



The Regional Transportation Advisory Committee meeting will be held on **Friday, January 16, 2015**, from **9 a.m. to 11 a.m.**, in the **6th Floor Training Room 679**, Clark County Public Service Center, 1300 Franklin Street, Vancouver, Washington.

A G E N D A

- I. Call to Order and Approval of December 19, 2014 Minutes, Action
- II. January TIP Administrative Amendment, Discussion
 - a. Vancouver-Evergreen Highway Trail
 - b. Vancouver-Fourth Plain Subarea Sidewalk Infill Project
 - c. Clark County-Hayes, Washougal River and Lockwood Creek Roads Safety Improvements
- III. FY 2016 Unified Planning Work Program: Overview and Timeline
- IV. 2015 Obligation Targets, Discussion
- V. Transportation Alternatives Program: Process, Discussion
- VI. Transportation Improvement Program: Process Update, Discussion
- VII. 2015 Legislative Outlook, Discussion*
- VIII. Other Business
 - A. RTAC Members
 - B. RTC Staff
 - a. ADA Implementation Plans
 - b. TIP Update: UPWP & CMP Funding
 - c. Let's Move Forward – Governor's Transportation Package
 - d. Prepare for review of Transportation Corridor Visioning Study
see [Regional Transportation Plan](#) (Dec. 2014), Appendix I, page 251
see [Transportation Corridor Visioning Study](#) (2008)

**Materials available at meeting
Served by C-TRAN Route 3 or 25
If you have special needs, please contact RTC*

20150116_RTAC_Agenda.docx

An advisory committee to:

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**Regional Transportation Advisory Committee (RTAC)
Meeting Minutes
December 19, 2014**

I. Call to Order and Approval of Minutes

The meeting of the Regional Transportation Advisory Committee was called to order on Friday, December 19, 2014, at 9:00 a.m. in the Public Service Center 6th Floor Training Room, 1300 Franklin Street, Vancouver, Washington by Chair, Matt Ransom, RTC Executive Director. Those in attendance follow:

Gary Albrecht	Clark County
Jan Bowers	City of Vancouver
Ken Burgstahler	WSDOT
Jim Carothers	City of Camas
Rob Charles	City of Washougal
Tony Cooper	City of La Center
Lynda David	RTC
Roger Hanson	C-TRAN
Mark Harrington	RTC
Colleen Kuhn	Human Services Council
Jon Makler	ODOT
Chris Malone	City of Vancouver
Chris Myers	Metro
Matt Ransom	RTC
Patrick Sweeney	City of Vancouver
Shann Weishaar	RTC
Susan Wilson	Clark County

Matt Ransom, RTC Executive Director, called the meeting to order and asked if there were any changes or corrections to the November 21, 2014, meeting minutes and a motion for approval.

ROB CHARLES, CITY OF WASHOUGAL, MOVED FOR APPROVAL OF THE NOVEMBER 21, 2014 MEETING MINUTES, AND SUSAN WILSON, CLARK COUNTY, SECONDED THE MOTION. THE MOTION WAS UNANIMOUSLY APPROVED, WITH KEN BURGSTAHLER, WSDOT, ABSTAINING.

II. 10 Year Transportation Priorities, Discussion

Lynda David, RTC, noted that now the Regional Transportation Plan (RTP) is adopted, the next step is to review the top project priorities for the region. The project list included in the Ten-Year Transportation Project Priorities report (adopted November 2012, updated March 2014) is attached to the memo. RTC is asking for RTAC input on whether edits are needed for the list and asking for re-confirmation of the 10-Year transportation project priorities. Lynda explained that when the project list was amended in March 2014 three projects were added to the list but there was no reevaluation of project cost estimates at that time. Lynda asked that RTAC review the list with RTC to verify if any projects need to be deleted or whether project cost estimates and project titles and termini should be changed to align with the adopted RTP (December 2014). Lynda said Ken Burgstahler, WSDOT, had provided RTC with updates for WSDOT projects listed to make them consistent with the RTP. Lynda will ensure that other updates will be made before the list is

presented to the RTC Board. RTC staff reviewed how projects were evaluated back in 2012 using the evaluation criteria of Safety, Mobility, Multi-Modal Transportation and Economic Development. There was discussion of the limitations of data available to provide a full quantitative analysis. The mobility evaluation criteria used v/c ratios available from the 2022 regional travel forecast model. The Safety evaluation was based on DOT's crash data in addition to RTC's safety assessment focused on intersections and on ITO's mapping of fatal crashes in the region. Multi-Modal evaluation looked at C-TRAN bus service at each of the project locations. Economic Development took into account existing employment as well as future forecast employment for adjacent transportation analysis zones as well as freight movement for each of these facilities. Patrick Sweeney, COV, asked about the rationale for scoring. Lynda said there is some description of project scoring in the Report. Scoring was largely undertaken by RTC staff with review by RTAC and Board discussion back in 2012.

Lynda explained the March 2014 Report update to simply add 3 projects. Two of these projects, the Mill Plain Corridor from Port of Vancouver to I-5 and the I-5 at Mill Plain Interchange capacity improvements, were added because they were originally part of the CRC project but do have independent utility and need to be prominently listed in the Report because they are important to the region and are also included in the CCTA's statement of priorities. The third project added back in March 2014 was the County's I-5 at 179th Street interchange project, of significance for Clark County's economic development.

Lynda also informed RTAC that the Clark County Transportation Alliance (CCTA) 2015-2016 Legislative Policies statement was attached to the memo. Matt Ransom, RTC Director, went over the CCTA statement and project priorities list. Matt Ransom, RTC, asked the group for input on any needed project updates or corrections. Any suggested edits would need to be received by RTC by Tuesday December 23rd to be included in RTC Board packet materials. The Board will be asked to consider re-adoption of 10-year project priorities at its January 6 meeting to synchronize with the CCTA statement.

III. Commute Trip Reduction Plan Updates- Local and Regional, Discussion

Matt Ransom, RTC Director, said there is a need under state statute for this region to prepare and update a Regional Commute Trip Reduction (CTR) Plan. Affected local jurisdictions that have to plan under the State's CTR statute also have to update local plans.

