

THURSTON REGIONAL PLANNING COUNCIL
UNIFIED PLANNING WORK PROGRAM

STATE FISCAL YEARS 2015-2016

(July 1, 2014 to June 30, 2016)

Adopted by TRPC

June 6, 2014

This page is intentionally blank.

June 6, 2014

THURSTON REGIONAL PLANNING COUNCIL

RESOLUTION NO. 2014-02

RELATING to the State Fiscal Years 2015-16 Unified Planning Work Program between THURSTON REGIONAL PLANNING COUNCIL (TRPC) and the WASHINGTON STATE DEPARTMENT OF TRANSPORTATION (WSDOT).

WHEREAS, the WSDOT and TRPC have cooperated in the past for regional and metropolitan transportation planning within Thurston County; and

WHEREAS, TRPC is the agency designated by the GOVERNOR as the METROPOLITAN PLANNING ORGANIZATION and the REGIONAL TRANSPORTATION PLANNING ORGANIZATION for the Thurston region; and

WHEREAS, TRPC has the authority to act on the Unified Planning Work Program;

NOW, THEREFORE BE IT RESOLVED BY THE THURSTON REGIONAL PLANNING COUNCIL:

THAT the scope, content, budget, and funding sources of the Unified Planning Work Program for State Fiscal Year 2015-2016 be approved as per attachment with the understanding that minor changes may be required following State review; and

THAT the Regional Transportation Improvement Program be amended to secure the federal Surface Transportation Program funds described in the Unified Planning Work Program document to perform regional transportation planning; and

THAT any local match will be finalized through the TRPC budget process; and

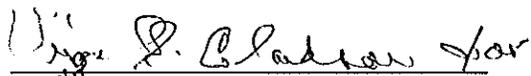
THAT the Chair is authorized to file the necessary applications and execute contracts with the WSDOT upon completion of legal reviews.

Adopted this 6th day of June, 2014.

ATTEST:



Lon D. Wyrick
Executive Director



Sandra Romero
Chair,
Thurston Regional Planning Council

STATE FISCAL YEARS 2015-2016 UNIFIED PLANNING WORK PROGRAM
THURSTON REGIONAL PLANNING COUNCIL

Table of Contents Page

INTRODUCTION

Preface..... 1

Background..... 2

 Federal Legislation..... 2

 State Legislation..... 3

 Consideration of Regional Transportation Planning Priorities 5

 UPWP Process 6

Description of the Region 7

 Figure 1: Thurston County Vicinity Map 7

 Figure 2: Thurston Region MPO Boundary..... 7

MPO/RTPO Structure..... 8

Regional Planning Priorities 9

Discussion of Other Transportation Planning Efforts..... 10

UPWP Elements..... 19

SFY 2015-2016 WORK ELEMENTS

Major Activity 1 – MPO/RTPO Program Compliance 20

 Task 1.1 – Planning and Programming..... 20

 Task 1.2 – Agreements and Certifications 22

Major Activity 2 – Program Administration..... 23

 Task 2.1 – Program Support 23

 Task 2.2 – Compliance with State and Federal Accounting Procedures 24

FINANCIAL REPORT

Summary Table of MPO/RTPO Program Funding Sources and Total Expenditure25

APPENDICES

Appendix A – Unfunded Needs for SFY 2015-2016

Regional Corridors Initiative – Transforming Old State Highways A-1
Climate Action Plan A-2
I-5 Framework Study – Grand Mound to SR 512..... A-3
High Capacity Transportation Alternatives Analysis A-4
Rural Mobility Alternatives Analysis A-5
Local Goods and Services Mobility Strategy A-5
Location-Efficiency Impacts of Urban Corridor Development on Trip GenerationA-6

Appendix B – An Alphabet Soup of Transportation:

A Glossary of Transportation Terms and Acronyms Found in the UPWP

Appendix C – CY 2014 Member Rosters and Staff Resources

Appendix D – SFY 2013 UPWP Annual Report

PREFACE

Regional transportation planning is a process-oriented endeavor as much as it is a product-oriented one. Good process leads to consensus products. Regional transportation planning is:

- Coordination among jurisdictions, citizens, businesses, and other interests to identify a direction for the region's transportation system and then maintaining a course to get there.
- Exploring issues and opportunities, and evaluating the consequences of choices both big and small.
- Collaboration and communication among diverse and seemingly unrelated organizations with a common interest in transportation and livable communities.
- Weighing alternatives and prioritizing among important and sometimes competing options, making difficult decisions, and at times, having to reconsider a decision based on updated information.
- Answering questions that often lead to more questions.
- Looking at transportation and seeing not just cars and buses, but community livability, environmental quality, social equity, financial responsibility, economic vitality – across whole generations.

Regional transportation planning is the process of looking at the transportation system as a whole, without regard to jurisdiction or travel mode. The goal is to make decisions that – over time – result in more access, more choices, a resilient economy, and a more sustainable relationship with our natural and social environment.

The Thurston region has a long-standing commitment to coordinated, comprehensive transportation planning. This region has traditionally gone above and beyond the mandates required by federal and state law, dedicating its own resources and securing additional revenues to tackle those issues that are a high priority for the people of Thurston County and which are essential to a maintaining a high quality of life for the region.

This document details how this region complies with its federal and state mandates, and includes discussion of those other efforts that help this region make progress on its near- and long-term goals. Readers interested in this region's transportation activities are encouraged to visit the TRPC website at www.trpc.org for more interesting and relevant information.

BACKGROUND

The Unified Planning Work Program (UPWP) is a required statement of how federal and state funds will be used for transportation planning purposes. As the Metropolitan Planning Organization (MPO) and the Regional Transportation Planning Organization (RTPO) for the Thurston region, Thurston Regional Planning Council receives funds that are intended to help ensure a continuous, cooperative, and comprehensive regional transportation planning process. This next section describes the federal and state laws that govern how these funds are to be used and reported.

Federal Legislation

Provisions of 23 U.S.C. 134 and 49 U.S.C. 5303 set forth a national policy governing metropolitan transportation planning, a policy that shapes the work of Thurston Regional Planning Council. That policy stipulates that the MPO designated for each urbanized area is to carry out a continuing, cooperative, and comprehensive multimodal transportation planning process: that includes the development of a long-range metropolitan transportation plan and a transportation improvement program (TIP); that encourages and promotes the safe and efficient development, management, and operation of surface transportation systems to serve the mobility needs of people and freight (including accessible pedestrian walkways and bicycle transportation facilities); and which fosters economic growth and development, while minimizing transportation-related fuel consumption and air pollution. This policy encourages continued development and improvement of metropolitan transportation planning processes guided by the planning factors set forth in 23 U.S.C. 134(h) and 49 U.S.C. 5303(h).

The scope of that metropolitan planning process is defined by federal legislation. Federal legislation specifies that the metropolitan transportation planning process shall be continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services that address the following factors:

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

SFY 2015-2016 UPWP

Consideration of these planning factors shall be reflected, as appropriate, in the metropolitan transportation planning process. The degree of consideration and analysis of the factors should be based on the scale and complexity of many issues, including transportation system development, land use, employment, economic development, human and natural environment, and housing and community development.

Additionally, recent federal law stipulates that the metropolitan transportation planning process develop a performance-driven, outcomes-based approach to transportation decision-making in support of national and regional goals.

MPOs will establish performance targets to use in tracking progress towards achieving critical outcomes for the region. Selection of the performance targets will be coordinated with the State and transit agencies to ensure consistency, and will occur no later than 180 days after the State and transit agency establish their own targets. MPOs will also integrate into the planning process, directly or by reference, the goals, objectives, performance measures, and targets described in other relevant planning processes.

TRPC receives funds from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as provided under 23 U.S.C. 104(f) and 49 U.S.C. 5336 to accomplish these activities. Historically these funds and their requisite local matching funds constitute less than one-third of the revenues used to support TRPC's regional transportation planning efforts. Federal legislation specifies how those metropolitan transportation planning activities performed with these funds will be documented. This is described as the Unified Planning Work Program (UPWP) and its contents and structure is established in the provisions of 23 CFR Part 450 and Part 420, and 49 CFR Part 613.

The Unified Planning Work Program is to document those planning activities to be performed with funds provided under Title 23 and Chapter 53 of Title 49 U.S.C. It is to describe the planning activities within the next one- or two-year period including who will perform the work, the schedule for completing the work, resulting products, proposed funding by task, and a summary of the total amounts and sources of funding. MPOs are also encouraged to include a discussion of other transportation planning activities in the region other than those funded through this provision. This UPWP includes this discussion in order to give readers a better understanding of the comprehensive nature of transportation planning in the Thurston region.

State Legislation

Use of state funding received by TRPC is determined by RCW 47.80 and WAC 468-86. These state requirements recognize the critical relationship between transportation and land use, and typically complement the federal requirements.

As per state law, the regional transportation planning program is meant to foster an on-going transportation planning and decision-making process that actively plans for the improvement of regional transportation systems and coordinates this process among jurisdictions. Intended to be integral to local and regional growth management efforts, state laws stipulate that regional

SFY 2015-2016 UPWP

planning should adhere to the following principles:

1. Build upon applicable portions of local comprehensive plans and processes, and promote the establishment of a regional perspective into the local comprehensive plans;
2. Encourage partnerships between federal, state, local and tribal governments, special districts, the private sector, the general public, and other interest groups during conception, technical analysis, policy development, and decision processes in development, updating, and maintaining the regional transportation plan;
3. Ensure early and continuous public involvement from conceptual planning through decision-making;
4. Be on-going, and incorporate short and long range multimodal planning activities to address major capacity expansion and operational improvements to the regional transportation system;
5. Use regionally coordinated, valid and consistent technical methods and data to identify and analyze needs;
6. Consider environmental impacts related to the development of regional transportation policies and facilities; and
7. Address the policies regarding the coordination of transportation planning among regional jurisdictions, including the relationship between regional transportation planning, local comprehensive planning and state transportation planning.

Within these principles, regions shall develop their own on-going planning process for the development and refinement of the regional transportation plan, and provide a forum for the discussion of regional transportation planning issues.

State law requires that the UPWP describe how the work programmed supports the six legislative transportation system policy goals of RCW 47.04.280. Specifically, state law stipulated that “public investments in transportation should support achievement of these policy goals:

- (a) Economic vitality: To promote and develop transportation systems that stimulate, support, and enhance the movement of people and goods to ensure a prosperous economy;
- (b) Preservation: To maintain, preserve, and extend the life and utility of prior investments in transportation systems and services;
- (c) Safety: To provide for and improve the safety and security of transportation customers and the transportation system;
- (d) Mobility: To improve the predictable movement of goods and people throughout Washington state;
- (e) Environment: To enhance Washington's quality of life through transportation investments that promote energy conservation, enhance healthy communities, and protect the environment; and

SFY 2015-2016 UPWP

(f) Stewardship: To continuously improve the quality, effectiveness, and efficiency of the transportation system.

The legislative intent of these six principles is wholly consistent with regional objectives. TRPC work program activities work in concert to promote economic vitality, keep life cycle costs as low as possible, increase the safety of transportation system users and operators, maximize convenient and reliable travel choices, minimize environmental impacts, and generally improve the overall efficiency, reliability, and quality of the transportation system for the traveling public.

State funding received by TRPC for transportation planning purposes is used to help implement locally and regionally adopted plans that support the State's Growth Management Act. The plans, policies, activities and investments supported by state RTPO funding help:

- ensure a robust and resilient economy
- keep life cycle costs as low as possible and make the network safe for system users and system operators
- increase the range of viable travel choices for moving people and goods in coordination with supportive land use policies, and
- reduce the per capita environmental footprint associated with transportation.

The Washington State Department of Transportation (WSDOT) annually identifies additional factors it would like to see addressed within the regional transportation planning program. In this UPWP it is requested that TRPC not only consider the legislative transportation system policy goals of RCW 47.04.280 (Economic Vitality, Preservation, Safety, Mobility, and Environment, Stewardship) but the agency is also encouraged to participate within the limited resources available in the following statewide planning activities:

- Statewide Freight Mobility Plan
- State Rail Plan
- Highway System Plan
- Human Services Transportation Plan
- Corridor Planning Studies that focus on Moving Washington Corridors
- Incorporation of pertinent aspects of statewide transportation plans into regional plans
- Analysis of MAP-21 to understand impacts to planning practice in Washington State.

The Legislature makes biennial appropriations to WSDOT to support this regional planning process. TRPC receives funding from WSDOT for this purpose. Historically the funding to comply with these requirements represents less than 10% of the agency's transportation planning budget. The WSDOT uses the federal Unified Planning Work Program as its vehicle for ensuring appropriate use of RTPO planning funds.

