



SKAGIT COUNCIL OF GOVERNMENTS TRANSPORTATION POLICY BOARD MEETING

Wednesday, January 16, 2019 – 1:30 PM

[Burlington City Council Chambers](#)

833 South Spruce Street, Burlington, WA 98233

AGENDA

1. **Call to Order and Roll Call**
2. **Public Comment** (three minute limit per person)
3. **Chair's Report**
4. **Executive Director's Report**
5. **Consent Agenda**
 - a. Approve [December 19, 2018 Transportation Policy Board Meeting Minutes](#)
6. **Action Items**
 - a. Election of 2019 Vice-Chair – *Mayor Jill Boudreau, Transportation Policy Board Chair*
7. **Discussion Items**
 - a. [Regional Safety Performance Targets](#) – *Mark Hamilton*
 - b. [Surface Transportation Block Grant Program Project Selection](#) – *Mark Hamilton*
 - c. [Skagit County Bike Map](#) – *Mark Hamilton*
8. **Roundtable and Open Topic Discussion**
9. **Next Meeting:** Wednesday, February 20, 2019, 1:30 PM, *Burlington City Council Chambers*
10. **Adjourned**

Information:

[SCOG Financial Update](#)

The SCOG Board of Directors meeting will follow this meeting

[Meeting Packet](#)

TRANSPORTATION POLICY BOARD OFFICERS

Mayor Jill Boudreau.....Chair TBD.....Vice-Chair

TRANSPORTATION POLICY BOARD MEMBERSHIP AND VOTES

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

NON-VOTING MEMBERS

- Major Employer Representative
- Skagit PUD
- State Representatives
- State Senators

QUORUM REQUIREMENT

A quorum consists of a simple majority (6) of the total votes (11), provided there is at least one Skagit County representative present.

Title VI Notice: SCOG fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations. For more information, or to obtain a Title VI Complaint Form, visit SCOG's website at <http://scog.net/about/nondiscrimination/>.

Notificación del Título VI: El SCOG cumple plenamente con el Título VI de la Ley de Derechos Civiles de 1964, así como los estatutos y reglamentos relacionados. Si desea más información o tener acceso al formulario de denuncia del Título VI, visite la página web del SCOG <http://scog.net/about/nondiscrimination/>.

SKAGIT COUNCIL OF GOVERNMENTS TRANSPORTATION POLICY BOARD MEETING MINUTES

Wednesday, December 19, 2018
Burlington City Council Chambers
Burlington, Washington

MEMBERS PRESENT

Commissioner Ron Wesen, Skagit County, Chair; Mayor Jill Boudreau, City of Mount Vernon, Vice-Chair; Mayor Joan Cromley, Town of Hamilton; Commissioner Ken Dahlstedt, Skagit County; Jay Drye, Washington State Department Of Transportation (WSDOT); Mayor Laurie Gere, City of Anacortes; Mayor Ramon Hayes, Town of La Conner; Commissioner Lisa Janicki, Skagit County; Mayor Julia Johnson, City of Sedro-Woolley; Mayor Jason Miller, Town of Concrete; Mayor Steve Sexton, City of Burlington; and Commissioner Steven Omdal, Port of Skagit.

STAFF PRESENT

Kevin Murphy, Executive Director; Katie Bunge, Assistant Planner; and Pam Carlson, Finance Manager.

MEMBERS OF PUBLIC PRESENT

Four members of the public were in attendance.

MINUTES

1. Call to Order: Commissioner Wesen called the meeting to order at 2:05 p.m.
Roll Call: Roll was taken with a quorum present.
2. Public Comment: There were no public comments.
3. Chair's Report: In regards to the subject of WSDOT's presentation on fish passage, Commissioner Wesen reminded members that it is important to look at cumulative watershed benefits for fish passage projects, not simply ending at project boundaries.
4. Executive Director's Report: Kevin Murphy shared updates from the North Sound Transportation Alliance's December Legislative Forum. Mr. Murphy mentioned that Senator Hobbes has put forth a set of ideas for a transportation package, including different types of funding mechanisms.
5. Consent Agenda
 - a. Approve October 17, 2018 Transportation Policy Board Meeting Minutes
Mayor Gere moved approval of the October meeting minutes and Mayor Boudreau seconded the motion. The motion carried unanimously.
6. Action Items
 - a. Adopt Resolution 2018-12 to Approve Regional Prioritization of Human Services Transportation Projects: Mr. Murphy presented the Regional Prioritization of Human Services Transportation Projects recommended for approval by the Skagit Special Needs Transportation Committee and SCOG staff.
Mayor Gere moved to adopt Resolution 2018-12 to approve the Skagit Regional Prioritization

of Human Services Transportation Projects as presented. Mayor Boudreau seconded the motion. The motion carried unanimously.

