



WHATCOM TRANSPORTATION POLICY BOARD

Wednesday, April 7, 2021, 3:30 p.m.

Login: <https://zoom.us/j/98078263637>

Or join by phone: (253) 215-8782

AGENDA

PAGES

- | | | |
|-------|----|---|
| | A. | CALL TO ORDER AND ROLL CALL – Chairman Korthuis |
| | B. | AGENDA APPROVAL * |
| | C. | APPROVAL OF MINUTES* |
| 3-5 | | Meeting of January 20, 2021 |
| | D. | OLD BUSINESS |
| 6-10 | | 1. Restructuring the Citizens' Transportation Advisory Group – Hugh Conroy* |
| | | 2. Other old business (if any) |
| | E. | NEW BUSINESS |
| 11-20 | | 1. 2024-25 Surface Transportation Block Grant (STBG) Application – Lethal Coe* |
| 21-48 | | 2. Proposed Amendments to State Fiscal Year 2021 Unified Planning Work Program – Mr. Conroy* |
| 49-50 | | 3. Recommended STBG Awards to Meet Obligation Target – Mr. Coe* |
| | | 4. Other new business (if any) |
| | F. | PUBLIC HEARING |
| 51-52 | | Hearing No. 1: Transportation Improvement Program Amendment No. 21-04 |
| | | 1. Staff Presentation – Mr. Coe |
| | | 2. Recitation of Public Comment – Citizens have been provided the opportunity to submit comments in advance of the meeting, and instructions for doing so were included in the public notice. Any comments received prior to the Call to Order will be read into the record by the Secretary and included in the meeting minutes. |
| | | 3. Board Discussion and Vote* |
| | G. | PLANNING DIRECTOR'S REPORT – Mr. Conroy |
| 53 | H. | CORRESPONDENCE |
| | I. | ADJOURN |

* Action item



Notice to the Public Regarding Title VI of the Civil Rights Act of 1964

WCOG hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, Executive Order 13166 on Limited English Proficiency, and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States of America shall, on the grounds of race, color, sex, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which WCOG receives federal financial assistance.

Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with WCOG. Any such complaint must be in writing and filed with the WCOG Title VI Coordinator within one-hundred eighty (180) days following the date of the alleged discriminatory occurrence. Title VI Discrimination Complaint Forms may be obtained from the WCOG at no cost and are available on WCOG's website.

Aviso al Público Sobre Título VI de la Ley de Derechos Civiles de 1964

Por medio de la presente, el WCOG notifica de manera pública que la política del organismo es garantizar el pleno cumplimiento del Título VI de la Ley de Derechos Civiles de 1964, la Ley de Recuperación de Derechos Civiles de 1987, el Decreto Presidencial 12898 sobre Justicia Ambiental, el Decreto Presidencial 13166 sobre Dominio Limitado del Idioma Inglés, así como los estatutos y reglamentos relacionados en todos los programas y actividades. De acuerdo con lo estipulado en el Título VI, ningún individuo de los Estados Unidos de América deberá, con fundamento en su raza, color, sexo o nacionalidad, ser excluido de participar en, que se le nieguen los beneficios de, o ser víctima de discriminación en virtud de cualquier programa o actividad por el cual el WCOG reciba fondos federales.

Toda persona que se considere agraviada por una práctica discriminatoria e ilícita en virtud del Título VI tiene derecho a presentar una denuncia formal ante el WCOG. Cualquier denuncia de este tipo debe presentarse por escrito ante el coordinador del Título VI del WCOG en un periodo de 180 días naturales a partir de la fecha de la presunta discriminación. El WCOG pone a disposición del público los formularios de denuncia del Título VI de manera gratuita en su página web.

WHATCOM TRANSPORTATION POLICY BOARD
MINUTES – DRAFT
JANUARY 20, 2021

IN ATTENDANCE (VIA ZOOM):

MEMBERS VOTING: Bellingham: Seth Fleetwood, Pinky Vargas (1st Vice Chairwoman); Blaine: Bonnie Onyon; Ferndale: Greg Hansen (2nd Vice Chairman); Lynden: Scott Korthuis (Chairman); Nooksack: Tom Jones; Port of Bellingham: Ken Bell; Sumas: Kyle Christensen; Whatcom County: Satpal Sidhu, Carol Frazey; WSDOT: Jay Drye; WTA: Michael Lilliquist EX-OFFICIO: TTAG: Chris Comeau; PUD: Atul Deshmane

GUESTS Michael Jones, Blaine; Pete Stark, Les Reardanz, WTA; Tyler Byrd, Jon Hutchings, Whatcom County

STAFF Bob Wilson (Secretary), Ron Cubellis, Hugh Conroy, Melissa Fanucci, Lethal Coe

A. CALL TO ORDER

Chairman Korthuis called the meeting to order at 3:30 p.m. Secretary Wilson then called the roll and determined that a quorum was present.

