

SKAGIT COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE MEETING

April 4, 2024 – 1:30 p.m.

[Microsoft Teams](#)

Call In: (323) 553-1010

Phone Conference ID: 464 840 53#

AGENDA

1. Call to Order and Roll Call
2. [March 7, 2024 Technical Advisory Committee Meeting Minutes](#)
3. [April Regional Transportation Improvement Program Amendment](#) – *Grant Johnson*
4. [Unified Planning Work Program for State Fiscal Year 2025](#) – *Mark Hamilton*
5. [2024 Obligation Authority Plan](#) – *Mark Hamilton*
6. [Redistributed Obligation Authority List of Projects](#) – *Mark Hamilton*
7. [Skagit County Bike Map Update](#) – *Grant Johnson*
8. Roundtable and Open Topic Discussion
9. Next Meeting: May 2, 2024, 1:30 p.m.
10. 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.

Title VI Notice to the Public: 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/>.

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SKAGIT COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

March 7, 2024
Skagit Council of Governments Conference Room
315 South Third Street, Suite 100, Mount Vernon, WA 98273

AGENCIES REPRESENTED

- City of Anacortes..... Andy Rheume
- City of Sedro-Woolley Kyle Anderson
- Samish Indian Nation..... Nick Dorr
- Skagit County Tom Weller, Torey Nelson
- Skagit PUD..... Mark Semrau
- Washington State Department of Transportation John Shambaugh, Ryan Clemens

STAFF PRESENT

- Skagit Council of Governments Kevin Murphy, Mark Hamilton, Sarah Reuther

OTHERS PRESENT

No one else was present at the meeting.

AGENDA

1. Call to Order: 1:36 p.m.

Roll Call: Roll was taken with a quorum present.
2. February 1, 2024 Technical Advisory Committee Meeting Minutes: Mr. Shambaugh moved to approve the February 1, 2024 Technical Advisory Committee meeting minutes, and Mr. Weller seconded the motion. The motion carried unanimously.
3. March Regional Transportation Improvement Program Amendments: Mr. Hamilton presented the March Regional Transportation Improvement Program (RTIP) Amendments agenda item. Five amendments have been submitted for the following projects: (1) Mount Vernon’s River Dike Trail System – Phase 1; (2) Skagit County’s Cook Road / I-5 Interchange Vicinity Improvements; (3) Skagit County’s Guemes Island Anacortes Ferry Parking & Holding Lane Improvements; (4) WSDOT’s SR 20/Burlington to Sedro-Woolley – Corridor Improvements; and (5) WSDOT’s SR 20/Gages Slough – Fish Passage. Mr. Hamilton described each amendment, noting which amendments delete projects from the RTIP, and which revise projects already programmed.

Mr. Weller motioned to recommend approval of the March Regional Transportation Improvement Program Amendment to the Transportation Policy Board as presented. Mr. Anderson seconded the motion and it carried unanimously.

4. Unified Planning Work Program Amendment: Mr. Hamilton presented this agenda item. The recommended changes to the Unified Planning Work Program (UPWP) are due to a grant SCOG was notified about from the Federal Highway Administration in December 2023. Federal grant funds would help fund a Regional Safety Action Plan, which needs to be programmed in the UPWP prior to project-specific funds being expended on the project. Mr. Hamilton went over each of the proposed revisions to the UPWP and noted there would be no fiscal impact with the amendment. He added that the proposed amendment would also be sent to Mr. Clemens directly for WSDOT review prior to action by the Transportation Policy Board, which is expected at their March 20 meeting.

Mr. Shambaugh motioned to recommend approval of the Unified Planning Work Program Amendment as presented. Mr. Weller seconded the motion and it carried unanimously.

5. 2024 Obligation Authority Plan: Mr. Hamilton presented this agenda item. He said the Skagit region is in an extremely good position to reach our obligation authority target this year, but that we are waiting on federal appropriations prior to receiving our obligation authority target from WSDOT. Mr. Hamilton mentioned that a target should be received by SCOG sometime in March. He thanked staff from agencies that worked to get funds obligated over the past few months.
6. Redistributed Obligation Authority Discussion: Mr. Murphy discussed what is happening statewide with obligation authority. Mr. Hamilton described the planned regional process to compile a list of projects seeking redistributed obligation authority and submit the list to WSDOT. Both Mr. Murphy and Mr. Hamilton emphasized that projects need to be federalized and would also need to obligate funding very quickly, within a few weeks, to utilize redistributed obligation authority prior to the end of the federal fiscal year in September. Mr. Murphy said a list should be prepared to send to the Transportation Policy Board for consideration at their June meeting.

Technical Advisory Committee members discussed potential projects that may be eligible for redistributed obligation authority.

7. Roundtable and Open Topic Discussion: Technical Advisory Committee members provided project updates for their jurisdictions.
8. Next Meeting: April 4, 2024, 1:30 p.m. Mr. Hamilton said this next meeting would be remote.
9. Adjourned: 2:30 p.m.

Attest:

Mark Hamilton, Senior Transportation Planner
Skagit Council of Governments

Date: _____

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

Document History

MEETING	DATE	TYPE OF ITEM	STAFF CONTACT	PHONE
Technical Advisory Committee	04/04/2024	Review and Recommendation	Grant Johnson	(360) 416-6678
Transportation Policy Board	04/17/2024	Action	Grant Johnson	(360) 416-6678

RECOMMENDED ACTION

Skagit Council of Governments (SCOG) staff and Technical Advisory Committee recommend approval of the following Regional Transportation Improvement Program amendment:

- Skagit Transit
 - Design Services Skagit Station: this amendment adds the project to the RTIP. This project is for architect and engineering services to design a transit operator bathroom at Skagit Station. The project was awarded \$106,818 in FTA Section 5339 funds and will include a local match of \$26,705 for a total project cost of \$133,523.

FISCAL CONSTRAINT

The Regional Transportation Improvement Program is fiscally constrained in the 2024–2027 program years.

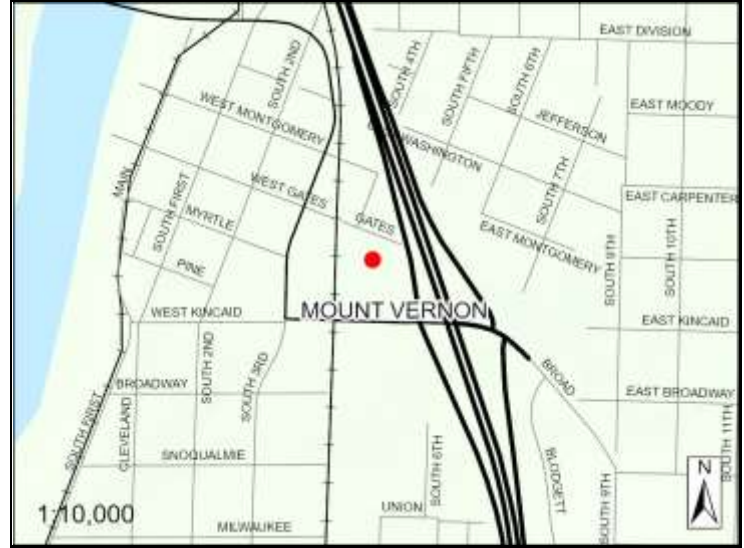
PUBLIC PARTICIPATION

A public comment period began on March 29 and ended on April 5.

Agency Skagit Transit

Project Title Design Services Skagit Station

Description Architect and engineering services to design transit operator bathroom at Skagit Station.



Road Name E Kincaid St

Begin Termini N/A

End Termini N/A

Total Project Length 0.00

Improvement Type Transit

Functional Class No Functional Classification

Environmental Type Categorical Exclusion

Priority Number 1

Amendment Number

Amendment Date

Total Project Cost \$133,523

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

STIP ID WA-15740

WSDOT PIN

Federal Aid Number

SCOG ID

Agency ID

Hearing Date 8/16/2023

Adoption Date 8/16/2023

Resolution Number 2023-05

Phase Obligation Schedule

Phase	Phase Start	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total	Date Programmed
PE	2024	5339	\$106,818		\$0	\$26,705	\$133,523	
Total			\$106,818		\$0	\$26,705	\$133,523	

Financial Feasibility Table

Funding Program	Carryover	2024			2025			2026			2027			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			
Regionally Managed Federal Funds	\$1,187	\$2,699	\$3,886	\$1,834	\$2,699	\$4,751	\$2,306	\$2,699	\$5,143	\$3,047	\$2,699	\$4,795	\$1,165	\$11,982	\$8,353	\$3,629
CRP	\$574	\$307	\$881	\$46	\$307	\$1,142	\$334	\$307	\$1,115	\$0	\$307	\$1,422	\$0	\$1,802	\$380	\$1,422
STBG	\$327	\$2,131	\$2,455	\$1,630	\$2,131	\$2,959	\$1,878	\$2,131	\$3,211	\$2,668	\$2,131	\$2,674	\$1,149	\$8,850	\$7,325	\$1,525
TA	\$286	\$261	\$547	\$158	\$261	\$651	\$94	\$261	\$818	\$380	\$261	\$699	\$17	\$1,331	\$648	\$683
Other Federal Funds & State Funds	\$0	\$48,806	\$48,806	\$48,806	\$62,421	\$62,421	\$62,421	\$38,894	\$38,894	\$38,894	\$22,572	\$22,572	\$22,572	\$172,693	\$172,693	\$0
5307	\$0	\$1,500	\$1,500	\$1,500	\$5,500	\$5,500	\$5,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$14,000	\$14,000	\$0
5339	\$0	\$107	\$107	\$107	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$107	\$107	\$0
BR	\$0	\$1,490	\$1,490	\$1,490	\$19,486	\$19,486	\$19,486	\$0	\$0	\$0	\$0	\$0	\$0	\$20,976	\$20,976	\$0
DEMO	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,740	\$1,740	\$1,740	\$0	\$0	\$0	\$1,740	\$1,740	\$0
FBP	\$0	\$574	\$574	\$574	\$605	\$605	\$605	\$621	\$621	\$621	\$0	\$0	\$0	\$1,799	\$1,799	\$0
FTA Discretionary	\$0	\$2,580	\$2,580	\$2,580	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,580	\$2,580	\$0
HIP(S)	\$0	\$0	\$0	\$0	\$5,917	\$5,917	\$5,917	\$0	\$0	\$0	\$0	\$0	\$0	\$5,917	\$5,917	\$0
HSIP	\$0	\$2,901	\$2,901	\$2,901	\$9,160	\$9,160	\$9,160	\$2,707	\$2,707	\$2,707	\$0	\$0	\$0	\$14,768	\$14,768	\$0
NHFP	\$0	\$0	\$0	\$0	\$389	\$389	\$389	\$4,506	\$4,506	\$4,506	\$0	\$0	\$0	\$4,895	\$4,895	\$0
NHPP	\$0	\$2,972	\$2,972	\$2,972	\$17,537	\$17,537	\$17,537	\$20,480	\$20,480	\$20,480	\$17,824	\$17,824	\$17,824	\$58,814	\$58,814	\$0
STBG(S)	\$0	\$1,872	\$1,872	\$1,872	\$0	\$0	\$0	\$2,346	\$2,346	\$2,346	\$336	\$336	\$336	\$4,555	\$4,555	\$0
TTP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,155	\$1,155	\$1,155	\$0	\$0	\$0	\$1,155	\$1,155	\$0
CRAB	\$0	\$7,603	\$7,603	\$7,603	\$2,400	\$2,400	\$2,400	\$0	\$0	\$0	\$0	\$0	\$0	\$10,003	\$10,003	\$0
CSRF	\$0	\$7,159	\$7,159	\$7,159	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,159	\$7,159	\$0
MAW	\$0	\$14,494	\$14,494	\$14,494	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,494	\$14,494	\$0
MVA	\$0	\$2,589	\$2,589	\$2,589	\$1,101	\$1,101	\$1,101	\$1,444	\$1,444	\$1,444	\$911	\$911	\$911	\$6,046	\$6,046	\$0
Other	\$0	\$2,964	\$2,964	\$2,964	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,964	\$2,964	\$0
TIB	\$0	\$0	\$0	\$0	\$326	\$326	\$326	\$395	\$395	\$395	\$0	\$0	\$0	\$721	\$721	\$0
Matching Funds	\$0	\$13,404	\$13,404	\$13,404	\$6,602	\$6,602	\$6,602	\$5,452	\$5,452	\$5,452	\$3,682	\$3,682	\$3,682	\$29,140	\$29,140	\$0
Local	\$0	\$13,404	\$13,404	\$13,404	\$6,602	\$6,602	\$6,602	\$5,452	\$5,452	\$5,452	\$3,682	\$3,682	\$3,682	\$29,140	\$29,140	\$0
Total	\$1,187	\$64,909	\$66,096	\$64,044	\$71,722	\$73,774	\$71,329	\$47,045	\$49,489	\$47,393	\$28,952	\$31,048	\$27,419	\$213,815	\$210,186	\$3,629

