



The Regional Transportation Advisory Committee meeting will be held on **Friday, March 18, 2016**, 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 February 19, 2016 Minutes, Action
- II. March TIP Administration, Action
 - a. Battle Ground, SR-502/SR-503 Right Turn Lanes: Remove Federal Funds
 - b. Vancouver, NE 18th Street Project: Add Federal Earmark Funds
 - c. Vancouver, BRT Corridor Sidewalks: Correcting Dollar Amount
 - d. WSDOT, SR-503, 503 Spur, 504 and 505: Remove Project From STIP
 - e. WSDOT, I-5/NB Off Ramp at Fourth Plain: Modify Scope and Cost
- III. TIP Project Delay – City of Battle Ground: Chelatchie Prairie Rail with Trails, Action
- IV. WSDOT Corridor Sketch – Process Update: Michael Williams, WSDOT *
- V. Initial Review of Online TIP Database, Discussion
- VI. 2015 Annual Listing of Federal Obligation, Discussion
- VII. Freight Data Collection, Discussion
- VIII. Other Business
 - A. RTAC Members
 - B. RTC Staff
 - a. TIP Subcommittee Update

**Materials available at meeting*

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

20160318_RTAC_Agenda.docx

An advisory committee to:

Southwest Washington Regional Transportation Council

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**Regional Transportation Advisory Committee (RTAC)
Meeting Minutes
February 19, 2016**

I. Call to Order and Approval of Minutes

The meeting of the Regional Transportation Advisory Committee was called to order on Friday, February 19, 2016, at 9:00 a.m. in the Public Service Center 6th Floor Training Room, 1300 Franklin Street, Vancouver, Washington by Matt Ransom, RTC. Those in attendance follow:

Gary Albrecht	Clark County
Mike Bomar	CREDC
Jim Carothers	City of Camas
Rob Charles	Washougal
Tony Cooper	City of La Center
Lynda David	RTC
Jim Hagar	Port of Vancouver
Roger Hanson	C-TRAN
Mark Harrington	RTC
Bob Hart	RTC
BJ Jacobson	Human Services Council
Ryan Jeynes	City of Battle Ground
Chris Malone	City of Vancouver
Stephanie Millar	ODOT
Chris Myers	Metro
Matt Ransom	RTC
Patrick Sweeney	City of Vancouver
Shann Westrand	RTC
Michael Williams	WSDOT
Susan Wilson	Clark County

Matt asked if there were any changes or corrections to the January 15, 2016, meeting minutes and asked for a motion of approval.

JIM HAGAR, PORT OF VANCOUVER, MOVED FOR APPROVAL OF THE JANUARY 15, 2016 MEETING MINUTES, AND SUSAN WILSON, CLARK COUNTY, SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.

II. Bus On Shoulder Feasibility Study - Action

Bob Hart, RTC, reported that RTAC had reviewed the I-205 Bus on Shoulder Feasibility Study at the January meeting when the consultant selection process and tasks for the study were outlined. At that meeting, RTAC had recommended adoption of the TIP amendment to use \$125,000 in unallocated CMAQ funds and matching C-TRAN funds for the Study. Having had further discussion with the consultant, it has been determined that additional funds would be

required to perform the study tasks outlined in the Scope of Work, therefore the amount of CMAQ funds requested for the TIP amendment has changed to \$150,000.

Bob reviewed the Scope of Work for the Feasibility Study and the attached STIP page including the Study as well as Section 1-F of the FY2016 Unified Planning Work Program (UPWP) adding the BOS Feasibility Study. RTAC is being asked to recommend to the RTC Board approval of the BOS Feasibility Study for \$150,000 in unallocated CMAQ funds, enter into an agreement with David Evans and Associates (DEA) for technical services for the I-205 BOS Feasibility Study, and amend the FY2016 UPWP to include the I-205 BOS Study.

MICHAEL WILLIAMS, WSDOT, MOVED TO RECOMMEND APPROVAL BY THE RTC BOARD TO ALLOW THE RTC EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH DAVID EVANS & ASSOCIATES TO PROVIDE CONSULTANT SERVICES FOR THE I-205 BOS FEASIBILITY STUDY, AMEND THE 2016-2019 TIP TO PROGRAM \$150,000 CMAQ FUNDS AND LOCAL MATCH AND TO AMEND THE FY-2016 UPWP TO INCLUDE THE I-205 BOS STUDY. PATRICK SWEENEY, CITY OF VANCOUVER, SECONDED THE MOTION AND THE MOTION WAS APPROVED UNANIMOUSLY.