B. AGENDA APPROVAL

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

MOTION PASSED

C. APPROVAL OF MINUTES OF OCTOBER 14, 2020

MOTION: Mr. Jones moved, Mr. Lilliquist seconded, to approve the minutes of the meeting of October 14, 2020.

MOTION PASSED

D. PUBLIC HEARING

Transportation Improvement Program (TIP) No. 21-01

Mr. Coe described the proposed amendments to the 2021 TIP:

Add Blaine project *Peace Portal Community Trail, Phase 3* construction. This project, which is funded through the regionally facilitated Transportation Alternatives program, obligated preliminary engineering in 2020 and is preparing to obligate for construction in 2022.

Because of the current public health crisis resulting from the COVID-19 pandemic, the Governor has ordered all meetings of governmental bodies to be conducted online. To facilitate public comment with this limitation, instructions are provided in the public hearing notices published in *The Bellingham Herald*. However, due to an oversight, no hearing notice was published, and therefore the public had no opportunity to comment. For this reason, Amendment No. 21-01 will be included in the public hearing to be held at the next meeting of the Policy Board.

MOTION: Mr. Sidhu moved, Mr. Hansen seconded, to approve Amendment No. 21-01 to the 2021 WCOG Transportation Improvement Program.

MOTION PASSED

E. NEW BUSINESS

1. Adoption of Statewide Safety Performance Targets

Mr. Conroy explained the need for the Policy Board to adopt the State's 2021 Highway Safety Improvement Program (HSIP) targets.

MOTION: Mr. Fleetwood moved, Mr. Jones seconded, to approve Whatcom Transportation Policy Board Resolution No. 21-01-1, adopting Washington's 2021 HSIP targets, and thereby agreeing to plan and program projects that will contribute to the achievement of the targets.

MOTION PASSED

2. Approval of Ranking of 2021-23 Consolidated Grant Program Requests

Mr. Conroy described the five regional requests for funding under the Consolidated Grants Program and the process used to rank the requests according to WSDOT's methodology.

MOTION: Mr. Lilliquist moved, Mr. Hansen seconded, to approve the regional ranking of Whatcom County's FYs 2021-23 funding requests to WSDOT's Consolidated Grants Program, as presented.

MOTION PASSED

3. Adoption of 2021 Cost Allocation Plan

Mr. Cubellis briefly described the 2021 Cost Allocation Plan.

MOTION: Mr. Bell moved, Mr. Hansen seconded, to approve the Whatcom Council of Governments' 2021 Cost Allocation Plan, as presented.

MOTION PASSED

4. Restructuring the Citizens' Transportation Advisory Group (CTAG)

Mr. Conroy described possible changes to how CTAG is structured and currently operates and asked if the Policy Board was interested in exploring the matter further. There was consensus to do so.

F. OBLIGATION STATUS UPDATE

Mr. Coe briefed the Board on current progress toward meeting the region's project delivery obligation target.

G. PLANNING DIRECTOR'S REPORT

Mr. Conroy briefed the Board on recent transportation planning activities.

H. ADJOURNMENT

There being no further business, the meeting adjourned at 3:48 p.m.

Robert H. Wilson, AICP
Secretary



whatcom council of governments

Memo

To: Whatcom MPO/RTPO Transportation Policy Board (WTPB)
Date: April 1, 2021
From: Hugh Conroy, Director of Planning *HC*
Subject: Proposal to proceed with re-framing of WCOG's Citizens' Transportation Advisory Group (CTAG)

Introduction

Following introductory discussion of this topic at the last Policy Board meeting (January 28), the attached background and proposal was prepared and circulated by email on January 29 for interim consideration, additional questions, and feedback. This document has been slightly revised based on feedback and is the basis for the April 7 Policy Board action item and suggested motion.

Changes to originally emailed proposal

A change was suggested to the characterization of how community members would join CTAG under a revised framework. Rather than being generally open for "voluntary signup," the change (now incorporated into the attached revised version) now describes an "open application model" for community members to join CTAG. This change appears on page 4 (in MS Word track changes).

Suggested motion

"The Whatcom Council of Governments Transportation Policy Board agrees that staff shall proceed with a draft amendment of the Policy Board Bylaws and corresponding revisions to WCOG's Public Participation Plan to affect the changes to CTAG's organization as presented."

WCOG’s Citizen’s Transportation Advisory Group (CTAG): Current Assessment & Proposed Changes

Version: March 21, 2021

Introduction

This document provides background, context, and introduces some proposed changes to how the Whatcom Council of Governments (WCOG) sets up and supports its Citizen’s Transportation Advisory Group (CTAG). The proposed changes have been introduced in general terms to WCOG’s CTAG-managing partner, the Whatcom Transportation Authority (WTA), the current CTAG membership, and the Whatcom Transportation Policy Board (WTPB). This document is a first version of a more detailed proposal including:

- CTAG in the context of WCOG’s other boards and groups
- Discussion of issues raised by WTA, CTAG members, and the WTPB
- Reasons for considering changes,
- The proposed changes to CTAG,
- Additional information requested by the WTPB.

