



WHATCOM TRANSPORTATION POLICY BOARD
AGENDA
WEDNESDAY, MAY 11, 2016
3:30 PM – 4:30 PM
Gordon W. Rogers Conference Room
314 E. Champion Street
Bellingham, WA

PAGE

- A. CALL TO ORDER/INTRODUCTIONS
- B. PUBLIC COMMENT
During this period of time, citizens may speak informally to the Board on subjects not scheduled for public hearing. EACH SPEAKER IS ALLOWED A MAXIMUM OF THREE MINUTES
- C. AGENDA APPROVAL – **ACTION ITEM**
- D. MINUTES
D.1 Minutes from March 9, 2016 – **ACTION ITEM**
- E. PUBLIC HEARING
E.1 Amend the 2016 Whatcom Transportation Improvement Program– **ACTION ITEM**
Staff Presentation
Public Hearing Open – During this period of time, citizens may speak to the Board on the subject scheduled for public hearing. EACH SPEAKER IS ALLOWED A MAXIMUM OF THREE MINUTES
Public Hearing Close
Board Discussion & Action
- F. OLD BUSINESS
- G. NEW BUSINESS
G.1 SFY 2017 Unified Planning Work Program – **ACTION ITEM**
- H. REPORTS – **INFORMATION ITEM**
H.1 Planning Director’s Report
H.2 Legislative Report
- I. Correspondence
I. 1 Columbia Valley Trail Funding Letter - **INFORMATION ITEM**
- J. BOARD OPEN FORUM
- K. ADJOURN

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Persons with disabilities needing special accommodation for this meeting, please contact the WCOG office at (360) 676-6974, 314 East Champion Street, Bellingham, 98225, at least six (6) days prior to this meeting to receive assistance. Para asistencia en español, por favor llame al (360) 676-6974.



WHATCOM TRANSPORTATION
POLICY BOARD
MINUTES
MARCH 9, 2016

ATTENDANCE

BOARD MEMBERS: Bob Bromley, Tom Jones, Rud Browne, Kathy Berg,
Terry Bornemann, Michael McAuley, Jon Mutchler,
Tim Ballew, Paul Greenough, Jay Drye, Harry
Robinson

GUESTS: Terry Terry, Todd Carlson, Pete Stark, Matt Jensen,
Tyler Schroeder, Greg Young, Nicolas Lewis

STAFF: Bob Wilson, Ron Cubellis, Hugh Conroy, Lethal Coe III,
Leslye O'Shaughnessy

A. CALL TO ORDER

The meeting was called to order at 3:30 pm and
introductions were made.

B. PUBLIC COMMENT

None received.

C. AGENDA APPROVAL

MOTION: Korthuis moved, Jones seconded, to approve the
agenda as presented.

MOTION PASSED

D. MINUTES

MOTION: Jones moved, Ballew seconded, to approve the
minutes from January 20, 2016.

MOTION PASSED

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E. PUBLIC HEARING

Coe stated that the Public Hearing is being held to amend the 2016 Whatcom Transportation Improvement Program to include the following changes:

1. Remove City of Bellingham's Bloedel Avenue, Phase 2 project.
2. Amend City of Bellingham's Granary Avenue and Bloedel Avenue project name, description, funding and termini. The project's updated name is Granary Avenue and Laurel Street. The project incorporates the locally funded previous Bloedel Avenue, Phase 2, with additional local funds, into this current federally funded project. The federal Demonstration funds remain unchanged.
3. Amend City of Lynden's Jim Kaemingk Sr. Trail Extension to add awarded State Grant funds of \$291,000. In addition, project phases have been adjusted to match the updated Local Agency Agreement supplement with no changes to original total funding of Transportation Alternative Program and Safe Routes to School.
4. Remove WSDOT project SR 9/Van Zandt - Railroad Crossing Improvements. Construction was obligated in 2015.

PUBLIC HEARING OPENED AT 3:36 pm

MOTION: Korthuis moved, McAuley seconded, to close the Public Hearing.

MOTION PASSED

PUBLIC HEARING CLOSED AT 3:37

MOTION: Korthuis moved, Robinson seconded, to approve amendment #2 (1603) to the Whatcom Council of Governments' 2016 Transportation Improvement Program.

MOTION PASSED

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F. OLD BUSINESS

None reported.

G. NEW BUSINESS

G.1 Comprehensive Plan Certification Review Guidelines

MOTION: Korthuis moved, Browne seconded, to adopt the Development and Evaluation Process for Comprehensive Plan Transportation Elements as presented.

MOTION PASSED

H. REPORTS

H.1 Planning Director

Conroy reported that along with working on the comprehensive plan certification process the WSDOT Corridor Sketch Initiative has been very complimentary to the update of the WCOG transportation plan. He distributed a timeline for the WCOG transportation plan (now called Whatcom Mobility 2040). The Plan update deadline is June 2017.

He encouraged the board members to go to the WCOG website and check out the interactive map of our region's transportation facilities that is based on an ArcGIS web portal that staff has been working on.

WCOG, in conjunction with CTAG, is looking at hosting workshops on a variety of topics. The first would be on alternative finance mechanisms for transportation.

A Regional Border Planning peer exchange is being "sponsored" by the U.S.-Canada Transportation Border Working Group (TBWG) on June 8-9, 2016 in Bellingham. The primary objective is to share best practices among regional entities. Conroy sees this also as an opportunity to refresh the policy-basis for both the U.S. and Canada's direct federal-level support for regionally coordinated

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planning for borders and to advocate for dedicated funding like that which was available under the Coordinated Border Infrastructure (CBI) program.

The Mobility Management project is getting off the ground. This is a project to get children and seniors familiar with our transit system. 7th grade classrooms around the county will be getting a course in using transit to make trips, map routes and suing the bus schedules. Then with permission of a parent, these students will receive a complimentary WTA bus pass. The senior component has begun and is providing travel training for senior citizens and focuses on transit services. This project is supported by a \$250,000 Federal Transit Administration grant.

The Unified Planning Work Program 27017 update is underway. A draft document will be ready for WSDOT/Federal review March 21, 2016. Staff will be meeting with WSDOT and federal agency representative on May 9 to review the document. Policy Board members will receive an invitation to attend this meeting. The Policy Board will be asked to adopt the document at the May 11, 2016 meeting.

H.2 Legislative Report

The legislative session was scheduled to end March 10, 2016 but is not going to happen. The transportation budget should be acted on by March 10. In the transportation budget the \$45 million for Exit 274 was completely defunded. \$40 million will be going to the Guide Meridian and the remaining \$5 million plus the \$3 million originally slated for the pedestrian overpass will be going to build an overpass at Thornton Road. There will be an additional unidentified \$10 million going to the Thornton Road project.

The Council board asked the legislature for funding (\$77,000) for preliminary engineering for the Kendall trail project. Representative VanWerven got the project in the House capital budget and Senator Ericksen has it in the Senate version. Whatcom County has agreed to maintain a trail if it is built.

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I. CORRESPONDENCE

Satpal Sidhu forwarded a letter he received from Mike Brennan regarding the traffic conditions in in the eastern part of the County.

CTAG passed a unanimous motion supporting Hopelink's Inclusive Planning Impact Grant Application. They are seeking funding to develop an I-5 medical corridor shuttle program that would link Bellingham (and Whatcom County) with major hospitals in Seattle.

J. BOARD OPEN FORUM

Nothing reported.

K. ADJOURNMENT

The meeting adjourned at 4:35 pm.

Robert Bromley
Chair

Robert H. Wilson, AICP
Executive Director



whatcom council of governments

Memorandum

To: Whatcom Transportation Policy Board
From: Lethal Coe, Senior Planner
Date: April 26, 2016
Subject: WCOG 2016 TIP Amendments and Administrative Modifications

Amendment #3 (1605) of the 2016 WCOG Transportation Improvement Program (TIP) includes the following changes:

1. Add new Bellingham project: *Cordata Safe Routes to School Program*. This will add pedestrian facilities along Aldrich Rd providing access to Cordata Elementary School. Project was awarded by Federal Safe Routes to School program.
2. Add WTA (Whatcom Transportation Authority) project: *MOAB remodel* (Maintenance, Operations, and Administration Building located at headquarters on Bakerview Spur). Project is funded by federal transit 5307.
3. Add WSDOT (Washington State Department of Transportation) project: *I-5/Custer SB SRA - Sewer Line Replacement – NWR*. Project will replace sewer line on I-5 southbound at Custer. Project is funded through federal National Highway Performance Program.
4. Add secured Right-of-Way funding phase to WSDOT project: *SR 548/Kickerville Rd – Intersection Improvements*. Project is funding by Highway Safety Improvement Program.

Formal TIP Amendments require review and resolution from the Policy Board to amend the current TIP and make federal funding accessible. Administrative Modifications are less substantial project changes than amendments and are administered by WCOG staff.

ACTION REQUESTED: Approve **Amendment #3 (1605)** to the Whatcom Council of Governments 2016 Transportation Improvement Program

Whatcom Council of Governments
2016 Transportation Improvement Program

Amendment 1605 Table

#	Agency	Project Title	Amended Action	Added Funds \$	Total Costs \$	Fed Source
1	Bellingham	Cordata Safe Routes to School Program	Add Project	1,951,200	1,951,200	SRTS
2	WTA	MOAB Remodel	Add Project	750,000	750,000	5307
3	WSDOT	I-5/Custer SB SRA - Sewer Line Replacement - NWR	Add Project	1,492,639	1,492,639	NHPP
4	WSDOT	SR 548/Kickerville Rd – Intersection Improvements	Add ROW Phase	125,160	1,418,268	HSIP

Current Administrative Modifications - 1604

Agency	Project	Modification Administered	Total Costs	Federal Source
Whatcom	West Badger Rd/Bertrand Creek Bridge No. 50 Replacement Project	Remove Preliminary Engineering phase. Adjust Construction Cost to meet programmed total.	\$1,807,509	STP(Bridge)

Memo

To: Whatcom MPO/RTPO Transportation Policy Board (WTPB)
Date: May 4, 2016
From: Hugh Conroy, Director of Planning *HC*
Subject: Review and consideration for adoption of WCOG's SFY 2017 Unified Planning Work Program (UPWP).

