by year.

2022-2027 Transportation Alternatives Project Programming

		2022	2023	2024	2025	2026	2027
	Allocation	\$170,343	\$170,343	\$170,343	\$170,343	\$170,343	\$170,343
	Available	\$249,640	\$264,095	\$230,427	\$359,769	\$419,112	\$478,455
	Programmed	\$155,888	\$204,011	\$41,000	\$111,000	\$111,000	\$

TAP(US)		2022	2023	2024	2025	2026	2027
Burlington	Pease Road Cascade Mall Nonmotorized Connection EXTENSION to 12/31/2022	\$155,888	\$140,196	\$	\$	\$	\$
Mount Vernon	River Dike Trail System - Phase 1	\$	\$	\$41,000	\$111,000	\$111,000	\$
		\$155,888	\$140,196	\$41,000	\$111,000	\$111,000	\$

TAP(R)		2022	2023	2024	2025	2026	2027
Concrete	Main Street Pedestrian and Bicycle Rest Area	\$	\$63,815	\$	\$	\$	\$
		\$	\$63,815	\$	\$	\$	\$

1/25/2022

Note: Years 1-4 may be overprogrammed by 25% of allocation for project delivery purposes. Years 5-6 are not fiscally constrained by year.

APPROVED CONTINGENCY LIST – JULY 21, 2021

Surface Transportation Block Grant Program and Transportation Alternatives

Rank ¹	Applicant	Project	Phase ²	Funding Request
1	SCOG	Skagit Regional Transportation Resilience Study	PL	\$129,750
2	Mount Vernon	Riverside Drive Improvements – 1	PE	\$411,000
3	Mount Vernon	30 th Street Improvements – 1	PE	\$373,000
4	Mount Vernon	15 th Street Sidewalk Improvements	PE	\$42,000
4	Mount Vernon	15 th Street Sidewalk Improvements	CN	\$226,000
5	Skagit Transit	Skagit Transit Design Services for Transit Island Canopy March Point P&R	PE	\$164,900
5	Skagit Transit	Skagit Transit Design Services for Transit Pullouts along Memorial Highway	PE	\$73,100
7	Skagit Transit	Skagit Transit Bus Stop Surveys	PE	\$66,300
			Total	\$1,486,050

¹ Rankings for #4 and #5 projects each appear two times. For the #4 project, this is due to their being two phases to the same project. For the #5 projects, this is due to two projects receiving the same score in the ranking process. As two projects received a #5 ranking, there is not a #6 ranked project.

² "PL" is planning, "PE" is preliminary engineering and "CN" is construction.



DISCUSSION ITEM – UNIFIED PLANNING WORK PROGRAM FOR STATE FISCAL YEAR 2023

Document History

MEETING	DATE	TYPE OF ITEM	STAFF CONTACT	PHONE
Technical Advisory Committee	04/07/2022	Discussion	Mark Hamilton	(360) 416-7876

DISCUSSION

The Skagit Council of Governments (SCOG) is responsible for preparing a unified planning work program (UPWP) that documents the transportation planning work activities and related tasks to be accomplished during state fiscal year 2023 (July 1, 2022 through June 30, 2023). The [draft UPWP](#) identifies planning tasks, their associated costs and applicable funding sources.

SCOG staff will attend a remote meeting with representatives from the Washington State Department of Transportation, Federal Highway Administration and Federal Transit Administration on April 13 to review and discuss the UPWP. Revisions may be made to the UPWP by SCOG staff based on feedback received at the meeting.

SCOG staff anticipates that the Transportation Policy Board will take action on the UPWP at their May meeting. The document must be approved no later than the end of June.



UNIFIED PLANNING WORK PROGRAM

State Fiscal Year

2023

July 1, 2022 – June 30, 2023

Adopted by the Transportation Policy Board on May 18, 2022

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Preparation of this document was funded by grants from the Federal Highway Administration, Federal Transit Administration, Washington State Department of Transportation and with contributions by SCOG member jurisdictions.

The Skagit Council of Governments fully complies with Title VI of the federal Civil Rights Act of 1964 and related statutes, and does not discriminate on the basis of race, color or national origin. For more information, or to obtain a Title VI Complaint Form, visit SCOG's website at <http://scog.net/about/nondiscrimination/>.

Cover photograph courtesy of Andy Porter Photography.

PLANNING ORGANIZATION OVERVIEW

Authorized by federal law, metropolitan planning organizations (MPOs) exist throughout the United States in all urban areas with populations greater than 50,000 people. MPOs plan, program and prioritize federal funding used on transportation projects in metropolitan planning areas.

The Skagit Council of Governments (SCOG) is the federally designated MPO in Skagit County, Washington, as enabled by federal law [23 USC 134](#) and [49 USC 5303](#). SCOG leads the development of the region's long-range regional transportation plan and short-range regional transportation improvement program in coordination with the United States Department of Transportation (USDOT), the Washington State Department of Transportation (WSDOT) and stakeholders in the Skagit region.

Washington state's Growth Management Act of 1990 authorized the creation of regional transportation planning organizations (RTPOs). Through its [governance agreement](#), SCOG is designated as the RTPO for Skagit County. As an RTPO, SCOG convenes cities, towns, Skagit County, Skagit Public Utility District, Skagit Transit, tribes, ports, private employers and WSDOT as the Skagit region plans for the future. Examples of RTPO duties include: preparing a regional transportation plan; certifying that countywide planning policies and local transportation elements are consistent with the regional transportation plan; and maintaining a six-year regional transportation improvement program.

For a listing of Transportation Policy Board membership, refer to Appendix A: Board Membership. For a graphical representation of the board and advisory committee structure, refer to Appendix B: SCOG Organizational Structure. For a map of the MPO and RTPO planning area, see Appendix C: MPO & RTPO Planning Area.

UNIFIED PLANNING WORK PROGRAM OVERVIEW

The unified planning work program (UPWP) documents the transportation planning work activities and related tasks to be accomplished during state fiscal year (SFY) 2023 – July 1, 2022 through June 30, 2023. Work activities included in the UPWP comply with regional policies, goals and objectives. SCOG's Transportation Policy Board reviews and approves the UPWP, with final approval issued by WSDOT, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA).

This document outlines federal and state planning requirements, then presents a work program of planning activities for SFY 2023 that address the requirements. The work activities in the UPWP are organized into four elements:

- Element 1: [Administration](#);
- Element 2: [Multimodal Planning](#);
- Element 3: [Programming & Project Selection](#); and
- Element 4: [Data Collection & Analysis](#).

MPO and RTPO planning activities are funded by grants from USDOT, WSDOT and dues from local governments. The UPWP is adopted annually and serves as a budget and work program for SCOG's transportation function.

For a graphical representation of the core work activities identified in the UPWP, refer to Appendix D: Core Programs and Functions.

Appendix E: Planning Projects by Other Agencies, includes planning projects conducted by other agencies within the Skagit region during the timeframe of the UPWP.

Appendix F: Long-term Work Schedule includes long-term work tasks that either begin in this UPWP and continue past the UPWP, or are anticipated for future UPWPs and have not yet begun.

AMENDING THE UPWP

As staff availability fluctuates and regional priorities change, it may become necessary to amend the UPWP. If it is determined, through discussions with the SCOG Transportation Policy Board, that an amendment is necessary, staff will prepare an updated UPWP. A draft will then be made available to the public, Technical Advisory Committee (TAC), Transportation Policy Board, WSDOT, FHWA and FTA. The Transportation Policy Board will then take action on the amended UPWP. If the amendment is approved, it will then be submitted to WSDOT, FHWA and FTA for final approval.

FEDERAL AND STATE REQUIREMENTS

FEDERAL PLANNING FACTORS

Federal planning factors emphasize priorities for transportation planning through a process that is continuing, co-operative and comprehensive ([23 USC 134\(h\)](#) and [49 USC 5303\(h\)](#)). The ten factors provide for consideration of projects and strategies that will:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth, housing, and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

Each of the federal planning factors is addressed through various work tasks selected for SFY 2023, as shown in the following table.

Unified Planning Work Program Work Task	Economic Vitality	System Safety	System Security	Accessibility and Mobility	Environment, Energy, Quality of Life and Consistency	Integration of System	Efficiency	System Preservation	System Resiliency	Enhance Tourism
1.1 – MPO and RTPO Administration	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
1.2 – Unified Planning Work Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
1.3 – Legislator Contact										
1.4 – Title VI Annual Report				✓	✓					
1.5 – Public Participation Plan Annual Report	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2.1 – Regional Transportation Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2.2 – Statewide Planning Initiatives	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2.3 – Local Transportation Planning	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2.4 – North Sound Transportation Alliance				✓	✓	✓				✓
2.5 – Nondiscrimination Planning				✓	✓					
2.6 – Nonmotorized Transportation Planning	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2.7 – Infrastructure Investment and Jobs Act	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2.8 – Public Participation Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2.9 – Coordinated Public Transit-Human Services Transportation Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Unified Planning Work Program Work Task	Economic Vitality	System Safety	System Security	Accessibility and Mobility	Environment, Energy, Quality of Life and Consistency	Integration of System	Efficiency	System Preservation	System Resiliency	Enhance Tourism
2.10 – Regional Level of Service Review	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2.11 – Transportation Elements and Countywide Planning Policies	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2.12 – Certification Program Assessment	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3.1 – Regional Transportation Improvement Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3.2 – Annual Listing of Obligations	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3.3 – Project Selection & Prioritization	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3.4 – List of Regional High Priority Projects	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
4.1 – Regional Performance Targets	✓	✓	✓	✓	✓	✓	✓	✓		
4.2 – Travel Demand Model	✓			✓			✓			✓
4.3 – Traffic Counts	✓			✓			✓	✓		
4.4 – Geographic Information Systems	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
4.5 – Highway Functional Classification	✓	✓	✓	✓				✓		
4.6 – Household Travel Survey	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
4.7 – Population & Employment Forecasts	✓			✓		✓	✓			
4.8 – Urban Area Boundaries	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

FEDERAL PLANNING EMPHASIS AREAS

The Federal Highway Administration and the Federal Transit Administration jointly issued updated federal planning emphasis areas in 2021. SCOG is asked to identify tasks in the SFY 2023 UPWP that address the following federal planning emphasis areas:

- Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future;
- Equity and Justice40 in Transportation Planning;
- Complete Streets;
- Public Involvement;
- Strategic Highway Network/U.S. Department of Defense Coordination;
- Federal Land Management Agency Coordination;
- Planning and Environment Linkages; and
- Data in Transportation Planning.

Federal planning emphasis areas are detailed in a [December 30, 2021 letter](#) from FHWA and FTA.

STATE POLICY GOALS

The State of Washington has established policy goals for the planning, operation, performance of and investment in the state’s transportation system ([RCW 47.04.280](#)). Public investments in transportation should support achievement of these policy goals:

1. *Economic Vitality* – To promote and develop transportation systems that stimulate, support, and enhance the movement of people and goods to ensure a prosperous economy;

2. *Preservation* – To maintain, preserve, and extend the life and utility of prior investments in transportation systems and services;
3. *Safety* – To provide for and improve the safety and security of transportation customers and the transportation system;
4. *Mobility* – To improve the predictable movement of goods and people throughout Washington state, including congestion relief and improved freight mobility;
5. *Environment* – To enhance Washington’s quality of life through transportation investments that promote energy conservation, enhance healthy communities, and protect the environment; and
6. *Stewardship* – To continuously improve the quality, effectiveness, and efficiency of the transportation system.

Washington state transportation system policy goals are addressed through various work activities selected for SFY 2023, as shown in the following table.

