



# SKAGIT/ISLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION



P.O. Box 5000  
Coupeville, Wa 98239-5000

## Action Item – Award TAP Funds

### Document History

| MEETING                           | DATE       | TYPE OF ITEM                 | STAFF CONTACT                | PHONE        |
|-----------------------------------|------------|------------------------------|------------------------------|--------------|
| Island Sub region<br>TAC          | 05/25/2013 | Review and<br>Recommendation | <a href="#">Donna Keeler</a> | 360-678-7959 |
| Island Sub region<br>Policy Board | 05/22/2013 | Action                       | <a href="#">Donna Keeler</a> | 360-678-7959 |

### Recommended Action

Skagit/Island Regional Transportation Planning Organization (SIRTPO) staff, the Skagit Technical Advisory Committee (TAC), and the Island TAC recommend awarding Transportation Alternatives Program (TAP) funds to the projects listed in the table below.

### Fiscal Impact

The recommended action will keep the Skagit/Island RTPO financially constrained for 2013 program year.

### Discussion

Skagit/Island Regional Transportation Planning Organization (SIRTPO) received an allocation of \$229,182 in Transportation Alternatives Program (TAP) funding to be distributed to projects in Skagit and Island Counties on a competitive basis. SIRTPO also has a carryover of \$151,044 of Surface Transportation Program – Enhancements (STP-E) funds, originally allocated in 2010, which can be used to fund TAP projects. Total TAP funds available for projects in 2013 are \$380,226.

Skagit/Island RTPO issued a call for projects to award Transportation Alternatives Program (TAP) funds. The Skagit and Island Technical Advisory Committees (TAC's) have reviewed the project submissions and recommend awarding funds to the projects listed below:

| Project Title                          | Applicant     | TAP Funds Awarded   |
|--|---------------|---------------------|
| <b>Freeland Trail –<br/>Segment 1</b>  | Island County | \$161,848           |
| <b>Guemes Channel Trail</b>            | Anacortes     | \$137,509.20        |
| <b>West Bow Hill Road<br/>Repaving</b> | Skagit County | \$50,000            |
| <b>Total</b>                           |               | <b>\$349,357.20</b> |

Two additional project applications were received. The City of Oak Harbor submitted the Waterfront Trail Enhancements for \$192,800 but it did not rank high enough. Island Transit submitted an application for the Race Road Transit Park for \$710,000 but withdrew the application when it was confirmed that 2013 TAP funds would remain fiscally constrained for one year. Island Transit will likely reapply in 2014 when a process is established to borrow ahead up to four years. The City of Burlington submitted the Burlington Pedestrian/Bicycle Enhancement Project for \$94,285 and it ranked ahead of the Skagit County project. However, both the Anacortes project and Burlington project could not be funded so the TAC determined to fund the Skagit County project and keep the remaining funds (\$30,868.80) as carryover to the next call for projects.



**SKAGIT/ISLAND REGIONAL  
TRANSPORTATION PLANNING ORGANIZATION**



*P.O. Box 5000, Coupeville, Wa 98239-5000*

## Action Item – Unified Planning Work Program

| MEETING                           | DATE                       | TYPE OF ITEM                     | STAFF CONTACT                | PHONE        |
|-----------------------------------|----------------------------|----------------------------------|------------------------------|--------------|
| Island Sub region<br>TAC          | 04/11/13 and<br>05/09/2013 | Discussion and<br>Recommendation | <a href="#">Donna Keeler</a> | 360-678-7959 |
| Island Sub region<br>Policy Board | 05/22/2013                 | Action                           | <a href="#">Donna Keeler</a> | 360-678-7959 |

### Recommended Action

RTPO staff and the Technical Advisory Committee recommend approval of the enclosed 2014 Unified Planning Work Program which has been reviewed by WSDOT.

### Fiscal Impact

The proposed work program is consistent with the 2013 budget.

