

SKAGIT COUNCIL OF GOVERNMENTS TRANSPORTATION POLICY BOARD MEETING

April 20, 2022 – 1:30 p.m.

[GoToMeeting](#)

Dial In: 1 (877) 309-2073

Access Code: 587-982-909

AGENDA

1. **Call to Order and Roll Call**
2. **Written Public Comments** – *Mark Hamilton*
3. **Consent Agenda**
 - a. Approval of [March 16, 2022 Transportation Policy Board Meeting Minutes](#)
4. **Action Items**
 - a. [April Regional Transportation Improvement Program Amendments](#) – *Mark Hamilton*
 - b. [Ad Hoc Special Needs Transportation Committee](#) – *Grant Johnson*
5. **Discussion Items**
 - a. Skagit Travel Survey – *Abigail Rosenson & Ben Swanson, RSG*
 - b. [Unified Planning Work Program for State Fiscal Year 2023](#) – *Mark Hamilton*
 - c. [Redistributed Obligation Authority List of Projects](#) – *Mark Hamilton*
6. **Chair's Report**
7. **Executive Director's Report**
8. **Roundtable and Open Topic Discussion**
9. **Next Meeting:** May 18, 2022, 1:30 p.m., *Hybrid In-person and Remote Meeting at Burlington City Council Chambers*
10. **Adjourned**

Information:

[April 7, 2022 Technical Advisory Committee Meeting Minutes](#)

[2022–2023 WSDOT Construction Season Projects](#)

[2021 Annual Listing of Federal Obligations](#)

[2022 Obligation Authority Plan](#)

[Monthly Financial Update](#)

[Letters of Support](#)

[Meeting Packet](#)

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TRANSPORTATION POLICY BOARD OFFICERS

Commissioner Peter Browning Chair

Chairman Tom Wooten 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.

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SKAGIT COUNCIL OF GOVERNMENTS TRANSPORTATION POLICY BOARD MEETING MINUTES

March 16, 2022

GoToMeeting Remote Meeting

MEMBERS PRESENT

Commissioner Peter Browning, Skagit County, Chair; Chairman Tom Wooten, Samish Indian Nation, Vice-Chair; Mayor Jill Boudreau, City of Mount Vernon; Chris Damitio, Washington State Department of Transportation (WSDOT); Commissioner Lisa Janicki, Skagit County; Mayor Julia Johnson, City of Sedro-Woolley; Commissioner Jon Ronngren, Port of Anacortes; Mayor Steve Sexton, City of Burlington; Commissioner Germaine Kornegay, Skagit PUD; and Commissioner Ron Wesen, Skagit County.

STAFF PRESENT

Kevin Murphy, Executive Director; Deborah Carter, Executive Assistant and Clerk of the Board; Mark Hamilton, Senior Transportation Planner; and Grant Johnson, Associate Planner.

OTHERS PRESENT

Four members of the public attended the meeting.

MINUTES

1. Call to Order: Chairman Wooten called the meeting to order at 1:30 p.m. Commissioner Browning took over chairing the meeting at 1:33 p.m.

Roll Call: Roll was taken with a quorum present.

2. Written Public Comments: Mr. Hamilton stated that a public comment period for the meeting was held from March 9-15, and that no comments were received during that timeframe.

3. Consent Agenda

- a. Approval of February 16, 2022 Transportation Policy Board Meeting Minutes

Commissioner Janicki moved to approve the February 16, 2022 meeting minutes, and Mayor Johnson seconded the motion. The motion carried unanimously.

4. Action Items

- a. March Regional Transportation Improvement Program Amendments: Mr. Hamilton presented four proposed amendments to the 2022-2027 Regional Transportation Improvement Program (RTIP) - one from the Town of Concrete, and three from Skagit County. He stated that a written public comment period was held from February 24-March 4, and no comments were received during that timeframe. Mr. Hamilton concluded his presentation by stating

that SCOG staff and Technical Advisory Committee recommend approval of these four RTIP amendments.

Chairman Wooten moved to approve the four amendments as presented, and Commissioner Janicki seconded the motion. The motion carried unanimously.

- b. National Highway Freight Program Regional List of Projects: Mr. Hamilton provided an overview of the process to submit projects for consideration for federal funding through the National Highway Freight Program. He stated that WSDOT makes the project selection decision, and SCOG's role is to compile projects in our planning area and screen them for eligibility. Two projects were submitted to SCOG: (1) Cook Road / Vicinity Improvements from Skagit County; and (2) R Avenue Long-Term Improvements Project from Anacortes. The total funding request is \$9,376,000 for the two projects. Mr. Hamilton concluded his presentation by stating that SCOG staff and Technical Advisory Committee recommend approval of these two projects for submittal to WSDOT. The due date for project applications is March 16, 2022.

Mayor Johnson moved to approve the National Highway Freight Program Regional List of Projects as presented, and Chairman Wooten seconded the motion. The motion carried unanimously.

- c. Coordinated Public Transit-Human Services Transportation Plan Consultant Agreement: Mr. Johnson spoke to the preparation of this plan. By law, this plan needs to be updated every four years, and was last updated in 2018. On January 18, SCOG issued a request for proposals for professional services to assist with the preparation of a coordinated public transit-human services plan with a deadline of February 15. Two proposals were received. A selection committee composed of Skagit Transit, WSDOT and SCOG staffs reviewed the proposals and interviewed the consultants. Interviews were conducted on March 2 and March 3. The selection committee met on March 4 and Transpo Group was selected, with a recommendation to SCOG's Executive Director, Mr. Murphy, to hire this consultant. Mr. Murphy concurred with the recommendation. SCOG staff recommends that the Transportation Policy Board authorize SCOG's Executive Director to enter into a professional services agreement with Transpo Group for planning services.

Commissioner Browning asked a question about the contents of the plan. Mr. Johnson responded that the plan primarily focuses on transportation provided to persons that may have special needs, such as youth, persons with disabilities, seniors and veterans. The plan considers public transportation and other providers of transportation services to meet needs of these populations.

Mayor Boudreau moved to authorize SCOG's Executive Director enter into a professional services agreement with Transpo Group, as presented. Commissioner Ron Wesen seconded the motion, and it carried unanimously.

5. Discussion Items

- a. Statewide Bridge Preservation Program: Tim Rydholm, from WSDOT, presented on this agenda item. RCW 47.05 includes direction from the Washington state legislature that investment of state transportation funds address deficiencies on the state highway system, and are based on a policy of priority programming. This system must ensure preservation of the existing state highway structure. In the last decade, underfunding has been an issue in our state

highways preservation program. The funds will not support everything, so priorities establish what will be funded and what will not.

Mayor Boudreau mentioned that citizens often inquire about projects on the state highway system, and where they rank in priority. Mr. Rydholm said that as funds are received, WSDOT moves ahead with project selection decisions, and that a variety of considerations are considered when determining which project gets selected for funding and how projects are prioritized statewide. Commissioner Janicki asked a question regarding bridges and how they are maintained. Mr. Rydholm said bridges would be closed to traffic if not safe, and WSDOT would try to avoid this happening by preserving bridges, so they do not reach the point of closure. Board members spoke about the gap in funding for adequately preserving bridges and communicating those needs to Washington state legislators in the future.

- b. Ad Hoc Special Needs Transportation Committee: Mr. Johnson presented on creation of a temporary committee to assist with the coordinated public transit-human services transportation plan and prioritizing projects for the WSDOT Consolidated Grant Program. An ad hoc advisory committee was formed in 2014 and 2018 to assist with plan development and prioritization of projects. This year, SCOG staff is proposing a committee be created again to assist with the plan and prioritizing projects. The plan and a final list of prioritized projects must be approved by the Board and submitted to WSDOT by the end of 2022. SCOG staff has started reaching out to organizations that may be interested in serving on this committee and expects this agenda item to return next month to the Board as an action item.
- c. Transportation Policy Board Meeting Start Time: Mr. Hamilton mentioned that this item was placed on the agenda as Skagit Transit moved their Board of Directors meeting start time to 11:00 a.m. on the third Wednesday every month. Transportation Policy Board meetings have historically followed the Skagit Transit meetings, and SCOG staff is interested in hearing from Board members about whether the time for the Transportation Policy Board meeting should remain at 1:30 or should be moved.

Commissioner Janicki suggested keeping with the current start time of 1:30 p.m. for the Transportation Policy Board, providing a lunch break for Board members who serve on both Skagit Transit and SCOG boards. Other Board members agreed, and Mr. Hamilton confirmed that the meeting start time would remain at 1:30 p.m.

6. Chair's Report: Commissioner Browning had nothing to report.
7. Executive Director's Report: Mr. Murphy said he has been coordinated with Representative Larsen's office and Board members on an Infrastructure Investment and Jobs Act presentation. Representative Larsen's staff are hosting the remote meeting, and will send an invite to Board members for Wednesday, March 23 at noon.
8. Roundtable and Open Topic Discussion: There were no discussion items for the roundtable and open topic discussion.
9. Next Meeting: The next meeting is April 20, 2022 at 1:30 p.m., via the GoToMeeting remote meeting platform.
10. Adjourned: Commissioner Browning adjourned the meeting at 2:36 p.m.



Information Items: The Board was provided with the March 3, 2022, Technical Advisory Committee Meeting Minutes; Building a Better America factsheet; and a monthly financial update.

Approved,

Kevin Murphy, Executive Director
Skagit Council of Governments

Date: _____

Commissioner Peter Browning, Skagit County
Transportation Policy Board Chair
Skagit Council of Governments

Date: _____

DRAFT

ACTION ITEM 4.A. – APRIL REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS

Document History

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

RECOMMENDED ACTION

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

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

FISCAL CONSTRAINT

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

PUBLIC PARTICIPATION

A public comment period began on March 31 and ended on April 8. No comments were received.