Unified Planning Work Program Work Task	Economic Vitality	Preservation	Safety	Mobility	Environment	Stewardship
1.1 – MPO and RTPO Administration	✓	✓	✓	✓	✓	✓
1.2 – Unified Planning Work Program	✓	✓	✓	✓	✓	✓
1.3 – Legislator Contact						
1.4 – Title VI Annual Report				✓	✓	✓
1.5 – Public Participation Plan Annual Report	✓	✓	✓	✓	✓	✓
2.1 – Regional Transportation Plan	✓	✓	✓	✓	✓	✓
2.2 – Statewide Planning Initiatives	✓	✓	✓	✓	✓	✓
2.3 – Local Transportation Planning	✓	✓	✓	✓	✓	✓
2.4 – North Sound Transportation Alliance		✓		✓	✓	✓
2.5 – Nondiscrimination Planning				✓	✓	✓
2.6 – Nonmotorized Transportation Planning	✓	✓	✓	✓	✓	✓
2.7 – Infrastructure Investment and Jobs Act	✓	✓	✓	✓	✓	✓
2.8 – Public Participation Plan	✓	✓	✓	✓	✓	✓
2.9 – Coordinated Public Transit-Human Services Transportation Plan	✓	✓	✓	✓	✓	✓
2.10 – Regional Level of Service Review	✓	✓	✓	✓		✓
2.11 – Transportation Elements and Countywide Planning Policies	✓	✓	✓	✓	✓	✓
2.12 – Certification Program Assessment	✓	✓	✓	✓	✓	✓
3.1 – Regional Transportation Improvement Program	✓	✓	✓	✓	✓	✓
3.2 – Annual Listing of Obligations	✓	✓	✓	✓	✓	✓
3.3 – Project Selection and Prioritization	✓	✓	✓	✓	✓	✓
3.4 – List of Regional High Priority Projects	✓	✓	✓	✓	✓	✓
4.1 – Regional Performance Targets	✓	✓	✓	✓	✓	✓
4.2 – Travel Demand Model	✓	✓		✓		✓
4.3 – Traffic Counts	✓	✓	✓	✓	✓	✓
4.4 – Geographic Information Systems	✓	✓	✓	✓	✓	✓
4.5 – Highway Functional Classification	✓	✓	✓	✓		✓
4.6 – Household Travel Survey	✓	✓	✓	✓	✓	✓
4.7 – Population & Employment Forecasts	✓	✓		✓		✓
4.8 – Urban Area Boundaries	✓	✓	✓	✓		✓

Among the primary RTPO duties ([RCW 47.80.023](#)) is preparing a regional transportation plan that is consistent with countywide planning policies and county, city and town comprehensive plans. Other tasks include: preparing a regional transportation improvement program (RTIP); developing a coordinated public transit-human services transportation plan; and reviewing local level of service standards. All of these duties are addressed in work activities listed in the UPWP. For a graphical representation of some of the work activities identified in the UPWP, refer to Appendix D: Core Programs and Functions.

STATE PLANNING EMPHASIS AREAS

The following state planning emphasis areas have been identified by WSDOT as areas MPOs and RTPOs are requested to dedicate time and/or resources towards during state fiscal year 2023.

ADMINISTRATIVE

WSDOT requests that MPOs and RTPOs consider the following:

- The WSDOT Tribal and Regional Integrated Planning (TRIP) Office looks forward to continuing the effort to assess, analyze, and potentially adjust the duties of RTPOs as found in RCW 47.80.023;
- TRIP wants to work closely with RTPOs to make sure that we are all aligned on what is expected of RTPOs as well as identify areas where RTPOs can more effectively enhance regional transportation planning;
- Governing documents should be posted online. Governance documents are public documents and should be easily accessible on the website. These include Interlocal Agreements, bylaws and policies. This practice also allows peer MPOs and RTPOs to look for good examples to follow when developing their governance documents; and
- To reduce duplicative efforts, consider limiting or removing successes and key accomplishments from the current UPWP in the SFY 2023 UPWP. MPOs and RTPOs can provide greater detail on their accomplishments in the annual performance and expenditure reports. However, please identify 3-5 key accomplishments to share with the federal and state review teams at the spring coordination meeting.

Unified Planning Work Program (UPWP) Guidance for Metropolitan Planning Organizations and Regional Transportation Planning Organizations

State of Washington

State Fiscal Year (SFY) 2023
(July 1, 2022 - June 30, 2023)

December 2021



Prepared jointly by the WSDOT Multimodal Planning Division, WSDOT Public Transportation Division, the Federal Highway Administration and the Federal Transit Administration

i

PLANNING COLLABORATION

WSDOT will be developing multiple statewide plans during SFY 2023. MPOs and RTPOs are requested to set aside resources to collaboratively develop and/or review the plans. Plans and efforts expected to be developed during SFY 2023 include:

- **Highway System Plan:** MPOs and RTPOs are encouraged to engage with WSDOT during the development of the Highway System Plan;
- **Multimodal Investment Strategy:** MPOs and RTPOs are invited to engage with WSDOT to explore ways to improve the state's system for making transportation investment decisions and to participate with WSDOT in a process toward achieving the shared vision established by the Investment Strategy Committee using the mutually adopted principles for collaboration;

- [Statewide Public Transportation Plan](#): MPOs and RTPOs are encouraged to dedicate some resources to coordinate and collaborate with WSDOT's Public Transportation Division as they work on the update to the Statewide Public Transportation Plan in 2023;
- [Statewide Human Services Transportation Plan](#): MPOs and RTPOs are encouraged to dedicate some resources to coordinate and collaborate with WSDOT's Public Transportation Division and public transportation/nonprofit providers around the state. This collaboration would be around implementing strategies and actions identified in the Statewide Human Services Transportation Plan;
- [State Freight Plan and Amtrak Cascades Service Development Plan](#): The Rail, Freight, and Ports Division will be working on these two efforts and request that MPOs and RTPOs dedicate some time to collaborate on their development; and
- [State Active Transportation Plan](#): If MPOs and/or RTPOs are updating their regional transportation plans during this period, the Active Transportation Division requests that some effort be given to identify active transportation needs on the state system in their planning areas, in a manner consistent with the Statewide Active Transportation Plan.

WSDOT is also making efforts to address the connection between land use and transportation. We encourage MPOs and RTPOs to engage in processes that address demand management through coordinated land use decision making. Additionally, during this biennium, WSDOT was directed by the Legislature to propose a methodology for updating vehicle miles traveled targets at the county level. We expect RTPOs to play an important role in the development of the methodology and associated report.

URBAN AREAS UPDATE

In SFY 2023 WSDOT expects to work with MPOs, RTPOs and FHWA to lead the process to smooth urban area boundaries and revisit functional classification. With new designations of urban area boundaries, work will have to be done to designate roadways that are at the periphery of the new geographies as either urban or rural. Please reserve some resources to work with WSDOT on this effort during SFY 2023. [Preliminary timelines have been posted by FHWA.](#)

Similarly, WSDOT encourages all local agencies, MPOs and RTPOs to periodically review their respective Functional Classification Networks to ensure that system continuity, accessibility and mobility needs are being met based on the Guidelines for Amending Functional Classification in Washington State. WSDOT also suggests reviewing any unbuilt proposed routes that have been on the system for six years or more. If construction for these projects is not reasonably expected to begin within the STIP 4-year timeframe, consider removing them from the network for now.

FINANCIAL ACCOUNTING

The UPWP should clearly identify all fund sources expected to be utilized in the delivery of the work program. In addition to expected expenditures, fund sources (revenues) should be identified, including any available rollover from the previous year, and account for any applicable matching funds. This will provide MPOs additional flexibility as they are reimbursed from the budgeted amounts.

If consultants will be used to implement portions of the UPWP, MPOs and RTPOs should clearly identify which tasks will be supported by consultants. The funds expected to be used for consultant contracts should also be identified. WSDOT requests that a table of all expected consultant contracts also be included in the UPWP.

The Annual Performance and Expenditure Report should clearly identify funds expended (by source and task) compared to the budgeted amount, including a table that summarizes overall budgeted versus actual expended amounts. Significant differences should be accompanied with an explanation for the difference.

BUDGET

The UPWP should identify the expected revenues and planned expenditures by fund type. It should also account for any federal funds that are being rolled over from the previous year. Fund sources being used as match to federal funds should also be included in the financial table. In addition to FHWA PL and FTA 5303 funds, [23 CFR 450.308](#) requires that UPWPs list other federal funding that will be used for transportation planning. If the MPO or RTPO expects to use STBG funds to supplement its program, they should be individually identified in the funding table as well.

PUBLIC INVOLVEMENT

Federal and state laws require MPOs and RTPOs to include provisions in the planning process to ensure the involvement of the public in the preparation of regional plans and programs. SCOG's [Public Participation Plan](#) requires that plans and documents are made available to the public online and at the SCOG office.

FUNDING SOURCES FOR PLANNING ACTIVITIES

All work, including staff time and consultant activities, listed in the unified planning work program are funded by one or more of the following funding sources.

Funding tables, including all funding sources supporting the UPWP, are located near the end of this document. For cost estimates by UPWP work task, refer to the **Expenditures by Task** table. For a summary of expenditures and revenue by fund type, refer to the **Expenditures & Revenue by Fund Type** table.

FEDERAL HIGHWAY ADMINISTRATION 23 USC SECTION 133 AND SECTION 134 GRANT FUNDS

Section 133, the Surface Transportation Block Grant program (STBG), provides flexible funding that may be used by states and localities for projects to preserve and improve the transportation system consistent with regional priorities. STBG funds are allocated to SCOG through the regional project selection process to support the continuous, cooperative and comprehensive transportation planning process. STBG funds can be used for up to 86.5% of a project with a required match of 13.5%.

Refer to the **Surface Transportation Block Grant Funding Breakdown** table in the UPWP for estimated STBG funding for SFY 2023 by project.

Section 134 federal planning funds, often referred to as “PL” funds, are allocated to MPOs by WSDOT for carrying out the metropolitan transportation planning process. These federal funds can be used for up to 86.5% of a project, with a required 13.5% match typically provided by local government dues.

FEDERAL TRANSIT ADMINISTRATION 49 USC SECTION 5303 AND 5310 GRANT FUNDS

Section 5303 funds are federal funds allocated to MPOs by WSDOT for multimodal transportation planning in metropolitan planning areas. SCOG uses a local match of 13.5% based on an agreement with WSDOT.

WSDOT allocates Section 5310 federal funds to RTPOs to aid development of local coordinated public transit-human services transportation plans. These funds do not have a local match requirement.

WASHINGTON STATE REGIONAL TRANSPORTATION PLANNING ORGANIZATION GRANT FUNDS

Washington state allocates funds to all regional transportation planning organizations in the state to perform required state planning activities. These funds do not have a local match requirement.

ELEMENT 1: ADMINISTRATION

The Administration work program element focuses on all aspects of agency and personnel management, Transportation Policy Board support, advisory committees support, meeting coordination, budgeting, transportation and land use policy development and review, and annual work program preparation and reporting.

WORK TASKS

1.1 MPO and RTPO Administration

Description: Manage and administer the unified planning work program, including work program development, schedule, budget, progress and evaluation reports and related documentation. Administration will also include assuring compliance with rules and regulations of funding agencies. Supervise staff and personnel activities. Procure office supplies and furniture. Review and update contracts and agreements. Provide clerical support for general administration and other work program elements. Procure software and hardware, and other technologies and devices as needed. Maintain SCOG’s website. Participate at monthly meetings of the Transportation Policy Board, Technical Advisory Committee and other committees as needed. Coordinate and consult with other MPOs and RTPOs on federal, state and regional transportation issues. Prepare 2023 operating budget. Provide continuing education and training opportunities through participation in webinars, conferences and seminars. Draft letters of support for transportation projects consistent with applicable policies, plans and programs. Prepare the annual self-certification, specifying that MPO functions are being performed in accordance with all applicable requirements. Facilitate public involvement and outreach efforts in accordance with the Title VI Plan and Public Participation Plan. Consult with tribal governments on transportation planning and programming efforts. Engage applicable federally recognized tribal governments in regional governance of SCOG, consistent with [RCW 47.80.050\(2\)](#).

Responsibilities: SCOG

Product: In October, staff will prepare the 2023 SCOG operating budget. The budget will be adopted prior to calendar year 2023. In October/November 2022, SCOG will submit its self-certification documentation. By the second quarter of calendar year 2023, SCOG will provide a reasonable opportunity for voting membership to all federally recognized tribes that hold reservation or trust lands within the Skagit region.

Direct Cost: Technology-related (hardware, software, etc.) direct costs are expected to total up to \$4,000. Travel and training costs are expected to total up to \$21,000.

1.2 Unified Planning Work Program

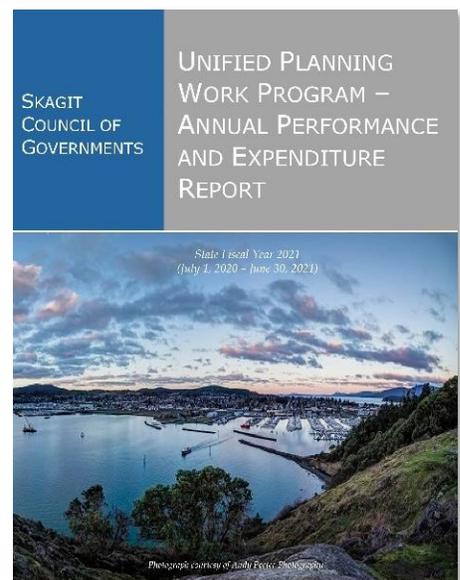
Description: Creation of the SFY 2022 UPWP Annual Performance and Expenditure Report per [23 CFR 420.117](#). SCOG will develop the SFY 2024 UPWP in cooperation with WSDOT, Skagit Transit, Federal Highway Administration and Federal Transit Administration.