Lynda David, RTC, reviewed the State's Commute Trip Reduction (CTR) goals: to improve transportation system efficiency, conserve energy and improve air quality. She provided some background to CTR planning saying the first CTR law was passed in 1991 and the law was updated in 2006 as the CTR Efficiency Act. The CTR Efficiency Act was passed to ensure CTR plans are coordinated with transportation growth plans and allowed for local jurisdictions to create Growth and Transportation Efficiency Centers (GTECs) to obtain funding and flexibility in implementing programs. The statewide CTR Board oversees the CTR program by establishing policy, providing guidance and allocating funding. Currently in Clark County there are four (4) affected jurisdictions including the City of Vancouver, the City of Camas, the City of Washougal and unincorporated Clark County's UGA. The adopted regional and local CTR Plans in this region (October 2007) commit to drive alone trips reduced by 10% and VMT reduction of 13%, the reduction is required

by State law. Lynda explained the memo in RTAC packets includes an attachment describing the Commute Trip Reduction Board's program goals for years 2015-2019. Lynda addressed the timeline for update to CTR plans. Local plans must be updated and submitted to RTC by February 17th 2015 and the regional CTR Plan must be updated by March 31.

Lynda introduced Jan Bowers, City of Vancouver, who works as the CTR Administrator in this region. Jan handed out a list of the affected employer worksites that are currently part of the CTR program and affected by the CTR law. Employer worksites with 100 or more people that report to work between 6-9AM at one worksite and work at least 35 hours a week, 12 months out of the year, determines whether the employer is in the CTR program. The first thing a worksite has to do to be in compliance with the CTR law is to have an Employee Transportation Coordinator (ETC) designated and have that ETC's name posted at a prominent location. Jan went over some of the provisions of the CTR program. She said the region and affected jurisdictions had met to discuss the 2015 CTR plan updates with a suggested proposal to focus on increasing carpooling and bicycling in efforts to reduce VMT and commute trips. Jan said she had a map that provides location of carpoolers in the area. Lynda indicated that they would be returning to RTAC to provide updates on the CTR plans in order to meet the March 31st deadline for update of the Regional CTR Plan. There was discussion around the table on carpooling and possible incentives and flexibility for CTR users to try to meet the CTR targets. It was also pointed out that the State encourages including CTR as part of the Comp Plan updates.

VI. Traffic Impact Fee Program Updates – City of Vancouver and City of Washougal-Discussion.

Chris Malone, COV, presented a Power Point explaining the City of Vancouver's TIF Program update. He said TIF program changes will take effect in June 2015. There were several reasons the City wanted to change the TIF program including simplifying for developers to interpret and for City staff to administer, maintaining the nexus and maintaining equitable rates for the community. Stakeholders, including employers, developers, staff and citizens, were included in the update process.

Chris explained it had become burdensome for staff to maintain and keep track of TIF credits. Also, the old system was a joint City/County system that the City wants to have separated so the new boundary map includes just City Districts. Chris further explained that the County is in the processes of updating their TIF program as well. The preferred alternative proposed in Vancouver's updated TIF program provided the best match for current rates and equitability. The old district map will still be used for any outstanding credits. Developers will be assessed on the new credit amounts but will be able to use the credits based on the old mapping. The key will be to preventing developers from having to put in excess infrastructure as much as possible. The TIF project list was updated to use in refining the calculation of rate per trip.

There was discussion around the table of how the TIF credits were dealt with and Vancouver was praised for accomplishing a redefined and simplified program. Matt asked about including any CTR and instituting any trip reduction incentives that would be accounted for in calculating the ADT rate in the traffic study if people are including CTR. Chris indicated there is a separate adopted incentive but more of an economic development component. There is a business enhancement

factor that attracts employment by reducing the amount of TIF to be paid. Matt also asked about how many projects are in the program. Chris said the list of projects pretty much stayed the same.

Rob Charles, Washougal, indicated that the City of Washougal's TIF update project was started back in 2010 as part of Washougal's Comprehensive Plan update. The top project is the Travel Information Sign on SR-14. This will let drivers know when the 32nd Street railroad crossing is closed to keep traffic from backing up on the SR-14. The biggest project on their list is the \$80 MIL widening of SR 14 from 6th Street to 32nd Street. The other project related to the SR 14 widening is the 27th Street extension and railroad overpass. Rob went over some of the proposed funding sources and annual TIF rate increase. The Washougal Planning Commission opted for the higher rate of increase. Rob indicated Washougal has seven TIF projects on their list.

V. Other Business

A. RTAC Members

- a. Chris Myers reported that Metro's Climate Smart Communities project recently passed Metro Council. It was the culmination of about five years' worth of work resulting from an Oregon state mandate that requires the Metro region to lower greenhouse gas emissions to 75% of 1990 levels by 2035.

B. RTC Staff

- a. Matt Ransom, RTC, reviewed a letter from the City of Vancouver regarding the NE 18th Street Project. When RTAC recommended STP funding for 18th Street, approved by the Board, the funding was conditional based on Vancouver validating to RTC they had a funding plan in place to build this project. The City's letter of November 25th, 2014, shows the prepared funding plan which satisfies RTC's condition. Chris Malone indicated that the City will be applying for a TIB grant in 2015 but grant awards will not be awarded until November 2015. They are hopeful for construction approval in January 2016.

Chris also reported that the City submitted paperwork to WSDOT for two other projects (the 1st Street Right of Way and the Evergreen Trail Construction project). This should fulfill the requirement to obligate those projects by end of year.

- b. Lynda David, RTC, said she had sent e-mails out asking for help in editing and updating the local section for the upcoming FY 2016 Unified Planning Work Program (UPWP). In order to bring the FY 2016 draft to the January 16 RTAC meeting, agencies will need to submit their edits by January 14th. She also noted that the federal and state review of RTC's FY 2016 UPWP is scheduled for February 17, 2015. This is also the year the Memorandum of Understanding/Agreement between RTC and Metro has to be reviewed and updated. RTC will be working with Metro on this.
- c. Matt Ransom reported that Governor Inslee released a budget proposal this week that recommends a \$12 billion transportation package over the next 12 years. This

package does not show any projects earmarked for Southwest Washington. Half of the revenue is to be generated through a proposed new carbon tax on polluters. There is a small amount of money set aside for local government. WSDOT regional planning wants the state to develop a statewide traffic model and more aggressive benefit cost model to apply across the state. WSDOT is looking at how to save money through system management and not building as much.