Agency WSDOT - NW

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

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

Road Name I-5

Begin Termini I-5 MP 228.25

End Termini I-5 MP 228.47

Total Project Length 0.22

Improvement Type Special Bridge

Functional Class Interstate

Environmental Type Categorical Exclusion

Priority Number 1

Amendment Number

Amendment Date

Total Project Cost \$12,958,687



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

STIP ID WA-13916

WSDOT PIN 100568T

Federal Aid Number

SCOG ID

Agency ID

Hearing Date

Adoption Date

Resolution Number

Phase Obligation Schedule

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

Agency WSDOT - NW

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

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

Road Name SR 20

Begin Termini SR 20 MP 61.32

End Termini SR 20 MP 63.06

Total Project Length 1.74

Improvement Type Safety

Functional Class Other Principal Arterial

Environmental Type Categorical Exclusion

Priority Number 1

Amendment Number

Amendment Date

Total Project Cost \$8,804,756



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

STIP ID WA-12458

WSDOT PIN 102061A

Federal Aid Number 0020(207)

SCOG ID

Agency ID

Hearing Date

Adoption Date

Resolution Number

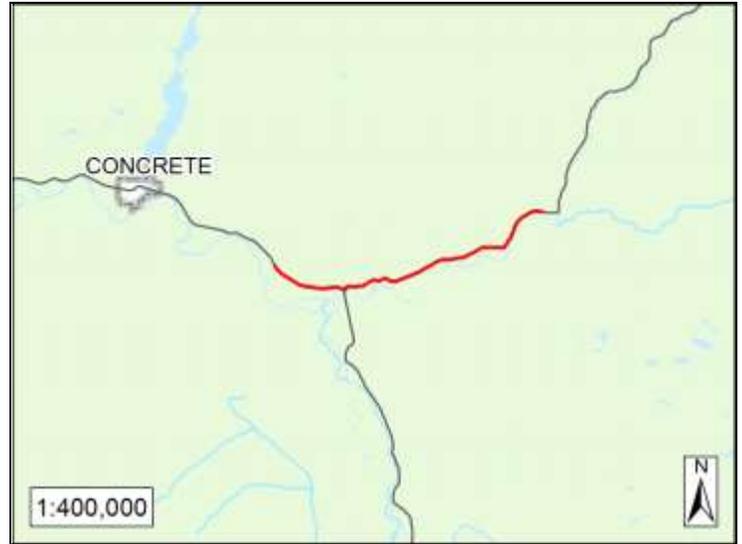
Phase Obligation Schedule

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

Agency WSDOT - NW

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

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



Road Name SR 20

Begin Termini SR 20 MP 94.80

End Termini SR 20 MP 105.44

Total Project Length 10.64

Improvement Type Environmental Only

Functional Class Minor Arterial

Environmental Type Categorical Exclusion

Priority Number 1

Amendment Number

Amendment Date

Total Project Cost \$25,632,734

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

STIP ID WA-14223

WSDOT PIN 102094A

Federal Aid Number

SCOG ID

Agency ID

Hearing Date

Adoption Date

Resolution Number

Phase Obligation Schedule

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

Financial Feasibility Table

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

ACTION ITEM 4.B. – AD HOC SPECIAL NEEDS TRANSPORTATION COMMITTEE

Document History

MEETING	DATE	TYPE OF ITEM	STAFF CONTACT	PHONE
Transportation Policy Board	03/16/2022	Discussion	Grant Johnson	(360) 416-6678
Transportation Policy Board	04/20/2022	Action	Grant Johnson	(360) 416-6678

RECOMMENDED ACTION

SCOG staff recommends creating a 2022 ad hoc advisory committee to assist with preparation of the coordinated public transit-human services transportation plan, regional prioritization of human services and transportation projects and the SCOG Section 504/Americans with Disabilities Act self-evaluation. Recommended organizations, representatives and alternates are included in the following table.

Organization
Boys & Girls Clubs of Skagit County
Center for Independence: North Sound
Community Action of Skagit County
Northwest Educational Service District #189
Northwest Regional Council
Samish Indian Nation
Sauk-Suiattle Indian Tribe*
Skagit Transit
Swinomish Indian Tribal Community
Town of Concrete*
Volunteers of America, Northsound 211
Washington State Department of Transportation
Washington Vocational Services

*Note: ability to participate is pending authorization

All of the above organizations were contacted from March 16 – April 12 and provided verbal or email confirmation to SCOG staff indicating their interest in participating. The Sauk-Suiattle Indian Tribe and the Town of Concrete had not responded to a request to participate prior to the Transportation Policy Board (TPB) meeting packet distribution on April 13. Participation by these organizations will be finalized at the April 20 TPB meeting.

DISCUSSION

The Skagit Council of Governments (SCOG) will be updating the coordinated public transit-human services transportation plan (Plan) this year and preparing a regional list of prioritized human services and transportation projects. The Plan “identifies the transportation needs of individuals with disabilities, seniors, and people with low incomes; provides strategies for meeting those local needs; and prioritizes transportation services and projects for funding and implementation” (FTA Circular 9070.1G: Page V-1). In the Skagit region, the plan is updated at least every four years and the list of projects every two years.

The updated Plan will supersede the [Skagit Coordinated Public Transit - Human Services Transportation Plan](#), which was adopted by SCOG in 2018. The four-year update to the Plan for the Skagit region is a duty of SCOG under Washington state law ([RCW 47.80.023\(10\)](#)).

Projects must be on the regional list to be eligible for funding through the WSDOT Consolidated Grant Program. SCOG’s role in this statewide process is to evaluate projects in our region and assign regional letter grades – A, B, C or D. Projects are then entered into a statewide selection process. Regional letter grades are an input into this broader statewide process. Project funding decisions are not made by SCOG, but by WSDOT’s Public Transportation Division after the Washington state transportation budget is set for the 2023–2025 biennium. The regional prioritization of human services and transportation projects is also a duty of SCOG under Washington state law ([RCW 47.80.023\(10\)](#)).

The application due date for the WSDOT Consolidated Grant Program is October 27, 2022. This statewide deadline is in addition to regional deadlines associated with the regional prioritization process that have not yet been determined. More information on the WSDOT Consolidated Grant Program is available on [WSDOT’s website](#).

AD HOC ADVISORY COMMITTEE

An ad hoc advisory committee was formed in 2014 & 2018 to assist with Plan development and project prioritization, and in 2016 & 2020 to develop new prioritized lists of projects. SCOG staff recommends that such a committee be formed again in 2022, and that the committee dissolve following completion of their advisory role on the project list. SCOG staff is also working on completing a Section 504/ Americans with Disabilities Act (ADA) Self-Evaluation and Access Plan which requires input from the disabled and special needs communities and recommends that the ad hoc committee assist with that process.

The ad hoc advisory committee is anticipated to have three primary duties:

- 1. Coordinate the Development of the Plan**

The committee would support the work of a consultant throughout the planning process including needs assessment and public outreach. The consultant is anticipated to be hired by SCOG through a professional services contract this spring following Transportation Policy Board (TPB) approval. The final product of this duty would be a recommendation of the Plan to the TPB.

- 2. Prioritize Regional Human Services and Transportation Projects in the Skagit Region**

The committee would assist with prioritization of human services and transportation projects in the Skagit region that will be submitted to WSDOT for consideration of grant funding in the 2023–2025 biennium. The project evaluation process will be developed this year with the assistance of

the committee who would later recommend a regional prioritized list of human services and transportation projects to the Board.

3. Assist with the SCOG Section 504/Americans with Disabilities Act (ADA) Self-Evaluation and Access Plan Development

The committee would assist with reviewing the SCOG Section 504/ADA Self-Evaluation and Access Plan. It is anticipated that a portion of several committee meetings in late spring will be dedicated to reviewing the Self-Evaluation and Access Plan and providing input and recommendations to both SCOG staff and the TPB.

The Plan and a final list of prioritized projects must be approved by the Board and submitted to WSDOT by the end of 2022. A final decision on the Plan and project prioritization will be before the Board, most likely at the December meeting.

Following the March 16 board meeting, SCOG staff reached out to organizations in the following table to gauge their interest in participating on the committee. Confirmations to date are identified below, and organizations were given until Tuesday, April 19 to confirm their interest in participation on the committee. A final list of participating organizations will be presented to the Board at the April 20 meeting.

Organization	Confirmed
Boys & Girls Clubs of Skagit County	✓
Center for Independence: North Sound	✓
Community Action of Skagit County	✓
Northwest Educational Service District #189	✓
Northwest Regional Council	✓
Samish Indian Nation	✓
Sauk-Suiattle Indian Tribe	
Skagit Transit	✓
Swinomish Indian Tribal Community	✓
Town of Concrete	
Volunteers of America, Northsound 211	✓
Washington State Department of Transportation	✓
Washington Vocational Services	✓

KEY CHANGES

GoToMeeting will be utilized throughout the process. Due to uncertainties surrounding the COVID-19 situation, the geographic dispersal of stakeholders and the likelihood of consultants using virtual engagement strategies it is anticipated that all ad hoc committee meetings will be held virtually.

The Plan and a final list of prioritized projects must be approved by the TPB by the end of 2022 and submitted to WSDOT. For both of the above duties, final decisions are made by the TPB, which would likely happen at the November/December meeting.



DISCUSSION ITEM 5.B. – UNIFIED PLANNING WORK PROGRAM FOR STATE FISCAL YEAR 2023

Document History

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

DISCUSSION

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

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

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



UNIFIED PLANNING WORK PROGRAM

State Fiscal Year

2023

July 1, 2022 – June 30, 2023

Adopted by the Transportation Policy Board on May 18, 2022

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

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

Cover photograph courtesy of Andy Porter Photography.