DISCUSSION ITEM X.X – UNIFIED PLANNING WORK PROGRAM FOR STATE FISCAL YEAR 2025

Document History

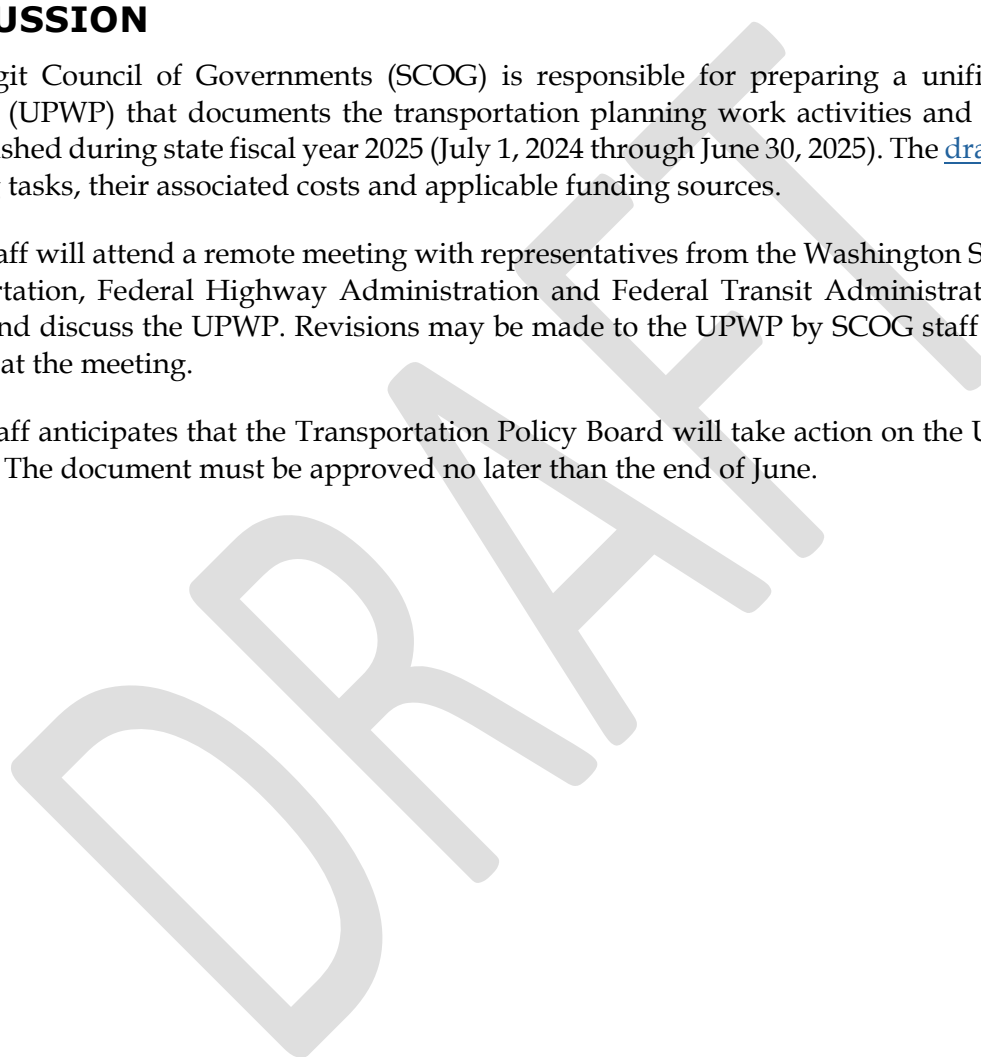
MEETING	DATE	TYPE OF ITEM	STAFF CONTACT	PHONE
Technical Advisory Committee	04/04/2024	Discussion	Mark Hamilton	(360) 416-7876
Transportation Policy Board	04/17/2024	Discussion	Mark Hamilton	(360) 416-7876

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 2025 (July 1, 2024 through June 30, 2025). 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 18 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

Adopted by the Transportation Policy Board on May 15, 2024

DRAFT

State Fiscal Year

2025

July 1, 2024 – June 30, 2025

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DRAFT

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/non-discrimination/>.

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 Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Washington State Department of Transportation (WSDOT) and other stakeholders.

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 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.

SCOG's planning boundaries are the same as Skagit County boundaries and are often referred to as the "Skagit region". These boundaries are the metropolitan planning area under federal law for MPOs – also the Mount Vernon-Anacortes, WA metropolitan statistical area – and planning area under state law for RTPOs. In addition to planning within the Skagit region, many projects extend beyond these boundaries to other parts of northwest Washington and statewide.

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) 2025 – July 1, 2024 through June 30, 2025. 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 FHWA, FTA and WSDOT.

This document outlines federal and state planning requirements, then presents a work program of planning activities for SFY 2025 that address the requirements and regional priorities. 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 FHWA, FTA, WSDOT and dues from local and tribal 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. Projects in this appendix are typically led by Skagit Transit, the regional public transportation operator and WSDOT, but may be from other agencies in the Skagit region.

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, Transportation Policy Board, and WSDOT. The Transportation Policy Board will then act on the amended UPWP. If the amendment is approved, it will then be submitted to WSDOT for final approval.

FEDERAL AND STATE REQUIREMENTS

FEDERAL REQUIREMENTS

FEDERAL PLANNING FACTORS

Federal planning factors emphasize priorities for transportation planning through a process that is continuing, cooperative 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 storm-water impacts of surface transportation; and
10. Enhance travel and tourism.

These federal planning factors were considered as the SFY 2025 UPWP was prepared to ensure consistency between federal priorities and the work program.

FEDERAL PLANNING EMPHASIS AREAS

The Federal Highway Administration and the Federal Transit Administration jointly issued federal planning emphasis areas in 2021. SCOG is asked to identify and develop tasks in the SFY 2025 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.

Each of the federal planning emphasis areas is addressed through various work tasks selected for SFY 2025, as shown in the following table.

Unified Planning Work Program Work Task	Tackling the Climate Crisis	Equity and Justice40	Complete Streets	Public Involvement	Strategic Highway Network	Federal Land Management Agency Coordination	Planning and Environment Linkages	Data in Transportation Planning
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				✓				
1.6 – Metropolitan Planning Agreement								
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 – Regional Multimodal Level of Service			✓					
2.10 – Transportation Elements and Countywide Planning Policies			✓					
2.11 – Regional Planning Duties								
2.12 – Regional Transportation Resilience Improvement Plan	✓	✓		✓		✓		✓
2.13 – Regional Safety Action Plan		✓	✓	✓				✓
2.14 – Intelligent Transportation Systems Architecture				✓				✓
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 Management								✓
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 – Growth Projections and Allocations								✓

INCREASING SAFE AND ACCESSIBLE TRANSPORTATION OPTIONS

The 2021 Infrastructure Investment and Jobs Act introduced a requirement that MPOs utilize not less than 2.5% of funds provided under 23 USC 104(d) be utilized on activities described in federal law that improve safe and accessible transportation options, which primarily focus on active transportation and

public transportation modes. There is an exemption to this requirement for MPOs that have Complete Streets standards and policies in place, along with an updated Complete Streets prioritization plan. SCOG does not qualify for this Complete Streets exemption.

In Washington state, FHWA and WSDOT ask MPOs to identify which UPWP work tasks address these requirements, for the MPOs that do not meet the Complete Streets exemption. The following work tasks have been identified in the SFY 2025 UPWP that address these federal Increasing Safe and Accessible Transportation Options requirements:

- 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 – Regional Multimodal Level of Service
- 2.10 – Transportation Elements and Countywide Planning Policies
- 2.11 – Regional Planning Duties
- 2.12 – Regional Transportation Resilience Improvement Plan
- 2.13 – Regional Safety Action Plan
- 2.14 – Intelligent Transportation Systems Architecture

All **Multimodal Planning** element work tasks in the SFY 2025 UPWP address these federal requirements for Increasing Safe and Accessible Transportation Options, in whole or in part, as activities that are identified for the 2.5% of funding.

STATE REQUIREMENTS

WASHINGTON 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. Preservation – To maintain, preserve, and extend the life and utility of prior investments in transportation systems and services, including the state ferry system;
2. Safety – To provide for and improve the safety and security of transportation customers and the transportation system;
3. Stewardship – To continuously improve the quality, effectiveness, resilience and efficiency of 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. Economic Vitality – To promote and develop transportation systems that stimulate, support, and enhance the movement of people and goods to ensure a prosperous economy; and
6. Environment – To enhance Washington’s quality of life through transportation investments that promote energy conservation, enhance healthy communities, and protect the environment.

Among RTPO duties ([RCW 47.80.023](#)) is preparing a regional transportation plan that is consistent with countywide planning policies and county, tribal, 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.

WASHINGTON 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 2025.

Administrative

WSDOT requests that MPOs and RTPOs consider the following:

- **Update RTPO Duties:** The Tribal and Regional Integrated Planning Office (TRIP) looks forward to continuing the effort to assess, analyze, and potentially adjust the duties of RTPOs as found in RCW 47.80. We want 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.
- **Make Public Documents Accessible:** Governing documents should be posted online. Governance documents are public documents and should be easily accessible on the MPO/RTPO website. These include Interlocal Agreements, bylaws, and policies.
- **Make Planning Processes More Inclusive:** WSDOT is committed to combatting racism and is working to enhance diversity, equity, and inclusion efforts. WSDOT will be placing an emphasis on [environmental justice assessments](#) of regional transportation plans and regional transportation improvement programs. Please work with your Tribal and Regional Integrated Planning Office regional coordinator to determine how to best address these requirements for your respective organizations.

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

State of Washington

State Fiscal Year (SFY) 2025
(July 1, 2024 – June 30, 2025)

December 2023



Planning Collaboration

MPOs and RTPOs are requested to set aside resources to collaboratively develop and/or review planning efforts. Plans and efforts expected to be developed during SFY 2025 include:

- **Multimodal Planning and Data Division Planning Activities:** WSDOT will be scoping the update to the Washington Transportation Plan, Phase II, developing the legislatively directed performance-based project evaluation model, and addressing updates to legislation related to vehicle miles of travel reduction, land use/housing, and multimodal level of service. MPOs and RTPOs are requested to dedicate resources to coordinate on these efforts during SFY 2025.
- **Active Transportation Division Planning Activities:** Please reserve resources to coordinate with WSDOT on the Sandy Williams Connecting Communities program. If any MPO or RTPO is collecting active transportation data, please work with the Active Transportation Division to coordinate on how it is collected. Also, if any MPOs or RTPOs are working on active transportation plans during SFY 2025, please coordinate with the Active Transportation Division, there may be opportunities to jointly apply for Active Transportation Infrastructure Investment Program funding. Finally, please reserve resources to potentially assist your local agencies if they are successful in receiving bike/ped program funding.

- Public Transportation Division Planning Activities: WSDOT’s Public Transportation Division will be working on the State Transportation Demand Management Plan, the State Commute Trip Reduction Plan, and local Commute Trip Reduction plans, all of which will inform the development of the [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 these efforts.
- Rail, Freight, and Ports Division Planning Activities:
 - The Rail, Freight, and Ports Division requests that MPOs and RTPOs incorporate truck parking needs into local and regional planning efforts.
 - WSDOT will update the State Rail Plan and State Freight Plan during SFY 2025. Please reserve resources to coordinate with WSDOT.
 - WSDOT will also be updating the Freight and Goods Transportation System. Please be prepared to provide traffic count data for your region.
- Comprehensive Plan Updates: Many cities and counties in Washington are ramping up efforts to update their comprehensive plans. WSDOT encourages MPOs and RTPOs to coordinate with WSDOT region planning offices in the review and support of the local agency comprehensive plan transportation elements. [WSDOT has developed a resource page for this effort.](#)

Federal Functional Classification Update

Following the designations of new urban area boundaries WSDOT will work with MPOs and RTPOs to update the [federal functional classification designations](#). Please reserve some resources to work with WSDOT as necessary.

Transportation Asset Management Plan Reporting

Please work with the local agencies in your regions to develop estimates (% by lane mile) for preservation and maintenance needs of pavement and bridge on the locally managed National Highway System. WSDOT will need to provide financial information during the update to the Transportation Asset Management Plan update during SFY 2025 ([Click here for example of this information in the current Transportation Asset Management Plan](#)).

Washington state planning emphasis areas are addressed through various work activities selected for SFY 2025, as shown in the following table.

Unified Planning Work Program Work Task	Update RTPO Duties	Make Public Documents Accessible	Make Planning Processes More Accessible	Multimodal Planning and Data Division	Active Transportation Division	Public Transportation Division	Rail, Freight, and Ports Division	Comprehensive Plan Updates	Federal Functional Classification Update	Transportation Asset Management Plan Reporting
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		✓								
1.6 – Metropolitan Planning Agreement		✓								
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 – Regional Multimodal Level of Service		✓						✓		
2.10 – Transportation Elements and Countywide Planning Policies		✓						✓		
2.11 – Regional Planning Duties	✓	✓						✓		
2.12 – Regional Transportation Resilience Improvement Plan		✓	✓							
2.13 – Regional Safety Action Plan		✓	✓							
2.14 – Intelligent Transportation Systems Architecture		✓	✓							
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 Management		✓								✓
4.2 – Travel Demand Model		✓						✓		
4.3 – Traffic Counts		✓					✓	✓	✓	
4.4 – Geographic Information Systems		✓								
4.5 – Highway Functional Classification		✓					✓		✓	

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 through 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 Work 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 2025 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.

NEW FOR SFY 2025

WSDOT will begin packaging FHWA Section 134 funds and FTA Section 5303 funds that are distributed to MPOs into FHWA-FTA Consolidated Planning Grant (CPG) funds in SFY 2025. Funds from these two federal sources will no longer be authorized and tracked separately in Washington state. The UPWP reflects this new combined funding source and no longer differentiates between FHWA Section 134 and FTA Section 5303 funds.

The Safe Streets and Roads for All Grant Program (SS4A) is a discretionary grant program created through the 2021 Infrastructure Investment and Jobs Act. SCOG applied for a grant in July 2023 under this program and was notified in December 2023 that the Regional Safety Action Plan was selected for funding by FHWA. SS4A funds can be used for up to 80.0% of a project with a required match of 20.0%.

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.

DRAFT

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 2025 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: 2025 SCOG operating budget completed and adopted prior to calendar year 2025. Self-certification documentation completed in October 2024. By the second quarter of calendar year 2025, 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 \$3,500. Travel and training costs are expected to total up to \$20,000.

1.2 Unified Planning Work Program

Description: Creation of the SFY 2024 UPWP Annual Performance and Expenditure Report per [23 CFR 420.117](#). SCOG will prepare the SFY 2026 UPWP in cooperation with the Federal Highway Administration, Federal Transit Administration, Skagit Transit and WSDOT.

Responsibilities: SCOG (lead), Federal Highway Administration, Federal Transit Administration, Skagit Transit, WSDOT

Product: SFY 2024 Annual UPWP Performance and Expenditure Report completed in September 2024, and SFY 2026 UPWP in spring 2025.

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 Accomplishments and Goals Report.

Responsibilities: SCOG (lead), WSDOT

Product: Title VI annual report completed in November 2024.