Responsibilities: SCOG (lead), Skagit Transit, WSDOT

Product: SCOG will prepare the SFY 2022 Annual UPWP Performance and Expenditure Report in August/September 2022, and the SFY 2024 UPWP in the spring of 2023.

1.3 Legislator Contact

Description: Develop and submit Public Disclosure Commission Reports as required. The reports identify all contact with Washington state legislators. All expenses in meeting with federal and state elected, and administration officials are paid using local



funds. SCOG occasionally visits state legislators in the first or second month of the Washington state legislature's regular session. Other contact may occur, but it is unknown when this will happen during the UPWP timeframe.

Responsibilities: SCOG

Product: Quarterly Public Disclosure Commission Reports as necessary.

1.4 Title VI Annual Report

Description: Report on Title VI Plan implementation activities through the annual Title VI Update and Accomplishment Report.

Responsibilities: SCOG (lead), WSDOT

Product: The Title VI annual report will be completed by November 2022.

1.5 Public Participation Plan Annual Report

Description: Report on Public Participation Plan implementation activities through an annual assessment of public participation at SCOG.

Responsibilities: SCOG

Product: The Public Participation Plan Annual Report will be completed in June 2023.

ELEMENT 2: MULTIMODAL PLANNING

The Multimodal Planning work program element focuses on the development, ongoing maintenance and update of the *Skagit 2045 Regional Transportation Plan* – which was adopted March 2021. Additional planning projects are detailed in this section.

WORK TASKS

2.1 Regional Transportation Plan

Description: The Skagit 2045 Regional Transportation Plan (Skagit 2045) – the federal-compliant metropolitan transportation plan and state-compliant regional transportation plan – was adopted in March 2021. An amendment to Skagit 2045 is expected in state fiscal year 2023, as local comprehensive plans are completed in the Skagit region.

Responsibilities: SCOG (lead), WSDOT

Product: Amendment to Skagit 2045 in SFY 2023.



2.2 Statewide Planning Initiatives

Description: Participate in the development and implementation of statewide transportation planning efforts led by WSDOT, and other state agencies, boards and commissions. Anticipated statewide planning initiatives that SCOG may be involved with are included in the State Emphasis Areas section of the UPWP. SCOG budgets staff time and other resources every year in the UPWP to participate in these statewide efforts.

Responsibilities: WSDOT (lead), SCOG

Product: Participation in statewide planning initiatives as needs arise and staffing permits.

2.3 Local Transportation Planning

Description: Assist local agencies with transportation planning efforts. Refer to Appendix E: Planning Projects by Other Agencies for a description of major planning projects to be conducted by Skagit Transit and WSDOT within the Skagit region.

Responsibilities: SCOG

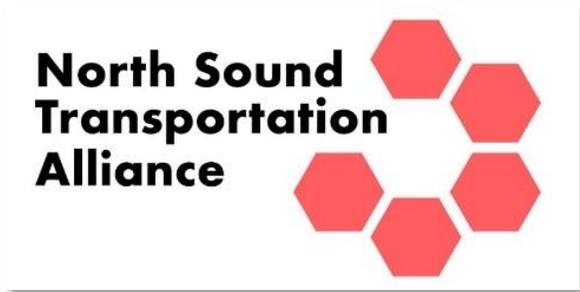
Product: SCOG will assist with local planning efforts as needed. This is an ongoing work task.

2.4 North Sound Transportation Alliance

Description: The [*North Sound Transportation Alliance*](#) (NSTA, formerly known as the “Farmhouse Gang”) is a macro-regional group that focuses on mobility and multimodal issues with stakeholders in Island, San Juan, Snohomish, Skagit and Whatcom counties. The Whatcom Council of Governments provides administration for NSTA, with assistance from SCOG.

Responsibilities: Whatcom Council of Governments (lead), SCOG

Product: NSTA meeting administration and attendance. Staff support for additional multimodal planning activities that NSTA performs.



2.5 Nondiscrimination Planning

Description: SCOG will review planning, programming and project selections to ensure that SCOG decisions do not have a disproportionate adverse impact on protected populations. SCOG will maintain a Title VI complaint log and implement the adopted Title VI Plan to ensure continued nondiscrimination in SCOG's transportation program. SCOG will complete a major update to the Title VI Plan in SFY 2023. Prior to completion of the Title VI Plan update, SCOG will update the Skagit County Demographic Profile, which will provide data to inform the plan. Additional nondiscrimination activities include an Environmental Justice assessment of project selection decisions at SCOG, along with ongoing activities to ensure continued compliance with the American with Disabilities Act, Section 504 of the Rehabilitation Act of 1973 and other nondiscrimination requirements.

Responsibilities: SCOG (lead), WSDOT

Product: An Environmental Justice assessment of project selection decisions at SCOG will be conducted by March 2023, along with an update to the Skagit County Demographic Profile. A major update to the Title VI Plan will be completed by May 2023.

2.6 Nonmotorized Transportation Planning

Description: The Non-Motorized Advisory Committee (NMAC) is an advisory committee to the Technical Advisory Committee on non-motorized issues. In the summer/autumn of 2022 the Non-Motorized Advisory Committee will organize the annual bicycle and pedestrian count. The NMAC will also distribute the Skagit County Bike Map and Skagit County Walking Trail Guide during SFY 2023. Other NMAC activities for SFY 2023 will be determined after their calendar year 2023 work program is approved by the TAC.

Responsibilities: SCOG

Product: Conduct regional bicycle and pedestrian counts in September/October 2022. Distribution of bike maps and walking trial guides. Other non-motorized products consistent with approved NMAC work programs.

2.7 Infrastructure Investment and Jobs Act

Description: The federal Infrastructure Investment and Jobs Act was signed into law on November 15, 2021. Many new features of this surface transportation law affect SCOG, specifically the MPO duties that SCOG performs and the federal funding that SCOG receives. The Code of Federal Regulations should be updated during the timeframe of the SFY 2023 UPWP with regulations implementing the new law. SCOG will participate in processes related to implementing the new law and begin to address changes to MPO duties that the new law requires. Implementation activities may occur at the national, statewide and local levels.

Responsibilities: WSDOT (lead), SCOG

Product: Participation in implementation activities related to the Infrastructure Investment and Jobs Act in SFY 2023 at the national, statewide and local levels.

2.8 Public Participation Plan

Description: The Public Participation Plan guides engagement activities at SCOG and was last updated in 2017. This 2017 update followed a major update to the plan in 2015, which included an assessment of an earlier public participation plan. Another minor update to the 2017 plan is anticipated in SFY 2023, primarily to address changes with governing bodies, advisory committees, remote meetings and new Infrastructure Investment and Jobs Act requirements. The plan update will follow changes in the Code of Federal Regulations, expected in SFY 2023.

Responsibilities: SCOG

Product: The Public Participation Plan will be amended by June 2023, pending new regulations implementing the Infrastructure Investment and Jobs Act.

2.9 Coordinated Public Transit-Human Services Transportation Plan

Description: The coordinated public transit-human services transportation plan is updated by SCOG every four years. Preparation of this plan will be coordinated with a prioritization of public transit and human services transportation projects under Element 3: Programming & Project Selection.

Responsibilities: SCOG (lead), Skagit Transit, Consultant

Product: The Skagit Coordinated Public Transit-Human Services Transportation Plan will be completed by December 2022.

Direct Cost: An estimated \$30,000 of FTA 5310 funds will be used for professional services in SFY 2023 for this work task.



2.10 Regional Level of Service Review

Description: Washington state law requires SCOG to “review level of services methodologies used by cities and counties planning under the Growth Management Act to promote a consistent regional evaluation of transportation facilities and corridors” ([RCW 47.80.023](#)). SCOG will document level of service methodologies used by cities and counties in the region and provide recommendations on how to make them more consistent. Potential changes in the Growth Management Act in SFY 2023 may impact this work task.

Responsibilities: SCOG

Product: SCOG will produce a report detailing the region’s various level of service methodologies in the first quarter of SFY 2023.

2.11 Transportation Elements and Countywide Planning Policies

Description: Certify that the transportation element of city/county comprehensive plans and countywide planning policies meet the following requirements:

- a. Reflect the transportation guidelines and principles established in the adopted regional transportation plan and are consistent with other adopted plans;
- b. Conform to the requirements of [RCW 36.70A.070](#); and
- c. Are consistent with Skagit countywide planning policies adopted under [RCW 36.70A.210](#).

Potential changes in the Growth Management Act in SFY 2023 may impact this work task.

Responsibilities: SCOG

Product: Certification of local comprehensive plan transportation elements and countywide planning policies as necessary.

2.12 Certification Program Assessment

Description: Some elements of the regional transportation planning organization certification program are over 20 years old and were generated when Skagit County was part of the Skagit-Island Regional Transportation Planning Organization. This work task includes an in-depth review of the RTPO certification program that SCOG conducts. Potential changes in the Growth Management Act in SFY 2023 may impact this work task.

Responsibilities: SCOG

Product: An assessment of the RTPO certification program will be completed by June 2023.

ELEMENT 3: PROGRAMMING & PROJECT SELECTION

The Programming & Project Selection work program element guides how federally funded and regionally significant transportation projects are selected, prioritized and programmed. The six-year Regional Transportation Improvement Program is updated annually and amended as needed throughout the year. The RTIP is an ongoing process, where funding is programmed to meet regional planning goals as well as federal and state planning emphases. Project selection and prioritization processes typically occur every year.

WORK TASKS

3.1 Regional Transportation Improvement Program

Description: Maintain a fiscally constrained four-year transportation improvement program – including an additional two-year list of illustrative projects – for regionally significant and federally funded transportation projects.

- a. Prepare the RTIP and transmit applicable projects to WSDOT for inclusion in the Statewide Transportation Improvement Program;
- b. As projects change in funding status or description, prepare amendments and administrative modifications to the RTIP to program federal funds that become secured or prioritized throughout the year;
- c. Develop RTIP policies and procedures with a goal of programming projects using regionally managed funds (Surface Transportation Block Grant program and Transportation Alternatives) for all six program years;
- d. Encourage timely obligation of federal funds; and
- e. Monitor federal obligations monthly and work with partners to encourage meeting regional obligation authority target.

Responsibilities: SCOG (lead), Skagit Transit, WSDOT

Product: The 2023–2028 Regional Transportation Improvement Program will be adopted by SCOG’s Transportation Policy Board in October 2022. SCOG will process Regional Transportation Improvement Program amendments and administrative modifications as needed.

3.2 Annual Listing of Obligations

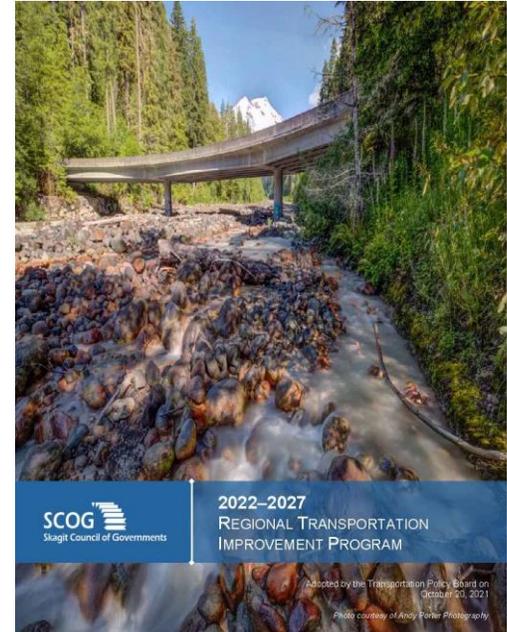
Description: Prepare an annual listing of obligated projects, showing Federal Highway Administration and Federal Transit Administration funds obligated in calendar year 2022 for the Skagit region.

Responsibilities: SCOG (lead), Skagit Transit, WSDOT

Product: Prepare an annual listing of obligated projects by March 2023 and submit to WSDOT.