PLANNING ORGANIZATION OVERVIEW

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

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

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

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

UNIFIED PLANNING WORK PROGRAM OVERVIEW

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

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

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

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

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

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

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

AMENDING THE UPWP

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

FEDERAL AND STATE REQUIREMENTS

FEDERAL PLANNING FACTORS

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

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

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

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

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

FEDERAL PLANNING EMPHASIS AREAS

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

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

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

STATE POLICY GOALS

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

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

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

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

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

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

STATE PLANNING EMPHASIS AREAS

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

ADMINISTRATIVE

WSDOT requests that MPOs and RTPOs consider the following:

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

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

State of Washington

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

December 2021



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

i

PLANNING COLLABORATION

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

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

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

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

URBAN AREAS UPDATE

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

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

FINANCIAL ACCOUNTING

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

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

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

BUDGET

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

PUBLIC INVOLVEMENT

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

FUNDING SOURCES FOR PLANNING ACTIVITIES

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

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

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

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

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

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

FEDERAL TRANSIT ADMINISTRATION 49 USC SECTION 5303 AND 5310 GRANT FUNDS

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

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

WASHINGTON STATE REGIONAL TRANSPORTATION PLANNING ORGANIZATION GRANT FUNDS

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

ELEMENT 1: ADMINISTRATION

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

WORK TASKS

1.1 MPO and RTPO Administration

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

Responsibilities: SCOG

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

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

1.2 Unified Planning Work Program

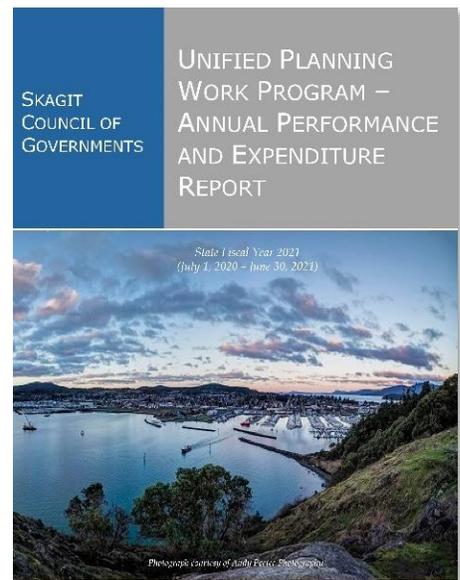
Description: Creation of the SFY 2022 UPWP Annual Performance and Expenditure Report per [23 CFR 420.117](#). SCOG will develop the SFY 2024 UPWP in cooperation with WSDOT, Skagit Transit, Federal Highway Administration and Federal Transit Administration.

Responsibilities: SCOG (lead), Skagit Transit, WSDOT

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

1.3 Legislator Contact

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



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

Responsibilities: SCOG

Product: Quarterly Public Disclosure Commission Reports as necessary.

1.4 Title VI Annual Report

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

Responsibilities: SCOG (lead), WSDOT

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

1.5 Public Participation Plan Annual Report

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

Responsibilities: SCOG

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

ELEMENT 2: MULTIMODAL PLANNING

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

WORK TASKS

2.1 Regional Transportation Plan

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

Responsibilities: SCOG (lead), WSDOT

Product: Amendment to Skagit 2045 in SFY 2023.



2.2 Statewide Planning Initiatives

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

Responsibilities: WSDOT (lead), SCOG

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

2.3 Local Transportation Planning

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

Responsibilities: SCOG

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

2.4 North Sound Transportation Alliance

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

Responsibilities: Whatcom Council of Governments (lead), SCOG

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



2.5 Nondiscrimination Planning

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

Responsibilities: SCOG (lead), WSDOT

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

2.6 Nonmotorized Transportation Planning

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

Responsibilities: SCOG

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

2.7 Infrastructure Investment and Jobs Act

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

Responsibilities: WSDOT (lead), SCOG

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

2.8 Public Participation Plan

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

Responsibilities: SCOG

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

2.9 Coordinated Public Transit-Human Services Transportation Plan

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

Responsibilities: SCOG (lead), Skagit Transit, Consultant

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

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



2.10 Regional Level of Service Review

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

Responsibilities: SCOG

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

2.11 Transportation Elements and Countywide Planning Policies

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

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

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

Responsibilities: SCOG

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

2.12 Certification Program Assessment

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

Responsibilities: SCOG

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

ELEMENT 3: PROGRAMMING & PROJECT SELECTION

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

WORK TASKS

3.1 Regional Transportation Improvement Program

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

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

Responsibilities: SCOG (lead), Skagit Transit, WSDOT

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

3.2 Annual Listing of Obligations

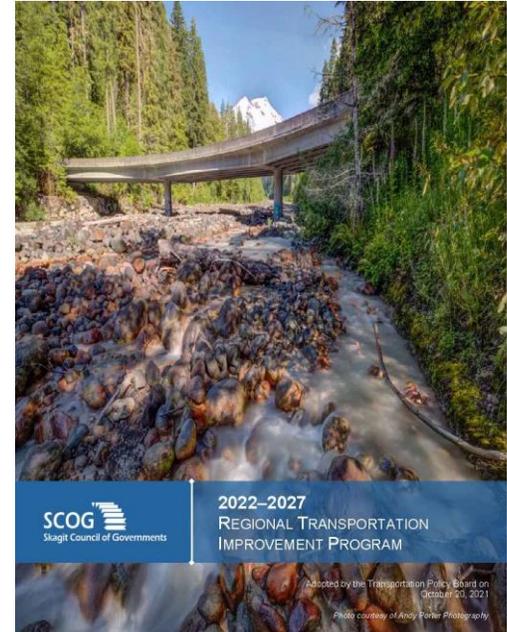
Description: Prepare an annual listing of obligated projects, showing Federal Highway Administration and Federal Transit Administration funds obligated in calendar year 2022 for the Skagit region.

Responsibilities: SCOG (lead), Skagit Transit, WSDOT

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

3.3 Project Selection and Prioritization

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



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

Responsibilities: SCOG (lead), WSDOT

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

3.4 List of Regional High Priority Projects

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

Responsibilities: SCOG

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

ELEMENT 4: DATA COLLECTION & ANALYSIS

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

WORK TASKS

4.1 Regional Performance Targets

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

Responsibilities: SCOG (lead), WSDOT, Skagit Transit

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

4.2 Travel Demand Model

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

Responsibilities: SCOG

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

4.3 Traffic Counts

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

Responsibilities: SCOG (lead), Consultant

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

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

4.4 Geographic Information Systems

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

Responsibilities: SCOG

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

4.5 Highway Functional Classification

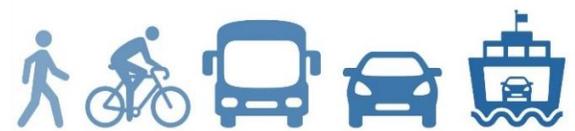
Description: Update, review and process requests for modifications of the federal highway functional classification system within the region, as necessary. Work with WSDOT to expand federal highway freight designations. Revisit classifications following the 2020 decennial census, potentially continuing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

Responsibilities: WSDOT (lead), SCOG

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

4.6 Household Travel Survey

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



Skagit Travel Survey
Encuesta de Viajes de Skagit

Responsibilities: SCOG

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

4.7 Population and Employment Forecasts

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

Responsibilities: SCOG (lead), Consultant

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

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

4.8 Urban Area Boundaries

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

Responsibilities: WSDOT (lead), SCOG

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

EXPENDITURES BY TASK

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

Note: Figures rounded to nearest hundred

EXPENDITURES & REVENUE BY FUND TYPE

FEDERAL FUNDS

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

Note: Figures rounded to nearest hundred

STATE FUNDS

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

Note: Figures rounded to nearest hundred

SURFACE TRANSPORTATION BLOCK GRANT FUNDING BREAKDOWN

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

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

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

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

EXPECTED CONSULTANT & AGENCY AGREEMENTS

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

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

CONTACT INFORMATION

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Appendix A: BOARD MEMBERSHIP

