

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