- d. Matt Ransom supplied a paper copy of RTC's Annual Report. The Report will also be distributed by e-mail. Matt thanked RTAC for their participation in RTC over the past year. The Report shows the comprehensive regional transportation planning and grant funding services over the past year.
- e. Lynda David, RTC, noted that the updated RTP is on the RTC website.

The meeting adjourned at 10:40 a.m. The next meeting will be on Friday, January 16, 2015.



MEMORANDUM

TO: Regional Transportation Advisory Committee
FROM: Dale Robins
DATE: January 9, 2015
SUBJECT: **January TIP Administrative Amendment**

BACKGROUND

All regionally significant projects must be listed in the regional Transportation Improvement Program (TIP), which in turn becomes a part of the State Transportation Improvement Program (STIP). At times changes need to be made to the TIP for projects to proceed. These changes are handled through three processes that differ in the action that is required. The changes requested in this memorandum are Administrative Modifications that require approval from the RTC Executive Director and notification of RTAC. All changes are found to be consistent with all state and federal requirements and amended STIP Records are attached for each project.

Please come to the January RTAC meeting prepared to discuss the following modification to the 2015-2018 Transportation Improvement Program

CLARK COUNTY - HAYES, WASHOUGAL RIVER AND LOCKWOOD CREEK ROADS SAFETY IMPROVEMENTS

Clark County is requesting that their Hayes, Washougal River and Lockwood Creek Roads Safety Improvement project be added to the 2015-2018 TIP. Clark County received \$1,879,100 in federal HSIP funds to complete safety improvements along the identified corridors. Design work will begin in 2015, with construction in 2016.

VANCOUVER – EVERGREEN HIGHWAY TRAIL

The City of Vancouver is requesting that the Evergreen Highway Trail be added to the 2015-2018 TIP. The project was included in the 2014-2017 TIP, but was delayed due to a request from WSDOT to modify the STIP record to clarify that the project is being constructed in two phases. This modification of the STIP record has delayed the project to 2015 and the City will proceed with the addition of the modified STIP record.

VANCOUVER – VANCOUVER FOURTH PLAIN SUBAREA SIDEWALK INFILL

RTC is requesting that the right of way phase of the Fourth Plain Subarea Sidewalk Infill project be removed from the 2015-2018 Transportation Improvement Program. Funds for this phase of the project were obligated in late 2014 and must be removed from the current TIP in order to maintain financial feasibility.

Attachments

Washington State S. T. I. P.

2015 to 2018

(Project Funds to Nearest Dollar)

MPO/RTPO: RTC

Y Inside

N Outside

January 8, 2015

County: Clark

Agency: Clark Co.

Func Cls	Project Number	PIN	STIP ID	Imp Type	Total Project Length	Environmental Type	RW Required	Begin Termini	End Termini	Total Est. Cost of Project	STIP Amend. No.
07			WA-07521	21	8.000	CE	No	Various	Various	1,904,165	15-01

Hayes, Washougal River and Lockwood Creek Roads Safety Improvements

Install/Upgrade guardrail and end terminals, construct walls, improve slopes and shoulders, and likely relocate utility poles.

Funding

Phase	Start Date	Federal	Fund Code	Federal Funds		State Funds	Local Funds	Total
				Fund Code	Federal Funds			
PE	2015		HSIP		225,493	0	25,055	250,548
CN	2016		HSIP		1,653,617	0	0	1,653,617
Project Totals					1,879,110	0	25,055	1,904,165

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	250,548	0	0	0	0
CN	0	1,653,617	0	0	0
Totals	250,548	1,653,617	0	0	0

Agency Totals for Clark Co.	Federal Funds		State Funds	Local Funds	Total
	Federal Funds	Federal Funds			
		1,879,110	0	25,055	1,904,165

Washington State S. T. I. P.

2015 to 2018

(Project Funds to Nearest Dollar)

MPO/RTPO: RTC

Y Inside

N Outside

January 8, 2015

County: Clark

Agency: Vancouver

Func Cls	Project Number	PIN	STIP ID	Imp Type	Total Project Length	Environmental Type	RW Required	Begin Termini	End Termini	Total Est. Cost of Project	STIP Amend. No.
14	4228(001)		WA-02796	28	0.870	CE	Yes	SE Ellsworth Road	Weber Arboretum	1,650,000	15-01

Evergreen Highway Trail

Build trail along Evergreen Highway. Project will be constructed in 2 phases. Phase 1 limits will be 100th Court to Ellsworth Road. Phase 2 limits will be Image Road (Weber Arboretum) to 100th Court.

Funding

Phase	Start Date	Federal	Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total
CN	2015		STP(E)	661,250		0	0	661,250
Project Totals				661,250		0	0	661,250

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
ALL	661,250	0	0	0	725,000
Totals	661,250	0	0	0	725,000

Washington State S. T. I. P.

2015 to 2018

(Project Funds to Nearest Dollar)

MPO/RTPO: RTC

Y Inside

N Outside

January 8, 2015

County: Clark

Agency: Vancouver

Func Cls	Project Number	PIN	STIP ID	Imp Type	Total Project Length	Environmental Type	RW Required	Begin Termini	End Termini	Total Est. Cost of Project	STIP Amend. No.
19	9906(041)		WA-04778	28	0.500	CE	Yes	Fourth Plain Blvd	27th Street	1,042,000	15-01

Fourth Plain Subarea Sidewalk Infill Project

Improve pedestrian facilities along Neals Lane and Rossiter Lane in the vicinity of Fourth Plain Boulevard.