Current CTAG framework (and how it’s different from TTAG)

CTAG is currently established in the Bylaws of the WTPB. The **purpose** of CTAG is stated as follows:

“The Citizens’ Transportation Advisory Group facilitates ongoing citizen participation in support of the Whatcom Metropolitan Planning Area Transportation Planning Process, including serving as a forum for community input regarding the provision of regional transit service provided by the Whatcom Transportation Authority.”

Under the WTBP bylaws, WTPB jurisdictions are primarily responsible for annually appointing CTAG members as follows.

WTPB jurisdiction	Number of possible CTAG appointments under current WTPB Bylaws
Whatcom County	3
City of Bellingham	3
The other six incorporated cities	1 each (total of 6)
Lummi Nation & Nooksack Tribe	1 each (total of 2)
WTA	8
Other Institutions & Community Members	
Staff of a college or university located in Whatcom County	1
Student of a college or university located in Whatcom County	1
Community member with a disability that impedes their ability to drive a vehicle.	1
Community member who is no less than seventy years of age.	1
Student at a high school located in Whatcom County.	1
Additional members as appointed by the WTBP.	Currently 2

The WTPB Bylaws also establish the Transportation Technical Advisory Group (TTAG). The **purpose** of TTAG is stated in the Bylaws as follows:

“The purpose of the Transportation Technical Advisory Group is to provide the Policy Board with technical support and to inform it about the linkage between planning and implementation.”

Under the WTBP bylaws, each of the WTPB voting-member jurisdictions is responsible for appointing one member each to the TTAG. While it is not stated in the Bylaws, TTAG members are professional staff of the jurisdictions – primarily from jurisdictions’ public works/engineering, and planning departments.

CTAG & TTAG – Side by Side (under current Bylaws)

Dimension	CTAG	TTAG
Purpose	A forum for community input to the planning process.	Technical support to the WTPB.
Number of participants	Potentially around 30. Usually 10 or fewer (plus WCOG & WTA staff).	15 voting members plus additional jurisdiction/agency staff. Meeting attendance is typically robust.
Qualifications of participants	Resident of appointing jurisdiction, member of specified transportation system user community, or an “at-large appointment. Wide range of community perspectives.	Professional staff of jurisdiction’s transportation, public works, engineering, and planning departments.
Number of meetings per year	4	8 - 11
Traditional Meeting time	Tuesdays 3:30 – 5:00. (In hopes those who typically work daytime hours could knock off a bit early)	Thursdays, 10:00 – 12:00 (TTAG representatives are at the meeting as part of their job).
Typical discussion topics	<ul style="list-style-type: none"> • Transit services. • Pedestrian and bike transportation. • Human Services Transportation Plan and biennial applications to WSDOT’s Consolidated Grants Program. • Transportation and climate impact. • Review and input on draft Regional/Metropolitan Transportation Plan updates 	<ul style="list-style-type: none"> • Coordination of project implementation. • Regional coordination with WSDOT on sub-area studies. • Coordination of project programming and federal funds management. • Coordination with WCOG staff on development and maintenance of shared analytical tools – regional travel demand model, data collection, etc. • Initial evaluation of Surface Transportation Block Grant (STBG) funding awards and prioritization recommended to WTPB.

Reasons for Considering Re-framing CTAG

While WCOG & WTA advanced some changes to CTAG in 2019, staff believe that shortcomings persist and merit considering some remedies.

Changes made two years ago include:

- **Formal integration of WTA's Community Advisory Panel (CAP) into the CTAG** -- Previously, CAP and CTAG would run back-to-back one-hour meetings with separately managed agendas. The membership, however, was overlapping. This change has been positive.
- **Reduction from five meetings per year to four** -- Coming out of the WTPB Bylaws, The CTAG meeting calendar was initially set up to precede WTPB meetings by one week so that advisory feedback could be subsequently delivered. Because CTAG agendas rarely included formation of consensus feedback on action items coming before the WTBP, this scheduling relationship was put aside. In place of the removed fifth annual meeting, WCOG and WTA staff look for opportunities to host one or two site/field visits per year. This change has been well received.

Persistent CTAG shortcomings include:

- **Unfilled appointments and low meeting attendance** -- Finding and keeping CTAG appointees has proved challenging, especially for smaller jurisdictions. Of the 25 appointments listed in the WTPB Bylaws, 12 are filled. Not counting WCOG, WTA, or Bellingham staff, attendance at meetings over the past year has ranged between 7 and 10 community members.
- **Difficulty for non-Bellingham residents to attend in-person meetings at the WCOG offices in Bellingham** -- While this hasn't been an issue since COVID-19 has required meetings to be online, this was noted in 2020 as a remaining challenge. The shift to online meeting platforms has resulted in both increased functionality of the available technology (Zoom, GoToMeeting, etc.) and increased comfort with the medium. Attendance has not gone down.
- **Ongoing lack of participation from specified transportation system user groups** - The user groups identified in the Bylaws; youth, seniors, low-income, and disabled (which complement the shared goals of the Human Services Transportation parts of WCOG's planning work program) have largely gone un-represented on CTAG.