3.3 Project Selection and Prioritization

Description: SCOG will have one project prioritization process and one project selection process occurring in SFY 2023. SCOG’s project prioritization process will assign regional priority to projects that will compete in the statewide WSDOT Consolidated Grant Program. Regional priorities will be considered in a statewide evaluation of projects, with WSDOT making project selection decisions – selecting which projects receive funding across Washington. SCOG’s project selection process will be for the Surface Transportation Block Grant program and Transportation Alternatives. Through this process, SCOG will select projects for regional funding and program them in the RTIP. Depending upon the outcome of work task 2.7, SCOG may also



conduct a project selection process for the new federal Carbon Reduction Program. New program requirements implementing the Infrastructure Investment and Jobs Act should be available in SFY 2023, which SCOG will utilize in project selection, as soon as practicable.

Responsibilities: SCOG (lead), WSDOT

Product: Adopt a regional list of prioritized human services transportation projects by December 2022. Select projects for federal Surface Transportation Block Grant program and Transportation Alternatives funds by June 2023.

3.4 List of Regional High Priority Projects

Description: SCOG will prepare a list of projects that are regional priorities prior to the 2023 Washington state legislative session. Projects on the list will represent the highest regional priority for state transportation funding.

Responsibilities: SCOG

Product: Prepare a list of regional high priority projects by December 2022.

ELEMENT 4: DATA COLLECTION & ANALYSIS

The Data Collection & Analysis work program element focuses on the data SCOG needs for regional transportation planning, programming, project selection and prioritization processes. SCOG maintains databases of regional transportation, employment and housing data. These primarily serve as inputs to the regional travel demand model, but also as a valuable information resource in tracking performance of the regional transportation system.

WORK TASKS

4.1 Regional Performance Targets

Description: In cooperation with Skagit Transit and WSDOT, SCOG will continue to develop regional performance targets.

Responsibilities: SCOG (lead), WSDOT, Skagit Transit

Product: Adopt regional performance targets in SFY 2023. FHWA regional highway safety performance targets are revisited every year by SCOG, and will be adopted by February 2023. Work will continue in SFY 2023 to revisit/revise regional performance targets for Pavement, Bridges, Travel Time Reliability and Freight Movement.

4.2 Travel Demand Model

Description: SCOG completed an update to the regional travel demand model in SFY 2021 to inform the Skagit 2045 Regional Transportation Plan and other transportation planning efforts. The regional travel demand model is utilized by SCOG on an as-needed basis. Model updates in SFY 2023 may include outputs from a household travel survey that was completed in SFY 2022. Coordination may occur with other MPOs on travel demand modeling during SFY 2023.

Responsibilities: SCOG

Product: SCOG may implement regional travel demand model improvements in SFY 2023, following consultant recommendations from SFY 2021 and a completed household travel survey in SFY 2022. Conduct analyses using the regional travel demand model as necessary. Provide the model and model documentation upon request to local, regional and statewide partners.

4.3 Traffic Counts

Description: This task includes a continuation of SCOG's agreement with Skagit County to perform traffic counting services for jurisdictions within Skagit County. Continue to maintain inventory of traffic and vehicle classification counts and travel time studies from all available sources; store data and make available in electronic format. Count bicycle traffic at permanent count locations in Anacortes and Sedro-Woolley. Post process and analyze traffic-count data as necessary.

Responsibilities: SCOG (lead), Consultant

Product: Maintain a library of current traffic counts for Skagit County. Counts will be done throughout the year on both a scheduled and as-needed basis. All counts and other available transportation data will be made available and maintained in an electronic library.

Direct Cost: An estimated \$31,000 of FHWA – PL funds will be used for traffic counts in SFY 2023, including a pass-through of \$30,000 for traffic counts and \$1,000 for maintenance of permanent bicycle counters.

4.4 Geographic Information Systems

Description: Maintain current demographic, roadway infrastructure and other spatial data for GIS applications. Produce maps and conduct geospatial analysis as necessary to support the work program. Maintain GIS data through ArcGIS Online and make available through SCOG’s website.

Responsibilities: SCOG

Product: Provide GIS data and maps as necessary. Conduct geospatial analysis, including geocoding of employment data used for the regional travel demand model and other purposes. Continue to increase access to SCOG data through ArcGIS Online and story maps.

4.5 Highway Functional Classification

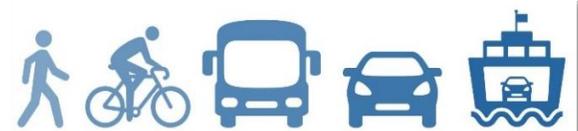
Description: Update, review and process requests for modifications of the federal highway functional classification system within the region, as necessary. Work with WSDOT to expand federal highway freight designations. Revisit classifications following the 2020 decennial census, potentially continuing into SFY 2024, consistent with the state planning emphasis area suggesting that MPOs review unbuilt proposed routes that have been on the system for six or more years. This work product will be coordinated with work task 4.8, and the resulting adjustments to urban areas which impact how facilities are classified (i.e. urban vs. rural). Timing will follow the final rulemaking process of U.S. Census Bureau for urban area boundaries, expected in calendar year 2022.

Responsibilities: WSDOT (lead), SCOG

Product: Collaboration with WSDOT on roadway classification issues. Highway functional classifications updated in the Skagit region in SFY 2023, consistent with changes to urban areas.

4.6 Household Travel Survey

Description: The household travel survey studies regional travel behavior and public sentiment for what transportation investments should be made. The project informs the regional travel demand model and provides scientifically valid representation of public preference on regional travel issues. The household travel survey was completed in SFY 2022 after several delays due to travel impacts associated with the COVID-19 pandemic. Work products for SFY 2023 using household travel survey data will be prepared on an as-needed basis.



Skagit Travel Survey
Encuesta de Viajes de Skagit

Responsibilities: SCOG

Product: Conduct analysis of household travel survey data as needed. Integrate survey data with regional travel demand model in SFY 2023. Develop/refine tools for analyzing household travel survey data in SFY 2023.

4.7 Population and Employment Forecasts

Description: Prepare regional forecasts of population and employment growth in the Skagit region. Products of this work task will inform local comprehensive plan updates, due by June 2025, and an update to the Skagit 2045 Regional Transportation Plan, due by March 2026.

Responsibilities: SCOG (lead), Consultant

Product: Request for Proposals/Qualifications issued in the first quarter of SFY 2023 for a consultant contract to prepare population and employment forecasts for the Skagit region. SCOG anticipates the consultant contract will begin in SFY 2023 and conclude in SFY 2024.

Direct Cost: An estimated \$30,000 of FHWA – PL funds will be used for professional services in SFY 2023 for this work task. An additional \$10,000 for consultant services will support the population and employment forecasts project, with funding provided through the Growth Management Act support work program – a program administered by SCOG separate from the UPWP, and funded through dues from local governments in Skagit County.

4.8 Urban Area Boundaries

Description: The U.S. Census Bureau is expected to publish new urban area boundaries in spring/summer 2022. SCOG’s metropolitan planning area is not expected to change, as the exterior boundaries of the organization are now the metropolitan statistical area (i.e. Skagit County exterior boundaries). SCOG’s metropolitan planning area boundaries were expanded from the urbanized area out to the metropolitan statistical area in 2013, pursuant to [23 CFR 450.312 \(a\)\(2\)](#). Any changes to the Mount Vernon, WA Urbanized Area, as a result of the 2020 decennial census, are not anticipated to impact SCOG’s metropolitan planning area, as any changes to the urbanized area are expected to remain within Skagit County’s boundaries. However, there may be work associated with review of urban area boundaries in the Skagit region and updating SCOG data products to reflect the new boundaries.

Responsibilities: WSDOT (lead), SCOG

Product: Review of U.S. Census urban area boundaries in the Skagit region and update data products as necessary.

EXPENDITURES BY TASK

Element	Work Task #	Work Task Title	FHWA - PL			FTA - 5303			FTA - 5310	FHWA - STBG			RTPO	Summary			Total
			Total 100.0%	Federal 86.5%	Local 13.5%	Total 100.0%	Federal 86.5%	Local 13.5%	Total 100%	Total 100.0%	Federal 86.5%	Local 13.5%	State 100.0%	Federal	State	Local	
Administration	1.1	MPO and RTPO Administration	\$70,400	\$60,900	\$9,500	\$51,700	\$44,700	\$7,000	\$0	\$29,100	\$25,200	\$3,900	\$14,600	\$130,800	\$14,600	\$20,400	\$165,800
	1.2	Unified Planning Work Program	\$10,700	\$9,300	\$1,400	\$8,200	\$7,100	\$1,100	\$0	\$0	\$0	\$0	\$4,500	\$16,400	\$4,500	\$2,500	\$23,400
	1.3	Legislator Contact	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	1.4	Title VI Annual Report	\$4,600	\$4,000	\$600	\$4,200	\$3,600	\$600	\$0	\$0	\$0	\$0	\$0	\$7,600	\$0	\$1,200	\$8,800
	1.5	Public Participation Plan Annual Report	\$3,200	\$2,800	\$400	\$2,800	\$2,400	\$400	\$0	\$0	\$0	\$0	\$0	\$5,200	\$0	\$800	\$6,000
Administration Subtotal			\$88,900	\$77,000	\$11,900	\$66,900	\$57,800	\$9,100	\$0	\$29,100	\$25,200	\$3,900	\$19,100	\$160,000	\$19,100	\$24,900	\$204,000
Multimodal Planning	2.1	Regional Transportation Plan	\$10,300	\$8,900	\$1,400	\$3,400	\$2,900	\$500	\$0	\$13,800	\$11,900	\$1,900	\$3,800	\$23,700	\$3,800	\$3,800	\$31,300
	2.2	Statewide Planning Initiatives	\$36,500	\$31,600	\$4,900	\$0	\$0	\$0	\$0	\$1,000	\$900	\$100	\$6,200	\$32,500	\$6,200	\$5,000	\$43,700
	2.3	Local Transportation Planning	\$900	\$800	\$100	\$0	\$0	\$0	\$0	\$2,700	\$2,300	\$400	\$2,300	\$3,100	\$2,300	\$500	\$5,900
	2.4	North Sound Transportation Alliance	\$9,500	\$8,200	\$1,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,700	\$8,200	\$3,700	\$1,300	\$13,200
	2.5	Nondiscrimination Planning	\$9,100	\$7,900	\$1,200	\$7,200	\$6,200	\$1,000	\$0	\$2,300	\$2,000	\$300	\$0	\$16,100	\$0	\$2,500	\$18,600
	2.6	Nonmotorized Transportation Planning	\$9,000	\$7,800	\$1,200	\$3,800	\$3,300	\$500	\$0	\$3,900	\$3,400	\$500	\$400	\$14,500	\$400	\$2,200	\$17,100
	2.7	Infrastructure Investment and Jobs Act	\$13,600	\$11,800	\$1,800	\$7,600	\$6,600	\$1,000	\$0	\$4,000	\$3,500	\$500	\$0	\$21,900	\$0	\$3,300	\$25,200
	2.8	Public Participation Plan	\$8,600	\$7,400	\$1,200	\$1,500	\$1,300	\$200	\$0	\$0	\$0	\$0	\$0	\$8,700	\$0	\$1,400	\$10,100
	2.9	Coordinated Public Transit-Human Services Transportation Plan	\$0	\$0	\$0	\$28,000	\$24,200	\$3,800	\$30,000	\$0	\$0	\$0	\$0	\$54,200	\$0	\$3,800	\$58,000
	2.10	Regional Level of Service Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$900	\$100	\$4,700	\$900	\$4,700	\$100	\$5,700
	2.11	Transportation Elements and Countywide Planning Policies	\$1,100	\$1,000	\$100	\$0	\$0	\$0	\$0	\$1,600	\$1,400	\$200	\$3,900	\$2,400	\$3,900	\$300	\$6,600
	2.12	Certification Program Assessment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,600	\$1,400	\$200	\$7,200	\$1,400	\$7,200	\$200	\$8,800
Multimodal Planning Subtotal			\$98,600	\$85,400	\$13,200	\$51,500	\$44,500	\$7,000	\$30,000	\$31,900	\$27,700	\$4,200	\$32,200	\$187,600	\$32,200	\$24,400	\$244,200
Programming & Project Selection	3.1	Regional Transportation Improvement Program	\$15,000	\$13,000	\$2,000	\$8,800	\$7,600	\$1,200	\$0	\$14,900	\$12,900	\$2,000	\$1,600	\$33,500	\$1,600	\$5,200	\$40,300
	3.2	Annual Listing of Obligations	\$4,000	\$3,500	\$500	\$1,700	\$1,500	\$200	\$0	\$4,300	\$3,700	\$600	\$0	\$8,700	\$0	\$1,300	\$10,000
	3.3	Project Selection and Prioritization	\$5,400	\$4,700	\$700	\$14,300	\$12,400	\$1,900	\$0	\$24,600	\$21,300	\$3,300	\$0	\$38,400	\$0	\$5,900	\$44,300
	3.4	List of Regional High Priority Projects	\$2,400	\$2,100	\$300	\$0	\$0	\$0	\$0	\$8,800	\$7,600	\$1,200	\$0	\$9,700	\$0	\$1,500	\$11,200
Programming & Project Selection Subtotal			\$26,800	\$23,300	\$3,500	\$24,800	\$21,500	\$3,300	\$0	\$52,600	\$45,500	\$7,100	\$1,600	\$90,300	\$1,600	\$13,900	\$105,800
Data Collection & Analysis	4.1	Regional Performance Targets	\$6,900	\$6,000	\$900	\$3,500	\$3,000	\$500	\$0	\$4,600	\$4,000	\$600	\$0	\$13,000	\$0	\$2,000	\$15,000
	4.2	Travel Demand Model	\$12,700	\$11,000	\$1,700	\$0	\$0	\$0	\$0	\$28,700	\$24,800	\$3,900	\$0	\$35,800	\$0	\$5,600	\$41,400
	4.3	Traffic Counts	\$34,100	\$29,500	\$4,600	\$0	\$0	\$0	\$0	\$7,200	\$6,200	\$1,000	\$0	\$35,700	\$0	\$5,600	\$41,300
	4.4	Geographic Information Systems	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$17,800	\$15,400	\$2,400	\$0	\$15,400	\$0	\$2,400	\$17,800
	4.5	Highway Functional Classification	\$4,300	\$3,700	\$600	\$0	\$0	\$0	\$0	\$9,100	\$7,900	\$1,200	\$0	\$11,600	\$0	\$1,800	\$13,400
	4.6	Household Travel Survey	\$3,900	\$3,400	\$500	\$1,600	\$1,400	\$200	\$0	\$13,200	\$11,400	\$1,800	\$0	\$16,200	\$0	\$2,500	\$18,700
	4.7	Population and Employment Forecasts	\$46,100	\$39,900	\$6,200	\$3,100	\$2,700	\$400	\$0	\$25,000	\$21,600	\$3,400	\$3,700	\$64,200	\$3,700	\$10,000	\$77,900
	4.8	Urban Area Boundaries	\$3,000	\$2,600	\$400	\$2,100	\$1,800	\$300	\$0	\$1,200	\$1,000	\$200	\$0	\$5,400	\$0	\$900	\$6,300
Data Collection & Analysis Subtotal			\$111,000	\$96,100	\$14,900	\$10,300	\$8,900	\$1,400	\$0	\$106,800	\$92,300	\$14,500	\$3,700	\$197,300	\$3,700	\$30,800	\$231,800
Total			\$325,300	\$281,800	\$43,500	\$153,500	\$132,700	\$20,800	\$30,000	\$220,400	\$190,700	\$29,700	\$56,600	\$635,200	\$56,600	\$94,000	\$785,800