Purpose of the UPWP

As the federally designated metropolitan planning organization (MPO) and state designated regional transportation planning organization (RTPO), WCOG is required to prepare, approve, and submit an annually updated UPWP to the state and federal governments (FHWA, FTA, and WSDOT)

WCOG's UPWP for state fiscal year (SFY) 2017

Next year's proposed UPWP is very similar to the current one. Some moderate shifts in the work plan include the following.

- R&MTP: A concentration of staff effort on our five-year update to the Regional & Metropolitan Transportation Plan.
- Addition of the Mobility Management and Travel Training project.
- Updated descriptions of the current state fiscal year work and accomplishments.
- Updated descriptions of current and anticipated funding needs: Whatcom Smart Trips, IMTC, household travel survey, etc.

State and federal review

A draft SFY 2016 UPWP was submitted to WSDOT on March 23. So far, feedback has been positive and no substantive changes are expected. WCOG's annual UPWP on-site review meeting with state and federal partners will be held on Monday, May 9. If any changes are made following the May 9 review, I will bring them to your attention at the May 11 Policy Board meeting.

The draft SFY 2016 UPWP is attached for your review.

Suggested motion

"Approve the Unified Planning Work Program, Whatcom Metropolitan Planning Area, Whatcom County, Washington for State Fiscal Year 2017 as presented."

DRAFT

Unified Planning Work Program
Whatcom Metropolitan Planning Area
Whatcom County, Washington

State Fiscal Year 2017

Approved by the Whatcom Transportation Policy Board, **May XX, 2016**

Robert H. Wilson, Executive Director
Hugh Conroy, Director of Planning

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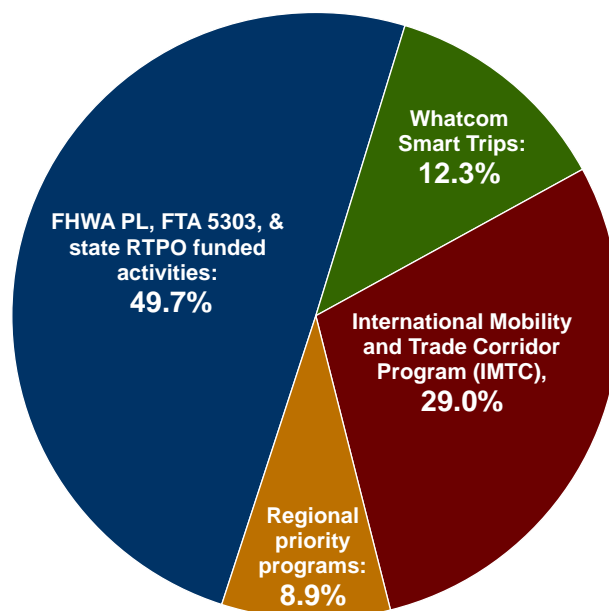
Introduction: The UPWP and the Whatcom Council of Governments

A Unified Planning Work Program (UPWP) is required annually of Metropolitan Planning Organizations (MPOs) and Regional Transportation Planning Organizations (RTPOs). The Whatcom Council of Governments (WCOG) is the federally-recognized MPO for the Bellingham Urbanized Area and the state designated RTPO for the entirety of Whatcom County, Washington. While WCOG assumed those responsibilities in 1982 and 1990, respectively, it came into existence in 1966 as a regional “conference of governments” by an act of the Washington State Legislature.

While UPWP requirements are driven primarily by the need to document anticipated uses of federal and state funding for MPO and RTPO activities, the UPWP is also intended to reflect the work program for the organization as a whole. The pie chart at right illustrates how WCOG’s funded MPO and RTPO activities are carried out alongside other programs and projects that advance regional priorities and enhance required planning functions.

The federal funds WCOG uses to conduct metropolitan transportation planning come from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), known as FHWA “PL” and FTA “5303” funding, respectively. Those funds pass through the Washington State Department of Transportation (WSDOT) along with WCOG’s allocation of state funds for its RTPO activities. As part of its administrative responsibilities, WSDOT is responsible for verifying that UPWP documents are complete and contain sufficient detail to support its subsequent reporting of MPO expenditures to the U.S. Department of Transportation (USDOT).

Summary of WCOG’s SFY 2017 core functions by percent of total anticipated work program funding



Purposes of this UPWP

The UPWP serves multiple purposes:

- It confirms for WSDOT, FHWA, and FTA that an appropriate *cooperative, comprehensive and continuing* (3C) planning process is in place;

- It includes sufficient detail for WSDOT’s Tribal and Regional Coordination Office (TRCO) to determine the eligibility of funding;
- It meets WCOG’s federal and state requirements as an MPO and RTPO, respectively, to prepare and submit a UPWP annually;
- It provides useful information for the public, the Whatcom Transportation Policy Board (WTPB), member jurisdictions and partner agencies about how WCOG activities are funded and how they complement each other to achieve progress toward adopted regional objectives; and
- It supports effective program management and reporting.

Organization of WCOG’s UPWP

WCOG’s UPWP is organized to provide a description of all work activities planned for Washington State Fiscal Year (SFY) 2016 and facilitate the TRCO’s review and evaluation of functions and expenditures related to federal and state planning funds. As advised in WSDOT’s *2016 UPWP Guidelines*, the individual work activities in WCOG’s work plan are organized under the following nine **core functions**:

- | | |
|----------------------------------------------|-------------------------------------------------------|
| 1. Program administration, | 6. International Mobility and Trade Corridor Program, |
| 2. Transportation planning, | 7. Whatcom Smart Trips, |
| 3. Data collection and analysis, | 8. Regional priority programs and projects, and |
| 4. Transportation Improvement Program (TIP), | 9. Unfunded priority programs and projects. |
| 5. RTPO planning, | |

WCOG’s UPWP will provide detail on anticipated activities within each of these core functions. While many of WCOG’s planned activities are funded by the PL and FTA funds that the WSDOT TRCO administers, more than half of WCOG’s current activities are funded from other sources: other FHWA or state funds, local funds, Canadian funds (for certain border related projects), etc. While all anticipated SFY 2016 activities are grouped under the nine core functions, each activity section header also includes a notation of funding source types as follows:

- **[PL/5303/RTPO]** = FHWA PL, FTA 5303 and State RTPO funds. The federal portion of these funds come to WCOG under a consolidated planning grant.
- **[OF]** = Other U.S. federal funding
- **[OS]** = Other state
- **[Local]** = Local jurisdictions
- **[Canadian]** = Canadian provincial or federal

The budget and financial detail that the UPWP requires are presented in Appendix A and organized using the funding source types above.

Each of the work activities to be undertaken by WCOG in SFY 2016 is explained using the following format:

Core function (nine of these as listed above)

Activity (varying number under each core function)

- **Performance** (i.e., who will perform the work)
- **Products**
- **Schedule**
- **Funding** (by funding source type)