Funding

Phase	Start Date	Federal Fund Code	Federal Funds		State Fund Code	State Funds	Local Funds	Total
CN	2017	CMAQ	380,000			0	59,000	439,000
Project Totals			380,000			0	59,000	439,000

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
CN	0	0	439,000	0	0
Totals	0	0	439,000	0	0

Agency Totals for Vancouver	Federal Funds		State Funds	Local Funds	Total
	1,041,250		0	59,000	1,100,250



MEMORANDUM

TO: Regional Transportation Advisory Committee
FROM: Lynda David
DATE: January 9, 2015
SUBJECT: **FY 2016 Unified Planning Work Program: Overview and Timeline**

INTRODUCTION

The RTC Board of Directors adopted the 2015 Work Plan and accompanying 2015 Budget on December 2, 2014. We now need to move ahead to develop a draft FY 2016 Unified Planning Work Program (UPWP) to be reviewed by FHWA, FTA and WSDOT staff in February. FY 2016 runs from July 1, 2015 to June 30, 2016. The FY 2016 UPWP will use the last six months of RTC's 2015 Work Plan as the basis for the first six months of the FY 2016 Unified Planning Work Program. The UPWP is a federally-required document prepared annually by RTC. It describes the transportation planning activities to be completed as part of the regional transportation planning process. The UPWP also details the funding sources required to carry out the program and addresses the major transportation policy issues of the forthcoming year. The January agenda item is to provide information on the UPWP, confirm the timeline for FY 2016 UPWP development and obtain feedback from RTAC.

CY 2015 WORK PROGRAM PRIORITIES

RTC's calendar year 2015 Work Program, adopted by the RTC Board in December 2014, sets out a course for RTC's regional transportation planning, policy-setting, and project programming activities. The 2015 Work Program outlines (1) how RTC will address Emphasis Areas and (2) a strategy to continue the Core Functions expected of a regional transportation planning program in the upcoming year.

Emphasis Areas

The 2015 RTC Work Program identifies several Emphasis Areas, where the organization will allocate efforts and resources to advance specific study and policy development in key topic areas currently relevant and of regional interest. The intent of the Emphasis Area designation is to provide focus on a specific topic, due to either a current mandate, due to external influences, and/or in response to contemporary and relevant regional issues discussion.

In YR 2015, the RTC will focus on several major initiatives as an outgrowth of the Regional Plan's adoption in December 2014, current mandates, and ongoing discussion of new transportation funding programs. In addition, the work program will seek to continue growth of existing partnerships and building of new partnerships to help advance long-term regional transportation planning as well as focus particular attention on multi-modal freight planning/data

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collection. These emphasis areas will provide an opportunity for focused attention to current regional dialogue related to needed investments across the three-county RTC region.

Emphasis Areas for YR 2015 include: Regional Project Funding; 2035 Regional Transportation Plan Implementation; Regional Freight Planning and Data Collection; Map-21 Implementation; and Partnership Building.

Core Work Program

The Work Program also provides a description of the core component, which focuses on the continuing and comprehensive regional planning and collaborative decision making process and general MPO administration (consistent with the UPWP). The core work program produces the bulk of the agency product and services to members. The core work program is informed by accurate data, research, analysis, and special program management, each of which is used to identify needs and strategies that address the RTC region's pressing current and future regional transportation demands.

The Core Work Program includes a full complement of activities to ensure ongoing delivery and federal/state compliance of the regional transportation planning program. Planning initiatives designed to further implementation of current studies and to refine current plans are designated as core work of the agency. The RTC's Core Work Program is oriented within five lines of business and service delivery areas, including: 1) Grant Funding and Administration; 2) Regional Planning; 3) Technical Services; 4) Regional Partnership and Collaboration; and, 5) MPO Program Administration.

FY 2016 UPWP FEDERAL AND STATE PLANNING EMPHASIS AREAS

The FY2016 UPWP builds upon RTC's CY 2015 Work Program. Guidance on development of the UPWP is provided to Metropolitan Planning Organizations (MPOs) / Regional Transportation Planning Organizations (RTPOs) in a Transportation Planning Guidance document prepared jointly by WSDOT, FHWA and FTA. The UPWP is expected to reflect federal, state and local transportation Planning Emphasis Areas (PEAs) as outlined in the Transportation Planning Guidance document. State and federal emphasis areas expected to be reflected in regional UPWPs for FY 2016 include tribal coordination and consultation, annual reporting on the MPO's/RTPO's planning work program, ensuring interlocal agreements are in place and updated as necessary, statewide planning efforts with MPO's/RTPO's participation in statewide modal plans and the statewide long-range transportation plan (Washington Transportation Plan), meeting requirements that information is made available on MPO/RTPO websites, corridor planning and implementation of the federal transportation act, MAP-21, with particular focus on the required performance measures.

UPWP DEVELOPMENT AND FORMAT

The process of developing the FY 2016 Unified Planning Work Program (UPWP) is underway. The FY 2016 UPWP begins on July 1, 2015 and runs through June 30, 2016. In Transportation Management Areas (TMAs), such as Clark County, the UPWP must include a discussion of the planning priorities facing the metropolitan planning area and describe all metropolitan

transportation and transportation-related air quality planning activities (including corridor and subarea studies) anticipated within the area during the next one or two year period, regardless of funding sources or agencies conducting the activities. A request from RTC asking local jurisdictions and agencies to provide an update on anticipated transportation planning activities to include in Section 4 of the FY 2016 UPWP draft was e-mailed out to RTAC members and/or lead transportation and land use planning staff on December 18. Thanks to all those who have responded to the information request. Development of the UPWP must be coordinated with WSDOT and RTC's UPWP is expected to include a summary of WSDOT's Regional UPWP.

FUNDING ESTIMATES

RTC has been provided with estimates for federal PL, FTA and state Regional Transportation Planning Organization (RTPO) funding sources RTC may receive for FY 2016 to carry out the regional transportation planning program. Federal PL funding is distributed among MPOs of Washington State per an agreed-upon formula. FTA Section 5303 funding is distributed among Washington MPOs based on population. RTPO funding levels are subject to decision of the state legislature. The table below shows estimated funding levels for FY 2016.