III. GMA Certification – A Guide to RTC’s Plan Certification Process, Action

Lynda David, RTC, indicated the attached Guide has not been changed since last month’s RTAC meeting. Today, RTAC is asked to recommend adoption of the Guide and Checklist by the RTC Board so the Guide and Checklist can be used by planning agencies updating their Comprehensive Plans. The RTC Board, at their February 2 meeting, did not have any concerns about the Draft Guide and indicated they were pleased to see clarification of RTC’s role in the process. This guide includes how RTC reviews plans, making sure the GMA Plans conform to the Growth Management Act requirements and ensuring consistency between the Regional Transportation Plan and local transportation elements and also that plans address Level of Service (LOS) identifying transportation needs and strategies.

The Checklist included in the Guide is to help agencies make sure they have complied with the Act. RTC will make this Checklist available on RTC’s website once the RTC Board has adopted the Guide. RTC staff will be available to work with planners for support and guidance while completing the Checklist to ensure this is an easy process to fulfill.

JIM CAROTHERS, CITY OF CAMAS, MOVED FOR FORWARDING RTC’S PLAN CERTIFICATION PROCESS TO THE RTC BOARD FOR BOARD ADOPTION. JIM HAGAR, PORT OF VANCOUVER, SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.

IV. C-TRAN Service Change Concepts: Presentation by Roger Hanson C-TRAN

Roger Hanson, C-TRAN, provided a PowerPoint of C-TRAN's service change concepts. Roger went over several slides indicating how C-TRAN's proposed service changes would improve the system with faster trips, better connections and improved reliability. These service changes are due largely to accommodating completion of The VINE Bus Rapid Transit line and budgeted expansion of C-TRAN service. The changes also respond to comments and suggestions C-TRAN is constantly receiving from the public and C-TRAN operators as well as ongoing performance review. There are a lot of changes proposed to be made but C-TRAN will still be servicing the same area. There was discussion regarding suggested route changes and completion of The VINE which should be by the end of 2016. Route 4 that will serve the VINE will be modified before the VINE is complete. Public outreach will continue through March and then a proposal will be put together to take to the C-TRAN Board at a public hearing in April. Once the Board receives comments and their input is incorporated into the Concept, C-TRAN is hopeful to move forward with service changes in September. Roger also mentioned a new electronic fare system called the HOP that C-TRAN is working on with Tri-Met.

V. Public Participation Plan Update and RTC Tribal Consultation Policy - Background

Lynda David, RTC, provided some background regarding the need to update RTC's Public Participation Plan (PPP) and related Title VI and Limited English Proficiency Plans. In addition, RTC is encouraged by federal and state DOTs to put together a Tribal Consultation Policy. RTC last updated the PPP in January 2014 and are looking to make some minor modifications with a 2016 update. RTC and C-TRAN have identified a change that will need to be made in the PPP update which will include a description of how C-TRAN relies on RTC's PPP to satisfy federal requirements relating to C-TRAN's Program of Projects (POP).

RTC is asking agencies to notify RTC of any other issues or updates that need to be made to the existing PPP, Title VI and LEP Plans with the current documents available for review on RTC's website. RTC presently addresses Tribal Consultation on page 32 of the existing PPP. With the Cowlitz Tribe now having reservation lands within Clark County, RTC will change some of the outreach and consultation efforts with the Cowlitz Tribe. Though some agencies indicated that their SEPA process does include verbiage on engaging the Tribe, RTC is being asked, through their federal MPO status, to be a little more specific as SEPA rules do not apply at the federal level.

Updates will be brought to RTAC prior to going to the RTC Board with Draft updates to the PPP. There is a formal public comment period of 45 days for the public to be able to have input relating to the Plan. These plans need to be complete before RTC's quadrennial MPO Certification in fall 2016.

VI. Other Business

A. RTAC Members

- a) There was discussion regarding the Cowlitz Casino being built near the I-5/La Center interchange.