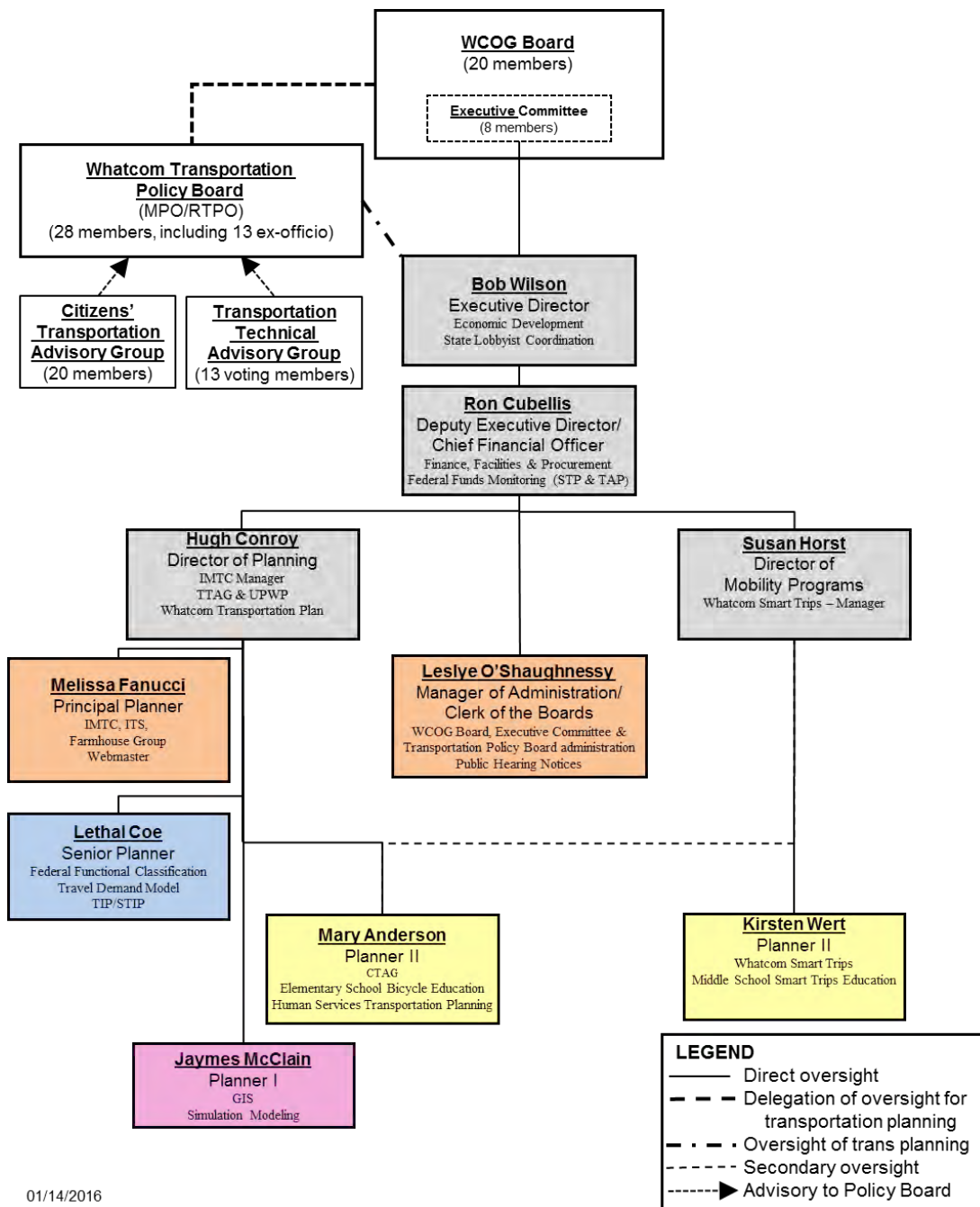
Budget and financial table

WSDOT UPWP guidelines include a budget/financial table template to be used to provide a summary of all MPO/RTPO activities funded by PL, FTA 5303 and/or RTPO funds along with the sources of proposed match and other funds as required by 23 CFR 450.308. WCOG also uses this format to summarize the finances of work activities funded by sources other than PL, FTA 5303 or RTPO funds.

The Whatcom Council of Governments

This section reviews how WCOG is organized, the membership of the Council Board and the Policy Board, the geographic coverage related to WCOG's responsibilities and work plan, and the current planning priorities.

Organization Whatcom Council of Governments 2016 Organizational Structure



01/14/2016

Membership

The table below lists the region's governments, districts, agencies, and institutions that participate on WCOG Council Board, its MPO-RTPO Policy Board, or both along with the individuals currently¹ serving.

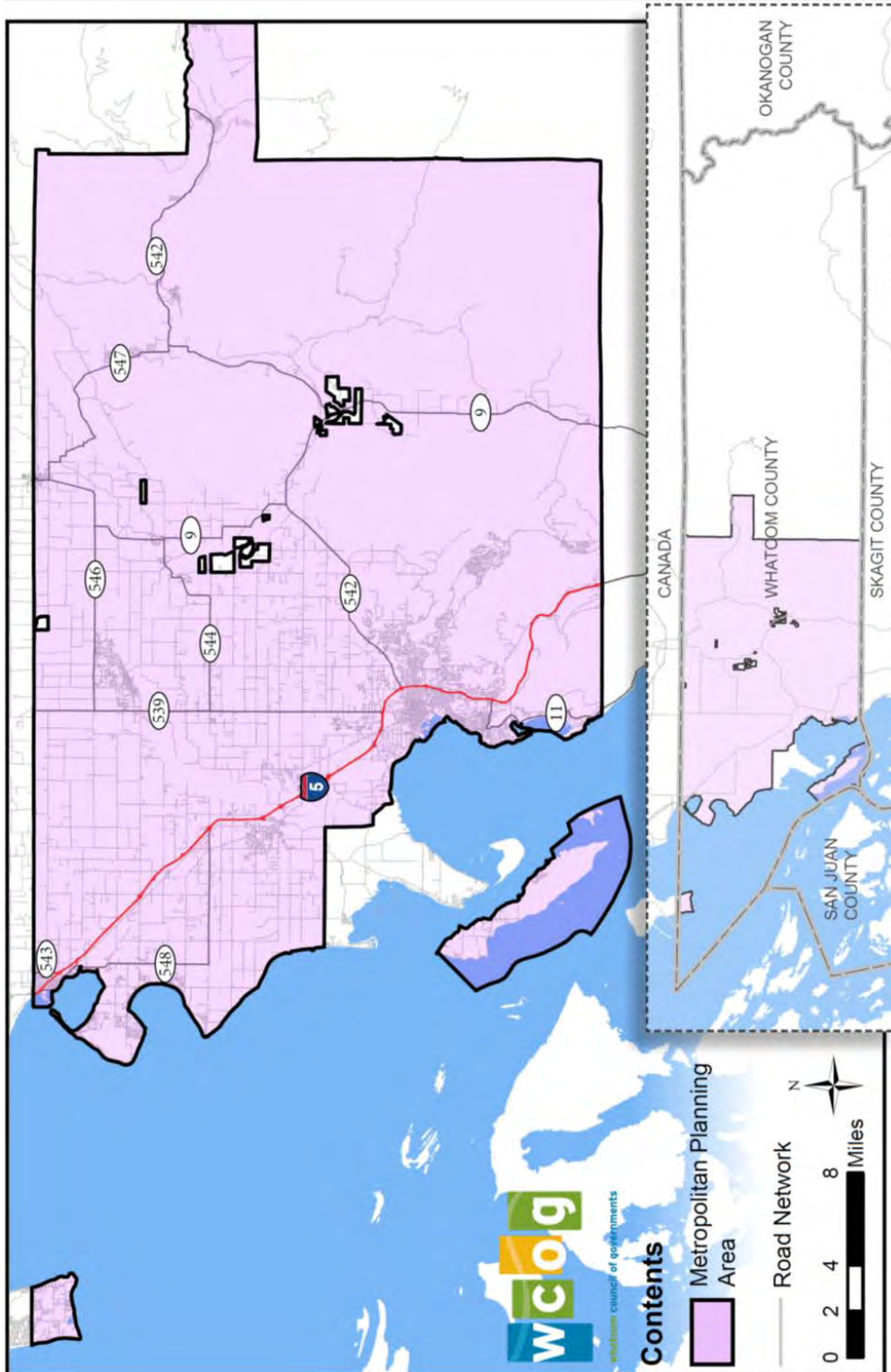
Entity	Position	2014 Representatives	Council Board	MPO - RTPO Policy Board
Whatcom County	Executive	Jack Louws	●	●
	Councilmember	Rud Browne	●	●
	Councilmember	Satpal Sidhu	●	
City of Bellingham	Mayor	Kelli Linville	●	●
	Councilmember	Terry Bornemann	●	●
	Councilmember	Michael Lilliquist	●	
City of Blaine	Mayor	Harry Robinson	●	●
City of Everson	Mayor	John Perry	●	●
City of Ferndale	Mayor	Jon Mutchler	●	●
City of Lynden	Mayor	Scott Korhuis	●	●
City of Nooksack	Councilmember	Tom Jones	●	●
City of Sumas	Mayor	Bob Bromley	●	●
Port of Bellingham	Commisioner	Michael McAuley	●	●
Lummi Indian Business Council	Chair	Timothy Ballew II	●	●
Nooksack Tribal Council	Chair	Bob Kelley		●
Lake Whatcom Water and Sewer District	Commisioner	Bruce Ford	●	
Birch Bay Water & Sewer District	Commisioner	Patrick Alesse	●	
Whatcom Transportation Authority	General Manager	Pete Stark	○	
	Board member	Paul Greenough		●
The Opportunity Council	Executive Director	Greg Winter	○	
Western Washington University	VP for University Relations	Steve Swan	○	○
Sudden Valley Association	Board member	Larry Brown	○	
WA State Dept. of Transportation	Mt. Baker Area - Asst. Reg. Admin.	Jay Drye/Todd Carlson		●
Transportation Technical Advisory Group	representative	Chris Comeau		○
Community Transportation Advisory Group	representative	Kathy Berg		○
WA State House of Representatives	Representative, 42nd District	Vincent Buys		○
WA State House of Representatives	Representative, 40th District	Kristine Lytton		○
WA State House of Representatives	Representative, 42nd District	Luanne Van Werven		○
WA State House of Representatives	Representative, 40th District	Jeff Morris		○
WA State Senate	Senator, 42nd District	Doug Ericksen		○
WA State Senate	Senator, 40th District	Kevin Ranker		○
Whatcom Community College	representative	Kathy Hiyane-Brown		○
Bellingham Technical College	representative	Kimberly Perry		○
Northwest Economic Council	representative	Jeff Callender		○

○: non voting

¹ This list is based on current, appointed representatives at the time of this UPWP's adoption. Individual representatives are likely to change over the course of SFY 2017.

Metropolitan Planning Area

In 2013, the WCOG MPA boundary was expanded beyond the county's Urbanized Area to include all areas of the county west of the Mount Baker-Snoqualmie National Forest lands. The Lummi Nation and Nooksack Tribe chose not to include their lands.



Planning priorities

The planning priorities for WCOG's Metropolitan Planning Area (MPA) were developed through the metropolitan transportation planning process and are documented in the adopted *Whatcom Transportation Plan (WTP)*, WCOG's constrained long-range metropolitan transportation plan. The WTP was updated and approved in May 2012 and amended in 2013..

The WTP identifies 13 strategies which are listed below. Each of these includes a notation indicating if that strategy is required as part of WCOG's MPO or RTPO responsibility, or both. Also noted for each, if applicable, is which of the eight federal [metropolitan planning factors](#) (MPFs) listed in 23 CFR 450.306 (indicated as MPF 1, MPF 2, . . . MPF 8) and six Washington State transportation [system policy goals](#) (SPGs) listed in RCW 47.04.280 (indicated as SPG A, SPG B, . . . SPG F) are addressed for that strategy.