RTC's Estimated FY 2016 Funding Sources		
Source	Funding Program	Estimated FY 2016
<i>Federal</i>	FHWA PL	\$548,000
<i>Federal</i>	FTA Section 5303	\$175,000
<i>State</i>	RTPO Planning	\$172,000

UPWP DEVELOPMENT TIMELINE

The FY 2016 UPWP will be reviewed at the Friday, January 16, 2015 RTAC meeting in preparation for Metro and RTC's federal and state review scheduled for Thursday, February 17, 2015. Metro's review will begin at 9:00 a.m. at Metro and RTC's review will be held at 1:00 p.m. to about 3:30 p.m. in room 433 of the Public Service Center on February 17. Staffs from WSDOT SW Region and C-TRAN are expected to participate at RTC's UPWP review. It is anticipated that RTC's FY 2016 UPWP will be forwarded to the RTC Board for adoption in May of 2015. As part of a bi-state region, the RTC Board is usually asked to endorse Metro's UPWP at the same time as RTC's UPWP adoption. The Memorandum of Understanding between Metro and RTC is also due for its triennial review and potential update this year.

FY 2016 Unified Planning Work Program: Overview and Timeline

January 9, 2015

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A summary of the draft timeline for FY 2016 UPWP development is provided below.

RTC's FY 2016 UNIFIED PLANNING WORK PROGRAM DEVELOPMENT: Draft Timeline		
DATE	MEETING	ACTION
Fri. Jan. 16	RTAC	FY 2016 UPWP development -- RTAC input on draft FY 2016 UPWP.
by Tue. Feb. 3		RTC FY 2016 draft to be submitted for federal and state review.
Tue. Feb. 17	RTC at 1:00 p.m.	RTC meets state and federal representatives at RTC to review draft FY 2016 UPWP. Metro review begins at 9:00 a.m. at Metro.
Tue. Apr. 7	RTC Board	RTC Board's first review of draft FY 2016 UPWP.
Fri. Apr. 17	RTAC	Recommend RTC Board adoption of FY 2016 UPWP.
Tue. May 5	RTC Board	Adoption of FY2016 UPWP.
by Jun. 19		Submit adopted FY 2016 UPWP electronically to WSDOT Tribal and Regional Coordination Office.
by Jun. 24		Adopted UPWPs sent by WSDOT to FHWA/FTA for federal approval.
Jun. 30, 2015		FHWA/FTA UPWP approval due to WSDOT Tribal and Regional Coordination Office
Jul. 1, 2015		Approved FY 2016 UPWP takes effect

A preliminary draft FY 2016 UPWP will be available at the January RTAC meeting when input from RTAC members will be most welcome.

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MEMORANDUM

TO: Regional Transportation Advisory Committee
FROM: Dale Robins
DATE: January 9, 2015
SUBJECT: 2015 Federal Obligation

BACKGROUND

As RTAC members are aware, WSDOT has placed additional responsibility on MPO's to ensure obligation of the local share of the Federal Highway (FHWA) program. The local Federal Highway programs include the Surface Transportation Program (STP), Congestion Mitigation and Air Quality Program (CMAQ), Transportation Alternatives Program (TAP). This policy requires that by August 1st of each year that each MPO must obligate 100% of their regional federal Obligation Target or funds could be lost. The Obligation Target generally represents approximately 60-70 percent of the total federal funds allocated to a region.

To ensure that our region meets our Obligation Target, the RTC implemented a number of strategies. These strategies included the following:

- Local agencies will notify RTC when projects are obligated, deobligated, or closed.
- Encourage early implementation of projects.
- Project delay policies.
- Consider project implementation in project selection and programming.

The purpose of this memorandum is to discuss obligation in year 2015. Please come to the January RTAC meeting prepared to discuss which federal projects will be obligated in 2015.

PROJECT DELAY POLICY

The obligation dates for regionally selected projects are tied to the dates provided on the RTC funding application. For preliminary engineering phase, projects must be obligated in the same federal fiscal year as indicated on the project application. For right-of-way and construction phases, projects can be delayed to the next fiscal year.

2015 OBLIGATION TARGET

Approximately \$9.1 million dollars in Local Federal Highway funds are allocated to the region each year. Through the TIP process four years of allocated funding are programmed. State rules allow all four years of projects to be obligated on a first come basis, until the state reaches their overall obligation authority. This process allows the state to balance obligation and meet statewide obligation authority.

2015 Federal Obligation

July 11, 2014

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RTC's obligation strategies are intended to not only meet Obligation Targets, but to exceed the regional Obligation Target. This will allow the Obligation Target to be obtainable in any given year. In 2014, the region exceeded our obligation authority, providing the region with a 2015 Federal Obligation Target of \$2.51 million. To maintain this attainable Obligation Target, the region needs to obligate approximately \$9 million in regional federal funds each year.

2015 OBLIGATION DEADLINES

According to the RTC Project Delay Policy, the following projects must be obligated by August 1, 2015:

Agency	Project	Program	Phase	Amount
Clark County	NE 119 th Street, NE 50 th Av. to 72 nd Av.	STP	PE	\$675,000
Clark County	Signal Timing, Evaluation, Verification, Enhan.	CMAQ	PE	\$160,000
Clark County	Carty Road Reconstruction	STP	PE	\$30,000
Clark County	Salmon Creek Avenue Path	TAP	CN	\$501,800
C-TRAN	Open Trip Planner and Alerts System	CMAQ	PE	\$128,000
RTC	UPWP & CMP Support	STP	PE	\$750,000
Vancouver	Main St.-Columbia St. Traffic Signal Int.	CMAQ	CN	\$855,000
Washougal	Evergreen/32 nd Street Intersection	STP	CN	\$850,000
Washougal	32 nd Street Active Traveler Information Sign	CMAQ	PE	\$40,000
WSDOT	Vancouver Urban ITS Device Infill	CMAQ	PE	\$65,600
WSDOT	SR-503, Fourth Plain to Main ITS Device Infill	CMAQ	PE	\$86,500

OTHER OBLIGATION

In addition to the projects that are required to be obligated by August 1, 2015, agencies may anticipate obligating additional projects. Please come to the January RTAC prepared to report on any additional projects that will be obligated prior to August 1, 2015. Agencies have indicated that the following projects will also proceed in 2015:

Agency	Project	Program	Phase	Amount
Clark County	NE 94 th Avenue, Padden Parkway to 99 th St.	STP	CN	\$3,400,000
Clark County	Orchards Traffic Signal Optimization	CMAQ	CN	\$3,000,000
WSDOT	SR-14 Traveler Information	CMAQ	CN	\$606,000



MEMORANDUM

TO: Regional Transportation Advisory Committee
FROM: Dale Robins
DATE: January 9, 2015
SUBJECT: **Transportation Alternatives Program: Process**

BACKGROUND

The Transportation Alternatives Program (TAP) was authorized in 2012 under the Moving Ahead for Progress in the 21st Century Act (MAP-21) to provide for a variety of alternative transportation projects, including many that were previously eligible activities under the prior Transportation Enhancements, Recreational Trails, Safe Routes to School (SRTS), and Scenic Byways programs. Transportation Alternatives projects include pedestrian and bicycle facilities, viewing areas, community improvement activities, environmental remediation, recreational trails, and safe routes to school.

In Washington State, a portion of the Transportation Alternatives Program funds are allocated to statewide Safe Routes to School and Recreational Trails programs, with the remainder of the funds allocated to RTPO regions based on population.

The Transportation Alternatives Program provides some flexibility for each region to develop their process for selecting TAP projects within the federal guidelines. The purpose of this memorandum is to provide RTAC with an overview of the proposed regional Transportation Alternatives process and to receive their input.

TRANSPORTATION ALTERNATIVES PROGRAM PROCESS

During years 2012-2013, RTC worked with member agencies to develop the process for the region's Transportation Alternatives Program. RTC staff is proposing that the region use a similar process that was used in 2013. The 2015 process is outlined on the Attached Transportation Alternatives Program Guide. In addition, RTC is seeking RTAC's input on potential individuals to serve on the TAP Evaluation Committee and if CMAQ funds should be added to the TAP program.

Attachments

20150116_RTAC_TAP.docx

Transportation Alternatives Program Guide

Southwest Washington Regional Transportation Council

Clark, Skamania, and Klickitat Counties

Introduction

The Transportation Alternatives Program (TAP) was authorized in 2012 under the Moving Ahead for Progress in the 21st Century Act (MAP-21) to provide for a variety of alternative transportation projects, including many that were previously eligible activities under the prior Transportation Enhancements, Recreational Trails, Safe Routes to School (SRTS), and Scenic Byways programs. The Program goals address expanding travel choices, strengthening the local economy, improving the quality of life, and protecting the environment. Transportation Alternatives projects include pedestrian and bicycle facilities, viewing areas, community improvement activities, environmental remediation, recreational trails, and safe routes to school. For more information on the Transportation Alternatives Program, please go to the Federal Highway Administration Guidance at: <http://www.fhwa.dot.gov/map21/guidance/guidetap.cfm>.

The Transportation Alternatives Program allows each region and/or state to develop their implementation program within the federal guidelines of the program. However, in order to give the proposed program a direction and focus the following regional goal statement is proposed:

“Transportation Alternative projects are federally-funded community-based projects that expand travel choices and improve the travel experience.”

Funding Levels

The Transportation Alternatives funding is suballocated to the RTC three-county Regional Transportation Planning Organization (RTPO) region based on population, with varying amounts being allocated to US Census defined urban and rural areas. In addition, a portion of the funds are flexible and can be programmed within either the urban or rural areas. The attached map illustrates these areas.

The 2015 three-county RTC regional sub-allocation is approximately \$547,000. The TAP funding estimate for years 2017-2018 is based on the assumption that funding allocation will remain constant with the current allocation. In addition, the region had approximately \$50,000 in rural TAP carry-over funds from the previous selection period. Also, \$150,000 per year of federal CMAQ funds will be added to the TAP program, but must be spent within the Air Quality Maintenance Area boundary.

Estimated Transportation Alternatives Funding Sub-Allocation

Funding Source	Urban	Rural	Flexible	Total
2017-2018 TAP	\$557,000	\$193,000	\$395,000	\$1,145,000
2017-2018 CMAQ	\$300,000	-	-	\$300,000
Total	\$857,000	\$193,000	\$395,000	\$1,445,000

Eligible Applicants

- Local Governments;
- Regional Transportation Authorities;
- Transit Agencies;
- Natural Resources or Public Land Agencies;
- School Districts, Local Education Agencies, or Schools;
- Tribal Governments; and
- Any other local or regional governmental entity with responsibility for oversight of transportation or recreational trails (other than MPO's or State agency) that the State determines to be eligible (includes Ports if they own the facility and it is open to the public).

All projects must be administered by a certification acceptance (CA) agency. Non CA agencies can apply for TAP funds but must have a CA agency sponsor the project. The sponsorship must be in place prior to applying for funds.

Eligible Activities

The following is a summary of eligible activities authorized in the MAP-21 Transportation Alternatives Program. Projects will be selected by the RTC Board through a competitive process that will apply evaluation criteria to rank projects on their merit. Eligible projects must meet one or more of the eligible activities and relate to the surface transportation system (except for recreation trails). There is no requirement for equal distribution of funding among the various eligible activities. For a full explanation of eligible activities please review the Federal Highway Administration Interim Guidance at: <http://www.fhwa.dot.gov/map21/guidance/guidetap.cfm>

- Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation.
- Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers.
- Conversion and use of abandoned railroad corridors for trails.
- Construction of turnouts, overlooks, and viewing areas.
- Inventory, control, or removal of outdoor advertising.
- Historic preservation and rehabilitation of historic transportation facilities.
- Vegetation management practices in transportation right-of-way.
- Archaeological activities relating to impacts for implementation of transportation projects eligible under this title.
- Any environmental mitigation activity related to highway construction due to highway runoff.

In addition, eligible Transportation Alternatives projects include any project eligible under the Recreational Trails Program, Safe Routes to School Program, and within the right-of-way of former interstate routes. Please note that Washington State is using a portion of Statewide Transportation Alternatives Program funds to conduct statewide Safe Routes to School and a Recreational Trails programs.