B. RTC Staff

- a) Lynda David, RTC, indicated there is a call for Safe Routes to School projects due to WSDOT by May 13th and a Bike/Ped Safety project call due to WSDOT by May 6th. A few agencies plan to submit applications.
- b) Mark Harrington, RTC, announced that Clark County is holding a hearing to consider the preferred alternative for the Clark County Comp Plan. The hearing was continued from February 16 to February 23rd.
- c) Matt Ransom, RTC Executive Director, announced that the Bi-State Coordination Committee meeting that was scheduled for Thursday February 25th has been cancelled. The next meeting will be held later this year.
- d) Matt Ransom, RTC Executive Director, asked for RTAC input on topics the RTC Board may want to have discussion on. These topics may be any broad policy, strategic, or long term transportation trends or issues RTAC would like to bring forward or talk about before taking to the Board for discussion. RTAC suggestions included talking about short term projects and also long term issues including topics like Connected Vehicles, Demographic Trends, Technology, Complete Streets, Practical Design, Shared Autonomy, the Corridor Sketch Initiative, etc. Matt asked RTAC to give this more thought and forward any suggestions to RTC.

The meeting adjourned at 10:25 a.m. The next meeting will be on Friday, March 18, 2016.



MEMORANDUM

TO: Regional Transportation Advisory Committee
FROM: Dale Robins
DATE: March 11, 2016
SUBJECT: **March TIP Administration**

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).

RTC's policies allow many minor to moderate changes to be made at the discretion of the RTC Executive Director with notification of RTAC. The following changes are proposed:

1. The City of Battle is proposing to remove \$252,000 in Regional STP from the SR-502/SR-503 Right Turn Lanes. Acceptance of federal funds on this project would federalize all 7 projects associated with this Connecting Washington project. The project cost will not change, but local funds will replace federal dollars. Returned regional STP funds will be added into this year's call for projects.
2. The City of Vancouver has received approval to move an old \$1.2 million East Mill Plain earmark into their NE 18th Street project. The project cost will not change, but additional federal funds will replace local dollars.
3. The City of Vancouver will add \$100 dollars of regional STP dollars to the BRT Corridor Sidewalk project. This will correct a data entry error and increase federal funds to match award total.
4. WSDOT has requested that the SR-503, 503 Spur, 504 and 505 project be removed from the STIP. WSDOT will complete this work as part of regular paving work.
5. WSDOT is modifying the I-5/NB Off Ramp at Fourth Plain project to remove a right turn modification. This will reduce the project scope by approximately \$100,000.

The attached STIP project record report provides additional information on each project.

ACTION

RTAC is asked to concur with proposed changes to the STIP.

Attachment

20160318_RTAC_TIPAdministration.docx

Washington State S. T. I. P.

2016 to 2019

(Project Funds to Nearest Dollar)

MPO/RTPO: RTC

Y Inside

N Outside

March 11, 2016

County: Clark

Agency: Battle Ground

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.
12			BG11-08	03	0.000	CE	Yes	SR 503	SR 503	2,391,400	16-04

SR 502/SR 503 Right Turn Lanes

Add dedicated right turn lanes to the North, East, and West legs of the intersection of SR 502 & SR 503

Funding

Phase	Start Date	Federal	Fund Code	Federal Funds		State Funds	Local Funds	Total
				State Fund Code				
PE	2017	0		CWA		210,000	166,400	376,400
RW	2018	0		CWA		500,000	125,000	625,000
CN	2018	0		CWA		1,390,000	0	1,390,000
Project Totals				0		2,100,000	291,400	2,391,400

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	200,000	176,400	0	0
RW	0	0	625,000	0	0
CN	0	0	1,000,000	390,000	0
Totals	0	200,000	1,801,400	390,000	0

Agency Totals for Battle Ground	Federal Funds		State Funds	Local Funds	Total
	0		2,100,000	291,400	2,391,400

Washington State S. T. I. P.

2016 to 2019

(Project Funds to Nearest Dollar)

MPO/RTPO: RTC

Y Inside

N Outside

March 11, 2016

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.
16			WA-08176	28	0.200	CE	No	G Street	Clark College Entrance	1,075,100	16-04

BRT Corridor Fort Vancouver Way/McLoughlin Sidewalk Infill and Pedestrian Signal Upgrade

Install sidewalks, curb ramps, and HAWK signal in the vicinity of Clark College in order to provide improved pedestrian access to proposed BRT along Fort Vancouver Way.