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

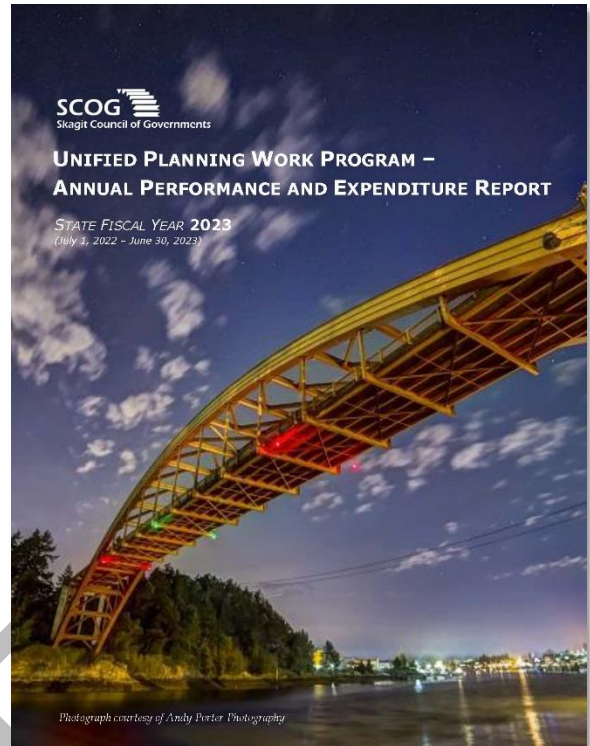
Product: Public Participation Plan annual report completed in June 2025.

1.6 Metropolitan Planning Agreement

Description: Prepare and execute an updated [Metropolitan Planning Agreement](#) between SCOG, Skagit Transit and WSDOT. The agreement, meeting the requirements of [23 CFR 450.314](#), was executed by SCOG, Skagit Transit and WSDOT in 2017. WSDOT staff requested that this work task be added to the UPWP and has committed to leading the update process.

Responsibilities: WSDOT (lead), SCOG, Skagit Transit

Product: Metropolitan Planning Agreement updated in SFY 2025.



ELEMENT 2: MULTIMODAL PLANNING

The **Multimodal Planning** work program element includes regional planning efforts. Many of the plans identified in this element are responsibilities of MPOs and RTPOs, as required by federal law and state law. Additional planning projects and coordination efforts are documented as well.

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. Skagit 2045 was amended in July 2022 to improve consistency with local and tribal long-range plans and transportation improvement programs. Another amendment to Skagit 2045 is expected late in state fiscal year 2024, as local comprehensive plans are completed in the Skagit region. A major update to the Regional Transportation Plan began in SFY 2024, with a consultant contract expected to begin in June/July 2024 and continuing through the plan due date of March 2026.



Responsibilities: SCOG (lead), WSDOT, Consultant

Product: Work on major update to Regional Transportation Plan in SFY 2025 that is due in March 2026.

Direct Cost: An estimated \$175,000 of STBG (US) funds will be used for professional services in SFY 2025 for this work task. Direct cost for this work tasks also includes work done under the Travel Demand Model work task, which is not separately identified in that work task to avoid double counting.

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 Planning Emphasis Areas section of the UPWP. SCOG budgets staff time and other resources every year in the UPWP, through this work task and other work tasks, to participate in these statewide efforts.

Responsibilities: WSDOT (lead), SCOG

Product: Participation in statewide planning initiatives as needs arise and staffing permits in SFY 2025.

North Sound Transportation Alliance



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 City of Anacortes, Skagit Transit and WSDOT within the Skagit region.

Responsibilities: SCOG

Product: SCOG will assist with local planning efforts as needed in SFY 2025.

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 in SFY 2025. 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 continue implementation of activities from the Americans with Disabilities Act (ADA) Self-evaluation and Program Access Plan adopted in July 2022. SCOG will also continue implementation of activities from the most recent Title VI Plan update, adopted in May 2023. The next major updates to the Title VI Plan and ADA Self-evaluation and Program Access Plan are expected to occur in calendar year 2026. Each plan is on a three-year update cycle.

Responsibilities: SCOG (lead), WSDOT

Product: Conduct ongoing nondiscrimination activities at SCOG throughout SFY 2025.

2.6 Nonmotorized Transportation Planning

Description: The Non-Motorized Advisory Committee (NMAC) is an advisory committee to the Technical Advisory Committee on nonmotorized issues. Assistance will be provided by the NMAC during SFY 2025 to SCOG member organizations and volunteer groups to improve nonmotorized transportation and safety. Other NMAC activities for SFY 2025 will be determined after their calendar year 2025 work program is approved by the Technical Advisory Committee.

An update to the Skagit County Bike Map will be printed in April/May 2024 with distribution in SFY 2025. The Skagit County Walking Trail Guide will continue to be distributed in SFY 2025.

Responsibilities: SCOG

Product: Distribution of bike maps and walking trail guides in SFY 2025. Other nonmotorized products consistent with approved NMAC work programs.

2.7 Infrastructure Investment and Jobs Act

Description: The federal Infrastructure Investment and Jobs Act (IIJA) 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. There are also many discretionary grant programs created through the law, two of which SCOG applied for funding through in SFY 2024 to assist with regional plans: the Regional Transportation Resilience Improvement Plan; and Regional Safety Action Plan. The Code of Federal Regulations should be updated during the timeframe of the SFY 2025 UPWP with regulations implementing the new law. SCOG will continue to participate in processes related to implementing the IIJA and begin to address changes to MPO duties that the 2021 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 2025 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 2025, 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 2025.

Responsibilities: SCOG

Product: Public Participation Plan amended in SFY 2025, pending new regulations implementing the Infrastructure Investment and Jobs Act.

2.9 Regional Multimodal Level of Service

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 documented level of service methodologies used by cities, towns and Skagit County in the Skagit region in April/May 2024 and provided recommendations on how to make them more consistent. House Bill 1181 introduced new multimodal level of service requirements for local governments, beginning with 2025 periodic updates to local comprehensive plans. Consistent with RCW 47.80.023, SCOG will “work with cities, counties, transit agencies, the department of transportation, and others to develop level of service standards or alternative transportation performance

measures”. This work on developing level of service standards, including multimodal, is expected to occur throughout SFY 2025. SCOG will also be jointly establishing level of service standards for state highways and ferry routes with WSDOT, pursuant to [RCW 47.80.030](#), as work is underway for the major Regional Transportation Plan update, due in March 2026.

Responsibilities: SCOG (lead), cities, towns, Skagit County, Skagit Transit, WSDOT

Product: SCOG will work with other government agencies – including WSDOT, cities, towns, Skagit County, and Skagit Transit – as they develop multimodal level of services standards in SFY 2025. SCOG will also work on jointly establishing level of service standards with WSDOT for state highways and state ferry routes in SFY 2025.

2.10 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](#).

Responsibilities: SCOG

Product: Certification of local comprehensive plan transportation elements and countywide planning policies as necessary in SFY 2025.

2.11 Regional Planning Duties

Description: Some elements of SCOG’s regional transportation planning organization certification processes are over 20 years old and were generated when Skagit County was part of the Skagit-Island Regional Transportation Planning Organization, which dissolved in 2015. SCOG conducted an in-depth review of the RTPO certification processes and other RTPO duties in March–April 2024, leading to several recommended revisions to refresh certain regional planning duties in SFY 2025. Initial recommendations from the review include: updating the comprehensive plan transportation element certification checklist, primarily due to changes in state law over the past few years, to ensure continued consistency with Growth Management Act requirements; develop a consistency review process to ensure countywide planning policies and the Regional Transportation Plan are consistent, conduct a consistency review whenever either of these products are updated and document consistency; update the guidelines and principles from 1997 – prepared when the Skagit-Island Regional Transportation Planning Organization existed for what was the Skagit Sub-region – to provide for the development and evaluation of comprehensive plan transportation elements; and prepare a periodic update to the transportation strategy for the Skagit region to serve as a guide in preparing the Regional Transportation Plan due in March 2026.

Responsibilities: SCOG

Product: Regional planning duties updated in first quarter of SFY 2025.

2.12 Regional Transportation Resilience Improvement Plan

Description: SCOG will prepare a plan to inform how SCOG may implement a resilience focus in its planning activities and investments. This plan will consider natural hazard risk and exposure on the surface transportation system in the Skagit region, as well as pilot analysis methods for future use. The federal Infrastructure Investment and Jobs Act provides for metropolitan planning organizations, such as SCOG, to optionally prepare a resilience improvement plan as part of the new Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation (PROTECT) Program. SCOG applied for funding through the PROTECT discretionary grant program in August 2023 to expand the scope of this project to meet federal requirements. SCOG expects an announcement from FHWA prior to SFY 2025 on which grant applications were selected for funding.

Responsibilities: SCOG (lead), Consultant

Product: Completion of Regional Transportation Resilience Improvement Plan expected in June 2025. SCOG may seek WSDOT-FHWA approval of an extension to the June 2025 completion deadline if additional funds are secured for this work task.

Direct Cost: An estimated \$108,125 of STBG (UM) funds will be used for professional services in SFY 2025 for this work task.

2.13 Regional Safety Action Plan

Description: SCOG was notified in December 2023 that the Federal Highway Administration selected SCOG to receive a Safe Streets and Roads for All discretionary grant to prepare a Regional Safety Action Plan. Once finalized, the plan will help create a safer transportation system for the Skagit region's residents and visitors, while also making jurisdictions eligible for implementation grants for safety projects. The procurement process to hire a consultant to assist with this planning process is expected to begin in June 2024, with a professional services agreement executed in early SFY 2025. Prior to beginning the procurement process, SCOG expects to execute an agreement with FHWA in May 2024 prior to utilizing any of the discretionary federal funding for this project.

Responsibilities: SCOG (lead), Consultant

Product: Work on this plan began in SFY 2024, with completion of Regional Safety Action Plan expected in SFY 2026.

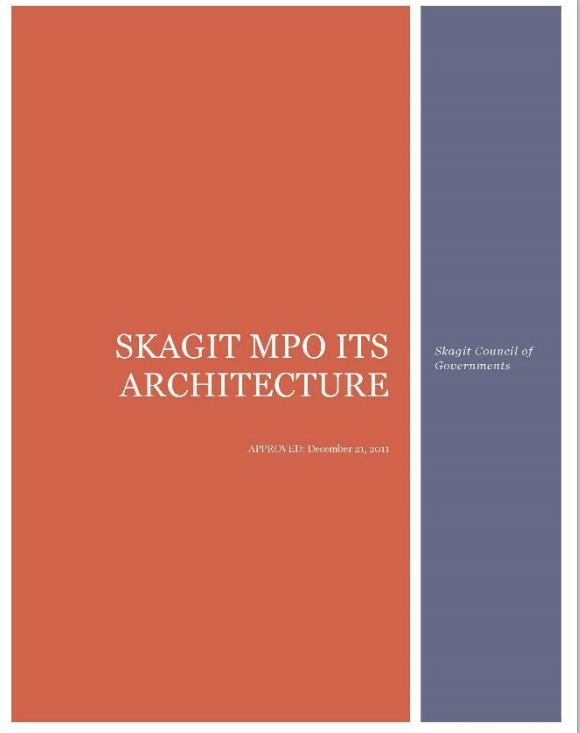
Direct Cost: An estimated \$200,000 of SS4A funds will be used for professional services in SFY 2025 for this work task.

2.14 Intelligent Transportation Systems Architecture

Description: Federal regulations require that SCOG develop an intelligent transportation systems architecture to guide the development of intelligent transportation strategies and projects. SCOG adopted the Skagit MPO Intelligent Transportation System Architecture in December 2011. Since then, SCOG has updated its governance agreement and expanded its metropolitan planning area. As such, the intelligent transportation systems architecture should be updated to reflect the new alignment of SCOG’s planning boundaries and any existing or planned intelligent transportation systems for the Skagit region.

Responsibilities: SCOG

Product: Intelligent Transportation Systems Architecture updated in SFY 2025.



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 require revision, 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, Carbon Reduction Program and Transportation Alternatives Set-aside - 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: 2025–2030 Regional Transportation Improvement Program adopted by SCOG’s Transportation Policy Board in October 2024. Regional Transportation Improvement Program amendments and administrative modifications as needed in SFY 2025.



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 2024 for the Skagit region.

Responsibilities: SCOG (lead), Skagit Transit, WSDOT

Product: Annual listing of obligated projects completed in March 2025.

3.3 Project Selection and Prioritization

Description: SCOG will have one project-selection process and one project-prioritization process occurring in SFY 2025. SCOG’s project-selection process is for Surface Transportation Block Grant Program, Carbon Reduction Program and Transportation Alternatives Set-aside funding. Through this process, SCOG selects projects for federal funding, and later programs selected projects in the RTIP. 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.

Responsibilities: SCOG (lead), WSDOT

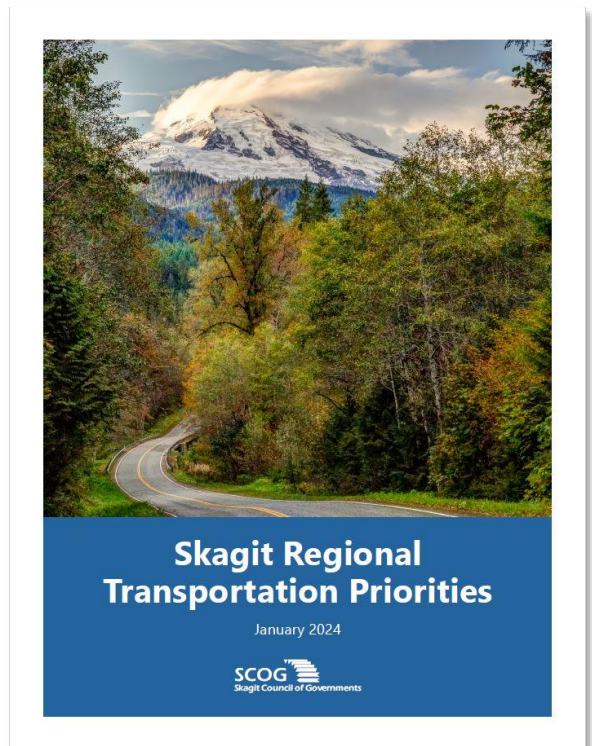
Product: Select projects for federal Surface Transportation Block Grant Program, Carbon Reduction Program and Transportation Alternatives Set-aside in June 2025. Complete a regional list of prioritized human services transportation projects in January 2025.