Note: Figures rounded to nearest hundred

EXPENDITURES & REVENUE BY FUND TYPE

FEDERAL FUNDS

	Program Fund Source	Element 1: Administration	Element 2: Multimodal Planning	Element 3: Programming & Project Selection	Element 4: Data Collection & Analysis	Est. Total Expenditures	Est. Total Revenue	Est. Carry Forward from 2022	Est. Carry Forward to 2024
SCOG	FHWA PL Federal Funds	\$77,000	\$85,400	\$23,200	\$96,000	\$281,600	\$234,100	\$199,300	\$151,800
	Local Match = 13.5%	\$12,000	\$13,300	\$3,600	\$15,000	\$43,900	\$43,900	N/A	
	FHWA STBG Federal Funds	\$25,200	\$27,500	\$45,500	\$92,300	\$190,500	\$190,600	N/A	N/A
	Local Match = 13.5%	\$3,900	\$4,300	\$7,100	\$14,400	\$29,700	\$29,700	N/A	
	FTA 5303 Federal Funds	\$57,700	\$44,500	\$21,500	\$8,900	\$132,600	\$118,100	\$44,500	\$30,000
	Local Match = 13.5%	\$9,000	\$6,900	\$3,400	\$1,400	\$20,700	\$20,700	N/A	
	FTA 5310 Federal Funds	\$0	\$30,000	\$0	\$0	\$30,000	\$0	\$30,000	\$0
	Total	\$184,800	\$211,900	\$104,300	\$228,000	\$729,000	\$637,100	\$273,800	\$181,800

Note: Figures rounded to nearest hundred

STATE FUNDS

	Program Fund Source	Element 1: Administration	Element 2: Multimodal Planning	Element 3: Programming & Project Selection	Element 4: Data Collection & Analysis	Est. Total Expenditures	Est. Total Revenue	Est. Carry Forward from 2022	Est. Carry Forward to 2024
SCOG	RTPO	\$19,100	\$32,300	\$1,600	\$3,700	\$56,700	\$0	\$56,700	N/A
	Total	\$19,100	\$32,300	\$1,600	\$3,700	\$56,700	\$0	\$56,700	N/A

Note: Figures rounded to nearest hundred

SURFACE TRANSPORTATION BLOCK GRANT FUNDING BREAKDOWN

The following funding table is provided to show estimated Federal Highway Administration Surface Transportation Block Grant program funds with local match during SFY 2023.

SCOG Administration occurs every state fiscal year, with the next year of funding beginning in SFY 2023. SCOG anticipates obligation of the SCOG Administration federal funding prior to start of SFY 2023. These STBG funds provide revenue to support work tasks in the SFY 2023 UPWP, as illustrated in the **Expenditures by Task** table.

	Program Fund Source	SCOG Admin. (SFY 2023)
SCOG	FHWA STBG (US) Federal Funds	\$0
	Local Match = 13.5%	\$0
	FHWA STBG (R) Federal Funds	\$190,577
	Local Match = 13.5%	\$29,743
	Total	\$220,320

Notes: "STBG (US)" is federal Surface Transportation Block Grant program – Urban Small funding; "STBG (R)" is federal Surface Transportation Block Grant program – Rural funding.

EXPECTED CONSULTANT & AGENCY AGREEMENTS

Agreements expected between SCOG and other parties related to SFY 2023 UPWP work tasks are included in the following table. Descriptions of the work tasks are included in their respective UPWP elements.

Work Task #	Work Task Title	Agreement Type	Fund Type	Estimated Cost
2.9	Coordinated Public Transit-Human Services Transportation Plan	Professional Services	FTA 5310	\$30,000
4.3	Traffic Counts	Interlocal	FHWA – PL	\$30,000
4.7	Population and Employment Forecasts	Professional Services	FHWA – PL	\$30,000
Total				\$90,000

CONTACT INFORMATION

For more information or to request a copy of this document, please contact:

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Appendix A: BOARD MEMBERSHIP

The Skagit Council of Governments Transportation Policy Board has the authority to make regional transportation decisions for the MPO and RTPO. The responsibilities of the Transportation Policy Board include approving planning documents and programs, selecting projects for funding, as well as establishing regional transportation planning policies.

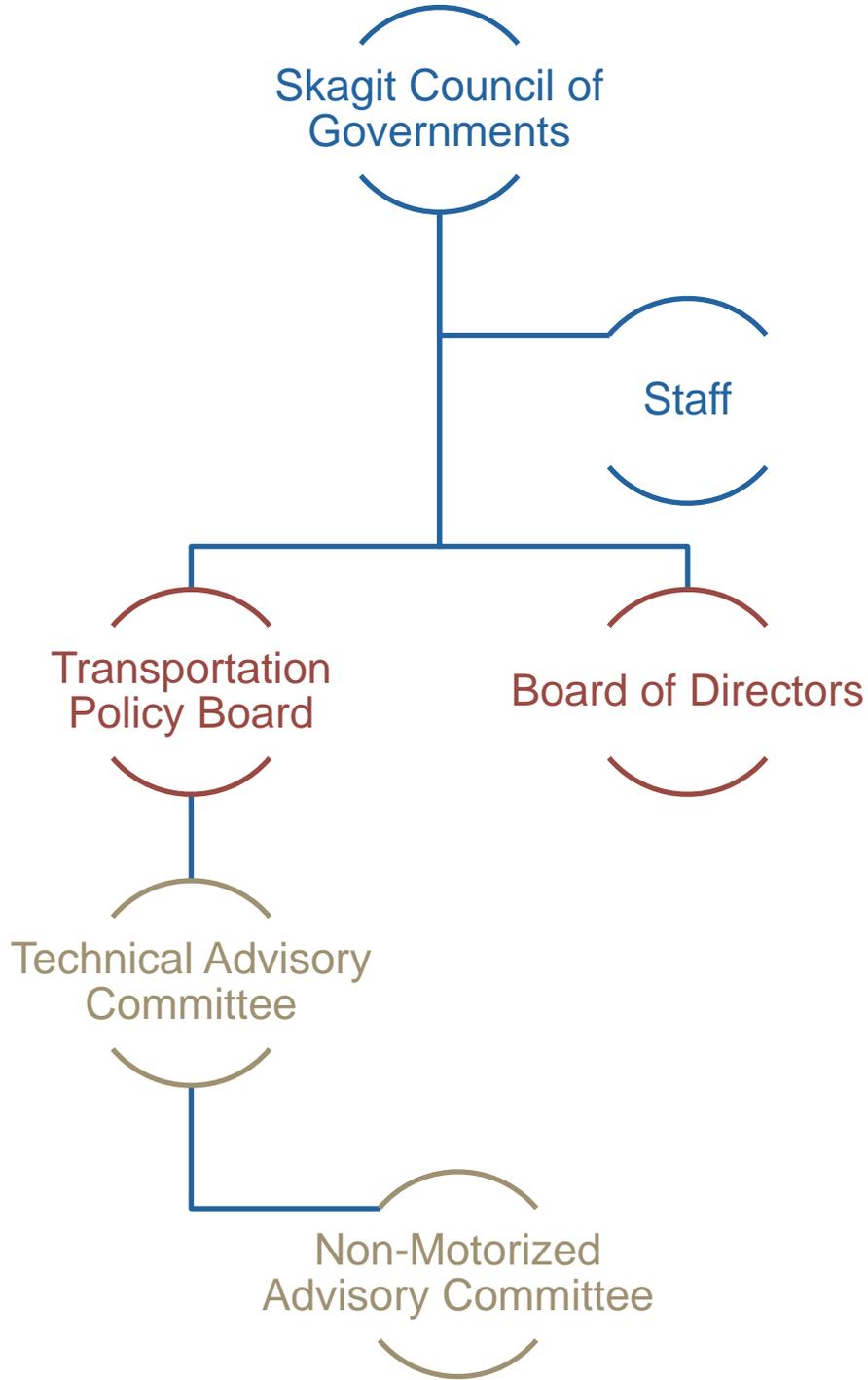
VOTING MEMBERS OF TRANSPORTATION POLICY BOARD:

City of Anacortes	Port of Skagit	Town of Hamilton
City of Burlington	Samish Indian Nation	Town of La Conner
City of Mount Vernon	Skagit County	Town of Lyman
City of Sedro-Woolley	Swinomish Indian Tribal Community	Washington State Department of Transportation
Port of Anacortes	Town of Concrete	

NON-VOTING MEMBERS OF TRANSPORTATION POLICY BOARD:

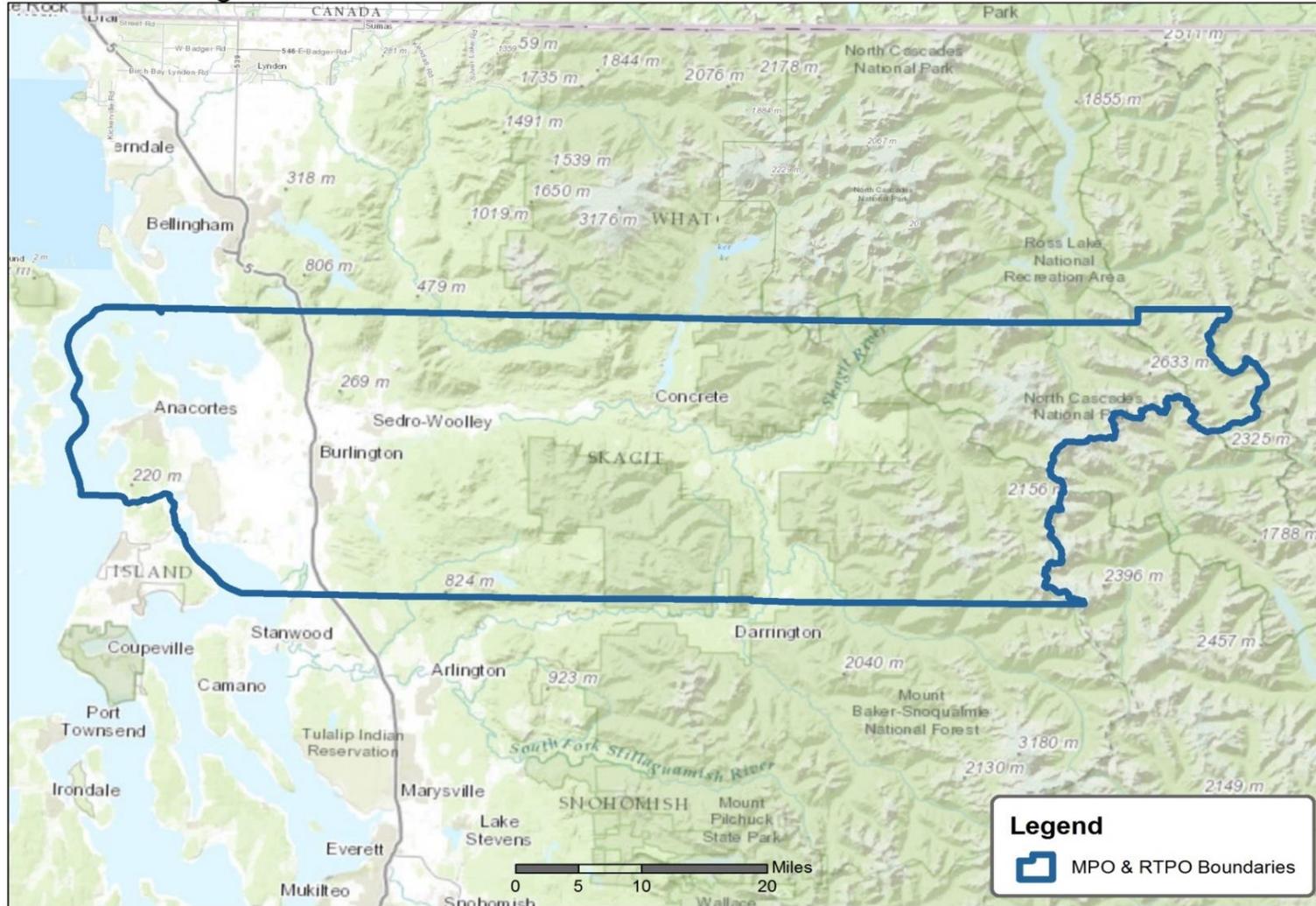
- Major Employer Representative
- Skagit Public Utility District
- Washington State Legislative Delegation (Districts 10, 39, 40)

Appendix B: ORGANIZATIONAL STRUCTURE



Appendix C: MPO & RTPO PLANNING AREA

SCOG Planning Area



Appendix D: CORE PROGRAMS AND FUNCTIONS

Administration	Multimodal Planning	Programming & Project Selection	Data Collection & Analysis
<ul style="list-style-type: none"> • MPO and RTPO Administration • Training • Annual Budget • Annual Reports • Unified Planning Work Program • Governance 	<ul style="list-style-type: none"> • Regional Transportation Plan • Corridor Studies • Statewide Planning Initiatives • Nondiscrimination Planning • Intelligent Transportation System Architecture • Participation Plan • Coordinated Public Transit-Human Services Transportation Plan • Transportation Elements and Countywide Planning Policies Certification • Regional Level of Service 	<ul style="list-style-type: none"> • Regional Transportation Improvement Program • Surface Transportation Block Grant Program Project Selection • Carbon Reduction Program Project Selection • Annual Listing of Obligations • Transportation Alternatives Project Selection • Human Services Project Prioritization 	<ul style="list-style-type: none"> • Travel Demand Model • Traffic Counts • Geographic Information Systems • Household Travel Survey • Population and Employment Forecasts • Highway Functional Classification • Regional Performance Targets

MPO (Federal)

RTPO (State)

MPO & RTPO

Appendix E: PLANNING PROJECTS BY OTHER AGENCIES

SKAGIT TRANSIT

2022 TRANSIT DEVELOPMENT PLAN

As per [RCW 35.58.2795](#), Skagit Transit updates a six-year Transit Development Plan (TDP) every year for submittal to WSDOT by September 1st. The TDP identifies proposed service changes and capital projects over a six-year period and provides the public an opportunity to comment on these planned activities.

Schedule: May–August 2022

Funding: Local funds

ZERO EMISSIONS FLEET TRANSITION PLAN

The Federal Transit Administration is requiring any agency that is submitting a grant under the 5339 Bus and Bus Facility Grant Program funds to purchase zero emissions vehicles or infrastructure to support zero emissions vehicles to submit a transition plan with their application. This transition plan will provide an overview for the purchase, implementation, and use of any vehicles or infrastructure purchased by the agency that are classified as zero emission. Skagit Transit will be submitting to this program in support of the construction of our new Maintenance, Operations, and Administrative facility project.

Schedule: March–May 2022

Funding: Local funds

2022 STRATEGIC PLAN

Skagit Transit will be engaging in a Strategic Planning process in 2022. The goal of this process is to help the agency chart a path forward with its services as it emerges from the pandemic. This will include a public outreach process that includes a rider satisfaction survey.

Schedule: May–November 2022

Funding: Local funds

NW WASHINGTON ENHANCED PUBLIC TRANSPORTATION STUDY

The County Connector service that is currently provided in NW Washington will need to adapt to growth in the region. Skagit Transit, as part of the North Sound Transportation Alliance, which is a collective of public and private agencies serving the five counties of NW Washington, will conduct a consultant led study of intercountry travel on public transportation in our region. This study would look at expected growth in usage and make recommendations related to service levels and infrastructure necessary to meet the anticipated demand. Skagit Transit will serve as the lead agency for this project.

Schedule: Calendar year 2023–2024

Funding: WSDOT funds

WASHINGTON STATE DEPARTMENT OF TRANSPORTATION

I-5 OPERATIONS & DEMAND MANAGEMENT STUDY

The Washington state transportation system is evolving and growing; and to meet that need WSDOT will initiate a study to identify solution alternatives to address mobility and safety issues identified during the 2021 Interstate 5

Baseline Transportation Analysis. The analysis focused on an area located within the Mount Vernon and Burlington urban area between Old Highway 99 at Exit 224 and Cook Road at Exit 232. Solutions will first consider measures that improve and enhance the operating capacity of the interstate system through the deployment of intelligent transportation systems and second demand management strategies to enhance opportunities for transit, biking, walking and other activities to meet near- and long-term regional objectives.

Schedule: Calendar year 2022–2024

Funding: WSDOT funds

TRANSPORTATION NETWORK PRIORITY ALIGNMENT

WSDOT will work with Skagit County and Skagit Transit to identify important network connection improvements, primarily at state highway county road intersections in Skagit County. The effort will identify proposed priority intersections for inclusion within the transportation element and capital facility element of Skagit County’s comprehensive plan to address access and economic vitality in the county. The evaluation will consider land use characteristics and travel patterns.

Schedule: Calendar year 2020–2023

Funding: WSDOT funds

SAN JUAN WALK-ON RIDER STUDY

A consultant study to identify and recommend cost-effective strategies to maximize walk-on passenger ridership of the Anacortes – San Juan ferry routes. The study must also identify available public funding sources to support these strategies. Reducing the need for passengers to bring their cars on the ferries will increase the capacity of each ferry run to transport more people.

Schedule: Complete by January 2023

Funding: \$300,000 from the Puget Sound ferry operations account

Appendix F: LONG-TERM WORK SCHEDULE

STATE FISCAL YEAR 2024–2027 WORK SCHEDULE

Several work tasks are anticipated past the one-year timeframe of the UPWP. Work tasks that appear on every UPWP are excluded. Some of the work tasks begin in SFY 2023 and carryover into future work programs while others begin after SFY 2023. The long-term work schedule is not intended to be a comprehensive list of all future work tasks.

Work tasks anticipated from SFY 2024–2027 are included in the following table.

Work Task	Description	Consultant Contract	State Fiscal Year			
			2024	2025	2026	2027
Population and Employment Forecasts	Forecasts will be generated following OFM forecast schedule and requirements for local comprehensive plans. Cities, towns and counties may utilize these forecasts in their comprehensive plan processes. Forecasts will also inform the next update to the metropolitan-regional transportation plan, and the next scheduled update in 2026.	✓	Complete			
Assessment of Regional Travel Demand Model	This work task will be informed by the outcome of the Household Travel Survey, which was completed in SFY 2022. A thorough review of SCOG's existing regional travel demand model will be conducted. Recommendations may include changes to the model.	✓	Begin	Complete		
Regional Transportation Resilience Improvement Plan	A plan to inform how SCOG may implement a resilience focus in its planning activities and investments. This plan would seek to understand natural hazard risk and exposure on the surface transportation system in the Skagit region, as well as pilot analysis methods for future use. A resilience improvement plan is an optional plan for metropolitan planning organizations, per the Infrastructure Investment and Jobs Act.	✓	Begin	Complete		
Major Update to Skagit 2045 Regional Transportation Plan	An update to the metropolitan-regional plan is completed every five years. This is anticipated to be a major update to the plan. The tentative completion date is March 2026.	✓		Begin	Complete	
Regional Carbon Reduction Strategy	A strategy for carbon reduction in the Skagit region following federal requirements, consistent with the Infrastructure Investment and Jobs Act. This strategy would follow the WSDOT statewide carbon reduction strategy, which is due in November 2023.	✓		Begin	Complete	

DISCUSSION ITEM – REDISTRIBUTED OBLIGATION AUTHORITY LIST OF PROJECTS

Document History

MEETING	DATE	TYPE OF ITEM	STAFF CONTACT	PHONE
Technical Advisory Committee	04/07/2022	Discussion	Mark Hamilton	(360) 416-7876

DISCUSSION

Washington State Department of Transportation (WSDOT) staff determine every year whether or not to request obligation authority (OA) redistributed from other states around the U.S. These funds are made available every federal fiscal year by the Federal Highway Administration.

Last year, WSDOT Local Programs Division staff requested, received and distributed \$8.5 million in redistributed OA. A [summary](#) was prepared by WSDOT in 2021 documenting all redistributed OA received and distributed by the Local Programs Division last year.

To position Skagit region jurisdictions to receive any additional funding available through redistributed OA, SCOG staff proposes preparing a list of projects that could utilize redistributed OA this federal fiscal year. Staff proposes that any project phases that have already received federal authorization with obligated federal funds, and have not yet been closed, be eligible for the list of projects. Federal requirements still apply to redistributed OA funds, including maintaining no less than a 13.5% local match. Project phases may be best positioned to utilize redistributed OA if they: (1) had a higher than required local match when existing federal funding obligated; and/or (2) experienced cost increases above the estimate. Recent inflationary pressures and supply constraints may have resulted in costs higher than estimated, and project phases could utilize additional federal funding to address these fiscal challenges.

Submitting any project phase for redistributed OA does not guarantee that any additional funding will be available to the project, but would provide the opportunity for redistributed OA that would otherwise not be available on a project-specific basis.

This item is presented for discussion at the Technical Advisory Committee, with a list of projects potentially prepared over the next couple months for submittal to the WSDOT Local Programs Division.

WSDOT – Local Programs

FFY 2021 Federal Local Obligation Authority (OA) Delivery - Summary

FFY 2021 Summary

Federal Fiscal Year (FFY) 2021 Statewide Local Obligation Authority (OA) Target Delivery was the most challenging to date. Local agencies had a target of approximately \$245 million, and in June over \$100 million of OA remained available. With only one day remaining in the FFY, the final local projects were sent to FHWA for approval, utilizing the remaining local federal funds and the \$8.5 million redistributed OA funding received for local agency projects. WSDOT reviewed the OA Policy and applied the redistributed OA funds and the sanctioned funds to the applicable entities. Details of redistribution and sanctioning process are further summarized later on in the document. As a reminder, these changes will be applied as part of each entity’s FFY 2022 Allocation as detailed in the table below.