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

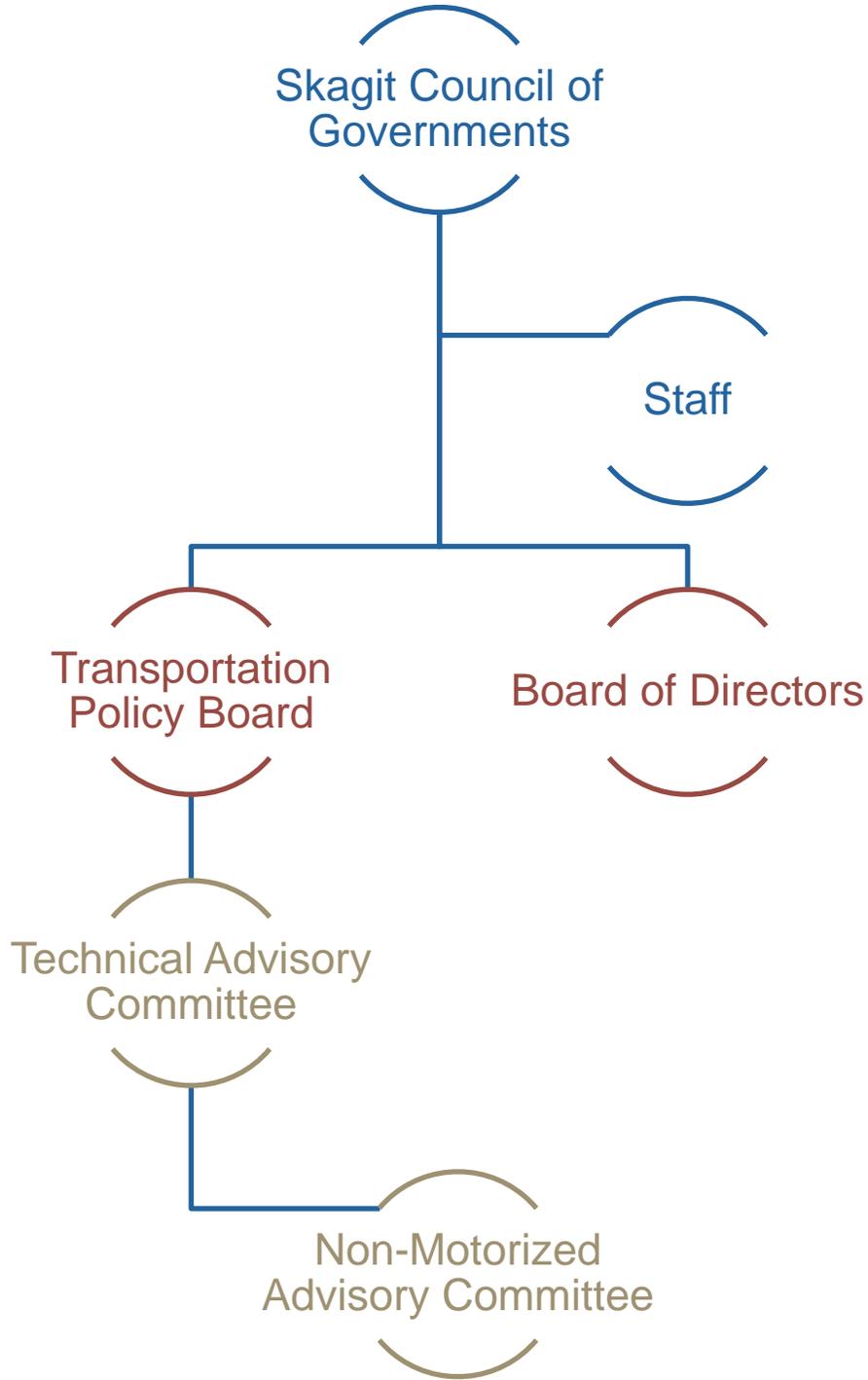
VOTING MEMBERS OF TRANSPORTATION POLICY BOARD:

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

NON-VOTING MEMBERS OF TRANSPORTATION POLICY BOARD:

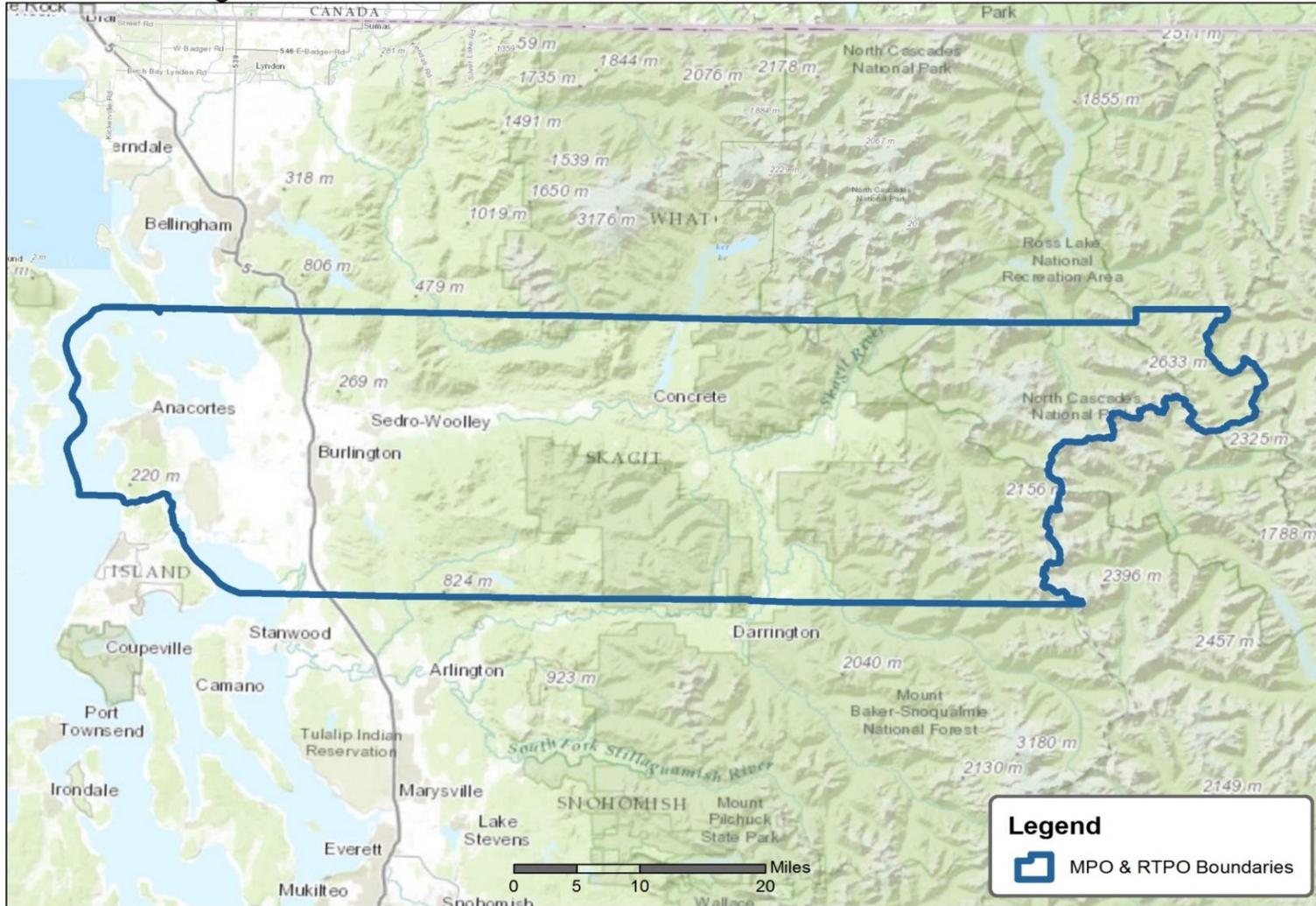
- Major Employer Representative
- Skagit Public Utility District
- Washington State Legislative Delegation (Districts 10, 39, 40)

Appendix B: ORGANIZATIONAL STRUCTURE



Appendix C: MPO & RTPO PLANNING AREA

SCOG Planning Area



Appendix D: CORE PROGRAMS AND FUNCTIONS

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

MPO (Federal)

RTPO (State)

MPO & RTPO

Appendix E: PLANNING PROJECTS BY OTHER AGENCIES

SKAGIT TRANSIT

2022 TRANSIT DEVELOPMENT PLAN

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

Schedule: May–August 2022

Funding: Local funds

ZERO EMISSIONS FLEET TRANSITION PLAN

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

Schedule: March–May 2022

Funding: Local funds

2022 STRATEGIC PLAN

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

Schedule: May–November 2022

Funding: Local funds

NW WASHINGTON ENHANCED PUBLIC TRANSPORTATION STUDY

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

Schedule: Calendar year 2023–2024

Funding: WSDOT funds

WASHINGTON STATE DEPARTMENT OF TRANSPORTATION

I-5 OPERATIONS & DEMAND MANAGEMENT STUDY

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

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

Schedule: Calendar year 2022–2024

Funding: WSDOT funds

TRANSPORTATION NETWORK PRIORITY ALIGNMENT

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

Schedule: Calendar year 2020–2023

Funding: WSDOT funds

SAN JUAN WALK-ON RIDER STUDY

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

Schedule: Complete by January 2023

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

Appendix F: LONG-TERM WORK SCHEDULE

STATE FISCAL YEAR 2024–2027 WORK SCHEDULE

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

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

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

DISCUSSION ITEM 5.C. – REDISTRIBUTED OBLIGATION AUTHORITY LIST OF PROJECTS

Document History

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

DISCUSSION

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

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

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

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

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

WSDOT – Local Programs

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

FFY 2021 Summary

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

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

WSDOT – Local Programs

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

Redistributed Funds

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

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

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

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

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

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

WSDOT – Local Programs

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

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

WSDOT – Local Programs

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

Sanctioned Funds

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

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

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

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

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

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

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

SKAGIT COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

April 7, 2022

GoToMeeting Remote Meeting

AGENCIES REPRESENTED

- City of Anacortes..... Fred Buckenmeyer, Steve Lange
- City of Mount Vernon Chris Phillips, Bill Bullock
- City of Sedro-Woolley Mark Freiberger
- Samish Indian Nation..... David Strich
- Skagit County Forrest Jones, Grace Kane
- Port of Skagit Heather Rogerson
- Skagit Transit..... Brad Windler
- Town of Concrete..... Cody Hart
- Washington State Department of Transportation Mehrdad Moini, John Shambaugh

STAFF PRESENT

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

OTHERS PRESENT

No one else was present at the meeting.

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

Roll Call: Roll was taken with a quorum present.

2. March 3, 2022 Technical Advisory Committee Meeting Minutes: Mr. Windler moved approval of the March 3, 2022 Technical Advisory Committee (TAC) meeting minutes as presented, and Mr. Strich seconded the motion. The motion carried unanimously.
3. April Regional Transportation Improvement Program Amendments: Mr. Hamilton presented the proposed April amendments to the 2022-2027 Regional Transportation Improvement Program (RTIP). All three of the proposed amendments are from the Washington State Department of Transportation (WSDOT).

Mr. Freiberger motioned to recommend approval of the April RTIP amendments to the Transportation Policy Board as presented, and Mr. Jones seconded the motion. The motion carried unanimously.