3.4 List of Regional High Priority Projects

Description: SCOG will prepare a list of projects that are regional priorities prior to the 2025 Washington state legislative session. Projects on the list will represent the highest regional priorities for state transportation funding.

Responsibilities: SCOG

Product: List of regional high priority projects adopted in December 2024.



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 project-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. SCOG member organizations rely upon these data maintained by SCOG.

WORK TASKS

4.1 Regional Performance Management

Description: In cooperation with Skagit Transit and WSDOT, SCOG will continue to develop regional performance targets. In SFY 2025, SCOG will assist WSDOT with obtaining local National Highway System information to inform the statewide Transportation Asset Management Plan. WSDOT set Greenhouse Gas (GHG) emissions targets in February 2024, consistent with a new federal rule published in December 2023. SCOG has until July 30, 2024 to set regional GHG emissions targets for the first time. Other regional performance targets may be revisited by SCOG in SFY 2025 if necessary, including regional FTA targets for transit asset management and transit safety, in consultation with Skagit Transit and WSDOT.

Responsibilities: SCOG (lead), Skagit Transit, WSDOT

Product: Regional performance targets updated in SFY 2025 as necessary. FHWA regional highway safety performance targets are revisited every year by SCOG, and will be adopted in February 2025. FHWA regional GHG emissions targets will be adopted by July 30, 2024. Other regional performance targets, such as FTA targets, may be revisited by SCOG in SFY 2025.

4.2 Travel Demand Model

Description: SCOG most recently 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 2025 will include incorporating outputs from a household travel survey that was completed in SFY 2022, and interim modifications to make the model more useful for 2025 local comprehensive plan updates. Additional revisions to the model are expected in SFY 2025 and into SFY 2026, occurring with the major update to the Regional Transportation Plan.

Responsibilities: SCOG (lead), Consultant

Product: Provide the model and model documentation upon request to local, regional and statewide partners in SFY 2025. Tentative schedule is to complete interim model updates in December 2024 for utilization in 2025 local comprehensive plan updates. Continue model updates throughout SFY 2025 and finalize in SFY 2026, in alignment with major update to Regional Transportation Plan due in March 2026.

Direct Cost: This work task involves direct cost which is integrated into the Regional Transportation Plan work task, expected to have one consultant contract with professional services under both work tasks. No additional direct cost is listed here to avoid double counting.

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. The current agreement expires on January 1, 2025, and a new agreement will need to be negotiated to continue traffic count services with Skagit County, or the current agreement will need to be amended to extend the term. 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 the regional clearinghouse of traffic counts for Skagit County in SFY 2025. Counts will be done throughout the year on both a scheduled and as-needed basis. Execute/amend agreement prior to January 1, 2025 when the current agreement with Skagit County expires.

Direct Cost: An estimated \$26,815 of FHWA-FTA CPG funds will be used for traffic counts in SFY 2025, including a pass-through of \$25,950 for traffic counts and \$865 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 in SFY 2025. 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 Skagit region, as necessary. In SFY 2025, revisit classifications consistent with a past state planning emphasis area suggesting that MPOs review unbuilt proposed routes that have been on the system for six or more years. Resulting adjustments to urban areas, which should be complete prior to SFY 2025, will impact how facilities are classified (i.e. urban vs. rural). WSDOT will lead the highway functional classification process statewide and has made this an area of emphasis in SFY 2025. WSDOT will also update the statewide Freight and Goods Transportation System in SFY 2025, and will request regional traffic-count data from SCOG to input into the process.

Responsibilities: WSDOT (lead), SCOG

Product: Collaboration with WSDOT on roadway classification issues in SFY 2025. Highway functional classifications updated in the Skagit region in SFY 2025, consistent with changes to

urban areas. Freight and Goods Transportation System updated in SFY 2025, utilizing traffic-count data provided by SCOG.

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 2025 using household travel survey data will be prepared on an as-needed basis.

Responsibilities: SCOG

Product: Conduct analysis of household travel survey data as needed in SFY 2025. Integrate survey data with regional travel demand model. Develop/refine tools for analyzing household travel survey data.



4.7 Growth Projections and Allocations

Description: Prepare regional projections of population, housing and employment growth in the Skagit region. Products of this work task will inform local comprehensive plan updates, due in 2025, and a major update to the Regional Transportation Plan, due in March 2026. Initial projections and allocations were prepared in December 2023. Final projections and allocations should be finalized in December 2024. Consultant work on this project concluded in SFY 2024, but SCOG work will continue into SFY 2025.

Responsibilities: SCOG

Product: Final projections and allocations of population, housing and employment prepared in SFY 2025. Horizon for products will extend to 2045 for local comprehensive plans and 2050 for the regional transportation plan.

EXPENDITURES BY WORK TASK

Element	Work Task #	Work Task Title	FHWA-FTA CPG			FTA - 5310	FHWA - STBG			FHWA - SS4A			RTPO	Summary			Total
			Total 100.0%	Federal 86.5%	Local 13.5%	Total 100%	Total 100.0%	Federal 86.5%	Local 13.5%	Total 100.0%	Federal 80.0%	Local 20.0%	State 100.0%	Federal	State	Local	
Administration	1.1	MPO and RTPO Administration	\$63,000	\$54,500	\$8,500	\$0	\$88,100	\$76,200	\$11,900	\$0	\$0	\$0	\$7,500	\$130,700	\$7,500	\$20,400	\$158,600
	1.2	Unified Planning Work Program	\$6,100	\$5,300	\$800	\$0	\$11,600	\$10,000	\$1,600	\$0	\$0	\$0	\$3,900	\$15,300	\$3,900	\$2,400	\$21,600
	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	\$4,000	\$3,500	\$500	\$0	\$3,000	\$2,600	\$400	\$0	\$0	\$0	\$0	\$6,100	\$0	\$900	\$7,000
	1.5	Public Participation Plan Annual Report	\$3,200	\$2,800	\$400	\$0	\$3,000	\$2,600	\$400	\$0	\$0	\$0	\$0	\$5,400	\$0	\$800	\$6,200
	1.6	Metropolitan Planning Agreement	\$7,200	\$6,200	\$1,000	\$0	\$11,600	\$10,000	\$1,600	\$0	\$0	\$0	\$0	\$16,200	\$0	\$2,600	\$18,800
	Subtotal			\$83,500	\$72,300	\$11,200	\$0	\$117,300	\$101,400	\$15,900	\$0	\$0	\$0	\$11,400	\$173,700	\$11,400	\$27,100
Multimodal Planning	2.1	Regional Transportation Plan	\$0	\$0	\$0	\$0	\$257,200	\$222,500	\$34,700	\$0	\$0	\$0	\$14,800	\$222,500	\$14,800	\$34,700	\$272,000
	2.2	Statewide Planning Initiatives	\$7,300	\$6,300	\$1,000	\$0	\$21,600	\$18,700	\$2,900	\$0	\$0	\$0	\$5,900	\$25,000	\$5,900	\$3,900	\$34,800
	2.3	Local Transportation Planning	\$1,800	\$1,600	\$200	\$0	\$2,300	\$2,000	\$300	\$0	\$0	\$0	\$2,900	\$3,600	\$2,900	\$500	\$7,000
	2.4	North Sound Transportation Alliance	\$3,700	\$3,200	\$500	\$0	\$5,100	\$4,400	\$700	\$0	\$0	\$0	\$3,900	\$7,600	\$3,900	\$1,200	\$12,700
	2.5	Nondiscrimination Planning	\$6,800	\$5,900	\$900	\$0	\$7,400	\$6,400	\$1,000	\$0	\$0	\$0	\$0	\$12,300	\$0	\$1,900	\$14,200
	2.6	Nonmotorized Transportation Planning	\$3,500	\$3,000	\$500	\$0	\$11,800	\$10,200	\$1,600	\$0	\$0	\$0	\$0	\$13,200	\$0	\$2,100	\$15,300
	2.7	Infrastructure Investment and Jobs Act	\$5,400	\$4,700	\$700	\$0	\$5,900	\$5,100	\$800	\$0	\$0	\$0	\$0	\$9,800	\$0	\$1,500	\$11,300
	2.8	Public Participation Plan	\$6,100	\$5,300	\$800	\$0	\$14,900	\$12,900	\$2,000	\$0	\$0	\$0	\$0	\$18,200	\$0	\$2,800	\$21,000
	2.9	Regional Multimodal Level of Service	\$0	\$0	\$0	\$0	\$2,100	\$1,800	\$300	\$0	\$0	\$0	\$18,900	\$1,800	\$18,900	\$300	\$21,000
	2.10	Transportation Elements and Countywide Planning Policies	\$0	\$0	\$0	\$0	\$2,300	\$2,000	\$300	\$0	\$0	\$0	\$10,500	\$2,000	\$10,500	\$300	\$12,800
	2.11	Regional Planning Duties	\$0	\$0	\$0	\$0	\$2,300	\$2,000	\$300	\$0	\$0	\$0	\$16,500	\$2,000	\$16,500	\$300	\$18,800
	2.12	Regional Transportation Resilience Improvement Plan	\$0	\$0	\$0	\$0	\$155,700	\$134,700	\$21,000	\$0	\$0	\$0	\$0	\$134,700	\$0	\$21,000	\$155,700
	2.13	Regional Safety Action Plan	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$263,000	\$210,400	\$52,600	\$0	\$210,400	\$0	\$52,600	\$263,000
	2.14	Intelligent Transportation Systems Architecture	\$4,900	\$4,200	\$700	\$0	\$16,300	\$14,100	\$2,200	\$0	\$0	\$0	\$0	\$18,300	\$0	\$2,900	\$21,200
Subtotal			\$39,500	\$34,200	\$5,300	\$0	\$504,900	\$436,800	\$68,100	\$263,000	\$210,400	\$52,600	\$67,400	\$681,400	\$73,400	\$126,000	\$880,800
Programming & Project Selection	3.1	Regional Transportation Improvement Program	\$6,600	\$5,700	\$900	\$0	\$23,200	\$20,100	\$3,100	\$0	\$0	\$0	\$4,100	\$25,800	\$4,100	\$4,000	\$33,900
	3.2	Annual Listing of Obligations	\$5,800	\$5,000	\$800	\$0	\$4,000	\$3,500	\$500	\$0	\$0	\$0	\$0	\$8,500	\$0	\$1,300	\$9,800
	3.3	Project Selection and Prioritization	\$6,700	\$5,800	\$900	\$0	\$30,600	\$26,500	\$4,100	\$0	\$0	\$0	\$2,700	\$32,300	\$2,700	\$5,000	\$40,000
	3.4	List of Regional High Priority Projects	\$3,100	\$2,700	\$400	\$0	\$6,000	\$5,200	\$800	\$0	\$0	\$0	\$0	\$7,900	\$0	\$1,200	\$9,100
Subtotal			\$22,200	\$19,200	\$3,000	\$0	\$63,800	\$55,300	\$8,500	\$0	\$0	\$0	\$6,800	\$74,500	\$6,800	\$11,500	\$92,800
Data Collection & Analysis	4.1	Regional Performance Management	\$4,400	\$3,800	\$600	\$0	\$9,200	\$8,000	\$1,200	\$0	\$0	\$0	\$0	\$11,800	\$0	\$1,800	\$13,600
	4.2	Travel Demand Model	\$4,400	\$3,800	\$600	\$0	\$22,300	\$19,300	\$3,000	\$0	\$0	\$0	\$0	\$23,100	\$0	\$3,600	\$26,700
	4.3	Traffic Counts	\$35,200	\$30,400	\$4,800	\$0	\$9,700	\$8,400	\$1,300	\$0	\$0	\$0	\$0	\$38,800	\$0	\$6,100	\$44,900
	4.4	Geographic Information Systems	\$2,000	\$1,700	\$300	\$0	\$14,300	\$12,400	\$1,900	\$0	\$0	\$0	\$0	\$14,100	\$0	\$2,200	\$16,300
	4.5	Highway Functional Classification	\$2,500	\$2,200	\$300	\$0	\$9,000	\$7,800	\$1,200	\$0	\$0	\$0	\$0	\$10,000	\$0	\$1,500	\$11,500
	4.6	Household Travel Survey	\$4,700	\$4,100	\$600	\$0	\$5,400	\$4,700	\$700	\$0	\$0	\$0	\$0	\$8,800	\$0	\$1,300	\$10,100
	4.7	Growth Projections and Allocations	\$5,100	\$4,400	\$700	\$0	\$3,700	\$3,200	\$500	\$0	\$0	\$0	\$2,200	\$7,600	\$2,200	\$1,200	\$11,000
Subtotal			\$58,300	\$50,400	\$7,900	\$0	\$73,600	\$63,800	\$9,800	\$0	\$0	\$0	\$2,200	\$114,200	\$2,200	\$17,700	\$134,100
Total			\$203,500	\$176,100	\$27,400	\$0	\$759,600	\$657,300	\$102,300	\$263,000	\$210,400	\$52,600	\$87,800	\$1,043,800	\$93,800	\$182,300	\$1,319,900

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 2024	Est. Carry Forward to 2026
SCOG	FHWA-FTA CPG Federal Funds	\$72,200	\$34,300	\$19,200	\$50,400	\$176,100	\$463,100	\$68,400	\$355,400
	Local Match = 13.5%	\$11,300	\$5,300	\$3,000	\$7,900	\$27,500	\$27,500	N/A	
	FHWA STBG Federal Funds	\$101,300	\$437,100	\$55,300	\$63,900	\$657,600	\$665,600	\$119,400	\$127,400
	Local Match = 13.5%	\$15,800	\$68,200	\$8,600	\$10,000	\$102,600	\$102,600	N/A	
	FHWA SS4A Federal Funds	\$0	\$210,400	\$0	\$0	\$210,400	\$300,000	\$0	\$89,600
	Local Match = 20.0%	\$0	\$52,600	\$0	\$0	\$52,600	\$52,600	N/A	
	FTA 5310 Federal Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total		\$200,600	\$807,900	\$86,100	\$132,200	\$1,226,800	\$1,611,400	\$187,800	\$572,400

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 2024	Est. Carry Forward to 2026
SCOG	RTPO	\$11,400	\$73,500	\$6,800	\$2,200	\$93,900	\$0	\$93,900	\$0
Total		\$11,400	\$73,500	\$6,800	\$2,200	\$93,900	\$0	\$93,900	\$0

Note: Figures rounded to nearest hundred

SURFACE TRANSPORTATION BLOCK GRANT FUNDING BREAKDOWN

The following funding table is provided to show estimated federal Surface Transportation Block Grant Program funds with local match for applicable projects programmed in the SFY 2025 UPWP.