Proposed Changes to CTAG

To address the above shortcomings, WCOG staff proposes the following actions for consideration by the WTPB.

1. Move the establishing documentation of CTAG from the WTPB Bylaws to WCOG's Public Participation Plan.
 - This would relieve jurisdictions of the primary responsibility for populating the CTAG, but it would still be hoped that jurisdictions would encourage interested community members to participate in CTAG.
 - This would remove the expectation that CTAG periodically takes votes on advisory positions that it forwards to the WTPB. While this activity has been very infrequent, CTAG would still be expected to serve as an excellent source of structured public input on pending WTBP decisions. This expectation would be detailed in the Public Participation Plan along with broader assurances regarding the many other ways members of the public are able to become aware of and comment on various phases of spending public funds on our transportation system.

2. Change CTAG to ~~a voluntary sign-up~~ **an open application model** ~~open to for~~ Whatcom County residents and business owners. People would be encouraged to apply through a variety of means. An application is not intended to be a screen but instead a way to establish connection to the CTAG and agreement to its purpose and goals. This would also provide the basic ability to document and track membership over time. Interested members of the public would be able attend meetings and participate but they would not be considered CTAG members, receive periodic email, etc.
 - Everyone currently involved in CTAG would remain (assuming they want to).
 - In addition to hopes of more participants, expectations (a performance goal) would continue to include geographically and demographically diverse participants. Better involvement of underrepresented communities was identified as an opportunity at the January CTAG meeting.
3. Establish online meetings as the primary platform going forward.
 - Even after COVID-19 is brought under control, CTAG meetings would primarily be online.
 - To participate in online meetings (and any online discussion boards if such resources are developed), people would be required to join CTAG (sign up with name, address, verified email, acknowledgement of CTAG purpose & ground rules, etc.).
4. Complement this proposed shift with additional resources on the CTAG section of the WCOG website.
 - CTAG resources would be aimed at all members of the community who are interested in various stages of planning and delivering our regional transportation system and would provide guidance on the various ways they can contribute to related decision-making processes, including joining CTAG.
 - No sign-up would be necessary to access web resources.
 - In addition to supporting the structured CTAG forum, an improved collection of CTAG web resources would be an important strategy for promoting the other various channels of community engagement explained in WCOG's Public Participation Plan.
5. Other clarifications that have been asked about.
 - Meeting frequency would still be four per year.
 - While vote-based consensus positions would not be pursued, *all* feedback gathered through CTAG discussions would be documented in meeting summaries and made available to the WTBP.

For questions & more information:

Hugh Conroy
Director of Planning
WCOG
360 686-8384
hugh@wcog.org



Memo

To: Whatcom MPO/RTPO Transportation Policy Board (WTPB)
Date: March 31, 2021
From: Lethal Coe, Senior Planner
Subject: Consideration for approval of the updated STBG application form for the upcoming WCOG project funding selection process.

Intro

WCOG staff is preparing to solicit project proposals for the regional Surface Transportation Block Grant Program (STBG) and the Transportation Alternatives Program (TA). The federal fiscal years to be programmed and corresponding estimates of available funding are shown in the table below.

FFY 2025-26 Estimates based on 2021				
	Urban Areas >5,000 & <200,000	Rural Areas < 5,000	Urban or Rural Use Anywhere	Total
STBG	\$3,900,000	\$800,000	\$1,200,000	\$5,900,000
TA	\$250,000	\$75,000	\$210,000	\$535,000

Update to STBG form

On October 14, 2020 the Policy Board approved an amendment to the regional transportation goals. The amendment necessitated an update to the goal-based scoring criteria to STBG application form that was approved back in 2017 (and aligns with *Whatcom Mobility 2040*). The last two Whatcom Transportation Technical Advisory Group (TTAG) meetings have considered the changes and approved to recommend the attached draft application form for approval by the Policy Board. Changes made to the previous version include:

- Realignment of goals and descriptions to match and clarify the amended regional goals.
- Revise application of score weights for the criteria based on the amended goals.

The current draft STBG application form is attached for your review.

STBG & TA Project selection schedule

Policy Board review / approval of application	April 7
Call for projects	April 8
Applications due	May 13
TTAG presentations	May 27
Preliminary scores due	June 17
TTAG meeting: project overviews, Q&A, finalization of TTAG scores.	June 24
Policy Board finalization of project selection.	July 14

Suggested motion

“Approve the application form for WCOG’s 2021 STBG project selection process as presented.”