Consideration of Regional Transportation Planning Priorities

Mandated federal and state planning requirements cannot be satisfactorily accomplished within the funding provided for this purpose by federal and state agencies. Not content to simply meet bare minimum standards, TRPC has supported about 60% of the region's base transportation

SFY 2015-2016 UPWP

program with additional funding. Since 1995, TRPC has augmented the federal and state funds it receives for mandated planning activities with a share of the Surface Transportation Program funding attributable to the region. This funding enables the kind of coordinated and integrated transportation planning and decision-making that has characterized this region's program since the mid-1990s.

Prior to 2012 this funding was co-mingled with the appropriated federal and state funds in the Unified Planning Work Program. The regional transportation planning activities funded through these discretionary Surface Transportation Program funds are no longer co-mingled with those funds provided under 23 U.S.C. 104(f) and 49 U.S.C. 5336, or RCW 47.80.050. As per federal statute, these priority regional transportation planning activities are identified and reported on separately from those mandated by federal and state requirements.

The priorities established by TRPC and its Transportation Policy Board, which support implementation of the long-range Regional Transportation Plan, are described separately. That discussion begins on page 10.

UPWP Process

The UPWP is a two-year document based on the state fiscal year (SFY). The state fiscal year runs from July 1st to June 30th. During the 3rd quarter of the second year a new UPWP is developed and submitted for state and federal review for implementation at the beginning of the next state fiscal year.

As the federally-designated MPO for Thurston County, Thurston Regional Planning Council is responsible for preparing the UPWP. This UPWP was developed through a collaborative process involving TRPC member jurisdictions, WSDOT Olympic Region as well as the WSDOT Multi-modal Department.

In accordance with the roles and responsibilities of the Transportation Policy Board (TPB) and Thurston Regional Planning Council, the development of a new UPWP begins in February. At that time, policy makers on the TPB discuss the transportation issues and opportunities facing the region and develop a recommendation on those priorities to address in the transportation work program for the ensuing two-year period in addition to mandated federal and state tasks. The goal is to not only meet minimum standards mandated by federal and state law, but to do so in a way that furthers policy and system objectives of the Thurston region as laid out in the long-range Thurston Regional Transportation Plan.

The TPB recommendation is presented to TRPC policy makers for their discussion and consideration. TRPC takes action to approve those work program priorities for which it will assume primary funding responsibility. Staff then work with that direction to develop a draft document that complies with federal and state requirements while simultaneously supporting priority regional objectives.

A draft of the UPWP is reviewed for compliance with state and federal requirements by

SFY 2015-2016 UPWP

WSDOT, FHWA, and FTA. Revisions needed to address federal or state concerns are made to the draft document before it is submitted to TRPC for its approval. Historically, the TRPC work program has received high marks in this review process; few revisions have ever been needed to comply with those requirements.

The final UPWP is reviewed in May by TRPC upon completion of the federal and state review. TRPC formally adopts the UPWP at its June meeting at which time it is submitted to the WSDOT for final approval by state and federal agencies.

DESCRIPTION OF THE REGION

The regional transportation planning activities described in this UPWP cover a single-county region defined by the boundaries of Thurston County, Washington. This fast growing region, which is also the seat of state government, is located along the southernmost reaches of Puget Sound. It is bordered by the counties of Pierce, Mason,

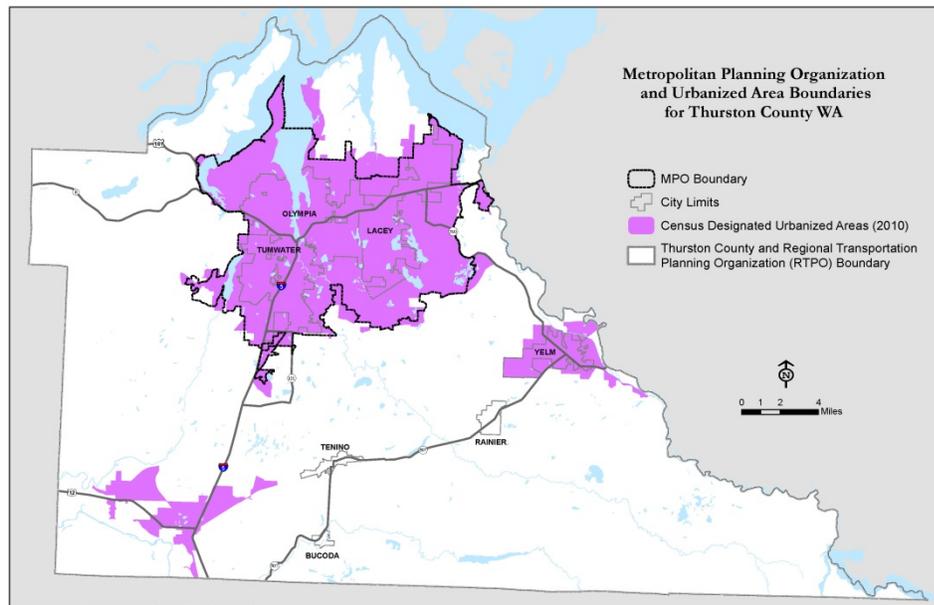
Lewis and Grays Harbor (Figure 1: Thurston County Vicinity Map).

Thurston County is the physical link between the Seattle-Tacoma metropolitan region to the northeast and the rural regions to the south and west. The state's most important passenger and freight highway, Interstate 5, runs roughly north/south in Thurston County through the heart of the region's metropolitan area where it intersects an east/west highway of statewide significance, US 101.

Figure 1:



Figure 2:



The metropolitan area of this single-county region is defined primarily by the cities and urban growth areas of Lacey, Olympia and Tumwater. The official census population of the federally-defined urban area in 2010 was 176,617. The rural area is defined by the remainder of the County,

SFY 2015-2016 UPWP

including its small cities, towns, and Indian reservations. Total 2013 county population was 260,100, of which an estimated 178,000 reside in the MPO boundary.

MPO/RTPO STRUCTURE

Thurston Regional Planning Council is the federally-designated MPO for the Thurston region, as well as the state-designated Regional Transportation Planning Organization (RTPO). As the MPO/RTPO, the Regional Council is the lead planning agency for work specified in this work program unless otherwise indicated.

TRPC is a 22-member intergovernmental council. Its membership includes: the cities of Lacey, Olympia, Rainier, Tenino, Tumwater and Yelm; the town of Bucoda; Thurston County; the Nisqually Indian Tribe and the Confederated Tribes of the Chehalis Reservation; Intercity Transit; the North Thurston and Olympia school districts; the LOTT Cleanwater Alliance (the Lacey, Olympia, Tumwater, Thurston County wastewater and reclaimed water partnership) and Thurston County Public Utility District #1; and the Port of Olympia; as well as Associate members The Evergreen State College, Timberland Regional Library, Lacey Fire District #3, the Economic Development Council of Thurston County, TCOMM 9-1-1, and Puget Sound Regional Council (PSRC).

As authorized by the State of Washington [RCW 47.80], in 1991 TRPC established a Transportation Policy Board (TPB) to serve as an advisory body on transportation policy issues relevant to TRPC in its role as the MPO/RTPO. The TPB membership consists of member representatives, and includes two citizen advisors, three business representatives, and WSDOT Olympic Region. The region's entire state delegation are ex officio members of the TPB.

Both TRPC and the Transportation Policy Board are advised on technical issues by the Technical Advisory Committee (TAC). The TAC is comprised of planning and engineering staff from the member jurisdictions and the WSDOT Olympic Region. In addition, TRPC will establish an ad hoc task force or other stakeholder group on an as-needed basis to provide further advisory capacity on specific issues as authorized by the Regional Council. At this time there are three additional standing advisory committees: the Human Services Transportation Forum, the Regional Traffic Operations Group, and a Model Advisory Panel. Previous advisory committees have included a Trails Advisory Committee, the Urban Corridors Task Force, and the Healthy Kids / Safe Streets Action Plan Team.

TRPC, TPB, and TAC member rosters for CY 2014 are included in Appendix C.

REGIONAL PLANNING PRIORITIES

As the MPO/RTPO for the Thurston Region, TRPC is responsible for providing a transportation planning process that is consistent with planning factors outlined in SAFETEA-LU and in Washington State legislation. These state and federal planning factors and emphasis areas inform how TRPC implements the mandated transportation program funded by 23 U.S.C. 104(f), 49 U.S.C. 5305(d), 49 U.S.C. 5307, and 49 U.S.C. 5339, and RCW 47.80.050.

In addition to these requirements, TRPC has a long history of funding additional activities that specifically support this region's values and needs. Regional priorities augment mandated responsibilities, and are identified biennially by policy makers. They derive in large measure from work program priorities first identified in the Regional Transportation Plan in 2004, and maturation of that work over the years.

The intent of these regionally-identified work program priorities is to promote an integrated and holistic approach to regional transportation planning that is multi-modal by nature, consistent with adopted Comprehensive Plans, and which facilitates local, regional, and state implementation efforts in ways that are compatible with this region's philosophies about transportation and planning.

The overarching aim of regional transportation policies, investments, and decisions is to:

- Keep life-cycle costs as low as possible
- Make efficient use of existing infrastructure and services
- Align transportation and land use decisions to maximize social, environmental, and economic benefit
- Increase viable travel choices for all
- Minimize environmental impacts
- Make the transportation system safe for all users

The biennial update of the UPWP is an opportunity to ensure that on-going discretionary work program efforts fully support regional priorities and complement regulatory requirements.

Significant effort in 2011-2013 was focused on participation in Sustainable Thurston on the part of the regional transportation work program, as directed by policy makers. Much of Sustainable Thurston's core values and philosophy embody established regional transportation policies and priorities.

Regional work program priorities for state fiscal years 2015-2016 reflect the outcomes and priorities established in the recently completed Sustainable Thurston planning process and are included in the Description of Other Transportation Planning Efforts section. The 2015-2016 transportation program reflects the transition from the planning phase of Sustainable Thurston to its implementation phase.

DISCUSSION OF OTHER TRANSPORTATION PLANNING EFFORTS

As required by federal law, the UPWP must include a discussion of other transportation planning efforts underway outside of those funded by 23 U.S.C. 104(f) and 49 U.S.C. 5336, and RCW 47.80.050.. As noted earlier, TRPC and its partners have long supported a more comprehensive approach to transportation planning than what can be accomplished with those federal funds and state RTPO funds. TRPC's role is to identify regional work program priorities for the agency to pursue that further on-going compliance with Growth Management and Sustainable Thurston policies. This is evidenced by the wide array of planning activities currently underway. Those under the direction of TRPC as so noted; TRPC staff are also active in all of the other federally-funded planning activities described in this section. TRPC places a high priority on interregional coordination in addition to close collaboration with its member jurisdictions and other regional partners.

TRPC Transportation Work Program

Funding Source: Regional Surface Transportation Program (STP)

Funding Amount [annual, contingent upon TRPC budget approval]: \$600,000 federal STP, \$93,642 local

Work performed by TRPC in partnership with local member agencies, FHWA, WSDOT, and in coordination with several non-profit and community organizations.

Following are the priority focus areas identified in Sustainable Thurston to be supported by the region's 2015-2016 transportation work program, as recommended by the Transportation Policy Board on February 12, 2014 and approved by TRPC on March 7, 2014.

- **Urban Corridors** retains an important place in Sustainable Thurston recommendations, forming a cornerstone of the overall land use and transportation vision. Corridor work continues to advance recommendations of the Urban Corridors Task Force with much of the focus on district planning and ways to stimulate transit-supportive investments that not only support transportation objectives but help meet broader economic development, housing choice, affordability, and energy efficiency objectives for the region as called for in Sustainable Thurston.
- **I-5 mobility** work is also recognized in Sustainable Thurston as an important area of focus. On-going efforts include the long-range framework plan in the vicinity of JBLM, and interchange analyses in Lacey and at JBLM. While work to resolve issues at the I-5/US 101 interchange is currently on hiatus, it is anticipated that this will resume, likely within this planning period. TRPC will continue to promote the consideration of high occupancy vehicle lanes and congestion pricing as measures to increase system efficiency that should be included in the I-5/JBLM framework plan, and offering the potential to expand that analysis south into Thurston County. TRPC is actively involved in the technical, policy, and stakeholder engagement processes for these activities.