Funding

Phase	Start Date	Federal	Fund Code	Federal Funds		State Fund Code	State Funds	Local Funds	Total
PE	2018		CMAQ		108,000		0	17,000	125,000
CN	2019		CMAQ		821,800		0	128,300	950,100
Project Totals					929,800		0	145,300	1,075,100

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	125,000	0	0
CN	0	0	0	950,100	0
Totals	0	0	125,000	950,100	0

Washington State S. T. I. P.

2016 to 2019

(Project Funds to Nearest Dollar)

MPO/RTPO: RTC

Y Inside

N Outside

March 11, 2016

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	4254(005)		WA-04776	03	1.000	EA	Yes	Four Seasons Lane	136th Avenue	14,237,000	16-04

NE 18th Street, Four Seasons to 136th Ave.

Improve substandard principal arterial to urban arterial standards, with 5 travel lanes, sidewalk, path, and bicycle lanes. PE phase was completed under project 4254(004).

Funding

Phase	Start Date	Federal	Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total
CN	2016		DEMO	1,251,844		0	0	1,251,844
CN	2018		STP(UL)	4,000,000		0	5,748,156	9,748,156
Project Totals				5,251,844		0	5,748,156	11,000,000

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
CN	0	0	11,000,000	0	0
Totals	0	0	11,000,000	0	0

	Federal Funds	State Funds	Local Funds	Total
Agency Totals for Vancouver	6,181,644	0	5,893,456	12,075,100

Washington State S. T. I. P.

2016 to 2019

(Project Funds to Nearest Dollar)

MPO/RTPO: RTC

Y Inside

N Outside

March 11, 2016

County:

Agency: WSDOT - SW

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.
11	0051(296)	400515I	400515I06	21	0.040	CE	No	1.56	1.60	421,383	16-04

I-5/Northbound Off Ramp at Fourth Plain Blvd - Intersection Improvements

Add a signal and updated pedestrian crossing to reduce collisions.

Funding

Phase	Start Date	Federal	Fund Code	Federal Funds		State Funds	Local Funds	Total
				Federal Funds	State Fund Code			
CN	2016		HSIP	305,446		0	6,234	311,680
Project Totals				305,446		0	6,234	311,680

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
CN	311,680	0	0	0	0
Totals	311,680	0	0	0	0

Agency Totals for WSDOT - SW	Federal Funds		State Funds	Local Funds	Total
	Federal Funds	State Fund Code			
Agency Totals for WSDOT - SW	305,446		0	6,234	311,680



MEMORANDUM

TO: Regional Transportation Advisory Committee
FROM: Dale Robins
DATE: March 11, 2016
SUBJECT: **TIP Project Delay**

BACKGROUND

RTC's TIP Policy and Procedures provide for project delays of up to one year with approval by RTAC. The City of Battle Ground has requested a delay to 2017 for the obligation of construction funds for their **Chelatchie Rail with Trails TAP** project. Attached to this memorandum is a letter from the City requesting this delay and the TIP Project Page. No changes to the TIP are required to accommodate this delay.

The City of Battle Ground is requesting the delay due to staff restraints in working with other projects for which the city has received grants. This delay request was received by the March 1st deadline and will not impact regional obligation authority. RTC staff is recommending approval of this delay.

Please come to March RTAC meeting prepared to take action on this project delay request.

RTC TIP POLICY AND PROCEDURE

The following procedures are included in the Transportation Programming Guidebook:

Policy 5.7 – If a project cannot make the August obligation deadline, the sponsoring agency must contact RTC in writing by March 1st of that year.

Policy 5.7.2 – If delay is not likely to impact regional obligation authority, a project delay exception can be sought. The request must be in writing and explain the circumstances for the project delay and why the delay should be considered. Delays of less than one additional year can be approved by RTAC. Delays of greater than a year, requires RTAC and RTC Board approval.

Attachments

20160318_RTAC_BGProjectDelay.docx



City of Battle Ground

City Hall • Engineering Department

109 S.W. 1st Street, Suite 122 • Battle Ground, WA 98604 • (360) 342-5070 • Fax (360) 342-5057

February 26, 2016

Dale Robins, Senior Transportation Planner
Regional Transportation Council
PO Box 1366
Vancouver, WA 98666

RE: Chelatchie Rails With Trails TAP-4463(001) – Project Delay

Dear Dale:

Per Policy 5.7 of the Transportation Programming Guidebook the City of Battle Ground would like to request a one year delay for the construction phase of this project. I think it is likely we will obligate by the end of this year, however I don't see any way we can be ready by August.