Attachment – STBG Application Form Draft



**U.S. Federal Highway Administration
Surface Transportation Block Grant (STBG)
REGIONAL PROJECT APPLICATION FORM
FFY 2025 - 2026**

Available funding

For the years 2025 - 2026, WCOG anticipates the following amounts of STBG funding to be available for regional projects (based on actual FFY 2021 allocations)

Urban (5,000-200,000)	Rural (<5,000)	Anywhere	Total STBG
\$3,900,000	\$800,000	\$1,200,000	\$5,900,000

STBG (& TA) project selection schedule 2021:

- Call for projects: April 8
- Applications due to WCOG: May 13
- TTAG presentations: May 27
- Preliminary scores due: June 17
- TTAG meeting: project overviews, Q&A, finalization of TTAG scores: June 24
- Policy Board finalization of project selection: July 14

General information

Project title:	
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Lead agency	
Address	
Contact person	
Phone number	
Signature (chief executive officer)	Date:
Name & title	

Participating agency	
Address	
Contact person	
Phone number	
Signature (chief executive officer)	Date:
Name & title	

(Please insert additional participating agencies information as needed)

Certifications

- The project proposed below is consistent with the Whatcom regional/metropolitan transportation plan (*Whatcom Mobility 2040*) and is part of the regional transportation system as currently adopted.
- In order to meet annual targets set by WSDOT for timely use of federal funding and avoid reductions of future funding allocations to the region, the lead agency certifies that it will obligate amounts awarded to each phase no later than the July 31 following the proposed phase start date (stated below)
Examples: If a project phase is proposed to start in April, 2023, funds need to be obligated by July 31, 2023. If a phase is proposed to start in September, 2023, funds need to be obligated by July 31, 2024.
- The project is listed on the lead agency's current six-year TIP, will be added to the lead agency's current year TIP, or is listed on a transportation plan adopted by the lead agency.

Description of project or program

- Location of the project – Please attach a detailed vicinity map.
- This project is in the rural area.
 urban area.
- Does the project include intelligent transportation systems (ITS)? Yes ___ No ___

(ITS: the transfer of real-time information to improve transportation system operations) – This information assists WCOG keep the Regional ITS Plan up to date.

Timing & Financial summary

	Phases		
	PE	RoW	CN
Start date (mo/yr)			
End date (mo/yr)			

Lead agency: _____

Source	Funding amounts		
	PE	RoW	CN
STBG request			
Other federal			
Local			
Private			
State			
Other:			
Total			

Participating agency: _____

Source	Funding amounts		
	PE	RoW	CN
STBG request			
Other federal			
Local			
Private			
State			
Other:			
Total			

Project total _____

Please copy and insert additional participating-agency tables if needed.

d

Anticipated results by mode

Using professional judgement, please make a percentage estimate of the proposed project's impact towards improving the performance of the following modal components of the regional transportation system. This assessment is intended to focus on outcomes rather than reflect component costs of the project. *(Note: This information is for historical trend assessment and not part of the project scoring criteria that follow.)*

Modal component	Pct.	Brief explanation
Road	%	
Transit (including transit related facilities, park & ride, systems)	%	
Bicycle (e.g. bike lanes on streets)	%	
Pedestrian (e.g. sidewalks, ADA improvements, cross-walk improvements, trails)	%	
Freight (e.g. heavy vehicle facilities, intermodal connections)	%	
Ferry (terminal and/or connections)	%	
All modes (i.e. generalized planning project, demand-management project)	%	
Total	100%	

Evaluation criteria

There are eleven project evaluation criteria, each with an associated ten available points. The first seven criteria are based on the regional transportation goals identified in the regional/metropolitan transportation plan, *Whatcom Mobility 2040*. These seven, regional-goal based criteria are listed in [descending priority order of the number of WCOG jurisdictions that adopt the same goal in their local comprehensive plan transportation element adopted by the Whatcom Transportation Policy Board](#). In recognition of these regional priorities, the base scores of these seven criteria will be multiplied by a weight factor as indicated.

Several of the criteria are followed by suggested scoring guidelines and/or descriptions of data that will inform and support evaluators' assignments of points. Other criteria are left more completely to evaluators' assessment and point allocation.

Please note that while scoring guidelines may list point values for project *elements* that add up to more than ten, ten points is still the maximum score *per criterion*. Suggested point values for specific elements are not intended to be all-or-nothing values. The number of points given for each criterion or per suggested element point-value is left to the discretion of evaluators.

1. The project increases **safety**.

Available points: 10

Regional priority weight: x 1.35

Suggested scoring guidelines:

The project is expected to address observed fatality or serious injury crash history per the federal Highway Safety Improvement Program (HSIP) measures – 5-year rolling averages of:	10 pts
1. Number of fatalities	
2. Rate of fatalities per 100 million VMT	
3. Number of serious injuries	
4. Rate of serious injuries per 100 million VMT	
5. Number of non-motorized fatalities and non-motorized serious injuries	
WCOG will obtain and summarize data from the WSDOT Crash Data & Reporting Branch for project proponents to use for illustrating alignment with these criteria. Project impacts can be location specific or region-wide (e.g. resulting from education or wide-spread technology).	
The project addresses safety needs as indicated by documented collision data. (e.g. – non injury crashes)	5 pts.
The project includes safety-related improvements (e.g. on an evacuation route, improves radius of horizontal curves, pedestrian-roadway buffer, 4-ft shoulders with fog-stripe, lighting, transit pullout, traffic-calming	5 pts.