SFY 2015-2016 UPWP

- Neighborhood and **place-based planning** takes on a heightened focus in the Sustainable Thurston recommendations. While this is not something that TRPC would likely initiate, examples like the recent *Main Street 507* project underscore the value of regional participation in these activities that are largely centered around transportation and land use, and which often have a strong economic development component. It is expected that local agencies will initiate more of this type of place-based planning over the next couple of years; the transportation work program will support these efforts as they arise.
- A strong economy is a pillar of Sustainable Thurston. Activities related to **economic development** often have transportation infrastructure implications that merit more active engagement of regional transportation planning in what has traditionally been considered solely the domain of economic development. Urban Corridor Communities and STEDI (the South Thurston Economic Development Initiative) are two examples where the hard lines between transportation and economic development are blurring; increasingly the Economic Development Council (EDC) identifies transit as a potential tool for economic development. Ensuring close coordination with organizations like the EDC and the various chambers as well as efforts to better integrate private sector market considerations into on-going policy and community planning processes can be more explicitly considered in the regional transportation work program. One such example identified in Sustainable Thurston is evaluation of how a telework center might increase trip reduction options for south County residents while increasing resilience of the local economy.
- Sustainable Thurston continues to emphasize the importance of safe routes to school and other **school-based transportation programs** to promote safety and healthy lifestyles for the region's youngest residents. Many of the ideas related to this stem directly from the innovative work TRPC has done over the years with its Walk and Roll programs and Healthy Kids / Safe Streets Action Plan. Additional work may include more intentional participation in efforts regarding site selection and site design for future schools to ensure active transportation opportunities are considered from the very start of a project concept.
- Actions recommended in Sustainable Thurston to support **local food systems** identify the role of transportation in helping local agriculture interests and co-operatives to thrive. Potential support activities falling within the parameters of the regional work program might include data analysis, convening stakeholders, and coordination between local agency planning activities and private sector transportation needs.
- Sustainable Thurston recognizes that some areas where fixed-route transit service is desired are not yet ready to support that service. It recommends that TRPC, affected local jurisdictions and Intercity Transit plan for **future urban fixed-route transit service**, evaluating how changes in land use patterns over time can trigger new or increased transit service. It also recognizes the potential of working with interested stakeholders in these emerging urban places to create transportation management areas that support alternative models of employee-oriented services until such time that fixed-route service is a viable

SFY 2015-2016 UPWP

option. Work along these lines is just getting underway in Lacey's fast-growing Meridian Campus and Gateway areas.

- Sustainable Thurston acknowledges that while south County cities and towns have a need for reliable transit service, the type of fixed-route service offered in the urban areas of Lacey, Olympia, Tumwater, and Yelm is not a practical model for rural or small city service. It identifies the need to plan for **future rural transit service**, evaluating a range of service models that can support rural mobility needs including the types of service, the organizational structure for delivering such service, and the means by which this could be financed sustainably and over time. While TRPC will continue to look for funds for a comprehensive region-wide approach, activities underway in south County demonstrate that meaningful planning activities can be accommodated within the existing work program. For example, modest efforts are underway now to evaluate whether the Rural/Tribal Transportation program can be refined to better meet these rural mobility needs.
- Development and monitoring of **meaningful performance measures** is a core tenet of Sustainable Thurston, which identified several measures that cut across disciplines to assess the effectiveness of recommended actions. This region has already developed a select number of indicators to evaluate the effectiveness of regional efforts at integrating transportation and land use decision-making. Those performance indicators, developed initially by the Vision Reality Task Force in 2004, relate directly to goals and policies in Sustainable Thurston and will be updated in the 2014-15 time-period. That would provide an opportunity to look at other measures identified by Sustainable Thurston and include those or others that would be useful in evaluating the effectiveness of regional transportation policies and investments. This work would also support emerging federal requirements to incorporate more performance measures and outcomes-based planning considerations into regional planning processes.
- **Thurston Thrives** is an example of a Sustainable Thurston recommendation that is already well underway, an initiative of the Thurston County Public Health Department. A core tenet of Thurston Thrives is that active lifestyles are essential to healthier lifestyles, and that the ability to participate in an active lifestyle is dependent in large measure on how our communities are built and the travel choices they offer. The ability to meet some of our transportation needs by walking, biking, or transit is not only a foundational principle of Thurston Thrives, but of the entire regional transportation philosophy that has governed TRPC's transportation work program for almost 20 years. Policy makers identified Thurston Thrives as a Sustainable Thurston follow-up measure that merits support from the regional transportation work program.

In addition to these Sustainable Thurston implementation measures, the 2015-2016 transportation work program includes the following:

SFY 2015-2016 UPWP

- **Local Agency Support**, which includes participation on numerous local study efforts, technical analysis and on-call data support, and other activities that support the planning and implementation efforts of TRPC's local partners.
- **Multi-modal and Demand Management** activities including Healthy Kids / Safe Streets, the Walk and Roll program, update of the Regional Bike Map; trails planning and coordination efforts; Thurston County Human Services Transportation Forum activities supporting non-emergency special needs transportation; and administrative support for the Rural / Tribal Transportation Program.
- **Inter-regional Coordination** with partners outside the region, such as the South Sound Military and Communities Partnership, Joint Base Lewis-McChord, the Regional Catastrophic Planning Team, and the Puget Sound Regional Council, as well as statewide organizations like the Washington Rideshare Organization, the Area Council on Coordinated Transportation, and the Commute Trip Reduction Task Force. Activities may range from general communication and coordination to active involvement in relevant plans and processes.
- **Technical Capacity** to develop and maintain the ability to support policy, programs, and project development with robust models, and the reliable data on which they rely.
- **Communication and Outreach** that includes web-based applications, surveys, social media, and other tools tailored to specific needs of individual project areas, and briefings as requested on various transportation subjects to community groups and the media.
- **Response to Emerging Issues** accommodates those issues that cannot be anticipated at this time, as well as response to specific inquiries from policy makers and legislators. Recent examples include support to the Thurston Climate Action Team in its efforts to develop a greenhouse gas emissions baseline inventory for the region, and research into the health trade-offs between active transportation benefits and the risks due to increased exposure to auto emissions associated with urban lifestyles.
- Finally, an **Other** category accommodates pop-up needs that don't fit neatly into the categories above. Often this provides grant-writing support for regional and local grant acquisition efforts.

It is worth noting that often transportation planning activities actually support several different work program areas at once due to the inter-related nature of regional issues.

SFY 2015-2016 UPWP

Capitol Communities Corridor Project

Funding Source: HUD Challenge Grant

Funding Amount: \$764,000 (multi-year effort, concluding in SFY 2015)

Work performed by cities of Lacey, Olympia, and Tumwater; TRPC; with support from the Housing Authority, Thurston County Chamber of Commerce, the Thurston Economic Development Council, and the Department of Commerce

This project is pursuing follow-up work recommended by the Urban Corridors Task Force, and reinforced in Sustainable Thurston recommendations. The intent of this work is to identify, understand, and tackle barriers that are inhibiting private investment in compact, walkable, transit-oriented infill and redevelopment. Resulting district action plans are identifying priority follow-up measures that will guide future local and regional activities. Additionally, the Department of Commerce is developing short courses based on this work tailored to the needs of small cities working to achieve more walkable infill development.

JBLM / I-5 Congestion Relief Action Plan

Funding Source: FHWA Transportation, Community, and Systems Preservation grant

Funding Amount: \$419,000 (multi-year effort anticipated to conclude in SFY 2015)

Work performed by TRPC, city of Lakewood, WSDOT Olympic Region, and WSDOT Urban Planning Office, in partnership with WSDOT Public Transportation Office, JBLM, Lacey, Intercity Transit, Pierce Transit, PSRC, and others.

This project is currently monitoring outcomes of the Moving Washington and the I-5 at JBLM corridor planning processes to identify and deploy quick-turnaround, low-cost / high-value strategies to improve mobility and people through-put on I-5 between Lacey and Lakewood, and emphasize efficiency over traditional capacity outcomes. Efforts to date have increased support for CTR at Joint Base Lewis-McChord, promoted increased vanpool use, and collected travel survey data specific to military base personnel for use in regional and state traffic analyses.

Thurston “Here to There”

Funding Source: Dept. of Energy Grant

Funding Amount: \$2.1 million (multi-year effort, concluding in SFY 2015)

Work performed by TRPC; city of Tumwater; and in partnership with the cities of Bucoda, Rainier, Tenino, and Yelm; Tumwater School District; Yelm Community Schools; Rainier School District; Tenino School District.

This suite of projects is working to reduce vehicle miles traveled through a targeted array of innovative commute trip reduction strategies, ridesharing information and outreach programs, school-based programs building on TRPC’s successful “Walk and Roll” program and sidewalk inventories in support of ‘Safe Routes to School’ grant opportunities, transit corridor infill and redevelopment strategies, marketing, and deployment of the one-stop web-based travelers’ resource, *Thurston Here to There*.

SFY 2015-2016 UPWP

R/T Rural Tribal Transportation Program

Funding Source: State and federal mobility grants

Funding Amount: \$1.1 million (current award)

Work performed by TRPC with Northwest Connections and TOGETHER!, the Nisqually Indian Tribe, the Confederated Tribes of the Chehalis Reservation, and a consortium of non-profit and social service agencies participating on the Human Services Transportation Forum.

This demand-responsive mobility program fills a gap in the region's rural mobility needs. R/T provides accessible transportation services for the Nisqually Indian Tribe, Confederated Tribes of the Chehalis Reservation, the town of Bucoda, the cities of Rainier, Tenino, and Yelm; Rochester, and other parts of Rural Thurston County. Service connects with Intercity Transit in Thurston County and Twin Transit in Lewis County.

Intercity Transit Planning Activities

Funding Source: Local funding primarily with some minor grants

Work performed by Intercity Transit in partnership with local, regional, and state agencies, with consultant support as needed.

Intercity Transit does not receive federal planning funds directly. However, due to the fact that they receive federal funds for capital projects, all of Intercity Transit's planning activities must be conducted in a manner compliant with federal requirements. Some specific activities of note:

- Annual update of the six-year Transit Development Plan;
- Annual review and update of the Strategic Plan;
- Assessing and responding to emerging transportation needs within the community;
- Review and update of the long-range and short-range transit plans;
- Participation in the Coordinated Human Services Transportation Planning activities;
- Partnership in regional sustainability planning initiatives that promote robust economies and vibrant communities;
- Encouraging development patterns that help reduce dependence on the automobile and reduce the portion of income that individuals must spend on transportation through investment in transit-supportive land use patterns along trunk routes;
- Supporting active transportation such as biking and walking through sponsorship of the Bicycle Commuter Contest and the 'Smart Moves' program in area schools [includes support for "Walk and Roll" program; Bike PARTners "Build-a-Bike" program; Healthy Kids Safe Streets Action Plan; and Rolling Classrooms];
- Planning for park-and-ride needs and bus stop improvements and accessibility;
- Planning for work force transportation with numerous work force training and placement agencies and colleges;
- Planning and support for Village Vans, providing transportation alternatives and work force training to low-income residents;
- Planning and support for the vanpool program;
- Establishing and maintaining a strong and effective outreach and communications

SFY 2015-2016 UPWP

program, enhancing Intercity Transit's role as the community's mobility manager and transportation information clearinghouse;

- Coordinating marketing efforts with Commute Trip Reduction program efforts;
- Title VI Compliance procedures;
- Environmental Justice assurance; and
- Paratransit planning.

Martin Way and Marvin Road Interchange Studies

Funding Source: Local funds and state appropriation

Work performed by City of Lacey with support from TRPC and in partnership with Thurston County, Intercity Transit, WSDOT Olympic Region, WSDOT HQ, FHWA

It is anticipated that these two interchange studies will result in Interchange Justification Reports for the Martin Way interchange (Exit 109) and the Marvin Road interchange (Exit 111). These are required activities that must be completed before the City can get permission from FHWA and WSDOT to modify the interchanges. It is unclear when this work will be complete.

West Olympia US 101 Interchange Justification Report

Funding Source: Regional STP (\$850,000 awarded in CY 2013) plus local funds

Funding Amount: \$1.7 million

Work performed by City of Olympia with support from TRPC, WSDOT Olympic Region, WSDOT HQ, FHWA

This effort will result in an interchange justification report documenting the need for a new interchange on US 101 at Kaiser Road (near-term) and a new flyover off ramp from US 101 to Yauger Way (long-term). This is a required activity that must be completed before the City can get permission from WSDOT and FHWA to add or modify the interchanges. It is anticipated that this work will be complete within 18 months.

I-5 at JBLM Interchange Studies

Funding Source: Local funds, state appropriation, and federal grants

Funding Amount: \$6 million

Work performed WSDOT in partnership with Lakewood, JBLM, FHWA, TRPC, Pierce County, DuPont, PSRC, Intercity Transit, Pierce Transit, Nisqually Indian Tribe, South Sound Military and Communities Partnership, and others.