The reason for the delay is that the City was fortunate enough to receive a TIB grant for our S Parkway project and Connecting Washington money for our SR 503/SR 502 Congestion Relief project. These projects have taken up all of our staff time to complete design. Both S Parkway and Phase 1 of the Congestion Relief project will be out the door in the next few months so we will be able to focus on the Chelatchie project. Should you have questions or need any additional information, please do not hesitate to contact me at (360) 342-5072 or if you prefer email please try mark.herceg@cityofbg.org.

Sincerely,

A handwritten signature in purple ink that reads "Mark Herceg".

Mark Herceg, PE
City Engineer

CC: Scott Sawyer, PE, Public Works Director
Marit Ernst, PE, Associate Civil Engineer
File

Washington State S. T. I. P.

2016 to 2019

(Project Funds to Nearest Dollar)

MPO/RTPO: RTC

Y Inside

N Outside

March 11, 2016

County: Clark

Agency: Battle Ground

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.
16	4463(001)		BG13-02	28	0.240	CE	No	East Main Street	SE Rasmussen Boulevard	705,000	

Chelatchie Prairie Rail with Trail

Construct a paved shared trail adjacent to the existing railroad tracks.

Funding

Phase	Start Date	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total
CN	2017	TAP(UL)	225,000		0	380,000	605,000
Project Totals			225,000		0	380,000	605,000

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
CN	0	605,000	0	0	0
Totals	0	605,000	0	0	0

	Federal Funds	State Funds	Local Funds	Total
Agency Totals for Battle Ground	225,000	0	380,000	605,000



MEMORANDUM

TO: Regional Transportation Advisory Committee
FROM: Dale Robins
DATE: March 11, 2016
SUBJECT: Initial Review of Online TIP Database

BACKGROUND

RTC staff is beginning to develop an online project information database and are looking for early feedback from RTAC members. The initial thought is the database would include projects selected by the RTC Board from year 2000 to current projects.

The database would provide both historical information on completed projects and information on projects that are currently underway. This would be a resource for both staff and elected officials.

At the March RTAC meeting RTC staff will provide a review of the online database and will seek RTAC feedback. Your feedback will be critical in the final design of the online database.

20160318_RTAC_TIPDatabaseWeb.docx

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MEMORANDUM

TO: Regional Transportation Advisory Committee
FROM: Dale Robins
DATE: March 11, 2016
SUBJECT: 2015 Annual Listing of Federal Obligation

BACKGROUND

Federal regulations require MPOs to publish an annual listing of projects for which federal funds have been obligated in the preceding year as a record of project delivery. This list must be published by March 31st of each year. The Term “obligation” is the federal government’s legal commitment to pay the Federal Share of a project. This list is prepared by the MPO in cooperation with WSDOT and C-TRAN.

The preparation of the 2015 Annual Listing of Federal Obligation should be completed by the March RTAC meeting, with the Obligation Report available at the meeting. The development of the report has been delayed as WSDOT has changed software for tracking obligation and RTC is missing data for the final quarter of 2015 (October-December). WSDOT has promised to deliver by March 15th.

At the February 18, 2016 RTAC meeting, the 2015 annual listing of federal obligation will be available for review by RTAC members. Following RTAC’s review the report will be added to the RTC Website and presented to the RTC Board.

20160318_RTAC_2015Obligation.docx



MEMORANDUM

TO: Regional Transportation Advisory Committee
FROM: Dale Robins
DATE: March 11, 2016
SUBJECT: Freight Data Collection

BACKGROUND

The study of goods and people movement is an important component of the regional transportation planning process. To support this work, RTC has dedicated a portion of their planning resources to update data inventories of truck counts within the region. Since January 2015, RTC has added 66 classification counts to the traffic count database and will continue to work to update classification counts in 2016.

This data will provide an improved picture of goods movement within the region. It will provide a foundation for incorporating freight consideration into RTC's transportation planning process.

At the March RTAC meeting, RTC staff will provide an overview of the classification counts collected over the past year and an initial analysis of what the data shows.

20160318_RTAC_Freight.docx

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