42. The project ~~improves~~ ~~addresses~~ **climate and/or improves environmental quality**.

This criterion is intended to acknowledge projects, or outcomes of projects that are improvements to the environmental condition. This criterion is not intended to acknowledge environmental mitigation to offset known or expected project impacts.

Available points: 10

Regional priority weight: x 1.23

Suggested scoring guidelines:

Results in energy conservation.	1-10 pts Based on expected degree of improvement.
Results in improved water quality / storm water management.	
Results in restored habitat.	
Results in greenhouse gas emissions reduction.	
Supports healthy communities.	
Addresses an environmental justice issue.	
Project includes significant sustainability practices (e.g. recycled materials)	

Submitting agencies shall provide industry standard methods and analysis in support of estimates related to measures like those above.

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63. The project contributes to **preservation** of existing system facilities (repair, reconstruction, resurfacing, seismic retrofit, bridge work, etc.)
 (Corresponds to regional goal, **maintenance & preservation**)

Available points: 10

Regional priority weight: x 1.0525

Please note: **Preservation** is understood here (per FHWA definitions) to consist of work that improves or sustains a facility so that it is considered to be in a **state of good repair**. Preservation does not generally result in additional capacity or added structural value.

While the corresponding regional goal includes maintenance, **maintenance** is understood here (per FHWA definitions) to refer narrowly to routine work on operational conditions that require regular, recurring attention (landscaping, sweeping, paint, etc.). Maintenance activities are not eligible for federal funding.

Suggested scoring guidelines: 1-10 points based on assessed degree of importance.

34. The project **increases system performance** and/or corrects deficiencies
 (Corresponds to regional goal **Efficiency, effectiveness, & system sustainability of Mobility (all modes & emphasis on trip capacity)**)

Available points: 10

Regional priority weight: x 1.2

Suggested scoring guidelines:

The project is expected to improve performance...	1-10 pts Based on expected degree of improvement.
Of a <u>road link</u> currently operating or forecast to operate below the jurisdiction's adopted level of service.	
Of an <u>intersection</u> that meets, or is forecast to meet, the jurisdiction's adopted criteria for adding traffic control or other system-improving modifications (e.g. MUTCD warrants, NACTO design guide, etc.).	
As a result of an ITS deployment (e.g. signal, others).	
As a result of transportation demand management (TDM).	
Of transit (e.g. on-time performance, operating costs, etc.)	
Addresses other deficiencies _____	

Please note: WCOG is able to provide model output relative to above suggested road link measures. Other analysis (e.g. intersection engineering studies for MUTCD warrants) shall be provided by the submitting agency.

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25. The project provides for **a multi modal transportation system** – choices other than single occupancy vehicle (SOV), fills a gap in non-SOV facilities, operations or programs; or makes needed repairs or upgrades to non-SOV facilities, operations, or programs.

Available points: 10

Regional priority weight: x 1.215

Suggested scoring guidelines:

Example facilities, operations, or programs	New or filling of a gap in the system	Improvement of existing facilities
Transit – current or planned WTA fixed route (please include verification from WTA).	1-10 pts.	1-6 pts.
Standard width shoulders		
Sidewalks		
Paved or separated trail		
Bike lanes		
Others?		

56. The project **improves regional connections** between jurisdictions, hubs, centers, or modes.

(Corresponds to regional goal, **access & convenience**)

Available points: 10

Regional priority weight: x 1.1

Suggested scoring guidelines:

Improves or provides a route that connects jurisdictions (e.g. Blaine to Lynden)	1-10 pts. Based on expected degree of improvement.
Improves or provides a route to a multi-modal hub (transit hub, park & ride, airport, train station, etc.)	
Improves or provides a route to a major activity center (hospital, college/university, government services/administration, major commercial center.)	

7. The project improves mobility for **freight** and/or heavy vehicles (including improvement of truck-routes to all-weather standards)

Available points: 10

Regional priority weight: x 1.051

Suggested scoring guidelines:

The project includes freight-related improvements and is located on a WA state designated Freight and Goods Transportation System (FGTS) road OR a road that recent truck counts (provided by proponent) show carries [freight tonnage equivalent](#) to an FGTS category.

FGTS T-1 or T-2 road or equivalent.	5-10 pts.
FGTS T-3 or T4 road or equivalent.	3-7 pts.
FGTS T-5 road or equivalent.	1-5 pts
Provides connectivity to major freight intermodal facilities and large industrial/warehouse centers and/or agricultural & forestry facilities as identified by WSDOT's 2017 State Freight Plan and WSDOT's criteria for identifying freight corridors under FHWA's FAST Freight program.	1-10 pts

Note: WSDOT FGTS road classifications viewable on [WCOG's GIS portal](#). On the Layers menu, select "WSDOT – Freight and Goods." To open the color legend, click on the arrow (>) to the right of the layer title and then click on the revealed "Legend" tab.