SCOG Administration occurs every state fiscal year, with the next year of funding spanning SFY 2025. SCOG anticipates obligation of the SCOG Administration federal funding prior to start of SFY 2025. These STBG funds provide revenue to support work tasks in the SFY 2025 UPWP, as illustrated in the [Expenditures by Work Task](#) table.

A consultant contract is expected to begin in SFY 2025 for the Regional Transportation Resilience Improvement Plan, with the contract ending late in SFY 2025, though the project may be extended if federal PROTECT funding, or other funding, is secured to expand the scope and budget of the project. Federal funds were authorized in SFY 2023 for the Regional Transportation Resilience Improvement Plan and SCOG is waiting on a federal decision on PROTECT discretionary funding as of April 2024.

A consultant contract is expected to begin in SFY 2025 and continue into SFY 2026 for the major Regional Transportation Plan update, with federal funds authorized in SFY 2024.

	Program Fund Source	SCOG Admin. (SFY 2025 est.)	Consultant Contract: Regional Transportation Resilience Improvement Plan (SFY 2025 est.)	Consultant Contract: Regional Transportation Plan (SFY 2025 est.)
SCOG	FHWA STBG (UM) Federal Funds	\$0	\$108,125	\$0
	Local Match = 13.5%	\$0	\$16,875	\$0
	FHWA STBG (US) Federal Funds	\$0	\$0	\$175,000
	Local Match = 13.5%	\$0	\$0	\$27,312
	FHWA STBG (R) Federal Funds	\$319,595	\$0	\$0
	Local Match = 13.5%	\$49,879	\$0	\$0
	Total	\$369,474	\$125,000	\$202,312

Notes: "STBG (UM)" is federal Surface Transportation Block Grant Program - Urban Medium funding; "STBG (US)" is federal Surface Transportation Block Grant Program - Urban Small funding; and "STBG (R)" is federal Surface Transportation Block Grant Program - Rural funding.

REDISTRIBUTED OBLIGATION AUTHORITY

Washington state has a statewide process to request and receive redistributed obligation authority, which is made available nationwide by FHWA every federal fiscal year. In Washington state, requests for redistributed obligation authority are made to WSDOT through coordinated regional processes, which is administered by

SCOG in the Skagit region. Authorizations of redistributed obligation authority occur at the end of each federal fiscal year, typically in September before the federal fiscal year ends on September 30.

If SCOG requests and receives redistributed obligation authority for use in SFY 2025 for **SCOG Admin.**, the amount requested and received shall not exceed an additional \$150,198 in federal funds with \$23,441 local match – equaling the estimated FHWA-FTA CPG expenditures for SFY 2025, minus the costs for the Traffic Counts work task that goes to Skagit County to perform traffic-count services. If received by SCOG, redistributed obligation authority would be used for work tasks identified in the UPWP, and the UPWP may require amendment after additional funding is authorized by FHWA to ensure the funding is adequately accounted for in the work program.

If SCOG requests and receives redistributed obligation authority for use in SFY 2025–2026 for the **Regional Transportation Resilience Improvement Plan**, the amount requested and received shall not exceed an additional \$259,174 in federal funds with \$40,449 local match – equaling the amount submitted by SCOG to FHWA for the federal PROTECT discretionary grant for this project¹. If received by SCOG, redistributed obligation authority would be used for the scope already submitted to FHWA for the PROTECT funding, and the UPWP may require amendment after additional funding is authorized by FHWA to ensure the funding is adequately accounted for in the work program. SCOG would only submit for redistributed obligation authority for this project if PROTECT funding is not obtained through the discretionary grant program. An FHWA decision on the PROTECT discretionary grants is expected by SCOG to occur prior to the beginning of SFY 2025. SCOG also anticipates these additional funds would necessitate extending the end date of the project.

If SCOG requests and receives redistributed obligation authority for use in SFY 2025–2026 for the **Regional Transportation Plan**, the amount requested and received shall not exceed an additional \$346,000 in federal funds with \$54,000 local match – potentially doubling federal funding and local match for this project. If received by SCOG, redistributed obligation authority would be used for three components addressing new federal and state requirements: (1) expanding travel demand modeling activities, primarily related to new requirements imposed on local jurisdictions and RTPOs by recent changes in the Growth Management Act; (2) expanding planning capacity at the regional level for vehicle miles traveled, greenhouse gas emissions and multimodal level of service addressing new federal and state requirements, which may include some crossover with modeling activities; and (3) fully integrating equity considerations into the Regional Transportation Plan, consistent with Washington state’s E2SSB 5141, and federal emphasis on advancing racial equity and support for underserved communities via Executive Order 13985 and the Justice40 Initiative.

Any redistributed obligation authority received by SCOG, or other agencies in the Skagit region, neither reduces nor increases the FHWA federal funds WSDOT allocates annually for transportation projects. Most recently updated in May 2022, the **Local Agency Federal OA Policy** dictates the statewide process for redistributed obligation authority that the WSDOT Local Programs Division manages.

¹ PROTECT discretionary planning grants are funded at 100% federal share. The PROTECT funding request submitted by SCOG to FHWA was \$299,623.

EXPECTED CONSULTANT & AGENCY AGREEMENTS

Agreements expected between SCOG and other parties related to SFY 2025 UPWP work tasks are included in the following table. Descriptions of the work tasks are included in their respective UPWP elements. Estimated costs are for SFY 2025 only and do not include any matching funds.

Work Task #	Work Task Title	Agreement Type	Fund Type	Estimated Cost
2.1	Regional Transportation Plan	Professional Services	FHWA STBG (US)	\$175,000
2.12	Regional Transportation Resilience Improvement Plan	Professional Services	FHWA STBG (UM)	\$108,125
2.13	Regional Safety Action Plan	Professional Services	FHWA SS4A	\$200,000
4.3	Traffic Counts	Interlocal	FHWA-FTA CPG	\$25,950
Total				\$509,075

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CONTACT INFORMATION

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Appendix A: BOARD MEMBERSHIP

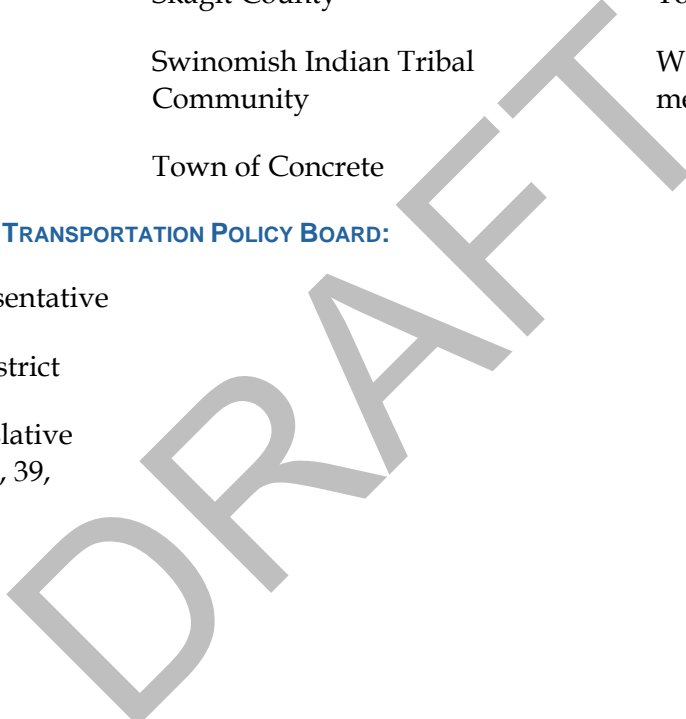
The Skagit Council of Governments Transportation Policy Board has the authority to make regional transportation decisions for the MPO and RTPO. The responsibilities of the Transportation Policy Board include approving planning documents and programs, selecting projects for funding, as well as establishing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

VOTING MEMBERS OF TRANSPORTATION POLICY BOARD:

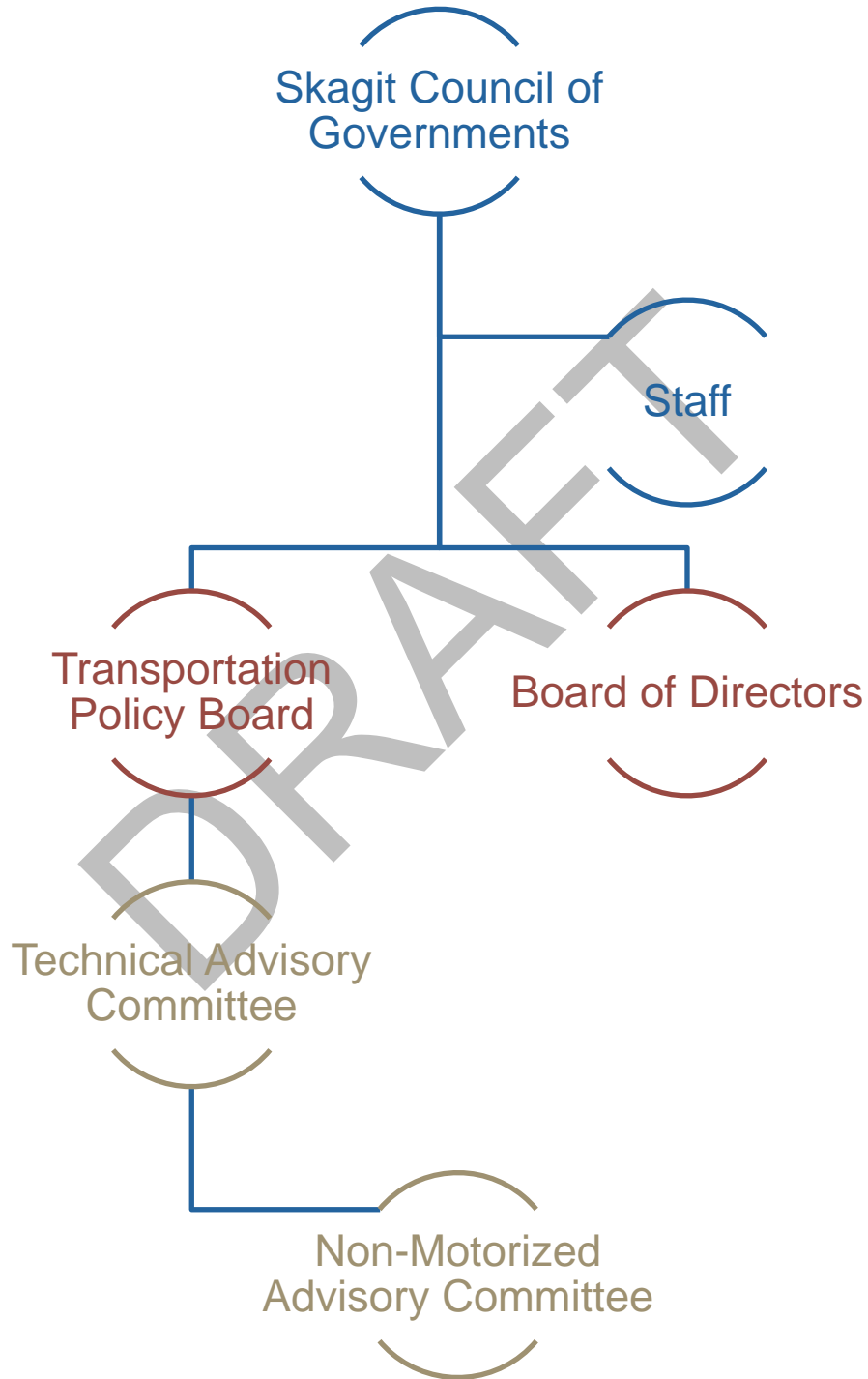
City of Anacortes	Port of Skagit	Town of Hamilton
City of Burlington	Samish Indian Nation	Town of La Conner
City of Mount Vernon	Skagit County	Town of Lyman
City of Sedro-Woolley	Swinomish Indian Tribal Community	Washington State Department of Transportation
Port of Anacortes	Town of Concrete	

NON-VOTING MEMBERS OF TRANSPORTATION POLICY BOARD:

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

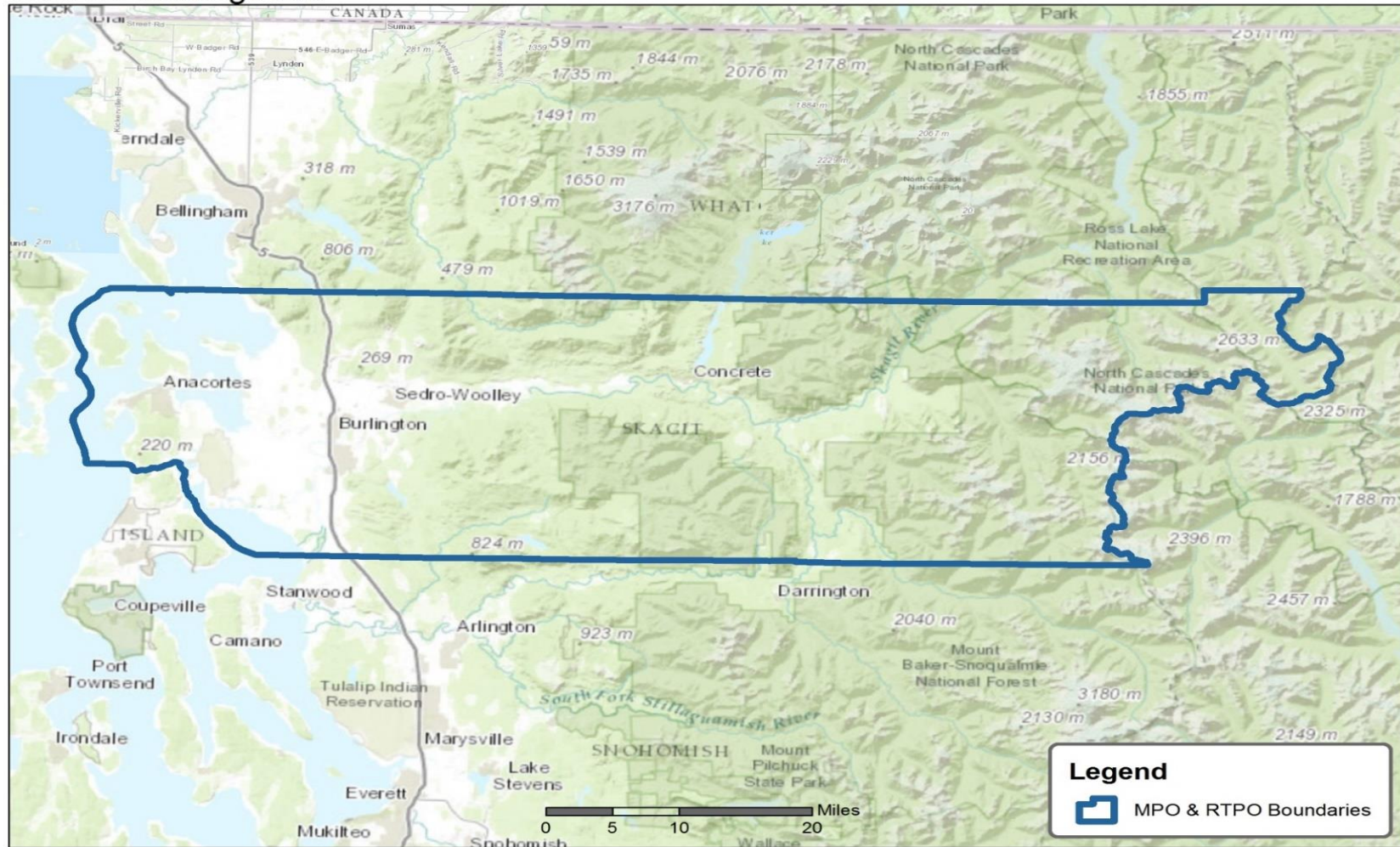


Appendix B: ORGANIZATIONAL STRUCTURE

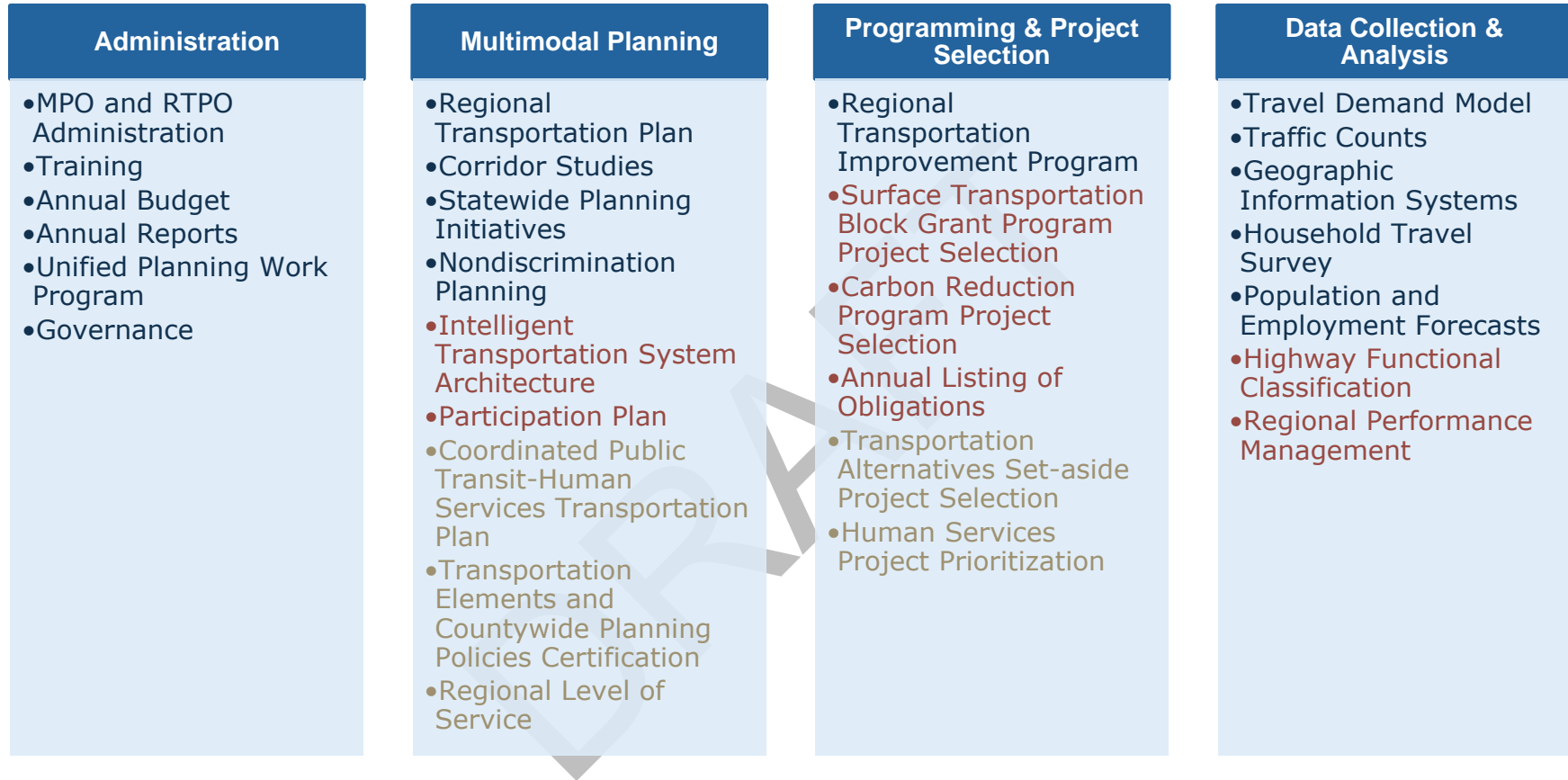


Appendix C: MPO & RTPO PLANNING AREA

SCOG Planning Area



Appendix D: CORE PROGRAMS AND FUNCTIONS



MPO (Federal)

RTPO (State)

MPO & RTPO

Appendix E: PLANNING PROJECTS BY OTHER AGENCIES

CITY OF ANACORTES

LOCAL SAFETY ACTION PLAN

Along with SCOG, the City of Anacortes received funding from FHWA to prepare a Safety Action Plan. The selection of both projects for funding was announced by FHWA in December 2023. Anacortes's project will be underway during the same timeframe as SCOG's, and the planning processes for each plan will be coordinated to ensure both plans are consistent.

Schedule: Calendar years 2024–2025

Funding: FHWA Safe Streets and Roads for All Grant Program funds

SKAGIT TRANSIT

2024 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 2024

Funding: Local funds

2024 LONG-RANGE TRANSIT PLAN

Skagit Transit will be engaging in a strategic planning process in 2024. 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 public survey and two sets of public meetings. The project will be comprised of three distinct efforts that will have a joint public outreach campaign. Part One is a Comprehensive Operations Analysis of local fixed route operations. Part Two is the NW Washington Regional Transit Study that is a joint project between Skagit Transit, WTA, and Island Transit. Part Three is a study for deploying microtransit services in western Skagit County.

Schedule: January–November 2024

Part One: Comprehensive Operations Analysis

This review will include a demographic review of the areas Skagit Transit serves and does not serve to make sure their services are oriented towards the demographics who will most likely use their services. Part One will include an analysis of routing, ridership and service effectiveness.

Funding: Local funds

Part Two: NW Washington Regional Transit Study

The County Connector service that is currently provided in northwest Washington will need to adapt to growth in the region. Skagit Transit, in partnership with Island Transit and WTA, 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.

Funding: WSDOT Consolidated Grant Program funds

Part Three: Microtransit Study

Skagit Transit is seeking funding to develop an operational plan for deploying microtransit services in western Skagit County. Fidalgo Island is home to Indian tribes and possesses some challenging geography that makes traditional fixed-route service difficult to provide. Northwest Skagit County is a large agricultural area that uses migrant agricultural workers. Some workers live in urban areas and need access to rural worksites. Some workers live in employer-provided housing in rural areas and need to access services available in the urban area. The flexible nature of microtransit enables it to provide service for a variety of populations such as seniors aging in place, low income and migrant workers. This plan would be crafted to allow Skagit Transit to replicate it in other areas of Skagit County as needed.

Funding: FTA Areas of Persistent Poverty Program funds

WASHINGTON STATE DEPARTMENT OF TRANSPORTATION

I-5 SKAGIT TRANSPORTATION STUDY

The Washington state transportation system is evolving and growing; and to meet that need WSDOT has initiated a two-part study to identify solution alternatives to address mobility and safety issues identified during the 2021 Interstate 5 Baseline Transportation Analysis. The study will focus 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 help remove unnecessary trips on I-5 by enhancing opportunities for transit, biking, walking and other activities to meet near- and long-term regional objectives.

Schedule: Phase I Existing and Future Forecast Analysis, calendar years 2023–2024; Phase II Strategies and Solution Alternatives Analysis, calendar years 2024–2026

Funding: WSDOT funds

CASCADIA HIGH-SPEED RAIL SERVICE DEVELOPMENT PLAN

WSDOT and its partners in Oregon and British Columbia are working to advance planning for a proposed high-speed rail system that would connect the metropolitan areas of Portland, Seattle, and Vancouver, BC. The opportunity is to realize transformative social, environmental, and economic benefits by leveraging one-hour, low/no emission trips, with speeds up to 250 mph. This planning phase will begin the engagement and analysis work necessary to produce a set of route and station alternatives along the

corridor. This work will be closely coordinated with the I-5 Master Plan effort within the Cascadia High-Speed Rail and I-5 Program and with partners in Oregon and British Columbia.

Schedule: To Be Determined

Funding: WSDOT and US federal funds

DRAFT

Appendix F: LONG-TERM WORK SCHEDULE

STATE FISCAL YEAR 2026–2029 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 began in SFY 2024 and carryover into future work programs while others may begin after SFY 2025. The long-term work schedule is not intended to be a comprehensive list of all future work tasks.

Work tasks anticipated from SFY 2026–2029 are included in the following table.

Work Task	Description	Consultant Contract	State Fiscal Year			
			2026	2027	2028	2029
Regional Transportation Plan	An update to the metropolitan-regional plan is completed every five years. This will be a major update to the plan. Completion is anticipated in March 2026.	✓	Complete			
Travel Demand Model	Updates to the model occurring concurrently with the Regional Transportation Plan update.	✓	Complete			
Regional Safety Action Plan	The planning process for this plan begins in SFY 2025, with plan adoption expected in SFY 2026.	✓	Complete			

2024 OBLIGATION AUTHORITY PLAN

The following projects have to obligate federal funding before **March 1, 2024**. If the projects do not obligate by March 1, 2024, they will be deprogrammed by deletion from the RTIP by SCOG staff.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA/CR FUNDS
Skagit County	Peterson Road (Urban)	WA-11739	PE	✓	\$880,516
SCOG	Skagit 2050 Regional Transportation Plan	WA-15130	PL	✓	\$346,000
Skagit Transit	Bus Stop Amenities	WA-15126	ALL	✓	\$157,560
Mount Vernon	River Dike Trail System - Phase 1	WA-13500	PE	✗	\$41,000
Anacortes	Q Avenue Pedestrian Crossings	WA-15131	PE	✓	\$46,000

The following project must obligate federal funding before **August 1, 2024**, or it will be deprogrammed by deletion from the RTIP by SCOG staff.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA/CR FUNDS
SCOG	SCOG Admin 2022-2025	SCOG 22-25	PL	(Not Yet)	\$319,595

TOTAL EXPECTED STBG-TA-CR OBLIGATIONS¹: \$4,055,080
ESTIMATED OBLIGATION AUTHORITY TARGET: \$2,033,354

¹ Includes a total of \$1,955,409 STBG-TA-CR obligations and deobligations authorized by FHWA from October 1, 2023 – January 5, 2024. Includes any Extensions and Appeals that have obligated funding.

Extensions

The following projects have been granted an extension to obligate federal funding by **December 31, 2024**. These projects will be deprogrammed with expiration of the 2024–2029 RTIP in January 2025.

To be granted an extension, any extension request must have been received by SCOG no later than **February 28, 2024**. A project phase may only be granted one extension.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA/CR FUNDS
Burlington	SR20 Nonmotorized & Safety Improvements	WA-12018	PE	✓	\$350,000
Skagit County	Cook Road / I-5 Interchange Vicinity Improvements	WA-01137	PE	(Not Yet)	\$352,957

TOTAL STBG-TA-CR EXTENSIONS: \$702,957

Appeals

The Transportation Policy Board approved an appeal to reprogram a project phase in the 2024–2029 RTIP. The following project phase must obligate federal funding by **December 31, 2024**. This project will be deprogrammed with expiration of the 2024–2029 RTIP in January 2025.

A project phase may only be appealed once to the Transportation Policy Board.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA/CR FUNDS
(None)	N/A	N/A	N/A	N/A	N/A

TOTAL STBG-TA-CR APPEALS: \$0

DISCUSSION ITEM – REDISTRIBUTED OBLIGATION AUTHORITY LIST OF PROJECTS

Document History

MEETING	DATE	TYPE OF ITEM	STAFF CONTACT	PHONE
Technical Advisory Committee	03/07/2024	Discussion	Mark Hamilton	(360) 416-7876
Technical Advisory Committee	04/04/2024	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, typically at the end of August.