1. **Public Information and Education** (MPO/RTPO) – Raising public awareness of transportation issues through a structured citizen advisory process and a well-maintained website. WCOG will also continue to provide opportunities for residents to be engaged through all stages of the planning process.
2. **Safety** (MPO/RTPO) – Encouraging maximum consideration of safety and security in transportation planning and projects. (MPF 2, MPF 3, SPG C)
3. **Access** (MPO/RTPO) – Collaboration with jurisdictions to provide balanced access to transportation facilities, jobs, education, and services for all system users. Related priorities include ongoing emphasis on system preservation across all modes and consideration of intelligent transportation systems (ITS) when opportune. (MPF 7, SPG B)
4. **Environmental Justice** (MPO) – Continued emphasis on ensuring that transportation planning decisions serve all people's needs equitably and do not have disproportionate, adverse impacts on low income, disabled, elderly, or minority populations. (MPF 5, SPG E)
5. **Connectivity** (MPO) – Encouragement of connections between modes and across jurisdictional boundaries, integrated system links between private and public commuter services, and pedestrian and trail system connectivity. Additionally, transportation planning that accounts for habitat connectivity is a priority. (MPF 6)
6. **Freight Mobility** (MPO/RTPO) – Improving freight transportation infrastructure, data, cross-border trade operations, and intermodal solutions towards the goal of safe and efficient goods movement. (MPF 4, MPF 6, SPG A)
7. **Congestion and Mobility** (RTPO) – Reducing congestion through identification of current and forecast bottlenecks, alternatives development inclusive of transit and non-motorized modes, and trip reduction strategies such as telecommuting. A related priority is encouragement of multi-modal features as part of future system investments. (MPF 4, MPF 6, MPF 7, MPF 8, SPG B, SPG D)
8. **Transportation Demand Management** (MPO) – Programmatic support for transportation demand management (TDM) through the Whatcom Smart Trips program which works with regional employers, schools, and outreach to citizens to affect large,

documented reductions in the number of trips by single occupant vehicles. (MPF 5, MPF 6, MPF 7, MPF 8, SPG B, SPG D, SPG E, SPG F)

9. **Multi-Modal Transportation** (MPO/RTPO) – As part of consistency review of regional plans, encourage inclusion of support for alternatives to single occupancy vehicle trips and multi-modal facilities. A related priority is promotion of the national Complete Streets approach to multimodal transportation systems development. (MPF 6, SPG F)
10. **Intelligent Transportation Systems** (MPO) – Using the Whatcom Regional Intelligent Transportation Systems (ITS) Architecture, WCOG supports member jurisdictions and regional agencies in providing transportation network improvements through federal eligibility of ITS investments and coordinating an integrated approach to transportation systems management. (MPF 7, SPG D, SPG F)
11. **Land Use** (RTPO) - Continued support for comprehensive application of concurrency principles. A related priority is to encourage member jurisdictions, as some have done already, to allow concurrency credit for providing enhanced access for transit, bicycles, and pedestrians. (MPF 5, SPG B, SPG D, SPG E, SPG F)
12. **Health** (MPO) – Incorporating opportunities for active transportation (like walking and cycling) as a strategy to improve community health. (SPG E)
13. **Public Participation** (MPO/RTPO) – WCOG will provide increased opportunities for residents to be engaged and informed throughout all stages of the transportation planning process.

Verification of compliance

This UPWP is WCOG's documented plan to accomplish all tasks required of MPOs and RTPOs by federal and state laws with appreciation for federal and state transportation policy goals.

Restriction on lobbying

It is anticipated that WCOG staff will meet with state and federal elected officials and administrative officials at various times during state fiscal year (SFY) 2016. Local funds not associated with federal or state funding will be used for that purpose. Interaction between WCOG staff and state and/or federal elected officials may occur during the following planned events in SFY 2016:

- The NARC Conference in Washington, DC in the fall of 2015.
- The AMPO Conference in the spring of 2016.
- 2016 sessions of the state legislature in Olympia.
- Federal and state legislators, and/or members of their staffs periodically visit WCOG or attend meetings at which WCOG staff members are present.

Tribal consultation

The Lummi Nation joined the WCOG Council Board in 2014. Both the Lummi Nation and the Nooksack Tribe are voting members of the Whatcom Transportation Policy Board. Each tribe is

also represented on the Transportation Technical Advisory Group. Both tribes have chosen not to have their tribal lands included within WCOG's metropolitan planning area (MPA). As described later in this work plan, WCOG will be continue developing its tribal consultation process during SFY 2016.

Federal public lands

During SFY 2017, representatives of federal land management agencies will be consulted as necessary when federal lands are likely to be impacted by elements contained in or proposed for inclusion in the WTP or the TIP.

SFY 2016 accomplishments

Looking back at WCOG's current, SFY 2016 UPWP, this section highlights some notable completed work items.

Professional development and staff training

- Travel demand model training
- ArcGIS training
- AICP training and certifications

Transportation planning and projects

- Completion of STP-Regional project selection (including TAP funds) for FFYs 2018-2020. WCOG staff and TTAG reviewed 15 project applications from WCOG member jurisdictions and delivered a recommendation of funding awards to the Policy Board. The Policy Board made 10 funding awards totaling \$7,482,000.
- Completion and Policy Board adoption of an updated guidelines and principles document for WCOG's certification review of comprehensive plan transportation element updates.

Data collection and analysis

- Collection of numerous additional freight counts to complete the state's request for jurisdiction specific updates to the Freight & Goods Transportation System (FGTS) database.
- Upgraded GIS tools including WCOG's new interactive map at www.wcog.org.
 - Traffic counts (migrating from the traditional traffic count manual) now a continuously updated layer on the GIS interactive map.

Planning collaboration and technical support

- Provided regional travel demand model outputs used for:
 - The City of Bellingham and WSDOT's work on the Bakerview Interchange justification report (IJR) processes.
 - Continued 2036 level-of-service analyses for regional comprehensive plan updates.

Coordination with WSDOT and MPO/RTPO members

- Collaboration with the WSDOT Mt. Baker Area office on WSDOT's statewide Corridor Sketch Initiative.
- WCOG and the WSDOT Mt. Baker Area have established a monthly staff coordination meeting.

TIP

- Annual cycle completed.

Model

- Continued refinements to the 2013 base year model.
- Updated forecast model from 2032 to 2036 – demographics and road network. Extension of the forecast year to 2040 for upcoming, 2017 update to regional/metropolitan transportation plan.
- Application of the model for:
 - Whatcom County's comprehensive plan update.
 - Bakerview Interchange Justification Report.

Whatcom Smart Trips

WCOG's Whatcom Smart Trips Program continued to build its engagement of area residents and businesses and expand its delivery of measureable positive impacts on the regional transportation system. The benefits include:

- 863 community members began participating in Smart Trips diaries, adding to the total of 18,318 since the program began in 2006
- 4.9 million miles of walking, bicycling, ridesharing and bus trips tracked on Smart Trips diaries, adding to the total of 55.7 million since 2006
- 2,000 tons of greenhouse gas emissions prevented, part of the 22,000 tons prevented since the program began
- \$500,000 added to the local economy through fuel savings, part of the \$5.5 million since 2006
- 5 new employer partners, adding to the total of 196
- 143 people tried riding the bus for the first time as a result of promotion available to employer partners
- 3,066 elementary students were taught bicycles skills, part of 28,000 since 2006
- 430 middle school students were taught independent transportation skills, part of 1,427 total since School Smart Trips was launched in 2012
- Planned and promoted special events for community partners:
 - Pickford Film Center (383 participants)
 - WTA Gold Card event for seniors (15 participants)
 - Farmers Market (846 participants)
 - City of Bellingham bicycle facilities bike tour (48 participants)

International Mobility and Trade Corridor Project

1. Meetings

- Six Steering Committee meetings
- Two Core Group meetings

2. Products

- 2015 IMTC border freight study
- 2015 IMTC project priority list
- 2015 IMTC Resource Manual
- Bus survey analysis from 2009 and 2013
- Dynamic Border Management project – RFID business case
- Dynamic Border Management project – Developing simulation of border wait time system
- IMTC Construction Schedule update
- Border Facility Microsimulation Model

3. Topics of focus

- Aldergrove facility replacement
- BC Trucking Association survey of users
- Beyond the Border Implementation Plan and Forward Plan
- Booth status data feed for improved border wait times
- Bus operational changes by CBP, CBSA
- Cascade Gateway Master Plan
- Cross-border bus trends
- Current focus items from Canadian Trucking Association
- IMTC program core funding
- Point Roberts/Boundary Bay issues
- Regional NEXUS updates
- U.S. – Canada Border Infrastructure Investment Plan 3.0
- Weigh2Go BC update
- Amtrak station stop policy and City of Blaine
- Issues with southbound commercial staging area at Pacific Highway

4. National level border planning participation

- March U.S. – Canada Transportation Border Working Group (TBWG) meeting in Portland, ME
- April meeting with World Affairs Council in Seattle, WA
- May FHWA Freight Planning Peer Exchange in Detroit, MI
- May Commission for Environmental Coordination Workshop on Air Quality, Traffic, and Health Impacts at the Pacific Highway Port-of-Entry
- July U.S. Congressional Transportation Roundtable in Bellingham, WA
- August regional roundtable on border wait time measurements conference call
- October freight data workshop in Detroit, MI
- October TBWG meeting in Toronto, ON

5. Projects undertaken

- Dynamic Border Management project
- 2015/2016 IMTC Border Freight Operations study
- B.C. Highway 11 NEXUS Lane improvements
- Pacific Highway northbound bus assessment

6. Project assistance requests

- Weigh-in-motion detector evaluation of data sets
- Wait time estimates for specific ports and dates
- Surface freight value analysis for 10 years
- Time of day/time of week comparison of bus arrivals and truck arrivals
- Exchange rate comparisons
- Booth management scenario micro-simulation modeling

Regional Priority Programs & Projects

Mobility Management and Travel Training: During SFY 2016 WCOG applied for and received FTA funding to conduct this project which will teach Whatcom County seventh grade students about using regional transit – routes, schedules, trip planning, etc. Educational programs for area seniors are also part of this project. Many senior citizens in Whatcom County have never used transit but no longer wish to drive. This project will help close that gap and help more people in our community connect with transportation options that can improve their quality of life.