8. Financial

1a: The project has **greater than required match**. Points: one point for every two percent of match over 13.5 percent (up to 5 points max).

Available points: 5 (WCOG will calculate)

1b: The project has **multiple funding partners** (beyond local agency and STBG). Documentation is required.

Available points: 5

9. **Preliminary work** has been completed (e.g. engineering, design, environmental, archaeological, and right of way acquisition).

Available points: 10

Suggested scoring guidelines:

Ready for construction	10 pts
Design / preliminary planning	2 pts.
Environmental (or if project is categorically excluded)	2 pts.
Archeological	2 pts.
Right-of-way acquisition (or if RoW is not needed)	2 pts.
Other _____ (e.g. feasibility study, geotechnical work, etc.)	2 pts.

**10. The project supports regional economic development.
Available points: 10**

Suggested scoring guidelines.

Economic development benefits:

- Employment: Jobs created (long term), jobs retained.
- Increased tax revenue.
- Productivity (gross regional product)

Completion of the proposed project is part of a documented, adopted, regional or local economic development strategy inclusive of an analysis (economic impact analysis or economic development analysis) that substantiates a reasonable expectation that the project will generate one or more of the benefits listed above.	1-10 pts
The project proponent provides an explanation of how the completion of the project will result in one or more of the economic development benefits listed above.	1-5 pts.

11. The project provides benefit to a large proportion of the local community's system users. Available points: 10.

Suggested scoring guidelines:

For <u>road projects</u> , a transportation-demand model select-link analysis estimates that the road segment at the project location, carries (or is forecast to carry) more local trips (intra-jurisdictional) than it does regional (inter-jurisdictional) trips.	1-10 pts
For any project type, the improvement is expected to benefit more than half of the number of people who either live or work in the corresponding geographic community location (city, residential area, other community cluster)	
In alignment with the region's human services transportation (HST) plan, the project is expected to improve transportation services for members of the community who are unable to drive because of low income, disability, or age.	

Attachments:

- Project location/termini map
- Associated data (counts etc.)
- Other (designs, charts, etc.)
- Letters of financial support for any private funding contributions.



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Memo

To: Whatcom MPO/RTPO Transportation Policy Board (WTPB)
Date: April 1, 2021
From: Hugh Conroy, Director of Planning *HC*
Subject: Considering amendments to WCOG's SFY 2021 Unified Planning Work Program (UPWP)

Introduction

The Unified Planning Work Program (UPWP) is required of all metropolitan planning organizations (MPOs) and regional transportation planning organizations (RTPOs) to document for the U.S. Federal Highway Administration (FHWA), the U.S. Federal Transit Administration (FTA), and the Washington State Department of Transportation (WSDOT) how we will use our federal and state funding over the next state fiscal year (SFY).

Because circumstances can change over the SFY, WCOG's current UPWP includes a process to request approval of amendments if:

- An unforeseen need requires a new work activity.
- There is significant change to a currently planned activity.
- There is a significant change to the amount of funding available.

Recent changes requiring UPWP amendments

A few changes in funding availability and planned work have prompted this request for amendment.

- WSDOT has agreed to give WCOG re-allocated SFY 2021 RTPO funds (\$7,229) to help fund a regional freight study (currently listed in WCOG's UPWP as an unfunded need).
- Transport Canada funded WCOG (\$USD 16,800) to conduct research and reporting on the effects COVID-19 has had on regional, cross-border freight flow.
- WCOG has moved forward with public engagement activities (regional transportation survey using MetroQuest) in preparation for the 2022 regional transportation plan update. This activity is only alluded to in general terms in the current UPWP and was identified as an unfunded need. The work being pursued now is lower-cost than initially anticipated.

Proposed amendments related to the three items above have been made in the attached draft amended WCOG SFY 2021 UPWP document. Changes are shown as MS Word track-changes and, for the financial table at the end, highlighted in bright green.

Policy Board approval of the amended draft SFY 2021 UPWP

The Policy Board is asked to approve these amendments to WCOG's SFY 2021 UPWP. Following WCOG policy board approval, the amended version will be submitted to WSDOT, FHWA, and FTA for their approval.

Suggested motion

"The Whatcom Council of Governments Transportation Policy Board approves the amendments to the SFY 2021 UPWP as presented."



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

State Fiscal Year 2021

Adopted by the WCOG Policy Board on May 13, 2020
Considered for Amendment - April 7, 2021

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

Title VI & Americans with Disabilities Act

The Whatcom Council of Governments ensures full compliance with Title VI of the Civil Rights Act of 1964 and the American Disabilities Act of 1990 by prohibiting discrimination against any person on the basis of race, color, national origin, sex, or disabilities in the provision of benefits and services resulting from its federally assisted programs and activities.

For more information, or to obtain a Title VI Compliant Form, call Bob Wilson, program coordinator at (360) 685-8389.

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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 enabled by an act of the Washington State Legislature (RCW [36.64.080](#)).