### Discussion

The UPWP for the Skagit/Island RTPO and the Skagit MPO documents the transportation planning work activities and related tasks to be accomplished during the state fiscal year (SFY) 2014 (July 1, 2013 through June 30, 2014). The activities identified in the UPWP are planned according to the regional objectives of the SIRTPO and SMPO. While direction and approval of work program activities are independently authorized by the sub-RTPO and SMPO Policy Boards, the UPWP and annual budget are unified for SMPO and SIRTPO and are developed and approved in final form by the respective policy boards.

This document outlines federal and state planning requirements and presents a work program of planning activities to address the requirements during SFY 2014. The work activities in the SMP and SIRTPO UPWP are organized into four program elements:

- Element 1: Administration
- Element 2: Multi-Modal Planning
- Element 3: Project Programming
- Element 4: Travel Demand Forecasting and Data Management

A total of \$336,600 in expenditures is committed in SF 2014 for the Island sub-Region RTPO. Some of the work is expected to carry forward into the following year.



## SKAGIT/ISLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION



P.O. Box 5000  
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May 22, 2013

Office of the Secretary  
U.S. Department of Transportation  
1200 New Jersey Ave SE  
Washington, DC 20590

Dear Secretary of Transportation:

We are writing to express the Island Sub region RTPO's strong support for the Washington State Department of Transportation's 2013 TIGER grant application for the Mukilteo Multimodal Ferry Terminal project. As the largest ferry system in the country, WSDOT Ferries is a core component of the Puget Sound region's transportation network.

The Mukilteo-Clinton ferry route is part of State Route 525, the major corridor connecting Whidbey Island to employment centers in the Seattle-Everett metropolitan area. It is WSDOT Ferries' busiest route for vehicle traffic and has the second highest annual ridership, serving more than 3.8 million riders in 2012. Residents, employers, and businesses rely on the critical Mukilteo-Clinton route to safely and reliably move people, goods, and services across Puget Sound.

The Mukilteo Multimodal Ferry Terminal project will replace the aging and seismically vulnerable Mukilteo ferry terminal with a new facility that improves efficiency, safety, and multimodal connectivity. The existing terminal is inadequate and difficult for passengers to access. It is plagued by traffic congestion, safety concerns, and conflicts between vehicle and pedestrian traffic. The new Mukilteo Multimodal Ferry Terminal will feature separated loading for pedestrians, dedicated loading for bicycles and carpools, a bus transit center with multiple bays, and improved connections to the adjacent commuter rail station.

Beyond these transportation improvements, the new terminal will provide significant environmental enhancements. WSDOT will remove the existing terminal pier and a large tank farm pier, eliminating thousands of tons of toxic debris from Puget Sound and eliminating three acres of overwater coverage. In addition, the Mukilteo waterfront will be restored – along with the community's access to the waterfront.

Ferry riders, communities on both sides of the ferry route, and the broader Seattle-Everett metropolitan area will all reap benefits from this project. As a result of the substantial transportation, economic, and environmental benefits, this project has garnered widespread regional support. Our organization strongly recommends the Mukilteo Multimodal Ferry Terminal for the 2013 TIGER Discretionary Grants Program.

Sincerely,

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Jill Johnson, RTPO Chair  
Island County Commissioner

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Curt Gordon, RTPO Vice Chair  
South Whidbey Port Commissioner



**SKAGIT/ISLAND REGIONAL  
TRANSPORTATION PLANNING ORGANIZATION**



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**ACTION ITEM – TERMINATING THE LETTER OF UNDERSTANDING  
BETWEEN SKAGIT SUB-RTPO AND ISLAND SUB-RTPO**

| MEETING                           | DATE       | TYPE OF ITEM | STAFF CONTACT                | PHONE        |
|-----------------------------------|------------|--------------|------------------------------|--------------|
| Island Sub region<br>Policy Board | 05/22/2013 | Action       | <a href="#">Donna Keeler</a> | 360-678-7959 |

**RECOMMENDED ACTION**

RTPO staff recommends terminating the letter of understanding between SCOG/Skagit Sub-RTPO and Island Sub-RTPO.