This effort will result in a long-range corridor plan for I-5 between Mounts Road and SR 512 as well as Interchange Justification Reports for DuPont/Steilacoom Road (Exit 119); 41st Street (Exit 120); Berkeley Avenue (Exit 122), and Thorne Lane (Exit 123). Though not located in Thurston County, this corridor plan and interchange studies are regionally significant as they are located at the northern end of the troubled I-5 segment between Lacey and Lakewood. TRPC has

SFY 2015-2016 UPWP

a close working relationship with Lakewood and the JBLM communities just the other side of the regional border, and is an active participant at both the policy and technical levels through its transportation work program.

WSDOT Olympic Region Planning

Funding Source: State and federal

Work performed by WSDOT Olympic Region staff in partnership with local, regional, and federal staff

WSDOT is involved in three primary areas of planning that are federally funded. These activities are Statewide Planning, Regional Planning and Coordination, and Corridor Planning.

Statewide Planning includes involvement in system planning efforts such as development and evaluation of strategies and projects that meet state system plan policies and service objectives. This is done in cooperation with MPOs and RTPOs such as TRPC and local jurisdictions and agencies. Efforts are conducted in cooperation with local, regional, state agencies, and tribes and include determination of existing and long-range deficiencies in the system; development and refinement of strategies for inclusion in the Washington Transportation Plan, Statewide Multi-modal Transportation Plan, Highway System Plan and the plans of other modes.

Regional Planning and Coordination efforts consist of WSDOT participation in the planning activities of TRPC, local jurisdictions, and the federally recognized tribes within the region. Efforts include technical assistance and participation in local and regional planning efforts, development and review of local comprehensive plans, sub-area plans, and development regulations.

Corridor Planning involves corridor analysis and planning to determine, adopt, and implement proposed highway improvements. Corridor planning within the Thurston region includes participation in various studies of interest to the Thurston region. WSDOT is involved as a stakeholder on the Lacey I-5 Interchange Justification Report (IJR) and is the lead agency on the Joint Base Lewis-McChord study. WSDOT is working with the City of Olympia on the West Olympia Access IJR and participating with TRPC on the SR 507 Main Street study in Tenino and Rainier.

WSDOT Headquarters Planning Activities

Funding Source: Title 23 and Chapter 53 of Title 49 U.S.C. and the Washington State Legislature

Funding Amount: \$18,793,813 federal, \$15,282,055 state (2013-15 Biennium)

Work performed by WSDOT headquarters staff in partnership with WSDOT regional offices, MPOs and RTPOs, local agencies.

WSDOT receives funding from FHWA and the State Legislature to conduct planning and

SFY 2015-2016 UPWP

research on issues of statewide importance. These activities include development and maintenance of the Washington Transportation Plan, the Highway System Plan, the Statewide Freight Mobility Plan, the State Rail Plan, coordination of the MPO/RTPO Coordinating Committee, and other efforts. These actions have a direct bearing on the regional transportation system in the Thurston region, and the issues and opportunities that must be considered by TRPC.

Following is a link to the WSDOT Headquarters Strategic Planning and Research Work Program:

<http://www.wsdot.wa.gov/NR/rdonlyres/86834EBC-DD52-46F5-8A53-512F93F40289/0/SPR20132015WorkProgramFinal.pdf>

All of the work efforts identified above make important contributions to the regional transportation system in the Thurston region, and help communities and businesses achieve the mobility and accessibility needed to support a high quality of life. These varied yet inter-related efforts demonstrate this region's commitment to the principles and guidelines established by federal and state agencies.

UPWP ELEMENTS

This SFY 2015-2016 UPWP is divided into two major activities: MPO/RTPO Program Compliance, and Program Administration. It describes the work that is funded by revenues provided by 23 U.S.C. 104(f) and 49 U.S.C. 5336, and RCW 47.80.050.to meet federal and state planning requirements.

In terms of staffing and level of effort, MPO/RTPO Program Compliance represents about 2.8 FTE (Full Time Equivalents) and Program Administration represents about 1.4 FTE.

In terms of the anticipated budget for these mandated activities, state revenues account for 16% of the funding, federal revenues account for 73% of the revenues, and the requisite local match accounts for 11% of the revenues. Figures presented in this report reflect projected state fiscal year 2015 funding levels. TRPC typically receives its final authorizations during or shortly after the actual time to which they apply.

TRPC work program activities do not include lobbying. However, if any lobbying activities were to occur outside of those eligible activities conducted as a part of regular activities as described in Title 23 and Title 49 and in RCW 42.17A.635, then TRPC would file a certification and disclosure form as required by federal and state law.

MAJOR ACTIVITY 1: MPO/RTPO PROGRAM COMPLIANCE

Purpose: TRPC must comply with state and federal transportation planning requirements. These requirements include the activities to be funded with specific state and federal planning revenues that are intended to help ensure a continuous, cooperative, and comprehensive planning process.

Participants: TRPC staff, member agencies in the Thurston region, WSDOT, FHWA, and FTA.

Budget:

<u>FY 2015 Estimated Revenues</u>		<u>FY 2015 Expenditures</u>	
FHWA PL	\$242,111	TRPC Agency Staff	\$443,121
FHWA Match	\$ 37,786	Consultant/Contract	-
FTA Sec. 5303	\$ 52,583	Equipment	-
FTA Match	\$ 8,206	Legal / Advertising	\$ 1,100
RTPO	\$ 63,535		
WSDOT PTD	\$40,000		
Total	\$444,221	Total	\$444,221

<u>FY 2016 Estimated Revenues</u>		<u>FY 2016 Expenditures</u>	
FHWA PL	\$242,111	TRPC Agency Staff	\$403,121
FHWA Match	\$ 37,786	Consultant/Contract	-
FTA Sec. 5303	\$ 52,583	Equipment	-
FTA Match	\$ 8,206	Legal / Advertising	\$ 1,100
RTPO	\$ 63,535		
Total	\$404,221	Total	\$404,221

Task 1.1

Planning and Programming

Sub-tasks

- Maintain the long-range Thurston Regional Transportation Plan on an annual basis (annual basis, on-going)
- Complete a major update of the long-range Thurston Regional Transportation Plan (4th quarter, calendar year (CY) 2015)
- Develop and maintain a four-year Regional Transportation Improvement Program (annual basis, on-going)
- Develop a compilation of local six-year Transportation Improvement Programs (annually, 3rd quarter CY)
- Develop Annual Listing of Obligated Projects (1st quarter CY)

- Program federal STP, Enhancements, and CMAQ funds and provide support as needed to comply with federal and state requirements on the use of these funds (on-going, as needed)
- Support public transportation by participating with Intercity Transit on special studies, planning efforts, and other projects as requested, and through communication and coordination with other transit agencies as appropriate (on-going)
- Coordinate non-emergency human services transportation by maintaining and implementing the Regional Coordinated Public Transit and Human Services Transportation Plan for the Thurston region, and provide support to service providers to ensure coordination with applicable metropolitan and statewide planning processes, increase ridership and system efficiencies, and maximize service coordination. (on-going)
- Conduct public education and outreach as appropriate for planning and programming activities, including maintaining a web and social media presence for project-specific needs (on-going)
- Conduct air quality conformity consultation with federal and state agencies (on-going, as needed)
- Conduct air quality conformity analysis (on-going, as needed)
- Update MPO boundary as necessary (as needed)
- Update Federal Functional Classification system as required (as needed)
- Review local agency plans and policies for their compliance with Growth Management Act requirements and provide support in their development and implementation (on-going, as needed)
- Support local compliance with federal ITS requirements (on-going, as needed)
- Prepare to update the regional ITS architecture (4th quarter 2016)
- Monitor, evaluate, and respond to legislation pertaining to a successor to MAP-21 and its potential implications for the region (on-going)
- Develop population and employment forecasts and distributions to be used in long-range planning (annually)
- Coordinate with WSDOT as appropriate on issues related to the Washington Transportation Plan, corridor plans or studies, modal and safety plans (on-going, as needed)
- Participate in activities of the MPO/RTPO Coordinating Committee (on-going)
- Participate in the activities of the Association of Metropolitan Planning Organizations and the Transportation Research Board (on-going)
- Respond to inquiries from the public and the media (on-going)

- Acquire the necessary training and professional development to effectively carry out state and federal transportation planning requirements (on-going)
- Consult with local, tribal, state, and federal officials (on-going)

Deliverables:

- a. Annual amendments to Regional Transportation Plan (June)
- b. Adopted 2040 Regional Transportation Plan (Dec 2015)
- c. Population and employment forecast data (2nd quarter)
- d. Air quality conformity determinations (as needed)
- e. Four-year RTIP and amendments as necessary (New RTIP in October; amendments as needed)
- f. Six-year TIP Compilation (October)
- g. Annual Listing of Obligated Projects (March)
- h. Human Services Transportation Plan (December 2014)

Budget Estimates: \$419,037 (SFY 2015)
76% MPO funding; 14% RTPO funding; 10% PTD funding
Budget Estimates: \$379,037 (SFY 2016)
84% MPO funding; 16% RTPO funding (SFY 2016)
Staffing Level: 2.63 FTE

Task 1.2:

Agreements and Certifications

Sub-tasks

- Maintain and update Unified Planning Work Program (on-going)
- Complete annual self-certification (October)
- Comply with Title VI requirements (on-going)

Deliverables:

- a. UPWP Annual Reports (August)
- b. UPWP amendments as needed (as needed)
- c. SFY 2017-2018 UPWP (1st qtr 2016)
- d. Self-certification (October)
- e. Title VI reports (on-going)

Budget Estimate: \$25,184 per year
84% MPO funding; 16% RTPO funding
Staffing Level: 0.14 FTE

Schedule:

This work entails on-going process activities that have their own individual schedules, many of which are established by WSDOT or FHWA. TRPC will meet those schedules in its delivery of this work program.

MAJOR ACTIVITY 2: PROGRAM ADMINISTRATION

Purpose: TRPC must conduct federal and state mandated program administration requirements. Program administration functions are those accounting, administrative and management functions that must be performed in order to maintain the state and federally mandated work elements identified in this UPWP, and to ensure fulfillment of federal and state reporting requirements.

Participants: TRPC staff, WSDOT, FHWA, and FTA.

Budget:

<u>FY 2015 Estimated Revenues</u>		<u>FY 2015 Expenditures</u>	
FHWA PL	\$107,229	TRPC Agency Staff	\$173,626
FHWA Match	\$ 16,735	Consultant/Contract*	\$ 5,400
FTA Sec. 5303	\$ 23,288	Equipment	-
FTA Match	\$ 3,634	Legal / Advertising	-
RTPO	\$ 28,139		
Total	\$179,026	Total	\$179,026

* Recording Secretary

<u>FY 2016 Estimated Revenues</u>		<u>FY 2016 Expenditures</u>	
FHWA PL	\$107,229	TRPC Agency Staff	\$173,626
FHWA Match	\$ 16,735	Consultant/Contract*	\$ 5,400
FTA Sec. 5303	\$ 23,288	Equipment	-
FTA Match	\$ 3,634	Legal / Advertising	-
RTPO	\$ 28,139		
Total	\$179,026	Total	\$179,026

* Recording Secretary

Task 2.1

Program Support

Sub-tasks

- Perform general program management and supervisory functions (on-going)
- Manage transportation personnel (on-going)
- Recruit and train staff as needed (as needed)
- Develop calendar year budget and staffing patterns (4th quarter)
- Monitor and adjust budget as necessary (on-going)
- Provide management and administrative support to the Thurston Regional Planning Council, Transportation Policy Board, Technical Advisory Committee and any subcommittees as may be established by these bodies (on-going)

- Maintain hardware and software necessary to ensure consistency between UPWP program requirements and the overall agency technical strategy (on-going)

Deliverables:

- a. Calendar year 2015 budget and staffing plan (December 2014)
- b. Calendar year 2016 budget and staffing plan (December 2015)
- c. Personnel evaluations (on-going)
- d. Meeting packets and presentation materials, on-line meeting materials, official meeting records (monthly, and as needed)
- e. Functioning hardware and software to support program requirements (on-going)
- f. Correspondence (on-going)

Budget Estimate: \$161,715 per year
84% MPO funding, 16% RTPO funding
Staffing Level: 1.29 FTE + recording secretary

Task 2.2

Compliance with State and Federal Accounting Procedures

Sub-tasks

- Execute mandated accounting activities, including program accounting, financial documentation, and development of annual Indirect Cost Plan (on-going)
- Participate in state and federal program audits (on-going, as needed)

Deliverables:

- a. Monthly accounting summaries (monthly)
- b. Monthly billing / progress reports for WSDOT Planning Office (monthly)
- c. Annual Indirect Cost Plan (December)
- d. Annual program audits (as scheduled)

Budget Estimate: \$17,311 per year
84% MPO funding; 16% RTPO funding
Staffing Level: 0.1 FTE

Schedule:

This work entails on-going process activities that have their own individual schedules, many of which are established by WSDOT or FHWA. TRPC will meet those schedules in its delivery of this work program.