- b. Adopt Resolution 2018-13 to Approve Coordinated Public Transit-Human Services Transportation Plan: Mr. Murphy presented the Skagit Coordinated Public Transit-Human Services Transportation Plan recommended for approval by the Skagit Special Needs Transportation Committee and SCOG staff.

Mayor Boudreau moved to adopt Resolution 2018-13 to approve the Skagit Coordinated Public Transit-Human Services Transportation Plan as presented. Mayor Johnson seconded the motion. The motion carried unanimously.

7. Discussion Items

- a. Fish Passage Injunction Presentation: Chris Damitio presented on Washington State Department of Transportation’s work to remove fish passage barriers on state highways, where barrier removal would restore more than 200 feet of salmon habitat. Per the 2013 federal court injunction, these are the fish passage barriers that need to be removed by 2030. Mr. Damitio indicated that approximately 30 barriers meeting this criteria would need to be removed by 2030 to meet the federal injunction requirements, within the Skagit County area. Board members discussed the history and nature of these fish passage barriers, along with the need to coordinate with local partners such as county and city governments to find long-term solutions.

- 8. Roundtable and Open Topic Discussion: Mr. Drye shared updates on ongoing WSDOT construction, including concrete rehabilitation work on Interstate 5 near the southern end of Skagit County. Mayor Boudreau and Mayor Gere shared updates on transportation improvements in their jurisdictions.

- 9. Next Meeting: The next meeting is Wednesday, January 16, 2019, at 1:30 p.m. in the Burlington City Council Chambers.

- 10. Adjourned: Commissioner Wesen adjourned the meeting at 2:44 p.m.

Information Items: The Board was provided with a monthly financial update, draft minutes from the December 6, 2018 Technical Advisory Committee meeting, and a Letter of Agreement for Ryan’s House for Youth.

Approved,

Kevin Murphy, Executive Director
Skagit Council of Governments

Date _____

Commissioner Ron Wesen, Skagit County
Transportation Policy Board Chair
Skagit Council of Governments

Date _____

DISCUSSION ITEM 7.A. – REGIONAL SAFETY PERFORMANCE TARGETS

Document History

MEETING	DATE	TYPE OF ITEM	STAFF CONTACT	PHONE
Transportation Policy Board	01/16/2019	Discussion	Mark Hamilton	(360) 416-7876

DISCUSSION

Last year, the Skagit Council of Governments (SCOG) adopted [Resolution 2018-03 To Set Regional Safety Performance Targets](#) - agreeing to plan and program projects in the Skagit region so that they contribute toward the accomplishment of Washington State Department of Transportation statewide safety performance targets. SCOG must set regional safety performance targets for each calendar year.

SCOG is continuing the process of setting performance targets for the region’s transportation system. Metropolitan planning organizations (MPOs), such as SCOG, have been implementing a new performance-based approach to transportation decision-making over the past couple years that was introduced through the 2012 Moving Ahead for Progress in the 21st Century federal transportation law. Many of the final rules implementing the new framework went into effect in 2016 with related responsibilities starting for MPOs in 2017.

A [folio](#) from the Washington State Department of Transportation (WSDOT) describes the process for establishing safety performance targets across Washington state and includes the initial statewide targets from 2017. SCOG, along with all other MPOs in Washington, are continuing the annual process of setting regional performance targets for safety. *Target Zero*, with the goal of eliminating all roadway fatalities and serious injuries by 2030, is Washington state’s Strategic Highway Safety Plan and is used as the foundation for the target setting process at the statewide level.

MPOs across the U.S. are given a choice through applicable federal regulations when setting regional safety targets. The choice is either to:

1. Agree to plan and program projects so that they contribute toward the accomplishment of the WSDOT safety target for that performance measure; or
2. Commit to quantifiable targets for performance measures in SCOG’s metropolitan planning area (Skagit region).

The five regional safety measures for SCOG are in the following table.

Number	Name	Description
1	Fatalities	Five-year (2015 - 2019) rolling average of fatalities on all roadways in Skagit region
2	Fatality Rate	Five-year (2015 - 2019) rolling average of fatalities per 100 million vehicle miles traveled in Skagit region

Number	Name	Description
3	Serious Injuries	Five-year (2015 - 2019) rolling average of serious injuries on all roadways in Skagit region
4	Serious Injury Rate	Five-year (2015 - 2019) rolling average of serious injuries per 100 million vehicle miles traveled in Skagit region
5	Non-motorist Fatalities and Serious Injuries	Five-year (2015 - 2019) rolling average of non-motorist fatalities and serious injuries on all roadways in Skagit region

Note: data sources used in calculating statewide safety performance targets come from the Washington State Traffic Safety Commission - Fatality Analysis Reporting System, WSDOT Highway Performance Monitoring System and Crash Database.

Regional performance targets for these safety measures must be set by February 27, 2019 for calendar year 2019. SCOG will need to set safety performance targets for each calendar year by February 27 of that year. There is no penalty to SCOG for missing any safety performance target and no reward for attaining a target.