Summary of Redistributed & Sanctioned Funds				
	Sanctioned Amount	Share of Sanctioned	Share of Redistributed	Change to FFY 2022 Allocation
Adams		85,992	8,001	93,993
Clallam		46,303		46,303
Columbia				0
Ferry		72,762		72,762
Garfield		654,862		654,862
Grant		72,762		72,762
Grays Harbor COG	(320,000)			(320,000)
Island		218,287		218,287
Jefferson		0	0	0
Kittitas		33,074		33,074
Klickitat		1,389,100	129,251	1,518,351
Lewis		119,066	11,079	130,145
Lincoln		482,878	44,930	527,808
Mason	(170,000)			(170,000)
Okanogan		33,074		33,074
Pacific		59,533	5,539	65,072
Pend Oreille		92,607	8,617	101,224
San Juan		337,353	31,390	368,743
Skamania				0
Stevens		489,493	45,545	535,038
Wahkiakum				0
Whitman		780,542	72,627	853,169
	(490,000)	4,967,688	356,979	4,834,667
BFCG		238,132	22,157	260,289
CDTC		24,423	4,455,350	4,479,773
CWCOG				0
LCV		46,303	4,308	50,611
PSRC		112,451		112,451
RTC		1,270,035	118,172	1,388,207
SCOG		1,058,362	98,477	1,156,839
SRTC		1,436,470	2,822,046	4,258,516
TRPC		1,442,018	134,174	1,576,192
WWVMPO				0
WCOG		588,714	354,778	943,492
YVCOG		1,435,404	133,559	1,568,963
	0	7,652,312	8,143,021	15,795,333
Managed Programs	(12,130,000)			(12,130,000)
	(12,620,000)	12,620,000	8,500,000	8,500,000

WSDOT – Local Programs

FFY 2021 Federal Local Obligation Authority (OA) Delivery - Summary

Redistributed Funds

Local Programs received \$8,500,000 of Redistributed OA in FFY 2021. MPOs and County Lead Agencies that met their FFY 2021 Target by July 31 (August 2nd this year, as this was the next working day since July 31st was a Saturday) were eligible to receive redistributed OA. Redistributed OA is received as additional allocation in FFY 2022.

To receive redistributed funds, WSDOT must provide FHWA in early July, a list of projects that could utilize redistributed funds if received. Without this list of potential projects, Local Programs wouldn't be able to request or receive redistributed funds. Local Programs received potential projects from three MPOs (CDTC, SRTC, and WCOG), which made Local Programs eligible to receive redistributed funding. Therefore, the projects on this list were provided 100% redistributed funding totaling \$7.44 million.

MPO	Redistributed OA	# Projects
CDTC	4,453,078	2 projects
SRTC	2,688,388	3 projects
WCOG	300,000	1 project
TOTAL	7,441,466	

The \$1.06 million balance of redistributed OA (\$8.5 million minus \$7.44 million) is distributed to all MPOs and County Lead Agencies that delivered their target by August 2nd. The amount of redistributed funds provided to each eligible entity is based on their share of the total over-delivery, as of the end of FFY 2021. In the case of the three MPOs that received 100% redistributed OA for projects described above, those amounts were removed from the total over-delivery calculations, since they received full funding for these projects.

The details of the redistributed OA calculation are provided on the following page.

- Column B – Total delivery, as of August 2nd
- Column C – FFY 2021 target
- Column D – Entity is eligible for redistributed funds. To be eligible, the total delivery in Column B must meet or exceed the target amount in Column C.
- Column E – Total delivery for FFY 2021
- Column F – FFY 2021 target [same as Column C]
- Column G – Total amount of over-delivery for the year [Column E minus Column F]
- Column H – Total amount of 100% redistributed funding provided to the three MPOs.
- Column I – Amount of over-delivery used in calculating each entity's share of the \$1.06 million balance of redistributed funds.
- Column J – Total amount of redistributed funds eligible entities receive, including the 100% redistributed funds plus the proportional share of the remaining balance.

WSDOT – Local Programs

FFY 2021 Federal Local Obligation Authority (OA) Delivery - Summary

Redistributed Obligation Authority (OA) Details									
A	B	C	D	E	F	G	H	I	J
	Target Delivery as of 8/2/2021	FFY 2021 Target	Eligible for Redistributed?	Final FFY 2021 Delivery	FFY 2021 Target	Total FFY 2021 Delivery Above Target	Redistributed from MPO Lists	Over-Delivery excluding Redistributed from MPO Lists	Total Share of Redistributed
	(\$ in millions)	(\$ in millions)	(Column B > Column C)	(\$ in millions)	(\$ in millions)	(\$ in millions) (Column E - Column F)	(\$ in millions)	(\$ in millions)	
Adams	0.13	0.00	Yes	0.13	0.00	0.13		0.13	8,001
Clallam	1.29	1.86	No	1.93	1.86	0.07			
Columbia	-0.19	0.00	No	-0.19	0.00				
Ferry	0.26	0.37	No	0.48	0.37	0.11			
Garfield	0.08	0.20	No	1.19	0.20	0.99			
Grant	1.94	2.37	No	2.48	2.37	0.11			
GHCOG	1.72	2.34	No	2.02	2.34				
Island	0.41	1.01	No	1.34	1.01	0.33			
Jefferson	0.34	0.34	Yes	0.34	0.34			0.00	-
Kittitas	0.30	0.88	No	0.93	0.88	0.05			
Klickitat	2.99	0.89	Yes	2.99	0.89	2.10		2.10	129,251
Lewis	1.35	1.17	Yes	1.35	1.17	0.18		0.18	11,079
Lincoln	1.00	0.27	Yes	1.00	0.27	0.73		0.73	44,930
Mason	0.29	0.83	No	0.66	0.83				
Okanogan	1.68	2.32	No	2.37	2.32	0.05			
Pacific	0.26	0.17	Yes	0.26	0.17	0.09		0.09	5,539
Pend Oreille	0.09	0.04	Yes	0.18	0.04	0.14		0.14	8,617
San Juan	0.68	0.17	Yes	0.68	0.17	0.51		0.51	31,390
Skamania	-0.09	0.32	No	0.27	0.32				
Stevens	1.71	0.97	Yes	1.71	0.97	0.74		0.74	45,545
Wahkiakum	0.00	0.14	No	0.00	0.14				
Whitman	1.17	0.00	Yes	1.18	0.00	1.18		1.18	72,627
	17.41	16.66		23.30	16.66	7.51		5.80	356,979
BFCG	3.84	3.48	Yes	3.84	3.48	0.36		0.36	22,157
CDTC	2.16	2.13	Yes	6.62	2.13	4.49	4.453078	0.04	4,455,350
CWCOG	-0.11	0.00	No	-0.11	0.00				
LCV	0.74	0.67	Yes	0.74	0.67	0.07		0.07	4,308
PSRC	76.14	92.73	No	92.90	92.73	0.17			
RTC	11.25	9.33	Yes	11.25	9.33	1.92		1.92	118,172
SCOG	2.88	1.88	Yes	3.48	1.88	1.60		1.60	98,477
SRTC	10.37	8.20	Yes	13.06	8.20	4.86	2.688388	2.17	2,822,046
TRPC	4.59	3.62	Yes	5.80	3.62	2.18		2.18	134,174
WWVMPO	0.74	1.47	No	0.89	1.47				
WCOG	4.25	3.36	Yes	4.55	3.36	1.19	0.300000	0.89	354,778
YVCOG	3.21	2.39	Yes	4.56	2.39	2.17		2.17	133,559
	120.06	129.26		147.58	129.26	19.01	7.441466	11.40	8,143,021
	137.47	145.92		170.88	145.92	26.52		17.20	8,500,000
								Total Redistributed OA	8,500,000
								Total of Projects on MPO Redistributed Lists (Projects on this list receive 100% redistributed OA)	7,441,466
								Balance of Redistributed to Eligible Entities based on Delivery, excluding Projects on MPO Lists	1,058,534

WSDOT – Local Programs

FFY 2021 Federal Local Obligation Authority (OA) Delivery - Summary

Sanctioned Funds

A total of \$12.62 million has been sanctioned and will be distributed to eligible entities as additional allocation in FFY 2022. Entities that exceeded their FFY 2021 target by September 30th are eligible to receive sanctioned funds.

The OA policy prescribes for the sanctioning of an individual entity's funds when that entity under-delivers their target in two or more consecutive years. In 2021, the Grays Harbor Council of Governments, Mason County, and Local Programs Managed Programs under-delivered for the second consecutive year. As a reminder, sanctioned amounts for the Local Programs Managed Programs do not include RTPO/County Lead TAP funds. Although these funds are tracked within the overall Managed Programs total, they aren't applicable to sanctioning.

Sanctioned funds are distributed to entities that over-delivered their target by the end of the current FFY. The amount of sanctioned funds provided to each eligible entity is based on their share of the total over-delivery, as of the end of FFY 2021. Similar to the redistributed funds distribution, the amount of 100% redistributed OA given to the entities that submitted additional projects is deducted from the over-delivery amounts. This provides a fairer split of sanctioned funds to entities that over-delivered their targets without receiving 100% funding.

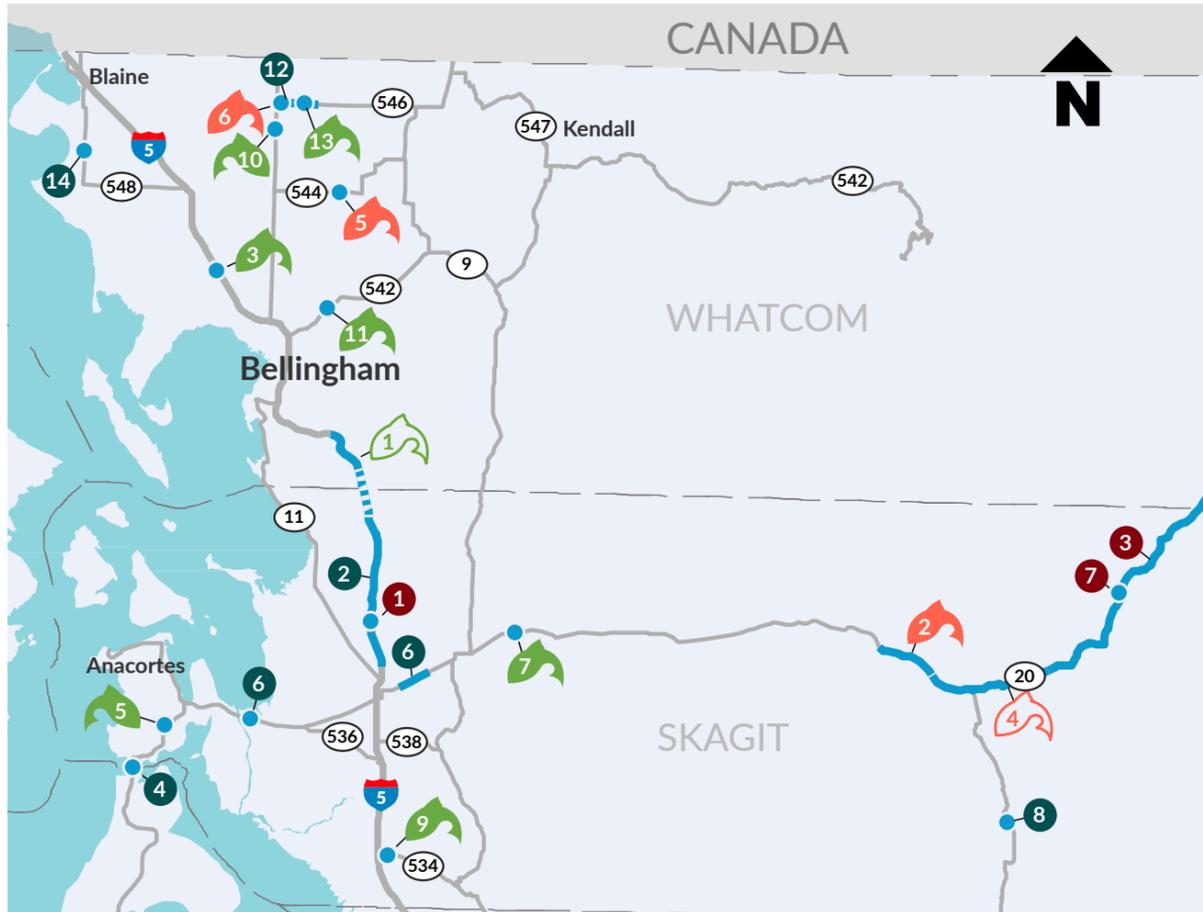
The details of the sanction funds calculation are provided on the following page.