General Applicant Information

- The Transportation Alternatives Program is a reimbursement grant program. Only after a Local Agency Agreement has been approved by WSDOT can project costs become eligible for reimbursement. This means project sponsors must incur the cost of the project prior to being repaid. Any work conducted prior to a signed Local Agency Agreement is not eligible for reimbursement.
- A local match of 20% will be required for all Transportation Alternatives projects.
- Once the project is programmed in the regional TIP, no cost increase or movement of funds between phases (PE, RW, and CN) will be allowed without RTC Board approval.
- All projects must follow federal and state regulations. Including environmental, right of way, ADA, and etc.
- Projects must meet the RTC Project Delay Policy, which allows no delay for design phase and up to one-year delay for right of way and construction phases. To ensure project delivery an agency may want to split a large project into segments or separate project development phases.

Screening Requirements

- Project must be consistent with the Regional Transportation Plan (RTP)
- Project must contain at least one eligible Transportation Alternatives Category
- Projects must have a direct relationship to the surface transportation system (except trails)
- Funds cannot be used to supplement the construction of an existing project. For example, TAP funds cannot be used to pay for the sidewalk portion on an existing road project.
- Project must be open for public access

Project Selection

RTC staff will form a TAP Project Evaluation Team of five people to evaluate and rank projects. The evaluation team could be made of staff or citizens drawn from RTC, WSDOT, C-TRAN, SW WA Healthy Living Collaborative, Clark County Bicycle and Pedestrian Advisory Committee, etc.

Projects will be evaluated and ranked by the TAP Project Evaluation Team. The evaluation team ranking will then be taken to RTAC to recommend a list of projects for selection by the RTC Board. The RTC Board will make final selection. A local public involvement process will be conducted to inform the selection process.

Project Application

A new 2015 TAP application is available for download from RTC website at <http://www.rtc.wa.gov/programs/tap/>.

Applicants must complete the application in the space provided and can provide up to five pages of additional attachments. Attachments should include a vicinity map, cross-section, Plan page, and other information such as pictures and text which will assist in the evaluation of the project. All applications will be submitted electronically to RTC.

Evaluation Criteria

The following is a general list of project evaluation criteria and points available. Detail Transportation Alternative Program criteria can be download from the RTC website at <http://www.rtc.wa.gov/programs/tap/>.

- Public Benefit (25 Points):
- Connectivity (20 Points).
- Accessibility/Equity (10 Points)
- Safety (20 Points)
- Financial Support and Project Readiness (15 Points)
- Other (10 Points)

Timeline

As part of the application process, local agencies will be required to include a reasonable timeline for the implementation of preliminary engineering, right of way, and construction. It will be essential for agencies to obligate project phases on time according to the identified timeline and RTC Project Delay Policy.

Proposed TAP Program Development Schedule

The following is a proposed 2015 schedule for the regional TAP process:

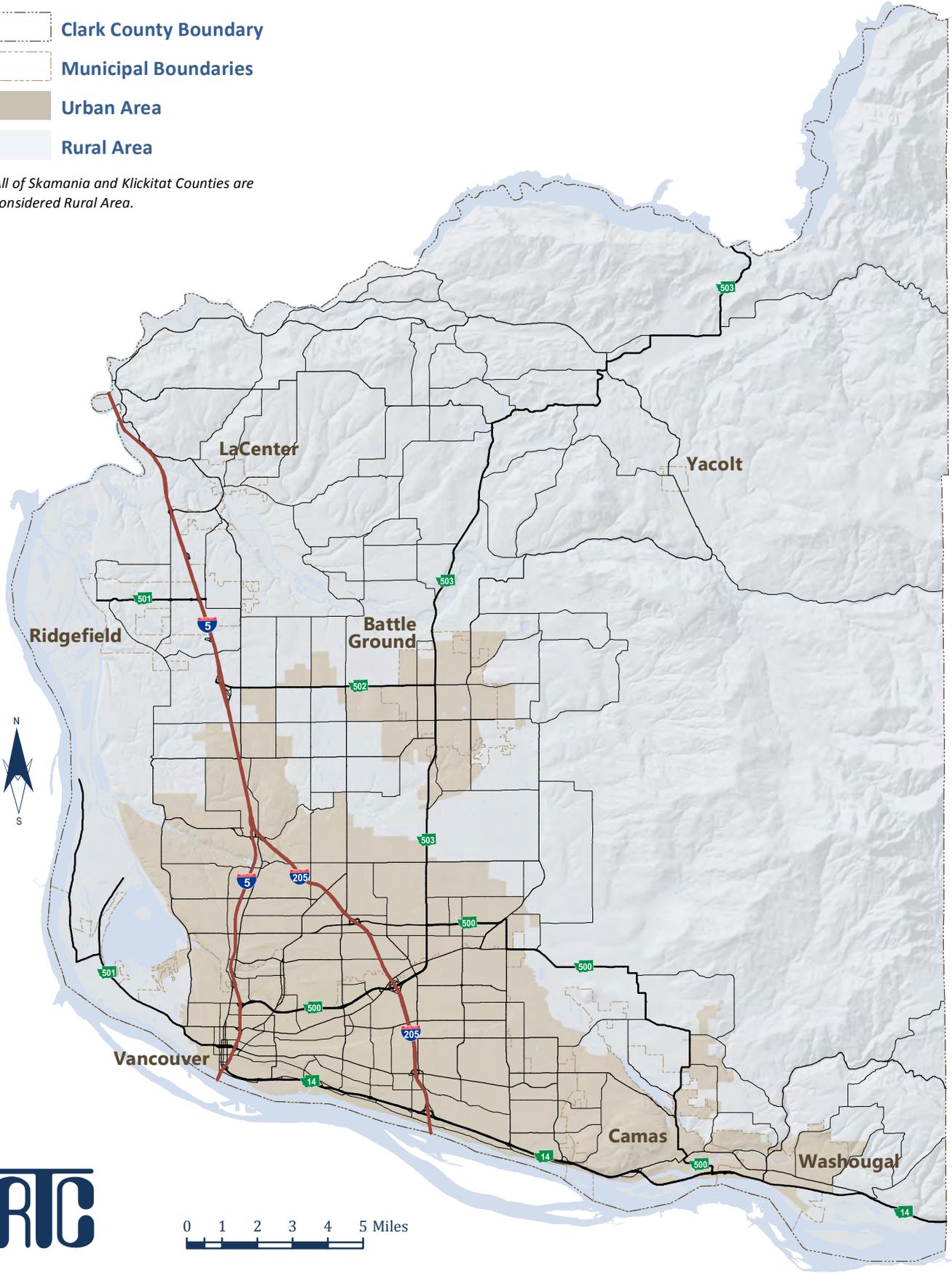
March 3, 2015	RTC Board adopts TAP process
March 6, 2015	Call for TAP projects
April 17, 2015	TAP project applications due to RTC
April 17-21, 2015	RTC staff screens applications for eligibility
April 22-May 5, 2015	Public Comment Period
April 22-May 12, 2015	Review by Evaluation Team
May 13, 2015	Evaluation Team meets to rank projects
May 15, 2015	RTAC recommends ranking and selection of TAP projects to RTC Board
June 2, 2015	RTC Board selects TAP projects and amends TIP
Mid-July 2015	Projects amended into STIP
Mid-July 2015	TAP projects proceed to implementation