Core functions

The identified nine core functions are based on the duties of MPOs and RTPOs as defined in law and funded with federal (FHWA PL and FTA 5303) and state RTPO planning funds. As stated previously, certain other activities undertaken by WCOG – while aligned with and complementary to its required MPO/RTPO functions – are supported by different funding sources.

Program administration

The following administrative activities directly support PL and 5303 funded activities.

Regional and statewide coordination [PL/5303/RTPO]

In support of managing their respective MPOs and RTPOs, an MPO/RTPO/WSDOT Coordinating Committee meets quarterly to discuss process improvements and needed focus on current issues among the state’s MPOs and WSDOT representatives.

Performance: WCOG staff.

Products: Products include but are not limited to:

- Coordination on state wide initiatives.
- Sharing best practices.
- Ongoing staff development.

Schedule: Quarterly meetings, preparation and follow-up. Ongoing

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Professional development & staff training [PL/5303/RTPO]

In support of staying current with standard practice, acquiring new expertise and skills, and responding to new planning requirements and community needs, WCOG staff often attend training courses, peer exchanges, and study topics through a variety of sources.

Performance: WCOG staff.

Products: Products include but are not limited to:

- New software capabilities (ex. traffic modeling, contact management)
- Planning practices (ITS architecture, performance measures)
- Ongoing staff development.

Schedule: Ongoing / as needed

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Coordination and communication with federal and state legislators [PL/5303/RTPO]

These activities include dialog with the region's state legislators when they inquire about transportation investment priorities as well as dialog with federal legislators when they inquire about policy and program needs and our region's needs from federal agencies that influence regional transportation system planning, investment, systems management, and operations.

Performance: WCOG staff.

Products: Products include but are not limited to:

- Written briefings or meetings in response to requests for information or data analysis.
- Review of existing planning products – project lists, etc.
- Preparation for participation of state and federal legislators and their staff at WCOG and MPO board meetings.

Schedule: Ongoing, when requested.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Unified Planning Work Program (UPWP) [PL/5303/RTPO]

WCOG will update and submit its UPWP for state fiscal year 2018. And, if needed, WCOG will submit amendment requests for this (SFY 2017) UPWP.

Performance: WCOG staff.

Products: Completed UPWP and amendments if needed.

Schedule: Expected approval by WCOG MPO Policy Board in May, 2017.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

UPWP annual report [PL/5303/RTPO]

As required, WCOG will submit a report of progress made on tasks identified in WCOG's UPWP covering SFY 2016

Performance: WCOG staff.

Products: Complete annual report.

Schedule: Due on September 30, 2016.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Documentation of tribal consultation process [PL/5303/RTPO]

Work has already begun, and will continue into SFY 2017, to document a tribal consultation process.

Performance: WCOG staff.

Products: A documented review of current practices, relevant federal and state policies and guidelines, policies of WCOG member governments, and plan for ongoing business practice and improvement. This work will be pursued in collaboration with Lummi Nation and Nooksack Tribe representatives.

Schedule: Expected completion in spring 2017.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Self-certification document [PL/5303/RTPO]

WCOG will work on any items identified in the annual self-certification review.

Performance: WCOG staff.

Products: Completed review and documentation.

Schedule: The goal will be to have any identified items resolved by June 30, 2017.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Transportation planning and projects

This core function includes the ongoing work of regional communication and coordination towards transportation planning, stakeholder and public process, and periodic planning products. It also includes funded work activities on transportation related projects.

Planning technical support [PL/5303/RTPO]

WCOG staff often works with member jurisdictions' staff and WSDOT staff, giving technical and other support on planning and project work related to our core functions and shared objectives.

Performance: WCOG staff.

Schedule: Ongoing, when needed or requested.

Products: Products include but are not limited to

- Research
- Data extraction and analysis
- Technical writing
- Mapping / GIS
- Graphics
- Sample surveys

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Coordination with WSDOT and MPO/RTPO members [PL/5303/RTPO]

In performance of MPO functions and activities, communication and structured coordination is essential.

Performance: WCOG staff.

Schedule: Ongoing.

Products: Products include but are not limited to:

- Monthly Transportation Technical Advisory Group (TTAG) meetings
- Periodic development of WTPB-approved selection criteria, project evaluation, and WTPB selection of projects to fund with the STP funding availed to MPOs.
- Participation in periodic meetings of regional planners.
- Collaboration on special studies (ex. sub area plans).
 - In SFY 2016, continuing involvement is expected with two Interchange Justification Reports (IJRs) in the area: Slater Rd. interchange with I-5 and the Bakerview Rd. interchange with I-5.
- Ongoing communication (phone, e-mail, etc.) with WSDOT and member jurisdiction colleagues.
- Participation with WSDOT and regional members regarding integration of performance measures under forthcoming MAP-21 requirements.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Metropolitan Transportation Plan update and strategy [PL/5303/RTPO]

In addition to producing a periodically updated metropolitan transportation plan (MTP), this activity includes monitoring changes to federal and state legislative and regulatory requirements that define this MPO responsibility.

Because the geography and governing board of the Whatcom MPO and RTPO are the same, the MTP and the Regional Transportation Plan (RTP -- which RTPOs are responsible for) have been combined to serve both purposes.

Performance: WCOG staff.

Schedule: The next MTP update is due in 2017 and WCOG will be focused on this work during SFY 2017.

Products: Products of SFY 2017 MTP activities will include:

- Staff review of rules changes,
- Coordination with WSDOT on integration of statewide and MPO performance measures (per MAP-21 guidelines).
- Work with WCOG's policy board, TTAG, and CTAG to finalize the MTP's articulation of regional goals.
- Finalization with TTAG, CTAG, and the Policy Board of any changes to the definition of the Regionally Significant System.
- Preparation of a plan structure.
- Analytical products (ex. model configurations, mapping outputs, metrics selection)
- Refinement of criteria and process for adding projects to the regional project list.

- Work through our CTAG and with other stakeholders to implement appropriate elements of WCOG's public participation plan to promote community review and feedback on the M/RTP.
- An updated and adopted Metropolitan and Regional Transportation Plan (M/RTP).

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Public and stakeholder participation and outreach [PL/5303/RTPO]

WCOG encourages open information sharing and public and stakeholder organizations' input in all of its work. In addition to an ongoing objective of encouraging regional community involvement, several products result from this activity.

Performance: WCOG staff, citizen volunteers, website consultants.

Products:

- The Community Transportation Advisory Group (CTAG) is WCOG's formal mechanism for facilitating ongoing citizen participation in the metropolitan transportation planning process. The CTAG also serves as an important source of participants on the Whatcom Transportation Authority's Citizen Advisory Panel (CAP).
- Websites - WCOG maintains a high quality websites (www.wcog.org) in order to provide broader and more convenient access to information, meeting schedules, staff contacts, and more. This is an important way of supporting and improving public involvement and openness of regional planning and decision making.
- Participation in other regional transportation planning forums
 - North Sound Connecting Communities project (the Farmhouse Gang).
- Outreach to and involvement of private sector stakeholders (industry associations, companies, etc.) for special projects or modal planning efforts (ex. WSDOT freight planning regional meetings, WSDOT rail planning regional meetings, etc.)

Schedule: Ongoing.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Intelligent Transportation Systems (ITS) Plan / Architecture [PL/5303/RTPO]

Performance: WCOG staff.

Products: Products include but are not limited to:

- Periodic updates to Regional ITS Architecture
- Systems engineering training and integration of principles into related planning, operations, and performance measurement initiatives.

Schedule: Ongoing.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Participation with regional planning studies

Performance: WCOG staff.

Products: Participation and collaboration with various studies, research, and data collection with state and regional partners. Known efforts extending from SFY 2016 into SFY 2017 include:

- I-5 Bakerview IJR study (Lead by WSDOT for City of Bellingham)
- Possible continuation of I-5 Slater Rd. IJR (Lummi Nation)

- WSDOT Corridor Sketch Initiative.
- Possible IJR update for I-5 exit 274 in Blaine.

Schedule: Ongoing. These studies and the work-flow associated with them are often arise in a very short time and so can't be fully planned for in a UPWP.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Title VI reporting [PL/5303/RTPO]

An annual Title VI summary and Title VI plan update will be submitted to WSDOT in February 2017 covering the previous year.

Performance: WCOG staff.

Products: Report and updated plan. The updated Title VI plan will also include any needed updates to the Language Assistance Plan for People with Limited English Proficiency (LEP), and WCOG's Public Participation Plan.

Schedule: Submitted in February 2016.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Human services transportation planning [PL/5303/RTPO]

WCOG completed the update of its Human Services Transportation (HST) Plan in SFY 2014. Work under this activity will consist of tracking the status of HST project selections and coordination among stakeholders as needed. WCOG will also stay abreast of ongoing transportation concerns of stakeholder human-service agencies such as DSHS/CPS, the Opportunity Council, and others.

This activity also advances the federal emphasis area, *ladders of opportunity*.

Performance: WCOG staff.

Products: Coordination and tracking.