In 2023, \$71.9 million of redistributed OA was received by the WSDOT Local Programs Division, of which \$53 million went to projects submitted by metropolitan planning organizations (MPOs) and counties in Washington state. SCOG and one other MPO were not eligible last year as we did not hit our obligation authority target by the June 30 statewide deadline. A [summary](#) was prepared by WSDOT in 2023 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, as it appears the regional OA target will be met before July 1, 2024.

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 federal 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 expected to be finalized in June for submittal to the WSDOT Local Programs Division. A tentative schedule is below:

- Prepare draft list of projects: May 1–29
- Technical Advisory Committee recommendation on list of projects: June 6
- Transportation Policy Board action approving list of projects: June 20
- Submit approved list of projects to WSDOT: June 21



Redistributed OA is expected to only be available to projects for a few weeks at the beginning of September 2024, with these additional funds no longer available unless obligated this federal fiscal year.

WSDOT – Local Programs

FFY 2023 Federal Local Obligation Authority (OA) Delivery - Summary

FFY 2023 Summary

FFY 2023 Statewide Local Obligation Authority (OA) Target Delivery was the most challenging to date. Local agencies had a target of approximately \$283 million, and in June over \$140 million of OA remained available. In addition, local agencies were presented with an historic opportunity to receive a portion of the largest amount of FHWA Redistributed OA that was expected to be available. After consulting with the MPOs and County Lead Agencies, Local Programs requested and received \$71.9 million of Redistributed OA. When added to the annual target, local agencies received and delivered \$355 million in formula OA, including \$213 million in the last three months. WSDOT reviewed the OA Policy and applied the redistributed OA funds and the sanctioned funds to the applicable entities. As a reminder, these changes will be applied as part of each entity’s FFY 2024 Allocation as detailed in the table below.

Summary of Redistributed & Sanctioned Funds				
	Sanctioned Amount	Share of Sanctioned	Share of Redistributed	Change to FFY 2024 Allocation
Adams		111,778	2,167,057	2,278,835
Clallam				
Columbia		55,359	1,073,247	1,128,606
Ferry				
Garfield				
Grant		26,681		26,681
Grays Harbor COG		31,376		31,376
Island	(1,073,710)			(1,073,710)
Jefferson		4,447		4,447
Kittitas			10,782,114	10,782,114
Klickitat			2,230,000	2,230,000
Lewis		13,401	2,243,331	2,256,732
Lincoln		42,613	826,141	868,754
Mason	(138,006)			(138,006)
Okanogan		10,919		10,919
Pacific	(519,266)			(519,266)
Pend Oreille				
San Juan				
Skamania		1,130		1,130
Stevens				
Wahkiakum	(124,297)			(124,297)
Whitman		93,956	1,821,540	1,915,496
	(1,855,279)	391,660	21,143,430	19,679,811
BFCG		103,158	1,999,940	2,103,098
CDTC		65,907	2,263,846	2,329,753
CWCOG				
LCV		39,512	766,023	805,535
PSRC		605,839	4,481,353	5,087,192
RTC		309,152	19,535,483	19,844,635
SCOG				
SRTC		25,586	8,132,027	8,157,613
TRPC		25,289	1,738,250	1,763,539
WWVMPO		49,262	207,290	256,552
WCOG		132,263	3,850,567	3,982,830
YVCOG		107,651	4,857,473	4,965,124
	0	1,463,619	47,832,252	49,295,871
Managed Programs			2,893,922	2,893,922
	(1,855,279)	1,855,279	71,869,604	71,869,604

WSDOT – Local Programs

FFY 2023 Federal Local Obligation Authority (OA) Delivery - Summary

Redistributed Funds

Local Programs received \$71,869,604 of Redistributed OA in FFY 2023. MPOs and County Lead Agencies that met their FFY 2023 Target by June 30 were eligible to receive redistributed OA. Redistributed OA is received as additional allocation in FFY 2024.

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 eleven MPOs/County Lead Agencies, which made Local Programs eligible to receive redistributed funding. Therefore, the projects on this list were provided 100% redistributed funding totaling \$53.05 million.

MPO/County Lead	Redistributed OA	# of Projects
CDTC	\$986,100	1 project
PSRC	\$4,481,353	4 projects
RTC	\$13,541,899	4 projects
SRTC	\$8,132,027	10 projects
TRPC	\$1,738,250	6 projects
WCOG	\$3,850,567	3 projects
WWV	\$207,289	1 project
YVCOG	\$4,857,473	1 project
Kittitas County	\$10,782,114	3 projects
Klickitat County	\$2,230,000	1 project
Lewis County	\$2,243,331	1 project
TOTAL	\$53,050,403	

\$15.93 million of the remaining redistributed balance is distributed to all MPOs and County Lead Agencies that delivered their target by June 30. Each entity that met their target by June 30, received redistributed funds equal to their amount of over-delivery during 2023. In the case of the eleven MPOs/County Lead Agencies 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 final \$2.89 million redistributed balance was provided to managed program projects.

	Total Redistributed OA	71,869,604
Total of Projects on MPO Redistributed Lists (Projects on this list receive 100% redistributed OA)		53,050,403
Redistributed to entities meeting target by June 30, excluding amounts from MPO Lists		15,925,279
	Balance of Redistributed to Managed Program projects	2,893,922

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

- Column B – Total delivery, as of June 30th
- Column C – FFY 2023 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 2023
- Column F – FFY 2023 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 eleven MPOs/County Lead Agencies.
- Column I – Amount of over-delivery used in calculating each entity's share of the \$18.82 million balance of redistributed funds.
- Column J – Total amount of redistributed funds eligible entities receive, including the 100% redistributed funds from the project list plus the over-delivery share of the remaining balance.

WSDOT – Local Programs

FFY 2023 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 6/30/2023	FFY 2023 Target	Eligible for Redistributed Beyond Redistribution List?	Final FFY 2023 Delivery	FFY 2023 Target	Total FFY 2023 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	2.17	0.00	Yes	2.17	0.00	2.17		2.17	2,167,057
Clallam	0.00	0.86	No	0.00	0.86				-
Columbia	1.74	0.67	Yes	1.74	0.67	1.07		1.07	1,073,247
Ferry	0.42	0.34	No*	-0.03	0.34				-
Garfield	0.00	0.00	No	0.00	0.00				-
Grant	0.80	1.56	No	2.08	1.56	0.52			-
GHCOG	0.37	1.00	No	1.61	1.00	0.61			-
Island	0.24	1.69	No	0.62	1.69				-
Jefferson	0.35	0.79	No	0.88	0.79	0.09			-
Kittitas	0.00	0.10	No	10.88	0.10	10.79	10.78		10,782,114
Klickitat	0.05	0.60	No	2.83	0.60	2.23	2.23		2,230,000
Lewis	-0.17	1.24	No	3.75	1.24	2.50	2.24		2,243,331
Lincoln	1.45	0.62	Yes	1.45	0.62	0.83		0.83	826,141
Mason	0.59	0.73	No	0.59	0.73				-
Okanogan	1.95	2.20	No	2.41	2.20	0.21			-
Pacific	0.00	0.52	No	0.00	0.52				-
Pend Oreille	-0.13	0.00	No	-0.13	0.00				-
San Juan	0.00	0.00	No	0.00	0.00				-
Skamania	0.15	0.28	No	0.30	0.28	0.02			-
Stevens	-0.42	0.00	No	-0.42	0.00				-
Wahkiakum	0.00	0.12	No	0.00	0.12				-
Whitman	2.84	1.02	Yes	2.84	1.02	1.82		1.82	1,821,540
	12.40	14.34		33.56	14.34	22.85	15.26	5.89	21,143,430
BFCG	7.47	5.55	Yes	7.55	5.55	2.00		2.00	1,999,940
CDTC	1.14	0.00	Yes	2.26	0.00	2.26	0.99	1.28	2,263,846
CWCOG	-0.19	0.18	No	0.04	0.18				-
LCV	1.18	0.42	Yes	1.18	0.42	0.77		0.77	766,023
PSRC	36.03	97.12	No	113.34	97.12	16.23	4.48		4,481,353
RTC	6.65	6.56	Yes	26.09	6.56	19.54	13.54	5.99	19,535,483
SCOG	-0.91	1.68	No	0.79	1.68				-
SRTC	4.97	11.64	No	20.27	11.64	8.63	8.13		8,132,027
TRPC	-0.04	3.40	No	5.63	3.40	2.23	1.74		1,738,250
WWVMPO	0.00	0.77	No	1.94	0.77	1.16	0.21		207,290
WCOG	0.52	3.42	No	9.84	3.42	6.41	3.85		3,850,567
YVCOG	2.17	4.49	No	11.43	4.49	6.94	4.86		4,857,473
	59.00	135.23		200.36	135.23	66.17	37.79	10.04	47,832,252
	71.39	149.57		233.93	149.57	89.02	53.05	15.93	68,975,682
								Total Redistributed OA	71,869,604
								Total of Projects on MPO Redistributed Lists (Projects on this list receive 100% redistributed OA)	53,050,403
								Redistributed to entities meeting target by June 30, excluding amounts from MPO Lists	15,925,279
								Balance of Redistributed to Managed Program projects	2,893,922

*Although Ferry County exceeded their target on June 30, they are ineligible to receive Redistributed funds because by September 30, their delivery was less than their target.

WSDOT – Local Programs

FFY 2023 Federal Local Obligation Authority (OA) Delivery - Summary

Sanctioned Funds

A total of \$1.86 million has been sanctioned and will be distributed to eligible entities as additional allocation in FFY 2024. Entities that exceeded their FFY 2023 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 2023, Island County, Mason County, Pacific County, and Wahkiakum County under-delivered for at least the second consecutive year.

Sanctioned funds will be distributed to entities that over-delivered their target by the end of the current federal fiscal year. 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 2023. 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.

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

- Column B – Prior year's (FFY 2022) delivery.
- Column C – Prior year's (FFY 2022) target.
- Column D – Entity under-delivered in FFY 2022. 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 2023.
- Column E – Total delivery for FFY 2023
- Column F – FFY 2023 target
- Column G – Entity under-delivered in FFY 2023. 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 2024. These entities met their FFY 2022 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 eleven MPOs/County Lead Agencies 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 \$1.86 million of sanctioned funds.
- Column L – Total amount of sanctioned funds eligible entities receive.

WSDOT – Local Programs

FFY 2023 Federal Local Obligation Authority (OA) Delivery - Summary

Sanctioned Funds Distribution											
A	B	C	D	E	F	G	H	I	J	K	L
	FFY 2022 Delivery	FFY 2022 Target	Under-Delivered in FFY 2022	FFY 2023 Delivery	FFY 2023 Target	Under-Delivered in FFY 2023	Sanctioned in FFY 2023	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	2.25	0.84	No	2.17	0.00	No	No			2.17	111,778
Clallam	1.23	1.14	No	0.00	0.86	Yes	No				
Columbia	0.00	0.34	Yes	1.74	0.67	No	No			1.07	55,359
Ferry	0.38	0.38	No	-0.03	0.34	Yes	No				
Garfield	0.53	0.06	No	0.00	0.00	No	No				
Grant	2.96	2.47	No	2.08	1.56	No	No			0.52	26,681
Grays Harbor COG	1.56	1.41	No	1.61	1.00	No	No			0.61	31,376
Island	0.28	1.04	Yes	0.62	1.69	Yes	Yes	1.07			
Jefferson	0.07	0.48	Yes	0.88	0.79	No	No			0.09	4,447
Kittitas	1.63	0.94	No	10.88	0.10	No	No		10.78		
Klickitat	0.25	0.20	No	2.83	0.60	No	No		2.23		
Lewis	0.93	1.18	Yes	3.75	1.24	No	No		2.24	0.26	13,401
Lincoln	1.22	0.92	No	1.45	0.62	No	No			0.83	42,613
Mason	0.85	0.90	Yes	0.59	0.73	Yes	Yes	0.14			
Okanogan	0.10	1.25	Yes	2.41	2.20	No	No			0.21	10,919
Pacific	0.00	0.28	Yes	0.00	0.52	Yes	Yes	0.52			
Pend Oreille	1.26	0.30	No	-0.13	0.00	No	No				
San Juan	0.56	0.05	No	0.00	0.00	No	No				
Skamania	0.50	0.45	No	0.30	0.28	No	No			0.02	1,130
Stevens	2.85	0.88	No	-0.42	0.00	No	No				
Wahkiakum	-0.01	0.28	Yes	0.00	0.12	Yes	Yes	0.12			
Whitman	1.10	0.77	No	2.84	1.02	No	No			1.82	93,956
								1.86		7.59	391,660
BFCG	5.38	5.69	Yes	7.55	5.55	No	No			2.00	103,158
CDTC	5.84	2.74	No	2.26	0.00	No	No		0.99	1.28	65,907
CWCOG	2.37	0.92	No	0.04	0.18	Yes	No				
LCV	0.82	0.65	No	1.18	0.42	No	No			0.77	39,512
PSRC	102.71	107.03	Yes	113.34	97.12	No	No		4.48	11.75	605,839
RTC	14.70	11.06	No	26.09	6.56	No	No		13.54	5.99	309,152
SCOG	2.52	1.95	No	0.79	1.68	Yes	No				
SRTC	12.86	12.79	No	20.27	11.64	No	No		8.13	0.50	25,586
TRPC	5.92	4.55	No	5.63	3.40	No	No		1.74	0.49	25,289
WWVMPO	3.13	2.34	No	1.94	0.77	No	No		0.21	0.96	49,262
WCOG	3.60	3.48	No	9.84	3.42	No	No		3.85	2.56	132,263
YVCOG	5.67	4.98	No	11.43	4.49	No	No		4.86	2.09	107,651
								0.00		28.38	1,463,619
Managed Programs	128.63	127.35	No	140.65	130.55	No	No	0.00			
								1.86		35.97	1,855,279