SCOG staff has requested updated safety data from WSDOT and expects to have that available soon for dissemination to the Transportation Policy Board.

The Federal Highway Administration has begun making statewide safety performance targets available through their website. A clickable map at the bottom of [FHWA's safety performance management webpage](#) shows Washington's statewide safety targets and targets for all the other states from 2017.

DISCUSSION ITEM 7.B. – SURFACE TRANSPORTATION BLOCK GRANT PROGRAM PROJECT SELECTION

Document History

MEETING	DATE	TYPE OF ITEM	STAFF CONTACT	PHONE
Technical Advisory Committee	12/06/2018	Discussion	Mark Hamilton	(360) 416-7876
Transportation Policy Board	01/16/2019	Discussion	Mark Hamilton	(360) 416-7876

DISCUSSION

SCOG staff estimates that \$5.3 million will be available through a call for projects, which includes estimated federal Surface Transportation Block Grant (STBG) program allocations for SCOG out to 2025 that have not yet been awarded. The Federal Highway Administration has a [fact sheet on their website](#) which provides an overview of the STBG program.

After transportation projects are selected by the Transportation Policy Board, they will be programmed in the 2020 – 2025 Regional Transportation Improvement Program – anticipated for adoption in October 2019 by the Transportation Policy Board. All actions made relating to project evaluation, project selection and programming of projects are made by the Transportation Policy Board.

STBG funds are available for award to projects in the following categories:

- “Urban” funding for areas with greater than 5,000 population – the cities and some surrounding unincorporated areas;
- “Rural” funding for areas with fewer than 5,000 population – the towns and most unincorporated areas;
- “Flexible” funding that can be used in Urban or Rural areas.

Prior to issuing a call for projects, SCOG must prepare and approve a regional project evaluation process. The evaluation process is prepared with advice from the Technical Advisory Committee and is approved by the Transportation Policy Board.

There must be a minimum of two public comment periods prior to project selection as described on Page 19 of SCOG’s [Public Participation Plan](#): (1) on the proposed regional project evaluation process; and (2) on the proposed project selection. In addition, projects go through separate local processes with the regional public participation process supplementing outreach done and input received at the local level.

SCOG staff will begin reviewing the project evaluation process used for the most recent STBG project selection utilized in 2017 and working with the TAC on creation of a new regional project evaluation process for 2019. Project selection is a work activity included on pages 11 – 12 of the current [Unified Planning Work Program](#) for SCOG.

ADDITIONAL HIGHWAY INFRASTRUCTURE PROGRAM FUNDING

Included within the estimated \$5.3 million available for project selection is a one-time allocation of federal Highway Infrastructure Program (HIP) funds made available to SCOG last year through federal appropriation. The eligibility for these funds is similar to the STBG funds though more limited – fewer project types are eligible and projects must obligate the funding by September 30, 2021 or the funds lapse.

This one-time allocation of HIP funds equals \$294,302: \$214,271 of which is Urban and the remaining \$80,031 is Rural. This does not include any Flexible funding, as STBG does. The special requirements for these HIP funds are on [WSDOT's website](#).

Dates	Total Funding Available	FHWA (13.5%)	FTA (13.5%)	FTA 5310 HSTP	RTPO	STP (13.5%)
06/30/18 Carryforward	\$377,222	\$128,781	\$64,012	\$36,133	\$81,154	\$67,142
July 2018 Expenditures	(62,081)	(19,130)	(6,389)	(15,035)	(3,966)	(17,560)
07/31/2018 Balance	\$315,141	109,652	57,623	21,097	77,188	49,582
STP Admin SFY 2019	\$167,541					\$167,541
STP Household Travel Survey	\$200,000					\$200,000
FTA April 29 to Sept 30, 2017	\$21,677		\$21,677			
August 2018 Expenditures	(50,470)	(11,252)	(8,995)	0	(4,360)	(25,862)
08/31/2018 Balance	\$653,890	98,400	70,304	21,097	72,827	391,261
Sept 2018 Expenditures	(59,157)	(11,543)	(7,698)	(18,554)	(8,493)	(12,869)
09/30/2018 Balance	594,733	86,856	62,607	2,543	64,334	378,392
FHWA Oct 1, 2018 to Sept 30, 2019	\$213,097	\$213,097				
Oct 2018 Expenditures	(46,744)	(14,732)	(9,932)	0	(10,586)	(11,495)
10/31/2018 Balance	761,085	285,221	52,675	2,543	53,748	366,898
Nov 2018 Expenditures	(43,939)	(13,988)	(3,866)	(2,542)	(8,467)	(15,077)
11/30/2018 Balance	717,146	271,234	48,809	2	45,281	351,820
Dec 2018 Expenditures	(38,234)	(16,678)	(3,473)	0	(5,883)	(12,200)
12/31/2018 Balance	678,912	254,556	45,336	2	39,398	339,621