4. Obligation Authority Gap Strategies: Mr. Hamilton presented the Obligation Authority Gap Strategies. He explained that with two extension requests having been received and approved there is now a regional obligation authority gap of over \$1.6 million. He then gave an overview of the obligation authority gap strategies and the procedures to implement them. Mr. Hamilton then talked through each gap strategy, asking for project phases that could move forward and fill the gap. Mr. Bullock committed Mount Vernon to moving forward the preliminary engineering phase of Riverside Drive

Improvements 1 (\$348,000) & 2 (\$411,000), 30th Street Improvements - 1 (\$373,000) and 15th Street Sidewalk Improvements (\$42,000) projects. Mr. Murphy committed the Skagit Council of Governments to moving forward the Skagit Regional Transportation Resilience Study (\$129,750). Mr. Windler committed Skagit Transit to moving forward the Design Services for Transit Island Canopy at March's Point Park & Ride (\$164,900), Design Services for Transit Pullouts along Memorial Highway (\$73,100) and Bus Stop Surveys (\$66,300). After going through the first three gap strategies, Mr. Hamilton stated that there was still a \$669 gap remaining and the fourth gap strategy would be implemented by SCOG staff after the TAC meeting, per the obligation authority procedures.¹

Mr. Strich stated that he was impressed that the gap strategies were able to close such a large gap and thanked SCOG staff for their work on this subject.

5. Unified Planning Work Program for State Fiscal Year 2023: Mr. Hamilton presented the Unified Planning Work Program for State Fiscal Year 2023. He stated that this will be a discussion item at the April Transportation Policy Board meeting and will be an action item for them in May. He explained that a revision will be needed to add the Skagit Regional Transportation Resilience Study, and there may be further revisions to the work program following a meeting with Federal Highway Administration, Federal Transit Administration and WSDOT staffs later in April.
6. Redistributed Obligation Authority List of Projects: Mr. Hamilton presented the Redistributed Obligation Authority List of Projects. He stated that there is an existing national process where obligation authority (OA) is redistributed from other states around the U.S. that were unable to utilize all their OA. The WSDOT Local Programs Division can put in a request every year for these redistributed OA funds, and was provided \$8.5 million in additional OA last year. Staff recommends preparation of a list of projects that can utilize redistributed OA to better position governments in the Skagit region to receive these funds, if they become available. He explained how the process works and what criteria makes a project eligible for the redistributed OA.

Mr. Moini stated that WSDOT highly encourages metropolitan planning organizations, such as SCOG, be prepared and adopt procedures to put regional projects at an advantage.

Mr. Windler stated that he supports creation of a list of projects as described. Mr. Hamilton added that through this process funding is provided by the Federal Highway Administration - redistributed funds are not from the Federal Transit Administration.

Mr. Hart stated that he likes the concept. He explained that it is different than what he has proposed in the past, and that he would like to provide additional funding to projects that have experienced higher costs than initially estimated. He also stated that he does not want the list to become an opportunity for project sponsors to use additional funding to expand the scope of projects.

Mr. Freiburger stated that he supports moving forward with creating a list of projects as described.

Mr. Murphy stated that the TAC had just made a recommendation earlier in this meeting that brought forward \$1.6 million in project funding through obligation authority gap strategies. SCOG funding amounts are fixed, so adding funds to one project due to cost overruns involves delays to other projects. Conversely, what SCOG staff is proposing with redistributed OA is money from other states

¹ The final obligation authority target was delivered by WSDOT Local Programs Division staff to SCOG on April 11, 2022, following the TAC meeting. The \$1,946,279 final target increased the obligation authority gap from \$669 to \$91,552.

that is available once per year to add to projects. He clarified that this process being discussed would only be for projects that have already obligated federal funding.

Mr. Hamilton stated that staff anticipates a simple process to create the list over the next couple months, that would then be sent to the WSDOT Local Programs Division for consideration of redistributed OA.

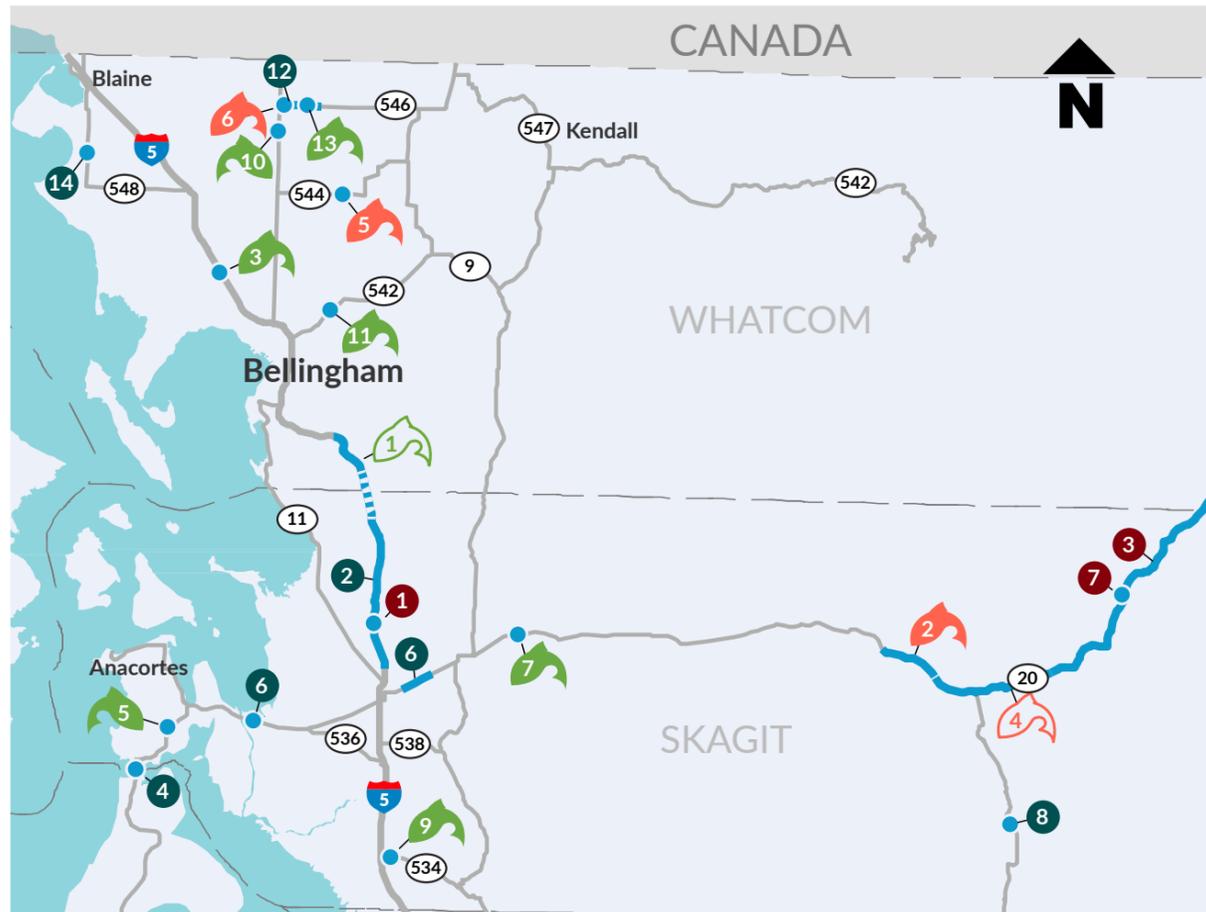
7. 2022-2023 Construction Season Projects: Mr. Shambaugh presented the 2022-2023 Construction Season Projects for WSDOT’s Mount Baker Area. He provided an overview of upcoming projects and explained that it is not a comprehensive list, and that project priorities may change at a later date.
8. Meeting Format Survey Results: Mr. Hamilton presented the Meeting Format Survey Results. He explained that after the previous TAC meeting, he sent an online survey to the members asking about their meeting preferences for remote vs. in-person meetings. He explained that meetings continuing as primarily remote with occasional in-person meetings was the highest scoring result from survey respondents. Mr. Hamilton concluded his presentation by stating that SCOG staff will take these survey results into consideration as future meetings of the TAC are planned.
9. Roundtable and Open Topic Discussion: Mr. Murphy stated that there is a new requirement for there to be a recommendation to the Washington state governor and legislature for the ratio of federal funding that will be split between state and local levels. Technical Advisory Committee members provided project updates for their jurisdictions.
10. Next Meeting: May 5, 2022, 1:30 p.m.
11. Adjourned: 3:02 p.m.

Attest:

Mark Hamilton, Senior Transportation Planner
Skagit Council of Governments

Date: _____

Skagit-Whatcom 2022-2023 Construction Season Projects



2022 Projects

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

2023 Projects

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

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

Design Bid Build Fish Passage
 Design Build Fish Passage



2021 Annual Listing of Federal Obligations

2021 ANNUAL LISTING OF FEDERAL OBLIGATIONS



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The **Skagit Council of Governments** is the designated metropolitan planning organization and regional transportation planning organization for the Skagit region.

INTRODUCTION

The 2021 Annual Listing of Federal Obligations lists the projects in the Skagit region that obligated federal transportation funds last year from the Federal Highway Administration and Federal Transit Administration. Developed in partnership with Skagit Transit and the Washington State Department of Transportation (WSDOT), this document demonstrates the coordination between Skagit Council of Governments (SCOG) member agencies to implement regional transportation priorities.

REQUIREMENTS

Federal regulations ([23 CFR 450.334](#)) require that SCOG publish a list of all projects in the Skagit region that obligated funding from the Federal Highway Administration (FHWA) or Federal Transit Administration (FTA) during the last program year. In Washington state, the program year is the same as the calendar year. Federal law also requires the 2021 Annual Listing of Federal Obligations be published no later than 90 days after the year ends. SCOG works cooperatively with WSDOT and Skagit Transit to meet these federal requirements each year.