Schedule: Ongoing as needed.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

North Sound Connecting Communities Project, a.k.a. The Farmhouse Gang [PL/5303/RTPO]

The North Sound Connecting Communities Project (NSCC), more familiarly known as the Farmhouse Gang, is a coalition of concerned citizens, elected officials, and professional staff of transportation agencies from Washington's five northwestern-most counties: Whatcom, Skagit, Island, San Juan and northern Snohomish. The Farmhouse Gang strives to develop better ways for people to move through the region by using all available modes in an effective and smoothly functioning network that does not rely solely on the automobile. More about the Farmhouse Gang is available at <http://wcog.org/boards-committees/farmhouse/>

During SFY 2017, WCOG will continue its participation with the Farmhouse Gang on a work plan that currently highlights coordinated support for inter-county transit between Whatcom, Skagit, Island, and Snohomish counties; regionally connected trail planning and development; coordinated support for passenger rail service improvement; and intermodal connectivity with ferry terminals in the North Sound.

WCOG is also the current administrator/facilitator of the Farmhouse Gang and will continue this function under an agreement with the Skagit County Council of Governments (SCOG). This is covered as a separate activity below.

Performance: WCOG staff.

Products & Schedule:

- Contribution to and coordination of work-plan products.
 - Continued collaboration with regional transit agencies to communicate system characteristics of intercounty transit operations.
 - Trail planning resources inventory and collaboration strategy.
 - Passenger rail memorandum on shared objectives and coordination strategy.
 - Intermodal connectivity with ferry terminals briefing and strategy.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Data collection and analysis

Supporting the above transportation planning functions requires analytical tools based on up-to-date comprehensive data collection, information technology, and industry standard methods. The *data collection and analysis* core function primarily covers WCOG's transportation modeling activity which includes support, maintenance, and application of a regional transportation demand model.

Maintenance of the regional transportation demand model [PL/5303/RTPO]

WCOG will continue to maintain and operate a regional travel demand model to forecast the impacts of future growth and land-use decisions on the regional transportation system. As part of its metropolitan and regional transportation planning program, WCOG provides forecasts for member jurisdictions and outside agencies requiring that information. The WCOG model now includes the ability to model transit movement and mode share. This capability is shared with the Whatcom Transportation Authority.

Performance: WCOG staff and consultant

Products: Continuously improved regional transportation demand model with a current base year of 2013 and forecast year of 2036 (extended to 2040).

Schedule: With new county-wide (Draft EIS) land use assumptions entered into the model in spring 2015, the model is ready for upcoming sub-area plan alternatives analyses with WSDOT and local jurisdictions.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Development and maintenance of GIS resources [PL/5303/RTPO]

WCOG has upgraded its Geographic Information System resources to better support the use of data in development of performance measures, analysis, online map-based access to transportation system metrics, and visualization. Online sharing of these resources has already proven complementary to collaborations with WSDOT on the Corridor Sketch Initiative. Continued development of GIS and web-based, interactive mapping will be an important part of WCOG's strategy for enriching the visual display of information in the regional/metropolitan transportation plan – helping provide more information more of our community.

Performance: WCOG staff

Products: Improved maps. GIS-based regional traffic count archive.

Schedule: Ongoing.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Federal functional classification system updates [PL/5303/RTPO]

WCOG will continue to maintain regional functional classifications based on the 2010 Census and make revisions with partners as needed.

Performance: WCOG staff

Products: Standardized and updated functionally classified regional road network.

Schedule: Ongoing

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Transportation Improvement Program (TIP)

TIP development & amendments [PL/5303/RTPO]

WCOG will coordinate with Whatcom County, its seven cities, Lummi Nation, the Nooksack Tribe, Whatcom Transportation Authority, The Port of Bellingham, and the Washington State Department of Transportation to develop the Metropolitan/Regional TIP. The regional Transportation Technical Advisory Group (TTAG) and the Whatcom Transportation Policy Board will review all projects submitted by member jurisdictions and those using federal funds or having regional significance will be added to the Metropolitan/Regional TIP, as appropriate. When necessary, WCOG staff will coordinate with the jurisdictions to get clarification or additional information. Beyond initial compilation and approval, WCOG staff will document and submit TIP amendments as needed.

Performance: WCOG staff

Products: Annually completed and approved Metropolitan & Regional TIP. Certifications as needed. Appropriate amendments as needed throughout the year.

Schedule: WCOG will begin the TIP process in June with completion scheduled for October. Updates and amendments will be undertaken as needed.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Obligation status monitoring and reporting [PL/5303/RTPO]

Federal funding availed to projects through the Surface Transportation Program are required to be used in a timely manner and monitored along a schedule of award, obligation, and expenditure. WCOG will continue to work with WSDOT and regional jurisdictions to track and promote timely project delivery and assist with amendments and associated document-changes when needed.

Performance: WCOG staff

Products:

- Compilation of ongoing project status from member jurisdictions.
- Periodic reports to WSDOT

- Status reports to member jurisdictions and the Whatcom Transportation Policy Board to encourage timely obligation.

Schedule: Ongoing.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

RTPO planning functions

WCOG's duties as an RTPO are defined under Washington state law, RCW 47.80.023. These duties are listed below along with how they relate to WCOG's SFY 2017 work plan.

The following RTPO duties are covered elsewhere in this work plan or do not need to be addressed in SFY 2017.

1. Periodic preparation of a regional transportation strategy. As both the regional MPO and the RTPO, this duty is covered under the previously covered Metropolitan Transportation Plan work activities.

2. Regional transportation plan (RTP). As both the RTPO and MPO, WCOG combines the RTP and MTP as described in the previously described work activity.

3. Development of six-year Transportation Improvement Program (TIP). This activity is treated as a separate, core function.

4. Special needs coordinated transportation. *Include specific opportunities and projects to advance special needs coordinated transportation, as defined in *RCW 47.06B.012, in the coordinated transit-human services transportation plan, after providing opportunity for public comment.*

This duty is covered above under human services transportation activity of the Transportation Planning core activity.

5. RTP - county planning policies consistency. *Where appropriate, certify consistency between the adopted regional transportation plan and county-wide planning policies adopted under RCW 36.70A.210.*

County wide planning policies have not changed since they were originally adopted under GMA.

WCOG expects to undertake the following RTPO activities during SFY 2016.

Certify consistency between RTP and local comprehensive plan transportation elements [PL/5303/RTPO]

Certify that the transportation elements of comprehensive plans adopted by counties, cities, and towns within the region reflect the guidelines and principles developed pursuant to RCW 47.80.026, are consistent with the adopted regional transportation plan, and, where appropriate, conform with the requirements of RCW 36.70A.070.

This will be done in SFY 2016 & 2017 when local jurisdictions' draft plan updates are ready for review.

Performance: WCOG staff

Products: Documentation of review of individual jurisdiction's draft comprehensive plan transportation elements and letters of certification and or observed inconsistencies delivered to each jurisdiction.

Schedule: Review and feedback April-May 2016. Certification after June 2016.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Participation in state planning activities [PL/5303/RTPO]

Several important statewide transportation planning activities are underway or expected to start soon including the Washington Transportation Plan 2035 Phase II, an intermodal plan, a freight plan update, an update to the highway systems plan, and potentially, a first phase of state-wide transportation demand modeling. WCOG intends to participate in these efforts with regard to its regional planning priorities, vital connections to statewide systems, and connections between Washington State and British Columbia.

This activity also advances the federal emphasis area, *models of regional cooperation*.

Performance: WCOG staff

Products: Participation in related meetings, analysis of state planning process documents, and involvement and inputs from staff, policy board, and other WCOG committees (TTAG, CTAG, NSCC, IMTC) as requested.

Schedule: Ongoing as appropriate.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Level-of-service methodology standards review. [PL/5303/RTPO]

In the context of recent studies and upcoming activities, it is repeatedly made clear that a review of level-of-service measurement is needed. Recent work with WSDOT on the Bakerview-to-Grandview subarea study highlighted some of the difficulty resulting from various measures and standards. These themes are coming up again in early work WSDOT's Corridor Sketch Initiative and will certainly be discussed as a result WCOG's review of 2016 comprehensive plan transportation elements.

Performance: WCOG staff, TTAG

Products: Updated discussion in WCOG's 2017 M/RTP update of regional expectations for level-of-service measurement and application of measurements to system performance monitoring, project selection, and other appropriate uses.

Schedule: ongoing.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

Analysis and review of MAP-21 requirements [PL/5303/RTPO]

Stemming from the previous U.S. Transportation Authorization Act, MAP-21, several federal transportation planning rules are being revised and will be released sometime in the future. WCOG will be reviewing these rules with partner agencies and adjusting work schedules, planning work plans, and methodologies as appropriate.

Performance: WCOG staff

Products: Updated methods and work planning.

Schedule: Ongoing as appropriate.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, and state RTPO funds.

International Mobility and Trade Corridor Program (IMTC)

WCOG will continue as lead agency of the IMTC Program. IMTC is a regional, cross-border planning coalition focused on the transportation connections between Western Washington State and Lower Mainland British Columbia. Focused on the four U.S.-Canada land border ports-of-entry that comprise the Cascade Gateway and serve the Seattle, WA – Vancouver, BC corridor, the IMTC coalition includes state, provincial, and federal transportation agencies; federal inspection agencies, other federal agencies of both countries, at-border jurisdictions, trade and travel related industry associations, and non-governmental organizations. More information about IMTC is available at theIMTC.com

This activity also advances the federal emphasis area, *models of regional cooperation*.

IMTC meeting preparation, participation, and facilitation [OF]

Performance: WCOG staff

Products: IMTC participating agencies and entities meet ten times per year (no meetings in August or December). With every fourth meeting being a Core Group meeting, the Steering Committee meets between seven and eight times per year and the Core Group meets between two and three times per year. Some years, larger general assembly meetings are convened based on stakeholder priorities.