FINANCIAL REPORT
THURSTON REGIONAL PLANNING COUNCIL
SFY 2015-16 UNIFIED PLANNING WORK PROGRAM
JULY 1, 2014 – JUNE 30, 2016

TABLE REFLECTS PROJECTED FUNDING FOR A 2-YEAR WORK PROGRAM
 ASSUMES COMPARABLE FUNDING FOR SFY 2016 AS FOR SFY 2015

Work Element	FHWA		FTA		WSDOT		Total Expenditure
	FHWA Funds	TRPC Match 13.50%	FTA Funds	TRPC Match 13.50%	RTPO Funds	PTD Funds	
MPO/RTPO Program Compliance	484,222	75,572	105,166	16,412	127,070	40,000	848,442
Program Administration	214,458	33,470	46,576	7,268	56,278	-	358,052
Totals	698,680	109,042	151,742	23,680	183,348	40,000	1,206,494

FHWA Federal Highway Administration
 FTA Federal Transit Administration
 PTD Public Transportation Division
 RTPO Regional Transportation Planning Organization
 TRPC Thurston Regional Planning Council
 WSDOT Washington State Department of Transportation

This page is intentional.

APPENDIX A

UNFUNDED NEEDS FOR SFY 2015-2016

This page is intentionally blank.

REGIONAL CORRIDORS INITIATIVE – TRANSFORMING OLD STATE HIGHWAYS INTO LIVABLE, PEOPLE-ORIENTED PLACES

Statement of Need

In 2011, TRPC convened the Sustainable Thurston Task Force and successfully completed the region's first plan for sustainable development, adopting in December 2013 *Creating Places, Preserving Spaces: A Sustainable Development Plan for the Thurston Region* .

Sustainable Thurston is ambitious. Unprecedented civic engagement and policy maker leadership resulted in a plan that envisions 72 percent of households in cities and towns located within half a mile of basic services by 2035 with no more than 5 percent of future growth locating in designated rural areas of the region and no net loss of farmland. This supports the region's goal to attain a 45 percent reduction in greenhouse gas emissions by 2035 and to achieve carbon-neutrality by 2050. Sustainable Thurston intends to foster a diverse economy that is responsive to changing conditions, which helps to ensure that less than 10 percent of future households in the region are cost-burdened, and moves more of the population to the middle class.

The need to realize the region's corridor vision and create the kind of places that offer attractive urban lifestyle options is a cornerstone of Sustainable Thurston's land use and transportation foundation on which the rest of the plan's aspirations depend. It builds on the work of the Urban Corridors Task Force in the north urban area, and emphasizes the importance of south County initiatives such as the Main Street 507 project. Achieving the urban vision of Sustainable Thurston necessitates focused implementation activities to ameliorate factors that inhibit investments in these places. Specific activities identified in Sustainable Thurston, Urban Corridors Task Force recommendations, and subsequent district planning efforts include:

Corridor District Strategies

- Woodland District Form-based Code and Transportation Strategy
- Brewery District Transportation Network Feasibility Analysis and Preliminary Design
- Harrison Avenue District Transit-Oriented District Plan and Supporting Form-based Code
- Rural SR 507 South County Corridor Strategy – Planning for Public Transportation and Disaster Recovery

Planning Commissioner Tools

- Real Estate Development for Planners – Understanding Market Forces and their Role in Making Our Urban Vision Real
- Urban Design 101 – Designing People-Oriented Places

Technical Tools and Analysis

- Measuring What Matters: Integrating Livability Principles into Corridor Performance Measures While Satisfying MAP-21
- Location-Efficient Trip Generation: Enhancing Internal Trip Capture Estimation for Mixed-Use Developments in Small-to-Medium Sized Communities

Estimated Cost for this Unfunded Need: \$1.9 million

CLIMATE ACTION PLAN

Statement of Need

A priority goal in Sustainable Thurston's Creating Places, Preserving Spaces plan for sustainable development is for the Thurston region to become carbon neutral by 2050. Sustainable Thurston identifies the need for a Climate Action Plan to help this region achieve that goal while maintaining a high quality of life.

Climate change is no longer a future consideration. The effects of extreme weather conditions are felt throughout the nation. Unpredictable rainfall brings unseasonable floods and protracted droughts. Unprecedented heat waves are followed by record setting freezes. Some insects and animals are adapting quickly to an environment in flux while others – some beneficial to food production – struggle to compete. Water needed for drinking is competing with water needed for agriculture.

The Pacific Northwest has avoided the worst of these effects to date but is unlikely to remain untouched. How will the Thurston region reduce its own greenhouse gas contributions to climate change? How will it adapt to inevitable changes? What can it do to become more resilient in the face of increasing uncertainties? How might it respond to an influx of climate change refugees from other parts of the country?

A Climate Action Plan, based on rigorous, data-driven analysis of mitigation, remediation, and adaption measures will help this region reduce its carbon footprint and protect critical infrastructure during extreme weather events. It will provide a forum for exploring potential national impacts on this region's population and resources. Such a plan will necessitate regionally-agreed upon and consistent methodologies for calculating and evaluating impacts and benefits, assessing and prioritizing vulnerabilities, and incorporating greenhouse gas analysis considerations into local and regional decision-making processes.

Such a plan will be coordinated with other disaster preparedness activities associated with the region's inherent risks due to earthquakes, tsunamis, and volcanic eruption to ensure coordinated and comprehensive response to the likely effects associated with a rapidly changing environment. It will provide vital guidance for a more resilient and adaptive Thurston region.

Estimated cost for this unfunded need: \$250,000

I-5 FRAMEWORK STUDY – GRAND MOUND TO SR 512

Statement of Need

The I-5 Framework Study will fill a void in the existing state mobility plans for this critical transportation trade corridor and help ensure future investments are cost-effective, coordinated, and provide long-lasting benefit. This project will result in a strategic multi-modal mobility master plan for the I-5 corridor between Grand Mound and SR 512. A multi-disciplinary team will evaluate the range of issues and opportunities associated with travel through this region and identify an integrated set of public transportation, freight mobility, technology, demand management and highway measures to guide future investments in this corridor. Coordinated investments will improve system safety, mobility and reliability, and will align with local growth management objectives and with regional livable communities policies. System evaluation and strategy development will involve stakeholders at the local, regional, state, tribal and federal levels from across the modal disciplines. The resulting master plan will support efforts to prioritize system improvements and maximize return on constrained investments. Transportation strategies will be coordinated with and supportive of long-range land use plans for the urban and rural communities on this corridor, and will be based on sustainable environmental, economic, and equity principles.

Specifically, funding will enable: collection of travel data for the I-5 corridor with a particular emphasis on inbound-outbound commuter characteristics and civilian and military population travel characteristics; development of a single traffic analysis model (the first for this corridor); expert panel and value engineering analysis of the I-5 / US 101 interchange and determination of short- and long-term strategies for addressing safety and mobility; integration of four different interchange study efforts (Lacey, Olympia, Tumwater, and Lakewood) into a single comprehensive analysis and incorporating findings of the I-5/US 101 interchange analysis; analysis of potential mobility benefit associated with high capacity transportation, high occupancy vehicle lanes, travel demand management, technology, and pricing mechanisms; identification of highway strategies to address what cannot be accommodated by alternate modes or trip reduction, with particular emphasis on freight mobility and economic development needs; extensive interagency, inter-regional, and public outreach; technical documentation and completion of a reader-friendly multi-modal master plan for the corridor. This will not include specific Interchange Justification Reports or design studies.

Estimated Cost for This Unfunded Need: \$2,700,000

HIGH CAPACITY TRANSPORTATION ALTERNATIVES ANALYSIS

Statement of Need

For over 20 years, communities in the Thurston region have worked together to manage growth in an effort to minimize its negative impacts and maximize its positive benefits. This long-standing commitment to integrated planning, transportation-efficient land use policy, livable communities that support efficient and equitable alternatives to driving, and holistic thinking about access and choice and sustainability accounts for much of this region's success in 'bending the trend' in terms of conventional suburban, auto-oriented development.

Despite these progressive policies, there is still a dearth of mixed-use development and infill occurring on the region's primary urban transit corridors. Instead, new greenfield development occurs a few miles off this old state highway corridor that anchors the city centers of Lacey, Olympia, and Tumwater. The growing dominance of market forces emanating from central Puget Sound complicates this traditional grayfield-greenfield local dynamic. Easy access on I-5 to high paying jobs in central Puget Sound coupled with a relatively affordable housing market in this region skew standard equations regarding jobs-housing balance and generate rapidly growing demand for outbound commute capacity.

Meanwhile public speculation mounts and interest in expanded transit options grows. Light rail. Commuter rail. Bus rapid transit. Street cars and trolleys. Different scenarios gain traction in the highly subjective arena of public opinion with energies expended in speculative discussions about preferred alignment and locomotive technologies. Competing visions debate the merits of inter-regional commuter rail versus intra-regional alternatives that stimulate local community development. At the same time, growth pressures mount and potential corridors face encroachment or outright loss.

An Alternatives Analysis is needed to determine what the appropriate role is for high capacity transportation in meeting long-range travel needs in the Thurston region. The formal Alternatives Analysis process is mandated by the Federal Transit Administration in order for any high capacity transit strategy to be eligible for federal funding. The rigorous, structured process by which transportation problems are defined, alternatives evaluated, and preferred strategies chosen is needed to create the objective, data-driven analysis needed to justify any high capacity transit investment.

Cost estimates includes all aspects of an FTA-approved Alternatives Analysis through the Draft Environmental Impact Statement.

Estimated Cost for This Unfunded Need: \$2,500,000

RURAL MOBILITY ALTERNATIVES ANALYSIS

Statement of Need

Fixed-route, urban transportation service such as that provided by Intercity Transit is not an effective option for rural transit needs. Currently rural transit service is provided through the Rural / Tribal Transportation Program. That program offers an immediate stop-gap measure but it is entirely dependent upon grant funding which could disappear at any time. In addition, it provides only the most basic life-line service needs. A more comprehensive long-term strategy is warranted.

This analysis will evaluate a range of strategies for increasing the range of travel choices available to rural residents. It will look at the mechanisms, potential costs and revenues, and implementation requirements. It will also include close coordination with rural communities, transit service providers, and other mobility partners in determining which strategies have the most potential and the steps necessary to ensure implementation.

Estimated Cost for this Unfunded Need: \$100,000

LOCAL GOODS AND SERVICES MOBILITY STRATEGY

Statement of Need

Freight mobility is about much more than long-haul truck and rail traffic, and regional distribution centers. Freight mobility also describes how goods and services get from local businesses to consumers, and how goods and products get onto local shelves to support the local economy.

A local goods and services mobility strategy will help the region develop a comprehensive understanding of the needs and economic impacts associated with the movement of freight and services on local streets. Two areas of particular need include the design of streets and site access for compact, urban mixed-use development to accommodate the efficient movement of delivery trucks, and how to accommodate the efficient movement on local roads of locally-produced agricultural goods from the producer to the consumer.

Estimated Cost for this Unfunded Need: \$75,000

LOCATION-EFFICIENCY IMPACTS OF URBAN CORRIDOR DEVELOPMENT ON TRIP GENERATION

Statement of Need

This planning and research effort will quantify and evaluate the effects of compact, transit-oriented development on vehicle trip generation as compared to traditional suburban development. The intent is to determine whether local impact fees can more fairly assess costs for system impacts when considering the impacts generated by transit-oriented development when compared to those generated by auto-dependent development.

This is identified as a recommended follow-up strategy by the Urban Corridors Task Force as a potential means of leveling the playing field for private investment in urban corridor infill and redevelopment activities.

Estimated Cost for this Unfunded Need: \$75,000

APPENDIX B

**AN ALPHABET SOUP OF TRANSPORTATION
A Glossary of Transportation Terms and Acronyms
Found in the Unified Planning Work Program**

This page is intentionally blank.