DISCUSSION ITEM – SKAGIT COUNTY BIKE MAP UPDATE

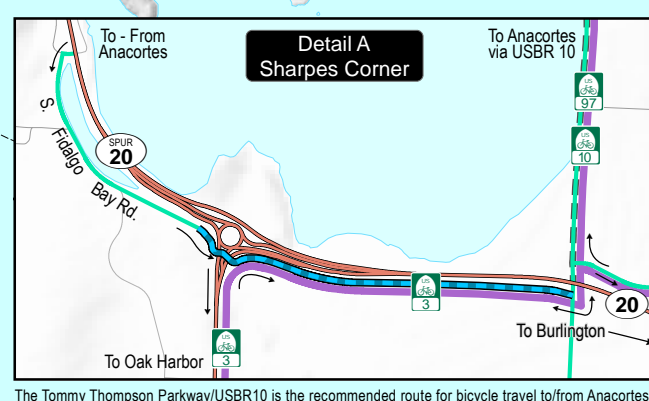
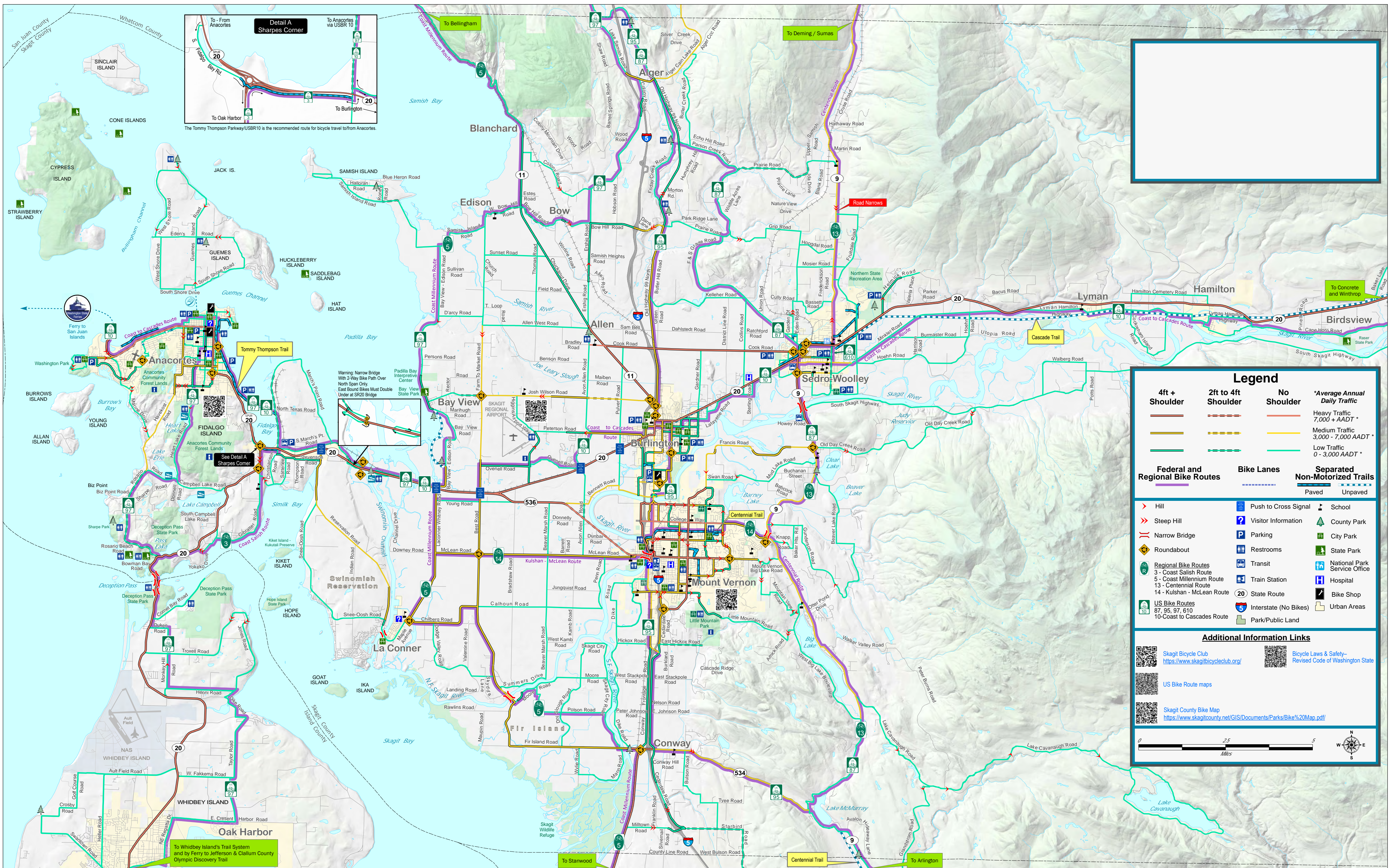
Document History

Meeting	Date	Type of Item	Staff Contact	Phone
Technical Advisory Committee	04/04/2024	Discussion	Grant Johnson	(360) 416-6678

DISCUSSION

Every year, the Technical Advisory Committee (TAC) reviews and approves the work program for the Non-Motorized Advisory Committee (NMAC). The NMAC is an advisory committee to the TAC. The TAC approved the current Non-Motorized Advisory Committee 2024 Work Program at its December 7, 2023 meeting.

As part of the [NMAC 2024 Work Program](#), the TAC directed the NMAC to update the Skagit County Bike Map. The Skagit County Bike Map was last updated in 2018, and since that time there have been many changes to both the motorized and non-motorized transportation systems within the region that are not reflected on the [current map](#). The NMAC began work on updating the bike map with Skagit GIS in January and are nearing completion of the final product. At this point, the NMAC and SCOG staff are requesting TAC member input on the [draft maps](#) prior to printing.



Legend

4ft + Shoulder	2ft to 4ft Shoulder	No Shoulder	Average Annual Daily Traffic
			Heavy Traffic 7,000 + AADT *
			Medium Traffic 3,000 - 7,000 AADT *
			Low Traffic 0 - 3,000 AADT *

Federal and Regional Bike Routes	Bike Lanes	Separated Non-Motorized Trails

Additional Information Links

Skagit Bicycle Club
<https://www.skagitbicycleclub.org/>

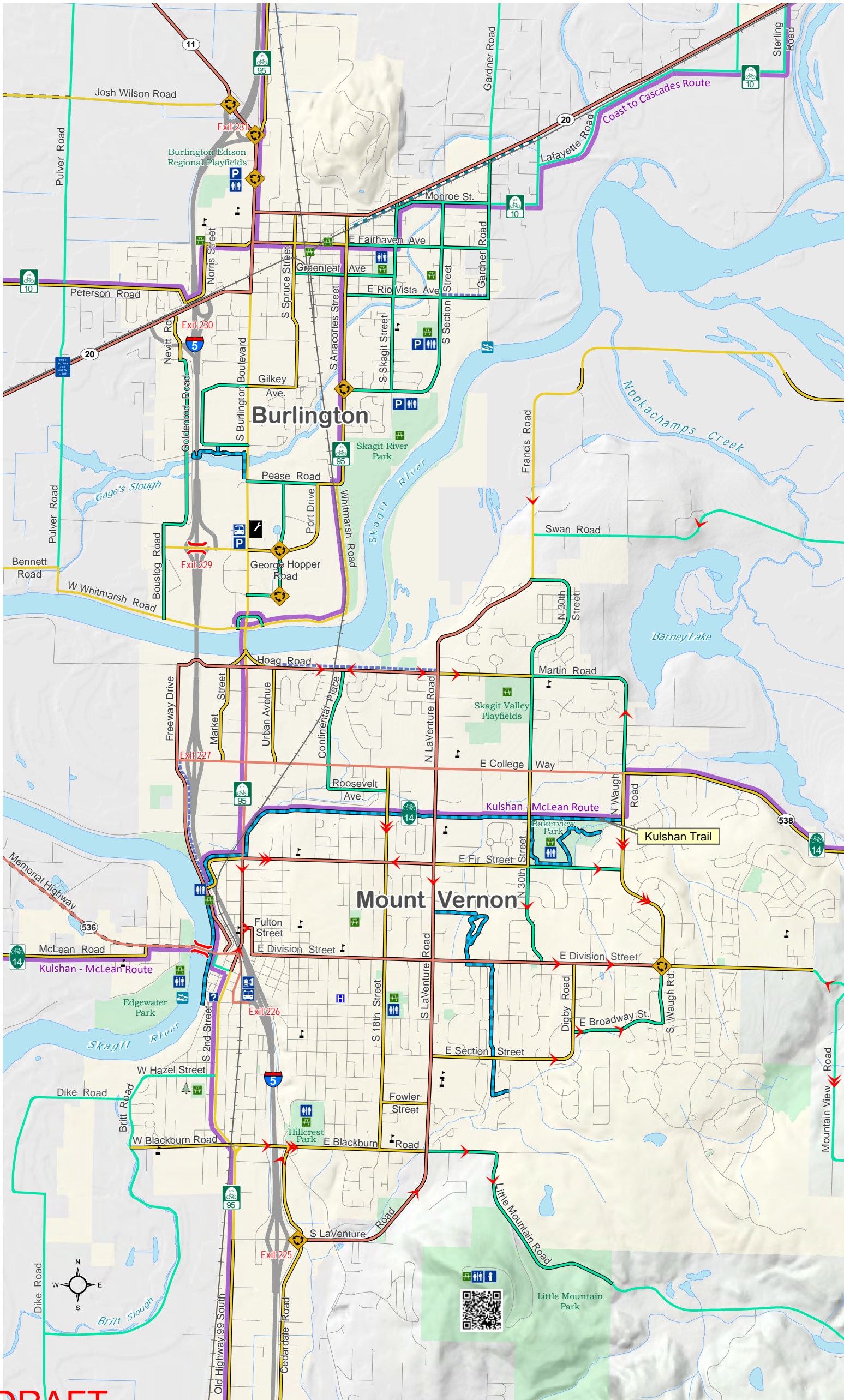
Bicycle Laws & Safety- Revised Code of Washington State

US Bike Route maps

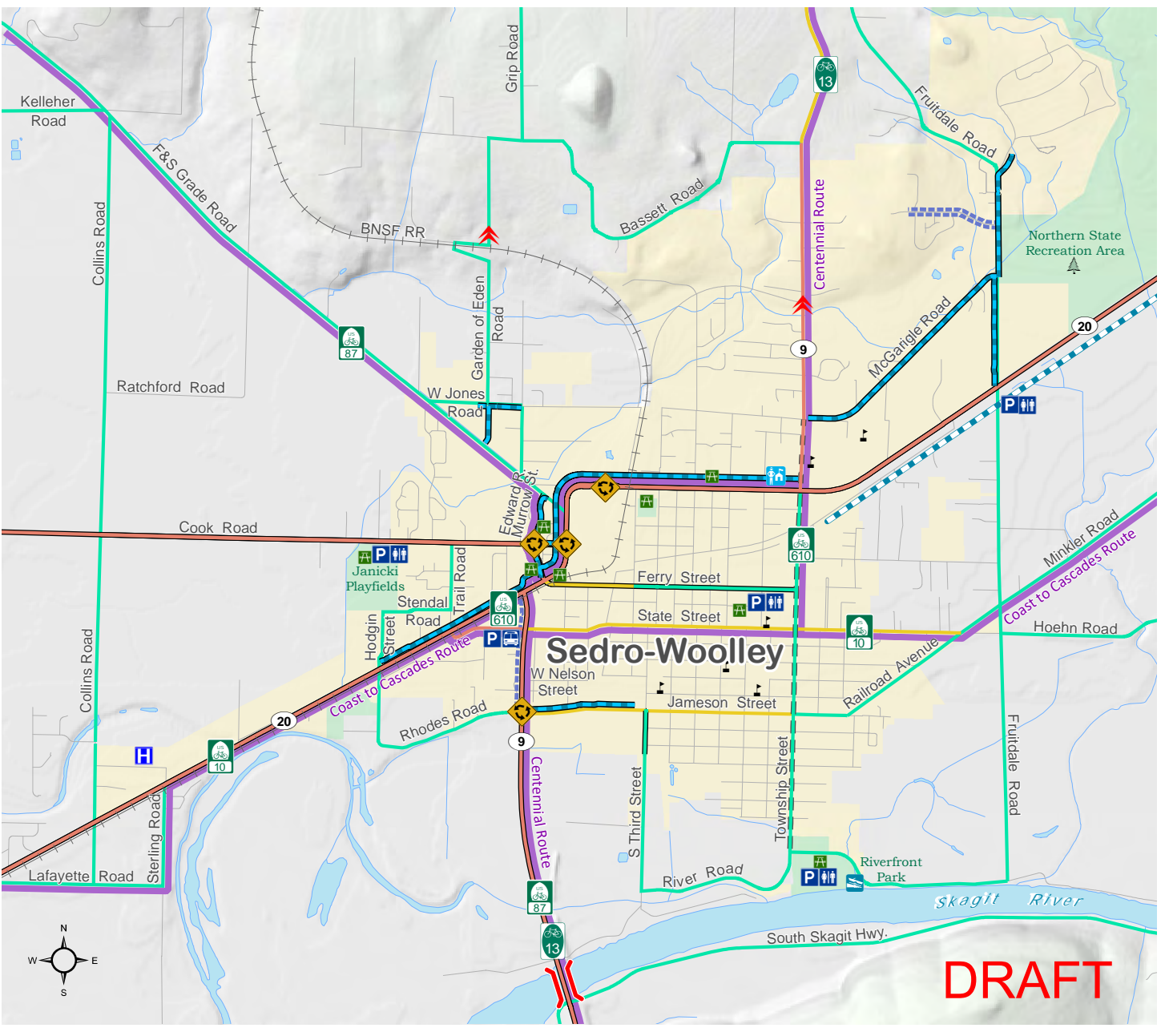
Skagit County Bike Map
<https://www.skagitcounty.net/GIS/Documents/Parks/Bike%20Map.pdf/>

0 2.5 5 Miles

DRAFT



DRAFT



DRAFT