WCOG has recently identified and started tracking a set of performance measures for the IMTC program. This work is an implementation of the implementation plan that resulted from last year's SHRP2 Capability Maturity Model (CMM) initiative. It is expected that some of the strategies identified through the CMM workshop will continue to be applied as WCOG and IMTC participants engage in upcoming workshops with FHWA on Border Master Planning – a planning template being used on the U.S.-Mexico border.

Schedule: Ongoing as appropriate.

Funding source: This activity is funded by FHWA Coordinated Border Infrastructure funds, administered by WSDOT, and matched with local funds. The SHRP2 program selection did not come with dedicated funding.

IMTC data collection and reporting [OF]

Performance: WCOG staff

Products: Notable outcomes include an annually updated priority project list and a high-quality website which provides access to meeting summaries, border-related travel and trade data, and reports from research and planning work advanced from the IMTC coalition.

A printed and web based compilation of IMTC Program information is produced annually, primarily for use by participating agency representatives but for external stakeholders as well. Contents include program objectives, geographic and system scope, system demand, performance data and metrics, and an updated participant directory.

Schedule: Ongoing as appropriate.

Funding source: This activity is funded by FHWA Coordinated Border Infrastructure funds, administered by WSDOT, and matched with local funds.

IMTC collaborative efforts [OF]

Performance: WCOG staff

Products: Tracking and supporting progress on interagency collaborations identified at IMTC meetings such as project definitions, research for alternatives analysis, etc. Examples include working with WSDOT and BC MoTI on materials for the Joint Transportation Executive Committee, research and analysis with WWU's Border Policy Research Institute, discussion of strategies and work products with the U.S.-Canada Transportation Border Working Group (TBWG), and follow-up and coordination on inter-agency data-sharing arrangements, etc.

Schedule: Ongoing as appropriate.

Funding source: This activity is funded by FHWA Coordinated Border Infrastructure funds, administered by WSDOT, and matched with local funds.

Special note on IMTC funding: Funds currently available for IMTC are expected to run out before the end of SFY 2017. This will be discussed more below in the unfunded-needs section.

IMTC project management [OF]

Performance: WCOG staff

Products: Over the course of the year, WCOG staff working on IMTC conducts smaller scale research and analysis projects focused on interagency improvement of cross-border transportation (ex. port specific multi-year freight analysis). In addition to small projects, staff also works with agencies and contractors to make needed fixes to data reporting systems (ex. border data warehouse, WIM data transfers) to sustain the results of recently completed initiatives. This task also includes project development, scoping, and budgeting for upcoming, larger projects.

Schedule: Ongoing as appropriate.

Funding source: This activity is funded by FHWA Coordinated Border Infrastructure funds, administered by WSDOT, and matched with local funds.

Dynamic Border Management Project [OF], [Canadian]

Performance: WCOG staff, Western Washington University

Products: 1) Acquisition and configuration of a general purpose, discrete event microsimulation modeling software for analyzing operational and policy alternatives for border crossing facilities, 2) Development of business case for public investment in distribution of radio-frequency identification (RFID) cards for frequent cross-border travelers, and 3) Development of a standard method and schedule for WSDOT and BC MoTI to periodically validate and calibrate border wait time systems.

Schedule: Products 1 and 2 described above have been successfully completed. Product 3 is ongoing. Funding remains to conduct work into SFY 2017. Positive response to the RFID business case increases the likelihood that WCOG and BPRI will, as part of this project (as optimistically planned), participate in monitoring a regional pilot (conducted by one or more federal border agencies) of RFID travel document distribution.

Funding source: This activity is funded by FHWA HQ Office of Planning and the British Columbia Ministry of Transportation and Infrastructure.

2015 Cross-border Truck Study [OF], [Canadian]

Performance: WCOG staff, Western Washington University

Products: Two periods of field data collection (summer 2015 and summer 2016) will result in updated sample-based data on cross-border freight trucks origin, destinations, commodity flow, intermodal connections, and other characteristics. Comparative measures will also be recorded on commercial vehicle arrivals and processing times prior to and following installation of approach-lane improvements and metering systems.

Schedule: This project is scheduled for completion in fall 2017.

Funding source: This activity is funded by FHWA HQ Office of Planning, the British Columbia Ministry of Transportation and Infrastructure, and Transport Canada.

Whatcom Smart Trips (WST)

Whatcom Smart Trips is a program that helps community members make more of their trips by walking, bicycling, sharing rides or riding the bus. The program is administered and operated by WCOG with the support of the City of Bellingham, the Whatcom Transportation Authority, the Washington State Department of Transportation and the U.S. Department of Transportation. Whatcom Smart Trips is a collection of programmatic strategies and tools that assist community members with using sustainable transportation modes.

WST program administration [OF], [Local]

Performance: WCOG staff

Products: Administration

Schedule: Ongoing.

Funding source: This activity is funded by FHWA and local funding from the City of Bellingham and the Whatcom Transportation Authority.

Products: The program.

Washington State Commute Trip Reduction (CTR) Compliance [OS]

Performance: WCOG staff

Products: General administration

- Worksite materials: Worksite-specific signs and brochures, Smart Trips brochures and posters, Employee Transportation Maps, Employee recognition posters, Promotional bus passes (courtesy of WTA), Rideshare parking signs and permits.
- Smart Trips website & incentives
- Emergency Ride Home
- State and local training opportunities
- Promotional campaigns and prizes
- Bicycle education classes
- CTR survey reports

Schedule: Ongoing.

Funding source: This activity is funded by the WSDOT Public Transportation office.

WST website [OF], [Local]

Performance: WCOG staff, consultant

Products: Website. www.whatcomsmarttrips.org. Includes online trip diary.

Schedule: Ongoing.

Funding source: This activity is funded by FHWA and local funding from the City of Bellingham and the Whatcom Transportation Authority.

WST incentives [OF], [Local]

Performance: WCOG staff

Products: A program of discount cards, gift certificates, cash prizes and recognition to motivate community members to try new forms of transportation

Schedule: Ongoing.

Funding source: This activity is funded by FHWA and local funding from the City of Bellingham and the Whatcom Transportation Authority.

WST Smart Trips Employer Partners (STEP) [OF], [Local]

Performance: WCOG staff

Products: Support to businesses and organizations that want to promote sustainable transportation to their employees

Schedule: Ongoing.

Funding source: This activity is funded by FHWA and local funding from the City of Bellingham and the Whatcom Transportation Authority.

WST School Smart Trips [OF], [Local]

Performance: WCOG staff

Products: Classroom activities for middle school students and their teachers to explain the benefits of using sustainable transportation choices.

Schedule: Ongoing.

Funding source: This activity is funded by FHWA and local funding from the City of Bellingham and the Whatcom Transportation Authority.

WST Bicycle Education [OF], [Local]

Performance: WCOG staff

Products: Educational opportunities for children and adults who want to learn how to ride bicycles for daily transportation.

Schedule: Ongoing.

Funding source: This activity is funded by FHWA and local funding from the City of Bellingham and the Whatcom Transportation Authority.

Regional priority programs and projects

Mobility Management & Travel Training [OF]

Performance: WCOG staff.

Products: A senior travel training program and a 7th grade bus-pass program will teach seniors and youth in Whatcom County that transit is a viable transportation option. Content will focus on bus-trip planning and experience based familiarization with bus riding.

Schedule: Project will conclude in June, 2017.

Funding source: FTA.

North Sound Connecting Communities Project [OF]

Under an agreement with the Skagit Council of Governments (SCOG), WCOG is providing administrative support for periodic meetings of the NSCC (Farmhouse Gang).

Performance: WCOG staff.

Products: Convening and facilitation of meetings, meeting summaries, web site, storage and distribution of NSCC documents.

Schedule: Ongoing

Funding source: This activity is funded by a SAFETEA-LU high priority project sub-awarded through the Skagit Council of Governments (SCOG).

Regional economic development: Northwest Economic Council, [Local]

WCOG serves as administrator and fiscal agent for the Northwest Economic Council, the economic development policy group for Whatcom County.

Performance: WCOG staff

Products: Analyses of funding requests to Whatcom County's Economic Development Investment Program Board.

Schedule: Ongoing as appropriate.

Funding source: Local - Northwest Economic Council

Unfunded priority programs and projects

Whatcom Smart Trips (WST)

Looking ahead to SFY 2017, current partner funding commitments leave the Whatcom Smart Trips program \$95,000 short of its annual budget.

The International Mobility and Trade Corridor Program (IMTC)

Since 1998, WCOG has primarily relied on funding from the U.S. FHWA's Coordinated Border Infrastructure (CBI) program to fund its work as lead agency of the IMTC Program. While the CBI eligible uses have been moved to the broader STBG Program, there is no longer dedicated funding for border infrastructure and planning. Thus, it is up to states and their partners to allocate federal and other funds to support regional cross-border planning.

WCOG is currently working with WSDOT and other IMTC partner agencies (BC MoTI, Transport Canada, U.S. FHWA, and its WCOG Policy Board to formulate a sustainable funding partnership for supporting the IMTC Program.

Regional economic model

The 2010 update to the Whatcom County CEDS Project List, includes acquisition and development of a regional economic model: "Acquisition and calibration of data and software intended to enable economic evaluation of various development and infrastructure improvement scenarios. This is a policy/decision-making tool designed to inform investment decisions toward best use of resources."

The estimated cost is \$150,000.

External stations survey

A potential improvement to WCOG's travel demand model is better data inputs regarding trips with an origin, destination, or both outside of Whatcom County. This would improve our model's calibration of the influence of international border crossings with Canada as well as improve the models accuracy regarding truck volumes vs. auto volumes.