An Alphabet Soup of Transportation

A Glossary of Transportation Terms and Acronyms Found in the UPWP

- ACCT** Agency Council on Coordinated Transportation. A WSDOT-sponsored council of state agencies, transportation providers, consumer advocates and legislators. ACCT promotes coordination of transportation resources for people with special transportation needs. TRPC plays an active role in coordinating these transportation resources in the Thurston region.
- ADA** Americans with Disabilities Act. This federal legislation mandated significant changes in transportation, building codes, and hiring practices to prevent discrimination against people with disabilities.
- Buildable Lands** Reference to a state-mandated work program undertaken by TRPC, which resulted in extremely detailed and accurate assessments of land use, including developed lands, developable lands, and undevelopable lands. While the work mandated by the State is complete, on-going analysis of the data generated for the work program is of significant benefit to regional transportation and land use planning.
- Class I Facility** Reference to a type of non-motorized transportation facility. Class I facilities are off-street facilities dedicated to bike, pedestrian, and other non-motorized travel. Most frequently, they utilize abandoned railroad corridors. Other designations include Class II, Class III, and Class IV facilities, all of which are on-street facilities and differ from each other in their function and design.
- Comprehensive Plan** Local agencies are required by the Growth Management Act to develop and adopt long range plans that guide all development activity. Local Comprehensive Plans are required to be consistent with the long-range Regional Transportation Plan, which in turn is required by GMA to be consistent with the local plans. This overlapping consistency requirement ensures on-going coordination between local and regional agencies.
- Conformity** Process for assessing compliance of any transportation plan, program, or project with state air quality implementation plans. Process requirements are defined by the federal Clean Air Act and the Washington State Clean Air Act. The intent is to ensure that transportation investments do not cause air quality to deteriorate over time. The Thurston region must demonstrate conformity for particulate matter (PM₁₀).
- CTPP** Census Transportation Planning Package. Refers to data generated every ten years as a part of the census. Select household and travel characteristics are bundled together by regionally-designated analysis zones, instead of the traditional census block geographies. This data is useful in validating or recalibrating base assumptions about household

characteristics, which are an essential feature of the travel demand modeling process.

- CTR** Commute Trip Reduction. State legislation requiring employers in the nine largest counties to implement measures to reduce the number of single occupant vehicle trips and vehicle miles traveled by their employees during the peak travel periods. Thurston County is one of the affected counties.
- EMME/2** A travel demand forecasting model that predicts future use of car, truck, bike and transit travel in the region. This is the model used in the Thurston region and to develop the 2025 Regional Transportation Plan.
- FHWA** Federal Highway Administration. The Thurston region is located within FHWA Region 10.
- FTA** Federal Transit Administration. The Thurston region is located within FTA Region 10.
- GMA** Growth Management Act. State legislation passed in 1990 requiring urban counties and their associated jurisdictions to cooperatively develop and periodically update plans related to land use, infrastructure, services, housing, etc. Under GMA, Thurston Regional Planning Council is responsible for creating and maintaining a regional transportation plan and for certifying that the transportation elements of each jurisdiction meet GMA requirements.
- GTEC** Growth and Transportation Efficiency Centers. A concept introduced in 2006 as part of the Commute Trip Reduction Efficiency Act to increase the efficiency of the state's transportation system in areas containing high concentrations of housing and jobs. Cities and counties may establish GTECs in their densest employment or residential areas. Strategies may include capital and program investments as well as public / private partnerships.
- HSTP** Human Services Transportation Plan. A plan focused on identifying and delivering transportation services to people with special needs, including those who are unable to transport themselves due to physical or mental limitations, income or age. It also aligns coordinated transportation services with other regional and statewide transportation policies.
- ITS** Intelligent Transportation Systems. A wide range of advanced technologies that improve the safety and operating efficiency of existing transportation facilities or services. Common examples of ITS include central dispatch of road emergency assistance, freeway traffic maps shown on television or the internet to warn motorists of accidents, and devices that map 'real time' location of transit vehicles.

ISTEA	Intermodal Surface Transportation Efficiency Act of 1991. This federal act revolutionized the way transportation decisions were made, and revenues spent, at the federal, state, and local levels. It placed a strong emphasis on coordination between local, regional, and state agencies with a mandate to better integrate transportation and land use decision-making processes. System preservation and management became at least as important as system expansion. ISTEA required a coordinated, comprehensive, and financially-constrained long-range transportation strategy. The original act expired in 1997 and was reauthorized via TEA-21 in 1998.
IT	Intercity Transit. IT is Thurston County's public transportation provider.
LOS	Level of Service. Measure describing operational traffic conditions. State law allows agencies to use any number of performance measures to evaluate operational efficiency of the transportation system, as long as it is coordinated regionally. Current application of LOS in this region is based on the traditional Volume-to-Capacity ratio, or V/C ratio, of a given roadway segment during the busiest two hours of the evening commute period. As the volume of traffic on a roadway during the peak commute time approaches the designed capacity, congestion increases.
MAP-21	Moving Ahead for Progress in the 21 st Century. The two year federal transportation act went into effect in July 2012.
MPO	Metropolitan Planning Organization. Agency designated by the governor to administer the federally required transportation planning in a metropolitan area. An MPO must be in place in every urbanized area over 50,000 population. TRPC is the designated MPO for the urbanized area of Thurston County. The function of an MPO is to provide continuing, coordinated, comprehensive transportation planning in urbanized areas. The most visible products that result from that effort are a financially constrained 20-year regional transportation plan (RTP), a three-year Regional Transportation Improvement Program (RTIP), and an annual Unified Planning Work Program (UPWP). The MPO boundary in Thurston County is approximately that of the Lacey-Olympia-Tumwater urban growth area, with the inclusion of the Cooper Point peninsula.
Olympic Region	One of six WSDOT geographic regions that deals with state transportation issues. The Olympic Region includes Thurston County, and is headquartered in Tumwater.
PM₁₀	Particulate matter that is 10 microns or less in size, and is too small to be filtered by the nose and lungs. Particulate matter may be in the form of air-borne ash, soot, dust, fog, fumes, etc. Transportation conformity deals with PM ₁₀ that is generated by transportation.

RTIP	Regional Transportation Improvement Program. Federally required document produced by TRPC that identifies all federally funded projects for the current 3-year period. The RTIP is developed every year. In order for any federally-funded project to proceed, it must be included in the RTIP and the Statewide Transportation Improvement Program. This results in the need to amend the RTIP occasionally throughout the year in order to add projects recently awarded funding.
RTP	Regional Transportation Plan. Thurston Regional Planning Council is required by state and federal laws to maintain a plan that looks out over at least a twenty year horizon, and ensures coordination across all jurisdictions for all modes of transport. The current plan, initially adopted in May 2004, extends to the 2030 planning horizon.
RTPO	Regional Transportation Planning Organization. State-designated agency created to ensure that regional transportation planning is consistent with county-wide planning policies and growth strategies for the region. TRPC is the Planning Organization for Thurston County, which is a single-county RTPO.
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users. The federal transportation act that superseded TEA21, signed into law about two years late in August 2005. It is the poster child for long names that force transportation planners to use acronyms.
SFY	State Fiscal Year. The time period from July 1 through June 30. The Unified Planning Work Program is based on this state fiscal year time period.
STIP	Statewide Transportation Improvement Program. Federally required document identifying all federally-funded and/or regionally significant projects in the state. Projects must be included in the STIP before applicants can use federal money awarded to their projects. In order for a project to be included in the STIP it must first be included in the RTIP.
STP	Surface Transportation Program. The primary federal funding program resulting from ISTEA and TEA21 that provides money for a wide range of transportation projects. Approximately \$2.4 million per year of STP funds are awarded to projects selected by TRPC through a regional prioritization process. TRPC awards funds every 2-3 years to projects that support funding priorities established by the Council. In CY 2011, TRPC will award \$11 million to projects throughout the region.
TAC	Technical Advisory Committee. Advisory body to the TPB and TRPC on transportation issues, primarily technical in nature. All member jurisdictions are eligible to participate. Active TAC members include transportation staff from Lacey, Olympia, Tumwater, Yelm, Thurston County, Intercity Transit, and WSDOT Olympic Region.

TAZ	Traffic Analysis Zone. A geographic area established for modeling purposes that ranges in size from a few blocks to several square miles. TAZs are characterized by population, employment, and other factors, and serve as the primary unit of analysis for modeling purposes. The Thurston travel demand model has roughly 800 TAZs.
TDM	Travel Demand Management. TDM encompasses a suite of tools that modify peoples’ travel behavior to better manage capacity resources of the transportation system, and improve operating efficiency. Examples of TDM tools range from “incentive” type programs like employer-subsidized bus passes, compressed work weeks, and telework options, to “market measures” like employee-paid parking and variable-rate toll roads with rates based on time-of-day travel. The State’s Commute Trip Reduction program is a TDM element. Even measures like effective land use planning fall under the realm of TDM, since the way a community is built – and the kind of travel options it provides – will influence individual travel behavior.
TEA21	Transportation Equity Act for the 21 st Century. This is the federal act that superseded ISTEA in 1998.
TIP	Transportation Improvement Program. State and federal laws result in TIPs at the local, regional, and state levels. This describes a 3-6 year list of projects that will be pursued.
TITLE VI	Federal legislation initiated with the Civil Rights Act of 1964 that prohibits discrimination, denial of benefits, or exclusion from participation on the grounds of race, color, or national origin. Title VI bars intentional discrimination as well as unintentional discrimination resulting from neutral policies or practices that have a disparate impact on protected groups.
TPB	Transportation Policy Board. This advisory body to TRPC focuses specifically on regional transportation issues. All member jurisdictions of TRPC are eligible to be active members of the TPB. The TPB also includes other representatives of community interests, as required by state law. Active TPB members include elected representatives from Bucoda, Lacey, Olympia, Tenino, Tumwater, Yelm, Thurston County, Intercity Transit, as well as representatives from the WSDOT Olympic Region and the Port of Olympia. The TPB also includes two citizen representatives and three business representatives. All of the region’s legislators were designated as ex officio members of the TPB as a result of 2003 legislation.

TRPC	Thurston Regional Planning Council. 22-member council of governments representing: the cities of Lacey, Olympia, Rainier, Tenino, Tumwater, and Yelm; the town of Bucoda; Thurston County; the Nisqually Indian Tribe; the Confederated Tribes of the Chehalis Reservation; Intercity Transit; Port of Olympia; Olympia School District, and North Thurston Public Schools; the Timberland Regional Library; the Economic Development Council of Thurston County; the Thurston County Public Utility District #1 and the LOTT Clean Water Alliance; TCOMM 9-1-1; Lacey Fire District #3; and the Puget Sound Regional Council. The Evergreen State College is a non-voting Charter Member Emeritus.
UPWP	Unified Planning Work Program. A federally-required report describing the work to be funded by revenues provided by 23 U.S.C. 104(f) and 49 U.S.C. 5336, and RCW 47.80.050.to meet federal and state planning requirements for the ensuing one- or two-year period.
UGA	Urban Growth Area. This refers to those unincorporated areas outside of a city or town that is intended to become part of that city or town in the future, as required under the Growth Management Act, and for which joint planning between city and county is required.
WSDOT	Washington State Department of Transportation
WSRO	Washington State Rideshare Organization.
WTP	Washington Transportation Plan. The state equivalent of the regional transportation plan that must maintain a 20 + year perspective on statewide transportation issues.