The list of obligated projects must include sufficient descriptions of each project (type of work, project termini, total length, etc.). The list must also include: the amount of obligated funding for each project in 2021; the amount of federal funding requested in the 2021 Regional Transportation Improvement Program for projects that obligated funding; and the amount of federal funding available for future program years.

The annual listing is published on SCOG's website by the end of March each year with paper copies available upon request.

OTHER PURPOSES

Another purpose of the 2021 Annual Listing of Federal Obligations is to evaluate the Skagit region's effectiveness at implementing regional transportation projects. By tracking the funds obligated during the

OBLIGATION

Obligation is defined as the federal government's legal commitment to pay the federal share of a project's cost. For Federal Transit Administration projects, obligation occurs when the FTA grant is awarded. For Federal Highway Administration projects, obligation occurs when a project agreement is executed and the State/grantee requests that the funds be obligated.

previous program year, SCOG can monitor its success delivering projects in their planned timeframes.

REGIONAL TRANSPORTATION PLANNING AND PROGRAMMING

SCOG facilitates a continuous, cooperative and comprehensive multimodal transportation planning process through its regional transportation planning efforts. Regional transportation priorities are identified through the development of the long-range regional transportation plan. Medium-range regional transportation priorities are identified in the six-year regional transportation improvement program.

REGIONAL TRANSPORTATION PLAN

SCOG's long-range regional transportation plan is the strategic framework for meeting the Skagit region's existing and future transportation needs. The [Skagit 2045 Regional Transportation Plan](#) (Skagit 2045) identifies the region's transportation goals through 2045. Transportation priorities include maintaining existing roadways and enhancing the transportation network through regionally significant projects.

Projects identified in Skagit 2045 are developed through the comprehensive planning process of cities, towns, tribes, Skagit Transit and Skagit County. Skagit 2045 is also consistent with federal and state requirements, serving as a link between local planning efforts and the statewide Washington Transportation Plan.

As projects in Skagit 2045 draw closer to implementation, they are often programmed in SCOG’s medium-range program of projects – the [2022–2027 Regional Transportation Improvement Program](#).

REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM

The 2022–2027 Regional Transportation Improvement Program (RTIP) includes projects with secured federal transportation funding, as well as projects that are regionally significant. Projects included in the program are expected to obligate funding within its six-year timeframe.

Projects included in the first year of the RTIP are expected to obligate their secured federal funding during the current program year. Within 90 days of that program year’s end date, each obligated project should be included in the annual listing of federal obligations for that year.



PHOTO CREDIT: CITY OF MOUNT VERNON

Occasionally, project obligations do not occur in the year in which they are programmed. Projects that commit to obligating funds in the current year and fail to do so may be sanctioned. Additionally, projects programmed in the second to fourth years of the RTIP can occasionally obligate funding in the current program year. SCOG coordinates a regional process every year to monitor obligations as they occur, and ensure that the Skagit region is delivering projects

to help meet the regional portion of the statewide obligation authority target.

Projects in the first four years of the RTIP are forwarded to WSDOT to be included in the [Statewide Transportation Improvement Program](#).

To obligate federal funding, a project from the Skagit region must first be programmed in the RTIP, and then the Statewide Transportation Improvement Program. Federal authorizations occur only after regional and statewide programming requirements are met.

ANNUAL LISTING OF FEDERAL OBLIGATIONS

The 2021 Annual Listing of Federal Obligations – displayed in **Table 1** – includes all the projects in the Skagit region that obligated relevant federal funds in 2021. The table includes the total programmed¹ amount of federal funding for each obligated project in the 2021–2026 Regional Transportation Improvement Program. Obligations are included for each project phase that received federal authorization last year. Many projects have additional phases that will obligate federal funding in future years. The listing also records the funding available to complete the project, unless the amount obligated exceeded the programmed amount. These overages are displayed as “Over Obligated” in the table.

Obligations reported by WSDOT for programmatic projects (e.g. Asphalt/Chip Seal Preservation and Concrete Roadway Preservation) are combined together into their respective programs. These programmatic expenditures are often referred to as “buckets” of funding for these types of projects.

For any projects with “FTA Transfer” in the title, the date of obligation is reported as the date the transfer of funds between the Federal Highway Administration and Federal Transit Administration was approved. This method of reporting is consistent with how obligation authority is tracked in the Skagit region and statewide.

¹ Only includes Available and Committed funds programmed in RTIP and STIP per 23 CFR 450.104 Definitions (i.e. “Secured” funds in RTIP). Other reasonably anticipated funds are not included in Table 1 (i.e. “Planned” funds in RTIP).

TABLE 1: 2021 ANNUAL LISTING OF FEDERAL OBLIGATIONS

Agency	Project	STIP ID	Federal Project #	Type of Work	Begin	End	Length (in miles)	Obligation Date	Phase	2021-2026 RTIP Federal Programming (Project)	2021 Federal Obligations	Federal Funding Remaining (Project)	Fund Type
Skagit Transit	Operating Funds	WA-07306	WA-2021-024; WA-2021-062	Transit & Ferries	N/A	N/A	N/A	4/20/2021; 8/20/2021	All	\$6,700,000	\$11,132,645	\$6,700,000	5307
Skagit Transit	Skagit Transit Bus Stop Re-Construction	WA-09860	WA-2021-057	Transit & Ferries	N/A	N/A	N/A	2/17/2021	All	\$109,086	\$109,086	\$0	STP-US
Skagit Transit	Bus Stop Sign Project	WA-13456	WA-2021-057	Transit & Ferries	N/A	N/A	N/A	8/20/2021	All	\$40,000	\$40,000	\$0	5339
Skagit Transit	Paratransit Passenger Portal Software	WA-13457	WA-2021-057	Transit & Ferries	N/A	N/A	N/A	8/20/2021	All	\$68,000	\$68,000	\$0	5339
Mount Vernon	Freeway Drive (Cameron Way to College Way)	T-97-07	7333(001)	Mobility	Cameron Wy.	College Wy.	0.7	5/20/2021	CN	\$1,650,000	\$1,650,000	\$0	STP-US
Anacortes	32nd Street and M Avenue Intersection Improvements	WA-10697	6210(004)	Safety	32nd St./M Ave.	32nd St./M Ave.	0	9/16/2021	CN	\$1,015,000	\$1,480,265	Over Obligated	HSIP
Burlington	George Hopper Road Signal Enhancements	WA-09298	7298(001)	Maintenance & Preservation	Burlington Blvd.	Costco Dr.	0.25	4/5/2021; 7/26/2021	CN	\$668,573	\$1,262,657	Over Obligated	HSIP
Skagit Co.	Install/Upgrade Guardrail with Reflectors	WA-12547	000S(578)	Safety	Varies	Varies	1.38	4/26/2021; 7/26/2021	PE, CN	\$606,600	\$765,941	Over Obligated	HSIP
Sedro-Woolley	SR20/SR 9 - Township Intersection Improvements	SW33	0020(199)	Mobility	MP 66.08	MP 66.18	0.10	9/24/2021	CN	\$609,825	\$609,825	\$0	STP-US
Skagit Co.	Guemes Ferry Terminal (Girder Replacement)	WA-11616	6240(003)	Safety	N/A	N/A	N/A	9/23/2021	CN	\$143,940	\$255,474	Over Obligated	FBP
SCOG	SCOG Admin 2018-2021	SCOG 18-21	PD22(001)	Other	MPO-wide	MPO-wide	N/A	7/2/2021	PL	\$167,541	\$167,541	\$0	STP-US
Skagit Co.	Prairie Road Signing & Guideposts	WA-12501	T292(002)	Safety	MP 0.00	MP 7.79	7.79	5/10/2021	PE	\$68,500	\$13,000	\$55,500	HSIP
Skagit Co.	Illuminate Channelized Intersections	WA-12500	000S(579)	Safety	Varies	Varies	0	5/11/2021	PE	\$71,200	\$7,000	\$64,200	HSIP
Skagit Co.	Josh Wilson Road - Phase 1	WA-06522	7318(001)	Maintenance & Preservation	Avon Allen Rd.	Jensen Rd.	1.13	12/10/2021	PE	\$0	\$600	\$0	STP-R
WSDOT	I-5/Southbound Samish River - Bridge Deck Overlay	WA-11016	0055(253)	Maintenance & Preservation	MP 234.04	MP 234.08	0.04	10/26/2021	PE, CN	\$1,353,582	\$930,965	\$422,617	IM, NHPP
WSDOT	Asphalt/Chip Seal Preservation Skagit Council of Governments SCOG	WA-08601	0055(255)	Maintenance & Preservation	Varies	Varies	Varies	10/18/2021	PE	\$2,960,903	\$266,252	\$2,694,651	NHPP
WSDOT	SR 20/Deception and Canoe Pass Bridges - Soil Abatement	WA-13368	0020(209)	Environmental	MP 41.81	MP 42.14	0.33	5/11/2021; 11/30/2021	PE	\$1,282,685	\$300,085	\$982,600	NHPP
WSDOT	SR 20/Deception Pass & Canoe Pass Bridges - Special Bridge Repair	WA-09834	0020(194)	Maintenance & Preservation	MP 41.61	MP 41.61	0.73	9/20/2021	CN	\$0	\$690,000	Over Obligated	NHPP
WSDOT	NWR Breakaway Cable Terminal Replacement 17-19 (Phase 2)	WA-12578	9999(820)	Safety	Varies	Varies	Varies	7/28/2021	CN	\$0	\$26,835	Over Obligated	NHPP (Section 164 Penalties)
WSDOT	NWR Breakaway Cable Terminal Replacement 21-23	WA-13389	9999(868)	Safety	Varies	Varies	Varies	7/8/2021	PE	\$0	\$55,800	Over Obligated	NHPP (Section 164 Penalties)
Total											\$19,831,971		