**FISCAL IMPACT**

The cost of the travel modeling work that is the subject of the letter, is incorporated into the work program and remains essentially unchanged from the financial commitment stated in the letter of understanding.

**DISCUSSION**

In May of 2005 the Skagit and Island Sub-RTPOs signed a letter of understanding that describes how the travel demand modeling work would be financially supported between the two Sub-RTPOs. The Island Sub-RTPO agreed to pay SCOG, as the lead agency, \$15,000 per year to support the travel demand model that covers Island and Skagit Counties. Island County paid this with RTPO funds received by the Skagit/Island RTPO.

The Unified Planning and Work Program describe all transportation activities within the Skagit/Island RTPO and how those activities are paid for including work related to the travel demand modeling. Both Island County RTPO staff and SCOG staff recommend using the UPWP to articulate the work done by SCOG and Island County staff on the RTPO activities. This essentially replaces the letter of understanding.



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**LETTER OF UNDERSTANDING**

The Skagit Council of Governments (SCOG), as the lead agency for the Skagit/Island RTPO (SIRTPO) and the Skagit Metropolitan Planning Organization (SMPO), has established a transportation modeling program for the Skagit and Island County region. A full time employee has been hired by SCOG to perform transportation and traffic modeling for the SIRTPO using VISSUM and VISSIM software developed by PTV America.

The estimated annual budget to for the SCOG modeling program is \$100,000, including wages and benefits for the modeler, software licensing and support fees from PTV America, training, and data entry expenses (Assistant Transportation Planner). The Skagit Sub-region (SSRTPO) is contributing \$50,000 annually to support the program. The Skagit Metropolitan Planning Organization will be contributing \$ \$35,000 annually. The Island Sub-region (ISRTPO) of the SIRTPO will make an annual contribution of \$15,000.

The modeler will be able to assist local agencies in updating transportation elements of comprehensive plans and specific corridor and intersection analysis after the regional model is up and running.

In exchange for the annual contribution, commencing July 1, 2005, the Island Sub-region of the SIRTPO will receive the following benefit from SCOG based on the percentage of the overall annual budget (15% for FY-2006) to support run the modeling program:

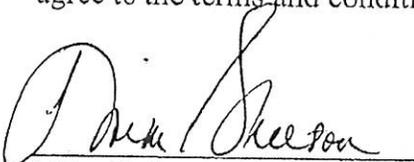
- A. At the discretion and direction of the ISRTPO, fifteen per cent (15 %) of the modeling staff time shall be directed toward projects of the ISRTPO's interest and choosing.
- B. In the event that the needs of the ISRTPO do not require a full 15% of modeling staff time in a given year, modeling staff hours may be accrued for use in future years.
- C. In the event the ISRTPO requires more than 15% of modeling time in a given year, the additional time may be provided for by one of the following methods:

- Use of prior years' accrual of modeling staff hours
- Use of future year(s)' allocations, or
- Through an agreed upon rate of reimbursement for staff time and costs when the effort exceeds the SIRTPO allocation

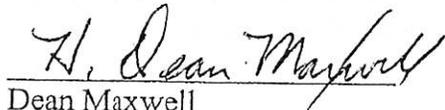
The SCOG Transportation Manager will be the contact point for management and scheduling of the modeler's time.

All parties agree that the Island Sub-region may withdraw from this cooperative agreement at any time and cease making future contributions. An annual contribution shall run from July 1 through June 31 of the following year year.

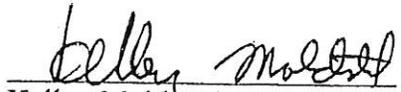
By signing in the space provided below, the Island Sub-region of the SIRTPO, the Skagit Sub-region of the SIRTPO and the Skagit Council of Governments acknowledge and agree to the terms and conditions outlined above.

  
Mike Shelton  
Chair, Island Sub-region Policy Board

5/25/05  
Date

  
Dean Maxwell  
Chair, Skagit Sub-region Policy Board

5/25/05  
Date

  
Kelley Moldstad  
Executive Director, Skagit Council of Governments

5/25/05  
Date