APPENDIX C

**CY 2014
MEMBER ROSTERS
and
Staff Resources**

This page is intentionally blank

THURSTON REGIONAL PLANNING COUNCIL – CY 2014 MEMBERS

Bucoda	Alan Vanell
Lacey.....	Virgil Clarkson, Secretary
Olympia	Nathaniel Jones
Rainier.....	Dennis McVey
Tenino	Bret Brodersen
Tumwater	Tom Oliva, Secretary
Yelm.....	Bob Isom
Thurston County	Sandra Romero, Chair
Confederated Tribes of the Chehalis Reservation.....	Amy Loudermilk
Nisqually Indian Tribe	Willie Frank, James Slape, Jr.
Intercity Transit.....	Karen Valenzuela
Port of Olympia.....	Bill McGregor
North Thurston Public Schools.....	Chuck Namit
Olympia School District	Allen Miller
LOTT Clean Water Alliance.....	Cynthia Pratt
TCOMM 9-1-1 (Associate).....	Jim Cooper
Thurston County Public Utilities District No. 1	Chris Stearns
Timberland Regional Library (Associate)	Cheryl Heywood
Thurston Economic Development Council (Associate)....	Michael Cade
Lacey Fire District #3 (Associate)	Gene Dobry
Puget Sound Regional Council (Associate).....	Pending
The Evergreen State College (Charter Mem. Emeritus) ...	Jeanne Rynn

TRANSPORTATION POLICY BOARD – CY 2014 MEMBERS

Lacey.....	Andy Ryder, Chair
Olympia	Cheryl Selby
Tenino	John O’Callahan
Tumwater	Pete Kmet
Yelm.....	Tracey Wood
Thurston County	Cathy Wolfe
Confederated Tribes of the Chehalis Reservation.....	Kayloe Dawson
Nisqually Indian Tribe	Jim Longley
Intercity Transit.....	Ryan Warner
Port of Olympia.....	George Barner
WSDOT, Olympic Region.....	Kevin Dayton
Business Representative Position #1.....	Jerry Farmer
Business Representative Position #2.....	Renée Sunde
Business Representative Position #3.....	Doug DeForest
Citizen Representative Position #1	Graeme Sackrison, Vice-Chair
Citizen Representative Position #2	Martha Hankins

Ex Officio TPB Members – Washington State Legislature

2 nd Legislative District	Senator Randi Becker Representative Graham Hunt Representative J.T. Wilcox
20 th Legislative District	Senator John Braun Representative Ed Orcutt Representative Richard DeBolt
22 nd Legislative District	Senator Karen Fraser Representative Sam Hunt Representative Chris Reykdal
35 th Legislative District	Senator Tim Sheldon Representative Drew MacEwen Representative Kathy Haigh

TECHNICAL ADVISORY COMMITTEE – CY 2014 MEMBERS

Lacey	Martin Hoppe
Olympia	Mark Russell / Randy Wesselman
Tumwater	Doug Johnston
Yelm	Stephanie Ray
Thurston County	Scott Lindblom / Scott Davis
Intercity Transit	Dennis Bloom
WSDOT, Olympic Region	George Kovich
WSDOT, Highways and Local Programs	Brian Moorehead

Thurston Regional Planning Council

Regional Transportation Staff Directory

Agency Phone Number: 360.956.7575
 Agency Fax Number: 360.956.7815
 Agency Web Site: www.trpc.org

Core regional transportation staff work on a wide variety of issues. New and emerging issues arise and some other issues diminish over time. The following list reflects the primary areas of responsibility for significant aspects of the 2015-2016 Unified Planning Work Program. It is representative of the kinds of things each person works on, but it is not inclusive. If you have questions about something you don't see on the list, get in touch with any of the people below and we'll help you find what you're looking for.

Staff Contact	Primary Areas of Responsibility in Transportation
Lon Wyrick <i>Executive Director</i> wyrickl@trpc.org	Oversight and management of all TRPC agency work programs.
Jared Burbidge <i>Assistant Director</i> burbidj@trpc.org	Oversight and management of staffing and accounting functions and contract management.
Thera Black <i>Senior Planner</i> blackvt@trpc.org	MPO/RTPO program requirements. Transportation funding. Federal funding programs. Urban Corridors / Sustainable Thurston. I-5 mobility. "Bridging the Gap." Joint Base Lewis McChord / SSMCP. Livable communities / land use. Performance measures. UPWP.
Paul Brewster <i>Senior Planner</i> brewstp@trpc.org	Trails and non-motorized transport planning. Hazards mitigation planning. Safety and security planning. "Thurston Here to There". Federal functional classification. Commute Trip Reduction program. "Walk and Roll" program and other school-based programs.
Jailyn Brown <i>Senior Planner</i> brownj@trpc.org	Smart Corridors. Rail. Freight. Regional Transportation Improvement Program. <i>Journeys</i> annual newsletter. Regional Transportation Plan maintenance and update. TAC support.
Fred Evander <i>Associate Planner</i> evanderf@trpc.org	Coordination of south county city transportation and land use planning. "Main Street 507" corridor study.
Karen Parkhurst <i>Senior Planner</i> parkhuk@trpc.org	Rural / Tribal transportation program. Commute Trip Reduction and TDM. Legislative issues and support. STEDI. Coordinated human services transportation planning. Transportation Policy Board support. Title VI. Grant writing. Thurston Thrives.
Vacant <i>Transportation Modeler</i>	Development and maintenance of regional travel demand model. Data development and management. Corridor analysis. Concurrency analysis. Transportation data requests. Air quality conformity modeling. Local agency modeling support.

This page is intentionally blank.

APPENDIX D

**SFY 2013
UPWP Annual Report**

This page is intentionally blank

SFY 2013 Annual Report

THURSTON REGIONAL PLANNING COUNCIL

UNIFIED PLANNING WORK PROGRAM

UPWP ELEMENTS

The SFY 2013-2014 UPWP is divided into two major activities: MPO/RTPO Program Compliance, and Program Administration. It describes the work that is funded by revenues provided by 23 U.S.C. 104(f) and 49 U.S.C. 5336, and RCW 47.80.050 to meet federal and state planning requirements. This annual report summarizes expenditure of those funds during SFY 2013 (July 1, 2012 – June 30, 2013).

In terms of staffing and level of effort, MPO/RTPO Program Compliance accounted for 1.9 FTE (Full Time Equivalents) of that effort and Program Administration accounted for about 1.4 FTE.

In terms of funding for these mandated activities, state revenues accounted for 22% of the funding, federal revenues accounted for 67% of the revenues, and the requisite local match accounted for 11% of the revenues.

The UPWP is one element of a larger TRPC regional transportation work program, which in turn is coordinated with the overall TRPC work program.

TRPC work program activities do not include lobbying. However, if any lobbying activities were to occur outside of those eligible activities conducted as a part of regular activities as described in Title 23 and Title 49 and in RCW 42.17A.635, then TRPC would file a certification and disclosure form as required by federal and state law.

MAJOR ACTIVITY 1: MPO/RTPO PROGRAM COMPLIANCE

Purpose: TRPC must comply with state and federal transportation planning requirements. These requirements include those planning activities to be funded with specific state and federal planning revenues intended to help ensure a continuous, cooperative, and comprehensive planning process.

Participants: TRPC staff, member agencies in the Thurston region, WSDOT, FHWA, and FTA.

Budget:

<u>FY 2013-14 Estimated Revenues</u>		<u>FY 2013-14 Estimated Expenditures</u>	
FHWA PL	\$457,383	TRPC Agency Staff	\$802,384
FHWA Match	\$ 71,383	Consultant/Contract	-
FTA Sec. 5303	\$105,888	Equipment	-
FTA Match	\$ 26,472	Other Organization Staff	-
RTPO	\$141,258		
Total	\$802,384	Total	\$802,384

FY 2013 Actual Expenditures

TRPC Agency Staff	\$250,276
Consultant/Contract	-
Equipment	-
Other Organization Staff	-
Total	\$250,276

Task 1.1: Planning and Programming

Task 1.2 Sub-tasks

Maintain the long-range Thurston Regional Transportation Plan on an annual basis

Worked with TAC, TPB, and TRPC to develop an amendment docket, evaluate proposed changes to the plan, solicit public opinion on proposed changes, complete air quality and environmental analysis, and resolve any outstanding issues prior to adoption in June 2013.

Status – complete

Initiated an update to the base plan for completion in CY 2014, including process development, branding, topical presentations to policy makers, review of goals and policies, and web page development.

Status – approximately 30% complete

Provided briefings to Lacey Planning Commission and Olympia Planning Commission as well as a work session with Olympia staff regarding the RTP.

Status – complete

Develop and maintain a four-year Regional Transportation Improvement Program

Worked with the TAC, TPB, and TRPC to develop a 2013-2016 RTIP including air quality conformity analysis, demonstration of financial constraint, and public review, prior to adoption in October 2012.

Status - complete

Completed (4) amendments to the 2013-2016 RTIP

Status – on-going as needed

Completed (2) amendments to the 2012-2015 RTIP

Status - complete

Develop a six-year Transportation Improvement Program.

Developed a 2012-2017 TIP.

Status – complete

Develop Annual Listing of Obligated Projects

Completed Annual Listing of Obligated Projects

Status – complete

Program federal STP, Enhancements, and CMAQ funds

Evaluated impacts of recent WSDOT interpretation of ADA requirements regarding audible signals on projects selected for CMAQ funding

Status – complete

Conducted a call for FFY 2013 and 2014 regional STP and TAP projects with new “use it or lose it” policies in process, project sponsor support, TAC review of projects for compliance with state and federal requirements, public review and comment, TPB review and recommendation, and final project selection by TRPC.

Status – complete

Amended FFY 2013 projects into the RTIP

Status – complete

Coordinated with H&LP and local agencies regarding new “use it or lose it” Obligation Authority policy, participating on a WSDOT oversight Task Force and working directly with local agency staff

Status – on-going

Documented CY 2012 CMAQ project prioritization process and emissions benefits

Status – complete

Provided support to local agency sponsors regarding federal STP and TAP project delivery

Status – on-going

Worked with Tumwater staff, and coordinated the TPB and TRPC processes to reprogram previously awarded STP funds

Status - complete

Support public transportation by participating with Intercity Transit on special studies, planning efforts, and other projects as requested, and through communication and coordination with other transit agencies as appropriate

Coordinated with Intercity Transit staff regarding priorities for Moving Washington I-5 "Value Planning" workshops and program development

Status – complete

Participated in the consultant review and selection process with Intercity Transit for its Systems Plan update, and provided consultants with base year and forecast travel demand data

Status – complete

Provided input on an FTA study regarding integration of transit planning into the MPO process

Status - complete

Worked with Intercity Transit to define demand model data and structural needs to support enhanced transit analysis

Status – complete

Worked with Intercity Transit to review household travel survey design needs and opportunities

Status – complete

Worked with Intercity Transit and the Department of Licensing to reconcile issues associated with acquiring license plate addresses to support park-and-ride analysis
Status – complete

Lobbied WSDOT for inclusion of transit agencies – Intercity Transit, Pierce Transit, and Sound Transit – as well as participation by the WSDOT Public Transportation Office and CTR Office in the WSDOT I-5 / JBLM master planning process, and participated in the resulting meetings
Status – on-going

Explored Department of Defense policies that inhibit more effective transit service to and from active duty military bases such as JBLM and worked to incorporate this issue into a national policy research agenda
Status – on-going

Coordinate non-emergency human services transportation by maintaining and implementing the Regional Coordinated Public Transit and Human Services Transportation Plan for the Thurston region, and provide support to service providers to ensure coordination with applicable metropolitan and statewide planning processes

Convened the Human Services and Transportation Forum
Status – on-going

Updated the Regional Coordinated Public Transit and Human Services Transportation Plan for the Thurston Region, including project development and prioritization within the Forum, plan review and recommendation by the TPB, and plan review and adoption by TRPC
Status – complete

Conduct public education and outreach as appropriate for planning and programming activities, including maintaining a web and social media presence for project-specific needs

Maintained and expanded content of transportation elements on the TRPC website, including ‘Thurston Here to There,’ Urban Corridor Communities, the RTP “What Moves You” branding, the “South Sound Travel Study” content page, and other content updates
Status – on-going

Partnered with NW Ecobuilding Guild in the development of two ‘Vision 2 Action Symposiums’ specific to regional work program priorities – integrating

sustainability into planning processes, and achieving transit-supportive land uses within priority urban corridors.

Status – complete

Conduct air quality conformity consultation with federal and state agencies

Consulted with the Air Quality Consultation Group regarding the 2013-2016 RTIP conformity analysis

Status – complete

Provided travel data and analysis to Department of Ecology for use in determining future maintenance targets

Status – complete

Consulted with Air Quality Consultation Group members regarding compliance procedures resulting from an upgrade to Limited Maintenance Plan status

Status – on-going

Conduct air quality conformity analysis

Conducted air quality conformity analysis for the 2013-2016 RTIP, and the CY 2013 RTP amendment

Status – complete

Coordinate with the Olympic Region Clean Air Agency on redesignation to a Limited Maintenance Area status

Maintained on-going communications with Olympic Region Clean Air Agency staff during development and review of the draft Limited Maintenance Plan

Status – on-going

Update MPO boundary as necessary

Participated in a UZA boundary review workshop

Status – complete

Worked with local agencies in workshop format as well as one-on-one to identify changes needed to align UZA and MPO boundaries, and developed digital map for WSDOT recording all boundary adjustments

Status – complete

Update Federal Functional Classification system as required

Completed one Federal Functional Classification amendment, for City of Yelm

Status – complete

Review local agency plans and policies for their compliance with Growth Management Act requirements

Reviewed and commented on proposed changes to Countywide Planning Policies with respect to consistency with the RTP

Status – complete

Reviewed and commented on proposed changes to the Transportation Element of Lacey’s Comprehensive Plan with respect to consistency with the RTP, worked with public works and planning staff, and provided a briefing on this topic to the Lacey Planning Commission

Status – complete

Reviewed and commented on proposed changes to the Olympia Comprehensive Plan with respect to consistency with the Regional Transportation Plan, and worked extensively with staff and Olympia Planning Commission to reconcile differences associated with mixed-use, transit-oriented urban corridors.