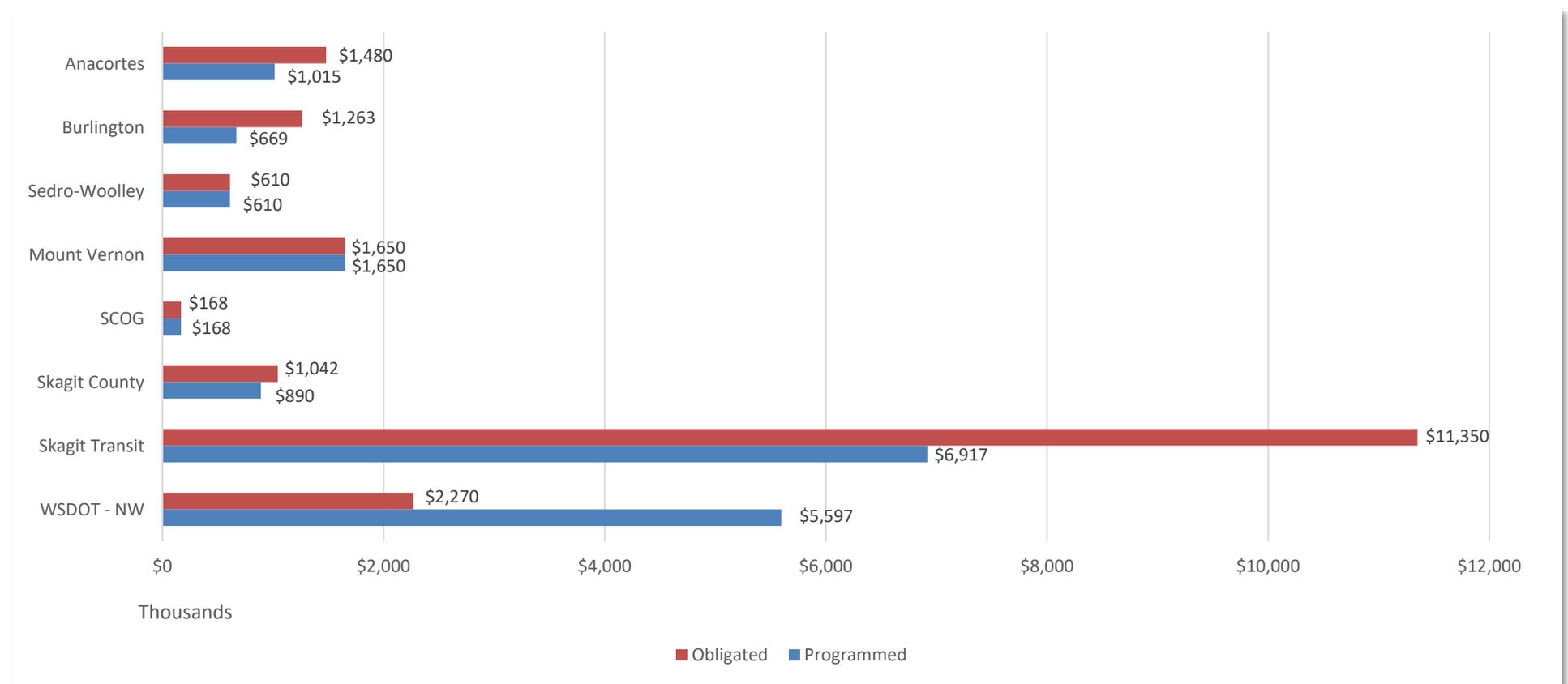
SUMMARY OF FEDERALLY FUNDED PROJECTS

Figure 1 compares project obligations with programming for each jurisdiction that obligated relevant federal funding in 2021. For the most part, projects obligated precisely the amount programmed or have funding available to obligate in future years.

The 2021 Annual Listing of Federal Obligations does not account for all funds used for transportation purposes in the Skagit region. State, tribal and local agency funds are not included in the annual listing. These funds often provide match to federal funds or are used to fund other transportation priorities of these governments.

Skagit Transit's Operating Funds project included obligations from COVID-19-related appropriations. Programming requirements were waived by the federal government for these special funds.

FIGURE 1: 2021 PROJECT PROGRAMMING AND OBLIGATIONS²



² Chart only includes 2021 obligations, not deobligations.

FIGURE 2: 2021 OBLIGATIONS BY PROJECT TYPE

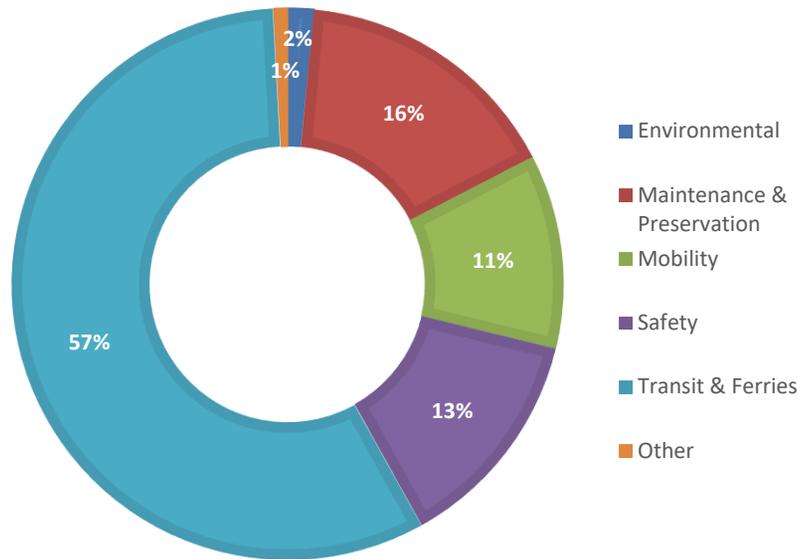


Figure 2 shows 2021 obligations by project classifications created by SCOG. Local transportation funds, predominantly used for maintenance and preservation of the transportation system, are mostly not included in the 2021 Annual Listing of Federal Obligations. If these funds were included, the chart would portray a higher proportion of funds allocated to maintenance and preservation purposes.

Fifty-seven percent of relevant federal funds, obligated in the Skagit region in 2021, went toward transit and ferry projects. Nearly \$7 million in this category went to operating expenses for Skagit Transit. Obligations for Skagit Transit operations were much higher than in a typical year due to federal funds flowing to transit agencies around the United States in response to the COVID-19 pandemic.

Safety projects accounted for 13% of obligations in 2021, including projects to enhance county roads, improve intersections with roundabouts and other safety improvements. Maintenance & Preservation projects were 16% of 2021 obligations, including bridge projects on

Interstate 5 and State Route 20, as well as signal enhancements at George Hopper Road.

PROJECT DELIVERY

Approximately \$15.8 million³ in relevant federal funds were obligated for transportation projects in the Skagit region in 2021. The amount obligated during a program year can differ from the amount programmed due to project delays and other administrative challenges.

In 2021, SCOG member agencies obligated over \$2.5 million in regionally managed federal Surface Transportation Block Grant program (STBG) funding. The largest STBG obligation was approximately \$1.7 million for a Mount Vernon mobility project on Freeway Drive.

DEOBLIGATION OF FEDERAL FUNDS

When projects are completed, they typically go through a closure procedure. Deobligation of federal funding occurs if all the federal funds obligated for the project were not necessary to complete the project. Deobligation may also occur if the project is unlikely to progress toward completion or if funding has been obtained from another source and a project sponsor chooses to defederalize a project. Error! Reference source not found. lists the deobligations for projects using federal funds that occurred in the Skagit region during 2021.

When federal funds are deobligated, they are returned to the awarding agency to be reallocated for future transportation projects. Federal funds returned from the Federal Highway Administration or Federal Transit Administration are not guaranteed to be reprogrammed for other Skagit region projects.

Regionally managed funds such as regional Surface Transportation Block Grant program funds and Transportation Alternatives funds are returned to SCOG when deobligated. SCOG can then reprogram the funds for other regional transportation priorities that are competitively selected.

³ This figure includes total 2021 obligations and deobligations.

TABLE 2: 2021 DEOBLIGATIONS

Agency	Project	STIP ID	Federal Project #	Type of Work	Begin	End	Length (in miles)	Obligation Date	Phase	2021 Federal Deobligations	Fund Type
Skagit Co.	Josh Wilson Road - Phase 1	WA-06522	7318(001)	Maintenance & Preservation	Avon Allen Rd.	Jensen Rd.	1.13	12/10/2021	CN	-\$600	STP-R
Skagit Co.	Install/Upgrade Guardrail with Reflectors	WA-12547	000S(578)	Maintenance & Preservation	Varies	Varies	1.38	7/26/2021	PE	-\$55,900	HSIP
Skagit Co.	Burlington Northern Overpass	WA-03594	M291(006)	Maintenance & Preservation	MP 1.87	MP 2.10	0.23	4/26/2021	PE	-\$303,772	BRS, HLP, FMSIB
Skagit Co.	Burlington Northern Overpass	WA-03594	M291(006)	Maintenance & Preservation	MP 1.87	MP 2.10	0.23	4/26/2021	CN	-\$1,218,740	BRS, HLP, FMSIB
WSDOT	Asphalt/Chip Seal Preservation Skagit Council of Governments SCOG	WA-08601	0054(290); 0536(008)	Maintenance & Preservation	Varies	Varies	Varies	10/14/2021; 11/15/2021	PE, CN	-\$206,556	NHPP, STP-S
WSDOT	SR 9/Francis Rd - Intersection Improvements	WA-07776	0009(076)	Safety	MP 53.15	MP 53.35	0.20	5/17/2021	PE, RW, CN	-\$300,129	HSIP, NHPP (Section 164 Penalties), STP-S
WSDOT	SR 536/Front Street to I-5 - ADA Compliance	WA-09158	0536(008)	Safety	MP 4.86	MP 5.35	0.49	11/15/2021	PE, CN	-\$37,536	STP-S
WSDOT	SR 20/Fish Creek & Lorenzan Creek - Fish Passage	WA-09168	0020(203)	Environmental	MP 87.63	MP 88.94	1.31	12/20/2021	RW	-\$9,173	STP-S
WSDOT	SR 20/SR 9 South Leg - Railroad Crossing Improvements	WA-07551	0020(180)	Safety	MP 64.73	MP 64.82	0.09	5/11/2021	CN	-\$15,532	Railway-Highway Crossings
WSDOT	SR 20/Ferry Street - Railroad Crossing Improvements	WA-07499	0020(180)	Safety	MP 64.82	MP 64.91	0.09	5/11/2021	CN	-\$17,739	Railway-Highway Crossings
WSDOT	SR 20/W State St - Railroad Crossing Improvements	WA-07503	0020(180)	Safety	MP 64.48	MP 64.54	0.06	5/11/2021	CN	-\$24,473	Railway-Highway Crossings
WSDOT	SR 20/Canoe Pass Bridge - Bridge Painting	WA-09556	0020(194)	Other	MP 42.04	MP 42.14	0.10	9/20/2021	CN	-\$500,000	NHPP
WSDOT	I-5/Maddox Creek - Fish Passage	WA-07778	0055(247)	Environmental	MP 224.62	MP 225.30	0.68	2/4/2021	PE	-\$1,353,533	STP-S
Total										-\$4,043,683	