The estimated cost is \$75,000.

Household travel survey

Household travel surveys are a key input to traffic demand models. WCOG's demand model uses a survey that was completed in 2008. WCOG's goal is to update these data when (or before) they are ten years old.

The estimated cost is \$140,000.

Appendices

Appendix A – Budget and financial detail

UPWP Page Number	Activities funded with [PL/5303/RTPO]	FHWA - PL & FTA 5303			FHWA - STP-R			Summary				
		Total 100%	FHWA/FTA 86.5%	Local 13.5%	Total 100%	FHWA 86.5%	Local 13.5%	Federal	State RTPO	Local	Total	
	Core Functions											
	Activities											
12	Program administration	\$11,536	\$9,978	\$1,557	\$4,720	\$4,083	\$637	\$14,061	\$6,918	\$2,195	\$23,174	
12	Regional and statewide coordination	\$2,769	\$2,395	\$374	\$1,133	\$980	\$153	\$3,375	\$1,660	\$527	\$5,562	
12	Professional development and staff training	\$2,884	\$2,495	\$389	\$1,180	\$1,021	\$159	\$3,515	\$1,729	\$549	\$5,793	
12	Coordination/communication with federal and state legislators	\$1,038	\$898	\$140	\$425	\$367	\$57	\$1,266	\$623	\$198	\$2,086	
13	Unified Planning Work Program (UPWP)	\$1,730	\$1,497	\$233	\$708	\$612	\$96	\$2,109	\$1,038	\$329	\$3,476	
13	UPWP annual report	\$1,154	\$998	\$156	\$472	\$408	\$64	\$1,406	\$692	\$219	\$2,317	
13	Documentation of tribal consultation process	\$1,154	\$998	\$156	\$472	\$408	\$64	\$1,406	\$692	\$219	\$2,317	
13	Self-Certification Document	\$808	\$698	\$109	\$330	\$286	\$44	\$984	\$484	\$154	\$1,622	
14	Transportation planning and projects	\$226,871	\$196,243	\$30,628	\$92,831	\$80,298	\$12,532	\$276,542	\$35,454	\$43,160	\$355,156	
14	Planning technical support to organization, members, and tribes	\$27,225	\$23,549	\$3,675	\$11,140	\$9,636	\$1,504	\$33,185	\$4,255	\$5,179	\$42,619	
15	Coordination with WSDOT and MPO/RTPO members	\$27,225	\$23,549	\$3,675	\$11,140	\$9,636	\$1,504	\$33,185	\$4,255	\$5,179	\$42,619	
15	Metropolitan & Regional Transportation Plan (MTRTP) update & strategy	\$113,436	\$98,122	\$15,314	\$46,415	\$40,149	\$6,266	\$138,271	\$17,727	\$21,580	\$177,578	
16	Public and stakeholder participation and outreach	\$11,344	\$9,812	\$1,531	\$4,642	\$4,015	\$627	\$13,827	\$1,773	\$2,158	\$17,758	
16	Intelligent Transportation System (ITS) Plan	\$6,806	\$5,887	\$919	\$2,785	\$2,409	\$376	\$8,296	\$1,064	\$1,295	\$10,655	
16	Participation with regional planning studies (LRS, Corridor Sketch, etc.)	\$13,612	\$11,775	\$1,838	\$5,570	\$4,818	\$752	\$16,593	\$2,127	\$2,590	\$21,309	
17	Title VI reporting and plan update	\$11,344	\$9,812	\$1,531	\$4,642	\$4,015	\$627	\$13,827	\$1,773	\$2,158	\$17,758	
17	Human Services Transportation planning (HSTP)	\$4,537	\$3,925	\$613	\$1,857	\$1,606	\$251	\$5,531	\$709	\$863	\$7,103	
17	North Sound Connection Communities project (a.k.a. Farmhouse Gang)	\$11,344	\$9,812	\$1,531	\$4,642	\$4,015	\$627	\$13,827	\$1,773	\$2,158	\$17,758	
18	Data collection and analysis	\$134,585	\$116,416	\$18,169	\$55,069	\$47,635	\$7,434	\$164,050	\$21,619	\$25,603	\$211,272	
18	Maintenance of the regional transportation demand model	\$63,928	\$55,297	\$8,630	\$26,158	\$22,626	\$3,531	\$77,924	\$10,269	\$12,162	\$100,354	
18	Development and maintenance of GIS resources	\$63,928	\$55,297	\$8,630	\$26,158	\$22,626	\$3,531	\$77,924	\$10,269	\$12,162	\$100,354	
19	Federal functional classification system updates and monitoring	\$6,729	\$5,821	\$908	\$2,753	\$2,382	\$372	\$8,203	\$1,081	\$1,280	\$10,564	
19	Transportation Improvement Program (TIP)	\$11,536	\$9,978	\$1,557	\$4,720	\$4,083	\$637	\$14,061	\$5,188	\$2,195	\$21,444	
19	TIP development & amendments	\$8,075	\$6,985	\$1,090	\$3,304	\$2,858	\$446	\$9,843	\$3,632	\$1,536	\$15,011	
19	Obligation status monitoring and reporting	\$3,461	\$2,994	\$467	\$1,416	\$1,225	\$191	\$4,218	\$1,557	\$658	\$6,433	
20	RTPO Planning duties (in addition to the above requirements)								\$17,295		\$17,295	
20	RTP - county planning policies consistency								\$5,188		\$5,188	
20	Certify consistency between RTP & local comp. plan transportation elmts.								\$1,729		\$1,729	
21	Participation in state planning activities								\$9,512		\$9,512	
21	Level-of-service methodology review								\$865		\$865	
21	Analysis and Review of MAP-21 Requirements								\$0		\$0	
	[PL/5303/RTPO] Totals	\$384,527	\$332,616	\$51,911	\$157,340	\$136,099	\$21,241	\$468,715	\$86,474	\$73,152	\$628,341	

Appendix A continued

UPWP Page Number	Activities funded with [OF], [OS], [Local], [Canadian]					
	Core Functions	Other federal	Other state	Local	Canadian	Total
	Activities					
22	The International Mobility and Trade Corridor Program (IMTC) ¹	Totals	\$347,000		\$20,000	\$367,000
22	Meeting preparation, participation, facilitation	\$93,450				\$93,450
22	Data collection and reporting	\$80,100				\$80,100
22	Collaborative efforts	\$40,050				\$40,050
23	Project management	\$53,400				\$53,400
22	Dynamic Border Management Project ²	\$32,000			\$8,000	\$40,000
23	Cross-border Truck Study ²	\$48,000			\$12,000	\$60,000
24	Whatcom Smart Trips (WST) ^{3, 4, 5}	Totals	\$0	\$75,000	\$80,000	\$155,000
24	Program administration			\$3,200		\$3,200
24	Commute trip reduction (CTR)		\$75,000			\$75,000
24	Website			\$3,200		\$3,200
24	Incentives			\$11,200		\$11,200
25	Smart Trips Employer Partners (STEP)			\$24,000		\$24,000
25	School Smart Trips			\$10,400		\$10,400
25	Bicycle Education			\$28,000		\$28,000
25	Regional priority programs & projects	Totals	\$113,000		\$0	\$113,000
	Mobility Management & Travel Training ⁶	\$98,000				\$98,000
25	Regional economic development (Northwest Economic Council) ⁷			\$0		\$0
25	North Sound Connecting Communities (NSCC) administration ⁸	\$15,000				\$15,000
25	Unfunded priority programs & projects	Totals				\$365,000
25	Regional economic model					\$150,000
25	External station counts					\$75,000
26	Household travel survey					\$140,000

Funding source notes

1. IMTC federal funding is from the U.S. FHWA Coordinated Border Infrastructure Program (CBI)
2. DBM & Truck studies funding is from FHWA Office of Planning & BC MoTI
3. WST federal funding has come from U.S. DOT, Office of the Secretary
4. WST state funding (for CTR) is from the WSDOT Public Transportation Office
5. WST local funding from City of Bellingham, Whatcom Transportation Authority, & the Northwest Clean Air Agency
6. FTA grant
7. Funding from the Northwest Economic Council
8. NSCC funding is from a SAFETEA-LU High Priority Project sub-awarded through the Skagit Council of Governments

KENDALL-COLUMBIA VALLEY CONNECTIVITY PLAN ASSOCIATION

8251 KENDALL ROAD
MAPLE FALLS, WASHINGTON 98266

April 21, 2016

Ms. Emily Hafford
Washington State Department of Commerce
1011 Plum Street, SE
P.O. Box 42525
Olympia, WA 98504-2525

RE: 2016 Supplemental Capital Budget, Columbia Valley Trail Funding

Dear Ms. Hafford:

With regard to the award of the \$75,000 appropriation for preliminary engineering for the *Columbia Valley Trail* that is included in the recently approved 2016 Supplemental Capital Budget, I hereby request that those funds be awarded to the Whatcom Council of Governments (WCOG), the regional transportation planning organization serving the Kendall-Columbia Valley community in Whatcom County. My organization – the Kendall-Columbia Valley Connectivity Plan Association – has neither the technical nor the financial resources to perform or oversee the engineering work for which the aforementioned funds are intended.

For your information, WCOG's Executive Director Bob Wilson has agreed to have his organization manage this project, and he's copied on this letter. Should you need to do so, Bob can be reached at (360) 685-8389; I can be reached at (360) 599-9836.

Thank you for your assistance in this matter.

Sincerely,

Vern Yadon
Chairman

Copies: Bob Wilson, WCOG
John Shambaugh, WSDOT
Gary Davis, Whatcom County Planning
Mike Kendall, Department of Commerce