Status – complete

Support local compliance with federal ITS requirements

Supported implementation of the regional Smart Corridors initiative.

Status – on-going

Monitor, evaluate, and respond to legislation pertaining to a new federal transportation act and its potential implications for the region

Participated in various webinars, and AMPO and TRB work sessions regarding the new federal transportation legislation passed in July 2012 (MAP-21).

Status – complete

Monitored and responded to guidance regarding MAP-21 implementation from state and federal agencies, and provided input as requested to FHWA and FTA via Transportation Research Board activities concerning early issues and opportunities associated with performance based planning

Status – on-going

Monitored budget impacts on MAP-21 revenues associated with sequestration

Status – complete...

Participated in an FHWA-sponsored workshop on integrating performance measures into the MPO process

Status – complete

Participated in Security in the Planning and Project Development Process webinar

Status – complete

Used scenario evaluation processes to explore new performance measures and ways to effectively integrate them into the planning process

Status – complete

Develop population and employment forecasts and distributions to be used in long-range planning

Completed the development, distribution, and review of future population and employment forecasts

Status – complete

Coordinate with WSDOT as appropriate on issues related to the Washington Transportation Plan, corridor plans or studies, modal and safety plans

Prepared for and participated in the Moving Washington "Value Planning" workshops in November 2012

Status - complete

Participated on the WSDOT "Forward Washington" subcommittee

Status – complete

Promoted inclusion of transit and CTR within the WSDOT I-5 / JBLM master planning process

Status – on-going

Hosted a workshop of the Technical Advisory Committee to review the draft WSDOT Freight Plan

Status – complete

Reviewed and commented on the WSDOT I-5/US 101 interchange study technical analysis

Status – complete

Coordinated with WSDOT on revisions to the regional travel demand model that can support state planning needs for the I-5 / JBLM study analysis and other modeling needs

Status – on-going

Partnered with WSDOT and the Federal Emergency Management Agency in the Puget Sound Regional Catastrophic Disaster Coordination Plan process and

hosted a training workshop for transportation agencies in Thurston and Mason Counties.

Status – complete

Worked with WSDOT consultants on the State Smart Transportation Initiative to better incorporate demand management strategies into corridor planning and project development, including input for a case study of I-5 from Tumwater to Lakewood.

Status - complete

Reviewed the draft “Target Zero” highway safety plan

Status – complete

Supported local agency review and participation in the WSDOT update of Freight and Goods Transportation System functional classifications

Status – complete

Participate in activities of the MPO/RTPO Coordinating Committee

Attended monthly meetings and ad hoc subcommittee meetings, and participated in ad hoc conference calls throughout the year.

Status – on-going

Participate in the activities of the Association of Metropolitan Planning Organizations and the Transportation Research Board

Attended the annual Association of Metropolitan Planning Organizations (AMPO) meeting, including Executive Committee meetings and a presentation on TRPC’s Urban Corridors Task Force project and recommendations.

Status – complete

Monitored AMPO legislative and technical work concerning implications of federal legislation on MPOs

Status – on-going

Attended the Transportation Research Board (TRB) meetings, chairing the Metropolitan Policy, Planning, and Processes committee and participating in workshops and sessions related to MAP-21, transportation planning in military communities, National Household Travel Survey revisions, planning for freight within megaregions, scenario planning, and integration of performance measures into long-range planning.

Status – complete

Monitored reports and activities of the TRB, disseminating relevant research and learning opportunities to regional and local staff, maintaining TRPC/WSDOT networks concerning issues of interest to Washington state and promoting national-level research on priority topics.

Status – on-going

Respond to inquiries from the public and the media

Fielded numerous calls from The Olympian, the Nisqually Valley News, the Tenino Independent, The News Tribune, and local radio stations on a wide variety of topics. Participated in several editorial board panel discussions. Answered questions via phone and email from the general public as well as planning commissioners, elected officials, local staff, business owners, and others.

Status – on-going

Provided briefings as requested on several different topics including the Chehalis-Western Trail “Bridging the Gap” project, urban corridors, emergency response services, transportation benefit districts, etc.

Status – on-going

Acquire the necessary training and professional development to effectively carry out state and federal transportation planning requirements

Participated in webinars, workshops, and other learning opportunities primarily related to performance measures, STIP software, travel demand modeling software, MAP-21, Title VI, and federal contract management.

Status – on-going

Consult with local, tribal, state, and federal officials

Maintained frequent contact with staff and policy makers at the local, tribal, state, and federal level and consulted on a wide range of topics.

Status – on-going

Participated with FHWA and the Nisqually Indian Tribe in a federal “best practices” case study of TRPC’s tribal consultation process and government-to-government working relationship.

Status - complete

Consulted with state and federal officials regarding impacts of potential Endangered Species Act listings on programming and project delivery.

Status – on-going

Task 1.1 Deliverables:

- a. 2013 amendment to Regional Transportation Plan (complete)
- b. 2035 population and employment forecast data (complete)
- c. Air quality conformity determinations (complete)
- d. Air quality conformity redesignation status (underway – complete in October 2013)
- e. 2013-2016 RTIP and amendments as necessary (complete)
- f. 2013-2018 TIP (complete)
- g. 2013 Annual Listing of Obligated Projects (complete)

Sub-task Expenditures: \$235,259
78% MPO funding; 22% RTPPO funding
Staffing Level: 1.7 FTE

Task 1.2: Agreements and Certifications

Task 1.2 Sub-tasks

Maintain 2013-2014 Unified Planning Work Program

Met with officials from WSDOT HQ, WSDOT OR, FHWA, and FTA to review UPWP requirements, draft UPWP, and status update on work program activities.

Status – complete

Monitored UPWP and adjusted staffing and schedules as needed to balance work flow and respond to emerging issues from WSDOT and USDOT

Status – on-going

Update agreements with WSDOT and Intercity Transit as per 23 CFR 450.314

Researched and drafted a TRPC/IT transit agreement which was tabled pending an approved “tripod” agreement template from WSDOT.

Status – on-going, with approved template received September 2013.

Develop agreement with the Olympic Region Clean Air Agency regarding air quality planning

Discussed need for new agreement but agreed to postpone pending completion of the Limited Maintenance Plan documentation and status update.

Status – pending, anticipating completion in SFY 2014

Complete annual self-certification

Completed annual self-certification and submitted to WSDOT.

Status - complete

Review with FHWA and FTA the governance structure of TRPC as an MPO

Status – pending request from FHWA and FTA

Review with WSDOT the governance structure of TRPC as an RTPO

Status – pending request from WSDOT

Comply with Title VI requirements

Submitted 2012 Title VI report

Status - complete

Continued to solicit Title VI input at public meetings.

Status – on-going

Upgraded agency website to accommodate translation to multiple languages.

Began offering materials and one-on-one communications in Spanish.

Status – on-going

Task 1.2 Deliverables:

- a. SFY 2012 UPWP Annual Reports (complete)
- b. UPWP amendments as needed (as needed)
- c. TRPC/WSDOT and TRPC/IT agreements (underway; complete in CY 2013)
- d. TRPC/ORCAA agreement (underway; complete in CY 2013)
- e. 2012 Self-certification (complete)
- f. 2012 Title VI reports (complete)

Sub-task Expenditures: \$10,011

78% MPO funding; 22% RTPO funding

Staffing Level: 0.2 FTE

MAJOR ACTIVITY 2: PROGRAM ADMINISTRATION

Purpose: TRPC must conduct federal and state mandated program administration requirements. Program administration functions are those accounting and management functions which must be performed in order to maintain the state and federally mandated work elements identified in this UPWP, and to ensure fulfillment of federal and state reporting requirements.

Participants: TRPC staff, WSDOT, FHWA, and FTA.

Budget:

<u>FY 2013-14 Estimated Revenues</u>		<u>FY 2013-14 Estimated Expenditures</u>	
FHWA PL	\$ 93,681	TRPC Agency Staff	\$154,744
FHWA Match	\$ 14,621	Consultant/Contract*	\$ 9,600
FTA Sec. 5303	\$ 21,688	Equipment	-
FTA Match	\$ 5,422	Other Organization Staff	-
RTPO	\$ 28,932		
Total	\$164,344	Total	\$164,344

* Recording Secretary

<u>FY 2013 Actual Expenditures</u>	
TRPC Agency Staff	\$157,254
Consultant/Contract*	\$ 5,025
Equipment	-
Other Organization Staff	-
Total	\$162,279

* Recording Secretary

Task 2.1: Program Support

Task 2.1 Sub-tasks

Perform general program management and supervisory functions

Performed general overall program management and supervisory functions, ensuring effective integration of UPWP work with other regional planning activities

Status – on-going

Manage transportation personnel

Managed transportation personnel and performed all human resource functions and evaluations

Status – on-going

Recruit and train staff as needed

No major staff changes in transportation over the past year but oversaw recruitment and supervision of intern to support travel demand modeling data collection functions

Status – on-going

Develop calendar year budget and staffing patterns

Developed CY 2013 budget, integrated that budget with the SFY UPWP and FFY funding allocations, and adjusted staffing patterns as appropriate to ensure proper integration of UPWP into the overall agency budget and work flow.

Status – on-going

Monitor and adjust budget as necessary

Continued to monitor the UPWP budget and its fluctuating revenue authorizations and adjust staffing patterns to ensure smooth delivery of program and services.

Status – on-going

Provide management and administrative support to the Thurston Regional Planning Council, Transportation Policy Board, Technical Advisory Committee and any subcommittees as may be established by these bodies

Worked with chairs of TRPC, TPB, TAC, and Urban Corridor Partnership to establish agendas and develop program concepts for policy makers. Provided secretarial support for mailings, web support for electronic communication, and recording secretary support for public records.

Status – on-going

Maintain hardware and software necessary to ensure consistency between UPWP program requirements and the overall agency technical strategy

Continued to provide individual and network support for both hardware and software to ensure reliable and secure computer, internet, phone, network, and data retrieval systems.

Status – on-going

Task 2.1 Deliverables:

- a. Calendar year 2013 budget and staffing plan (complete)
- b. Calendar year 2014 budget and staffing plan (underway)
- c. Personnel evaluations (on-going)
- d. Meeting packets and presentation materials, on-line meeting materials, official meeting records (on-going)
- e. Correspondence (on-going)

Sub-task Expenditure: \$155,788

78% MPO funding, 22% RTPO funding

Staffing Level: 1.3 FTE + recording secretary

Task 2.2: Compliance with State and Federal Accounting Procedures

Task 2.2 Sub-tasks

Execute mandated accounting activities, including program accounting, financial documentation, and development of annual Indirect Cost Plan

Submitted monthly accounting records and program billing reports, and responded to inquiries regarding Indirect Cost Plan

Status – on-going

Participate in state and federal program audits

Completed a state and federal program audit

Status – complete for SFY 2013

Task 2.2 Deliverables:

- a. Monthly accounting summaries (on-going)
- b. Monthly billing / progress reports for WSDOT Planning Office (on-going)
- c. Annual Indirect Cost Plan (submitted)
- d. Annual program audits (complete)

Sub-task Expenditures: \$6,491

78% MPO funding; 22% RTPO funding

Staffing Level: 0.1 FTE

FREQUENTLY USED ACRONYMS

TRPC	Thurston Regional Planning Council
TPB	Transportation Policy Board
TAC	Technical Advisory Committee

Transportation Designations

MPO	Metropolitan Planning Organization (federal)
RTPO	Regional Transportation Planning Organization (state)

Mandatory Planning Documents

RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan

Federal Funds

CMAQ	Congestion Mitigation and Air Quality Improvement Program
STP	Surface Transportation Program
TAP	Transportation Alternatives Program

Agencies and Divisions

WSDOT	Washington State Department of Transportation
H&LP	Highways and Local Programs
OR	Olympic Region
FHWA	Federal Highway Administration
FTA	Federal Transit Administration

Legislation

MAP-21	Moving Ahead for Progress in the 21 st Century (federal)
GMA	Growth Management Act (state)

Other

JBLM	Joint Base Lewis-McChord
AMPO	Association of Metropolitan Planning Organizations
TRB	Transportation Research Board
CTR	Commute Trip Reduction
UZA	Urbanized Area
SFY	State Fiscal Year
FFY	Federal Fiscal Year
CY	Calendar Year