2022 OBLIGATION AUTHORITY PLAN

The following project had to obligate federal funding by **April 1, 2022**. If the project did not obligate by April 1, 2022, it would have been deprogrammed by deletion from the RTIP by SCOG staff.

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

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

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

The following projects must obligate federal funding by **September 30, 2022**, or they will be deprogrammed by deletion from the RTIP by SCOG staff.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA FUNDS
City of Mount Vernon	Riverside Drive Improvements – 2	WA-13533	PE	(Not Yet)	\$348,000
City of Mount Vernon	Riverside Drive Improvements – 1	(Pending)	PE	(Not Yet)	\$411,000
City of Mount Vernon	30 th Street Improvements – 1	(Pending)	PE	(Not Yet)	\$373,000
City of Mount Vernon	15 th Street Sidewalk Improvements	(Pending)	PE	(Not Yet)	\$42,000
SCOG	Skagit Regional Transportation Resilience Study	(Pending)	PL	(Not Yet)	\$129,750
Skagit Transit	Design Services for Transit Island Canopy at March's Point Park and Ride	WA-14247	PE	(Not Yet)	\$164,900
Skagit Transit	Design Services for Transit Pullouts along Memorial Highway	WA-14248	PE	(Not Yet)	\$73,100
Skagit Transit	Bus Stop Surveys	WA-14249	PE	(Not Yet)	\$66,300

TOTAL EXPECTED STBG-TA OBLIGATIONS: \$1,854,727
OBLIGATION AUTHORITY TARGET¹: \$1,946,279

¹ Final target provided by WSDOT Local Programs Division staff on April 11, 2022. The estimated target provided on January 14, 2022 was \$1,855,396.

Extensions

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

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

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

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

Appeals

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

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

TOTAL STBG-TA APPEALS: \$480,013

Dates	Total Funding Available	FHWA (13.5%)	STBG (13.5%)	FTA (13.5%)	FTA 5310 HSTP	RTPO	STP (13.5%)
06/30/2021 Carryforward	\$ 320,091	\$ 105,098	\$ -	\$ 109,243	\$ -	\$ -	\$ 105,750
RTPO July 1, 2021 to June 30, 2023	379,010	235,724	-	-	-	143,286	-
STBG July 1, 2021 to June 30, 2023	167,541	-	167,541	-	-	-	-
HSTP July 1, 2021 to June 30, 2025	40,000	-	-	-	40,000	-	-
Authorized	\$ 906,642	\$ 340,822	\$ 167,541	\$ 109,243	\$ 40,000	\$ 143,286	\$ 105,750
Expendures							
July 2021	\$ 32,508	\$ 13,845	\$ 3,010	\$ 4,722	\$ -	\$ 10,930	\$ -
August	40,279	12,424	19,554	3,039	-	5,263	-
September	48,430	11,387	10,697	4,692	-	6,652	15,003
October	37,055	11,394	10,507	6,399	-	8,754	-
November	51,700	9,836	27,359	6,482	-	6,139	1,884
December	78,011	10,232	9,353	7,515	-	5,260	45,650
January 2022	43,087	16,671	13,173	5,711	-	7,532	-
February	49,752	14,061	12,829	16,177	-	6,685	-
March	-	-	-	-	-	-	-
April	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-
Expenditures to Date	\$ 380,821	\$ 99,850	\$ 106,482	\$ 54,737	\$ -	\$ 57,215	\$ 62,537
Balances	\$ 525,821	\$ 240,972	\$ 61,059	\$ 54,506	\$ 40,000	\$ 86,072	\$ 43,213



SKAGIT COUNCIL OF GOVERNMENTS

315 South Third Street, Suite 100 • Mount Vernon • WA • 98273

www.scog.net

March 22, 2022

Washington State Department of Transportation
Northwest Region
Mike Cotten, Regional Administrator
1019 Andis Road
Burlington, WA 98223-3415

RE: Skagit Council of Governments support for the I-5/Cook Road Interchange Improvements

Dear Mr. Cotten,

The Skagit Council of Governments, the Metropolitan Planning Organization, is pleased to support the Washington State Department of Transportation's Earmark application to the 2022 Surface Transportation and Infrastructure Committee.

This project will widen the NB off-ramp, signalize SB/NB ramp intersections, and integrate the new signals with the existing Cook Road/Old Hwy 99 signal and BNSF rail-crossing signal.

When completed the project will reduce the potential for traffic backups on this busy off-ramp; reduce travel times; and improves traffic flow and air quality – particularly for trucks headed to local businesses and the Sedro-Woolley industrial areas. A variety of Automated Traffic Management systems will also be installed to prevent queuing traffic from spilling back onto the I-5 mainline.

The Skagit Council of Governments lists this project as a high priority transportation project in the 2021 Regional Transportation Priorities document [Skagit Council of Governments | Metropolitan Planning Organization \(scog.net\)](#). The project is also incorporated in the Metropolitan Transportation Plan [TransportationImprovementsAndPrograms.pdf \(scog.net\)](#).

Sincerely,

DocuSigned by:
A handwritten signature in black ink that reads "Kevin Murphy".
711DD13472BE409...

Kevin Murphy
Executive Director
Skagit Council of Governments



315 South Third Street, Suite 100 • Mount Vernon • WA • 98273

www.scog.net

March 23, 2022

City of Sedro-Woolley
Mark Freiberger, PE
Director of Public Works
325 Metcalf Street
Sedro-Woolley, WA 98284

Re: Letter in Support of City of Sedro-Woolley Jones/John Liner/Trail Road Corridor projects

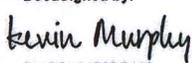
Dear Mr. Freiberger:

On behalf of the Skagit Council of Governments, I am writing to express our support for the Jones/John Liner/Trail Road Corridor projects in the City of Sedro-Woolley, which is being submitted for funding consideration. The transportation system improvements included with this corridor project are important improvements to Skagit County's transportation system. The corridor improvements are also vital for the planned revitalization of the former Northern State Hospital property, which has been included in local as well as regional plans.

Due to its importance to the region, the Skagit Council of Governments Transportation Policy Board included this project in the Skagit Regional Transportation Priorities that was adopted on December 15, 2021. Additionally, this project is included in the Skagit 2045 Regional Transportation Plan, which was adopted in March 2021.

We appreciate consideration and support for funding this important project.

Sincerely,

DocuSigned by:

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Kevin Murphy
Executive Director
Skagit Council of Governments

April 1, 2022

U.S. Congresswoman Suzan DelBene
2330 Rayburn House Office Building
Washington, D.C. 20515

Re: Support for Skagit Transit's Maintenance Operations and Administration Facility Project

Dear Congresswoman DelBene:

I am writing in support of Skagit Transit's \$1 million request for their Maintenance Operations and Administration Facility project. The project will replace the current facility which serves as Skagit County's only public transportation base of operations. A new facility is vital to maintain current levels of transit service and prepare the agency for Skagit County's transportation needs of the future.

Skagit Transit serves Skagit County's four major population centers: Mount Vernon, Sedro-Woolley, Burlington and Anacortes. Their services also link Skagit County with Bellingham and Everett through their network of direct, expedient commuter bus operations.

The Skagit Council of Governments has identified the Maintenance Operations and Administration Facility project as a high-priority regionally significant project, with the project included in both the Skagit 2045 Regional Transportation Plan and 2022 regional list of high priority transportation projects. The project is shovel ready and addresses barriers with the current facility by eliminating constraints in space for staff and equipment, removing the transit fleet from the Skagit River floodplain and maintaining a state of good repair.

The Skagit Council of Governments fully supports Skagit Transit services and recognizes the need for this vital facility, which will enable the transit system to support long-term growth and future transportation needs in Northwest Washington.

Sincerely,

DocuSigned by:

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Kevin Murphy
Executive Director
Skagit Council of Governments

April 5, 2022

U.S. Senator Patty Murray
154 Russell Senate Office Building
Washington, D.C. 20510

Re: Support for Skagit Transit's Maintenance Operations and Administration Facility Project

Dear Senator Murray:

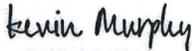
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DocuSigned by:

711DD13472BE409...

Kevin Murphy
Executive Director
Skagit Council of Governments