- Column B – Prior year's (FFY 2020) delivery.
- Column C – Prior year's (FFY 2020) target.
- Column D – Entity under-delivered in FFY 2020. Entities with a "Yes" in this column are in year one of a two-year period and are at risk of having funds sanctioned in year two if they under-deliver in FFY 2021.
- Column E – Total delivery for FFY 2021
- Column F – FFY 2021 target
- Column G – Entity under-delivered in FFY 2021. Entities with a "Yes" in this column are either:
 - In year one of a two-year period and are at risk of having funds sanctioned in year two if they under-deliver in FFY 2022. These entities met their FFY 2020 target and have a "No" in Column D.
 - In year two of a two-year period in which both years were under-delivered. These entities also have a "Yes" in Column D.
- Column H – Entity will be sanctioned.
- Column I – Amount of funds to be sanctioned from entities that under-delivered in each of the last two years.
- Column J – Total amount of 100% redistributed funding received by the three MPOs that submitted project lists in July.
- Column K – indicates the amount of over-delivery to be used in calculating each entity's share of the \$12.62 million of sanctioned funds.
- Column L – Total amount of sanctioned funds eligible entities receive.

WSDOT – Local Programs
FFY 2021 Federal Local Obligation Authority (OA) Delivery - Summary

Sanctioned Funds Distribution											
A	B	C	D	E	F	G	H	I	J	K	L
	FFY 2020 Delivery	FFY 2020 Target	Under-Delivered in FFY 2020	FFY 2021 Delivery	FFY 2021 Target	Under-Delivered in FFY 2021	Sanctioned in FFY 2021	Sanctioned Amount	Redistributed from MPO Lists	Over-Delivery excluding Redistributed from MPO Lists	Share of Sanctioned
	(\$ in millions)	(\$ in millions)	(Column B < Column C)	(\$ in millions)	(\$ in millions)	(Column E < Column F)		(\$ in millions) (Column E - Column F)	(\$ in millions)	(\$ in millions)	
Adams	2.35	0.68	No	0.13	0.00	No	No			0.13	85,992
Clallam	0.33	1.13	Yes	1.93	1.86	No	No			0.07	46,303
Columbia	0.87	0.25	No	-0.19	0.00	No	No				
Ferry	0.36	0.34	No	0.48	0.37	No	No			0.11	72,762
Garfield	1.01	0.86	No	1.19	0.20	No	No			0.99	654,862
Grant	1.48	1.58	Yes	2.48	2.37	No	No			0.11	72,762
Grays Harbor COG	0.64	1.23	Yes	2.02	2.34	Yes	Yes	0.32			
Island	1.04	1.01	No	1.34	1.01	No	No			0.33	218,287
Jefferson	0.42	0.33	No	0.34	0.34	No	No			0.00	0
Kittitas	1.31	1.32	Yes	0.93	0.88	No	No			0.05	33,074
Klickitat	0.00	0.17	Yes	2.99	0.89	No	No			2.10	1,389,100
Lewis	1.46	1.52	Yes	1.35	1.17	No	No			0.18	119,066
Lincoln	1.41	0.66	No	1.00	0.27	No	No			0.73	482,878
Mason	0.69	0.71	Yes	0.66	0.83	Yes	Yes	0.17			
Okanogan	0.73	1.89	Yes	2.37	2.32	No	No			0.05	33,074
Pacific	0.52	0.42	No	0.26	0.17	No	No			0.09	59,533
Pend Oreille	0.26	0.00	No	0.18	0.04	No	No			0.14	92,607
San Juan	0.17	0.17	No	0.68	0.17	No	No			0.51	337,353
Skamania	0.00	0.00	No	0.27	0.32	Yes	No				
Stevens	1.15	1.14	No	1.71	0.97	No	No			0.74	489,493
Wahkiakum	0.00	0.00	No	0.00	0.14	Yes	No				
Whitman	2.18	0.15	No	1.18	0.00	No	No			1.18	780,542
								0.49		7.51	4,967,688
BFCG	6.77	5.17	No	3.84	3.48	No	No			0.36	238,132
CDTC	3.08	2.79	No	6.62	2.13	No	No		4.453078	0.04	24,423
CWCOG	3.81	1.39	No	-0.11	0.00	No	No				
LCV	0.86	0.92	Yes	0.74	0.67	No	No			0.07	46,303
PSRC	87.25	85.23	No	92.90	92.73	No	No			0.17	112,451
RTC	8.68	7.81	No	11.25	9.33	No	No			1.92	1,270,035
SCOG	1.82	1.60	No	3.48	1.88	No	No			1.60	1,058,362
SRTC	15.01	11.37	No	13.06	8.20	No	No		2.688388	2.17	1,436,470
TRPC	4.66	3.78	No	5.80	3.62	No	No			2.18	1,442,018
WWVMPO	1.63	1.55	No	0.89	1.47	Yes	No				
WCOG	1.88	1.99	Yes	4.55	3.36	No	No		0.300000	0.89	588,714
YVCOG	8.79	6.28	No	4.56	2.39	No	No			2.17	1,435,404
								0.00		11.57	7,652,312
											12,620,000
Managed Programs	92.03	104.49	Yes	83.48	95.61	Yes	Yes	12.13			
								12.62		19.08	12,620,000

Skagit-Whatcom 2022-2023 Construction Season Projects



2022 Projects

- 1 I-5/SB Samish River - Bridge Deck Overlay
- 2 SR 20/Skagit River - Fish Passage
- 3 SR 20/Rocky Creek to Granite Creek - BST
- 4 SR 20/Olson Creek and Unnamed Tributary to Skagit River - Fish Passage
- 5 SR 544/Unnamed Tributary to Fourmile Creek - Fish Passage
- 6 SR 546/Pepin Creek and Duffner Ditch - Fish Passage
- 7 SR20/MP 113 Roadway Repair - Wall Construction

2023 Projects

- 1 I-5/Tributaries to Friday, Lake & Chuckanut Creeks - Fish Passage
- 2 I-5/SB Joe Leary Slough to Nulle Rd Vicinity - Concrete Rehabilitation
- 3 I-5/Unnamed Tributary to Silver Creek - Fish Passage
- 4 SR 20/Deception and Canoe Pass Bridges - Soil Abatement
- 5 SR 20/Unnamed Tributaries to Campbell Lake - Fish Passage
- 6 SR 20/Swinomish Channel to Sedro-Woolley - Paving & Corridor Improvement
- 7 SR 20/Unnamed Tributary to Red Creek - Fish Passage
- 8 SR 530/Sauk River Roadway Embankment - Stabilization
- 9 SR 534/Unnamed Tributary to Carpenter Creek - Fish Passage
- 10 SR 539/Duffner Ditch - Fish Passage
- 11 SR 542/Squalicum Creek to Bellingham Bay - Fish Passage
- 12 SR 546/SR 539 to Fishtrap Creek - Paving
- 13 SR 546/Unnamed Tributary to Fishtrap Creek - Fish Passage
- 14 SR 548/Alderson Road Vicinity - Culvert Replacement

Map Key: ● Design Bid Build Construction
○ Design Build Construction

🌿 Design Bid Build Fish Passage
🌿 Design Build Fish Passage



DISCUSSION ITEM – MEETING FORMAT SURVEY RESULTS

Document History

MEETING	DATE	TYPE OF ITEM	STAFF CONTACT	PHONE
Technical Advisory Committee	04/07/2022	Discussion	Mark Hamilton	(360) 416-7876

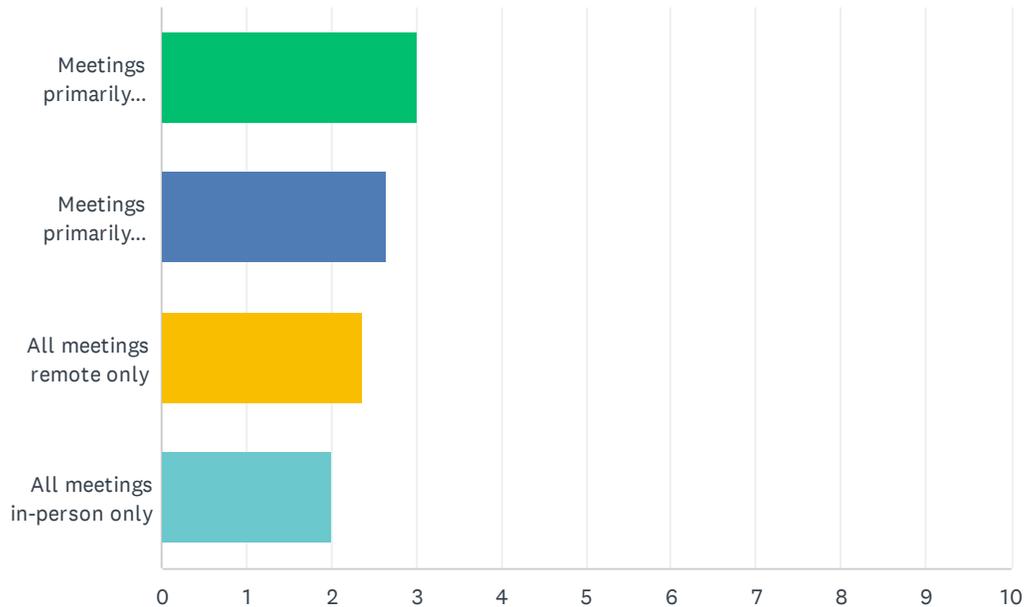
DISCUSSION

Skagit Council of Governments (SCOG) staff prepared a questionnaire to survey Technical Advisory Committee members on preferences for future meetings. The survey was open March 4-25 and had eleven responses.

[Survey results](#) are available for Technical Advisory Committee discussion.

Q1 Rank your preference for Technical Advisory Committee meetings following the end of Washington state’s mask mandate on March 12. Note: #1 is the highest priority and #4 is the lowest priority.

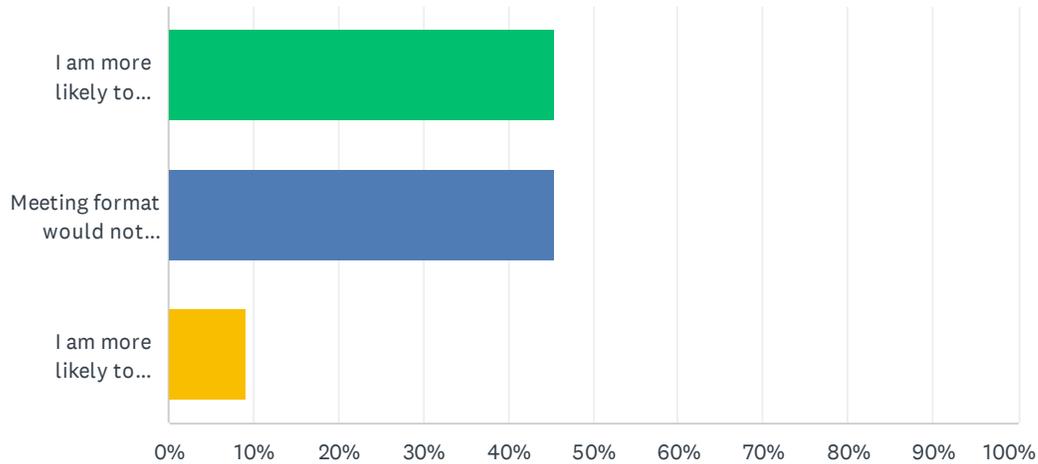
Answered: 11 Skipped: 0



	1	2	3	4	TOTAL	SCORE
Meetings primarily remote, with in-person meetings occasionally	36.36% 4	27.27% 3	36.36% 4	0.00% 0	11	3.00
Meetings primarily in-person, with remote meetings occasionally	27.27% 3	18.18% 2	45.45% 5	9.09% 1	11	2.64
All meetings remote only	18.18% 2	36.36% 4	9.09% 1	36.36% 4	11	2.36
All meetings in-person only	18.18% 2	18.18% 2	9.09% 1	54.55% 6	11	2.00

Q2 Indicate which meeting format makes you most likely to attend future meetings of the Technical Advisory Committee.

Answered: 11 Skipped: 0



ANSWER CHOICES	RESPONSES	
I am more likely to attend remote meetings than in-person meetings	45.45%	5
Meeting format would not affect my attendance at meetings	45.45%	5
I am more likely to attend in-person meetings than remote meetings	9.09%	1
TOTAL		11

Q3 If you have any additional input to provide to the Technical Advisory Committee related to in-person vs. remote meetings, please include below.

Answered: 4 Skipped: 7

#	RESPONSES	DATE
1	Our jurisdiction has not yet approved staff travel or participation in in person meetings	3/18/2022 10:20 AM
2	N/A	3/18/2022 8:52 AM
3	The safety of the attendees is my primary concern, and the transfer of information is secondary.	3/4/2022 9:47 AM
4	The convenience of remote meetings fits with my other busy work load without consuming travel time	3/4/2022 8:38 AM