2010 Federal Urban Area Boundary

Source: U.S. Census Bureau

-  Clark County Boundary
-  Municipal Boundaries
-  Urban Area
-  Rural Area

All of Skamania and Klickitat Counties are considered Rural Area.





Transportation Alternatives Program Criteria

Screening Requirements

- Project is consistent with the MTP/RTP
- Project contains at least one eligible Transportation Alternatives Category
- Project is directly related to the surface transportation system (except trails)
- Project does not supplement the construction of an existing project.
- Project is open to public access

Criteria

Public Benefit (Max 25 Points)

Describe how the project relates to adopted plan such as the GMA plan, modal plan, neighborhood plan or other planning process

- Project is listed, by name, in adopted plan(s) 1-10

Describe how the project will improve the public travel experience and travel options, including the benefit to the community 1-20

Connectivity (Max 20 Points)

Describe how the project provides a connection between modes, or improves transportation choices, or connects to land use services such as job locations, a civic center, library, grocery market, playground, retail center, medical office, school, and other.

A mode included in the project or provides access to transit:

- Bicycle 3
- Pedestrian 3
- Transit Access 3

Land uses connected by project (within ½ mile of project):

- Community/Civic Center/Library/Social Service 3
- Park 3
- Retail/Restaurant 3
- Office/Industrial 3
- Hospital/Medical Office 3
- School 3
- Other _____ 3

Accessibility/Equity (Max 10 Points)

Describe to what extent the project will improve mobility for disadvantaged populations, including elderly, disabled, minority, and low income population?

- Project within ¼ mile of affordable housing complex(s) 1-4
- Improve low income access to transit, jobs, education, and essential services 1-4
- Percentage of adjacent population of elderly, disabled, minority, or low income 1-4
 - Based on RTC Demographic Profile data

Safety (Max 20 Points)

Describe how the project improves public safety for all transportation users? Does the project address a specific safety issue?

- Identify safety issues. 1-10
 - Collision data
 - Lack of adequate safe crossing or access
 - Lack of separated facility
 - High speed/volume
 - Other
- Project addresses a safety concern 1-10
 - Provides sidewalk or pathway, with curb-cuts
 - Provides bike lanes, markings, and signage
 - Implements traffic calming measures
 - Signage and/or markings directed to safety concern
 - Provides crosswalk enhancement (striping, refuge island, signal, etc.)

Financial/Readiness (Max 15 Points)

Describe project is funding, level of design, environmental approvals, and project schedule.

- Non TAP funding (1 point for every 5% above required 20% match) 1-5
- Right of way not needed or already acquired 3
- Design at 70% or higher 3
- All environmental permit approved 3
- Project can be obligated by June 1, 2014 or 2015 1 or 3

Other (10 Points)

Describe how the local community and other agencies have been involved in the planning process. List any opposition to the project and how it was overcome. 1-5

Describe how the project improves public health and increase physical activity 1-5

Describe how the project includes design elements that contribute to quality of life 1-5

- Lighting, bicycle parking, benches, traffic calming, landscaping, public art, trash receptacles, and other design elements.



MEMORANDUM

TO: Regional Transportation Advisory Committee
FROM: Dale Robins
DATE: January 9, 2015
SUBJECT: **Transportation Improvement Program: Process Update**

BACKGROUND

When the Transportation Improvement Program (TIP) process was reviewed in 2014, RTAC members recommended that the TIB banding process be analyzed in 2014 with a comprehensive review of the TIP Process occurring in 2015. The goal of this review will be to develop a Transportation Improvement Program process that meets the region's transportation needs. The purpose of this memorandum is to begin the discussion of the 2015 review of the TIP process.

TRANSPORTATION PLANNING PROCESS

The Regional Transportation Plan (RTP) establishes the long-range goals for the region and identifies projects and strategies that will be necessary to meet the regions long-range transportation needs. The Transportation Improvement Program (TIP) serves as a short-range programming document for projects that are planned over the next four years. Projects programmed in the TIP must be consistent with the projects and strategies identified in the long-range RTP.

RTC PROJECT SELECTION

RTC, as the Metropolitan Planning Organization (MPO), is responsible for selecting projects for regional allocation of federal transportation funds including Surface Transportation Program (STP), Congestion Mitigation Air Quality (CMAQ), and Transportation Alternatives Program (TAP). Federal regulations allow each MPO to develop their individual project selection process within federal guidelines. However, in order to give the proposed program a direction and focus the following regional goal statement is proposed:

"To manage facilities most effectively to improve mobility for all modes, encourage economic vitality, and increase safety, while leveraging transportation grant sources."

REVIEW PROCESS

In order to meet a June call for projects, the TIP review process will need to be completed prior to the May RTAC meeting. RTC staff is proposing that an RTAC subcommittee be formed. The committee would be made up of all member jurisdictions that would like to participate. The RTAC subcommittee would work through the details of the TIP Development Process and make a recommendation to the full RTAC committee. RTAC would then recommend a final TIP Development Process for RTC Board approval.