This UPWP documents anticipated uses of federal and state funding for MPO and RTPO activities over the upcoming state fiscal year (SFY) 2021.

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).

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 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) 2021 and facilitate the TRCO's review and evaluation of functions and expenditures related to federal and state planning funds. The individual work **activities** in WCOG's work plan are organized under the following seven **categories**.

1. Program administration
2. Transportation planning & programs,
3. RTPO planning,
4. Regional mobility programs,
5. Data collection & analysis,
6. Transportation Improvement Program (TIP),
7. Unfunded priority programs and projects.

WCOG's UPWP will provide detail on anticipated activities within each of the categories. While many of WCOG's planned activities are funded by the PL and FTA funds that the WSDOT TRCO administers, others are funded from other FHWA programs, state funds, local funds, and Canadian funds (for certain border related projects). While all anticipated SFY 2021 activities are grouped under the seven categories, each activity section header also includes a notation of funding source types as follows:

Each of the activities to be undertaken by WCOG in SFY 2021 is explained using the following format:

Category (seven listed above)

Activity (varying number under each category)

- **Performance** (i.e., who will perform the work)
- **Products**
- **Schedule**
- **Funding** (sources to be used)

Budget and financial table

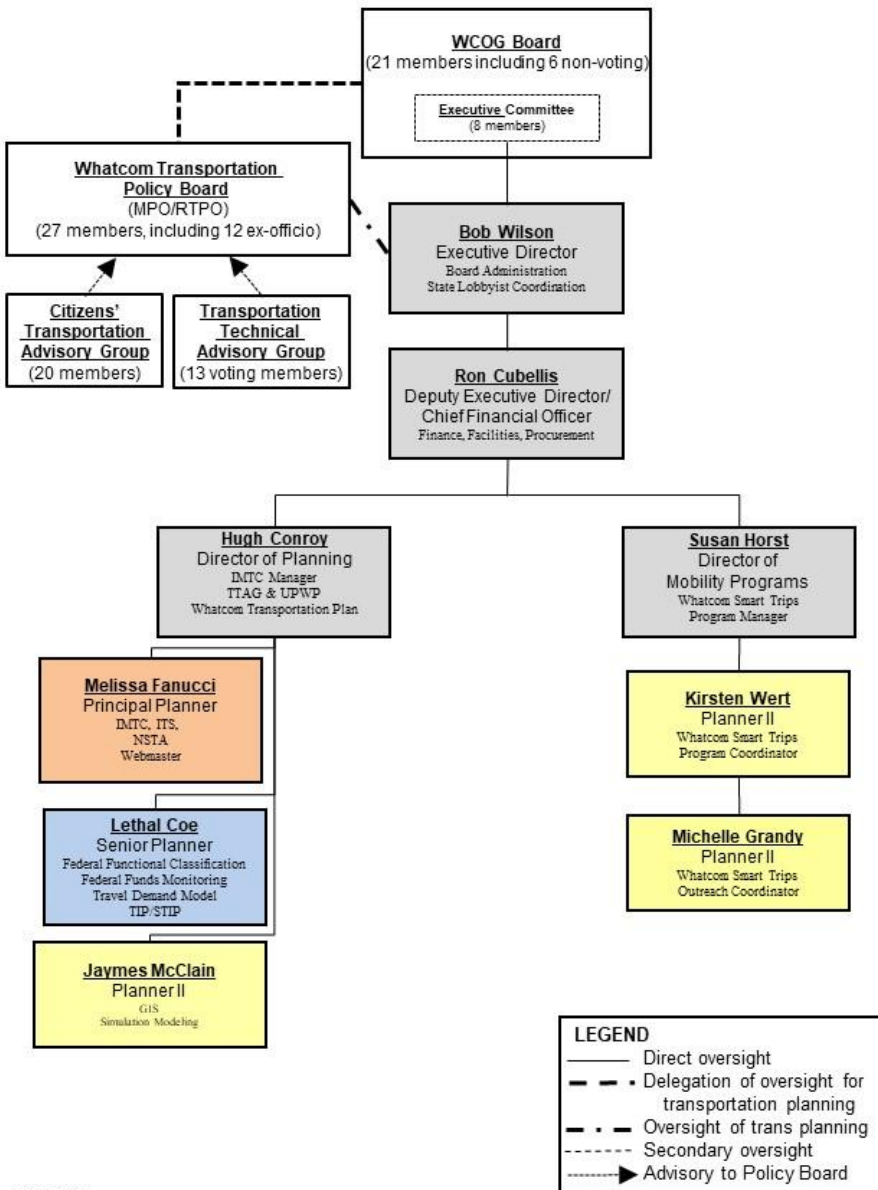
WSDOT UPWP guidelines include a budget/financial table template to be used to provide a summary of all MPO/RTPO activities funded by PL, FTA 5303 and/or RTPO funds along with the sources of proposed match and other funds as required by 23 CFR 450.308. This table is included as Appendix A.

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

Organization

**Whatcom Council of Governments
2020 Organizational Structure**



01/01/2020

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.

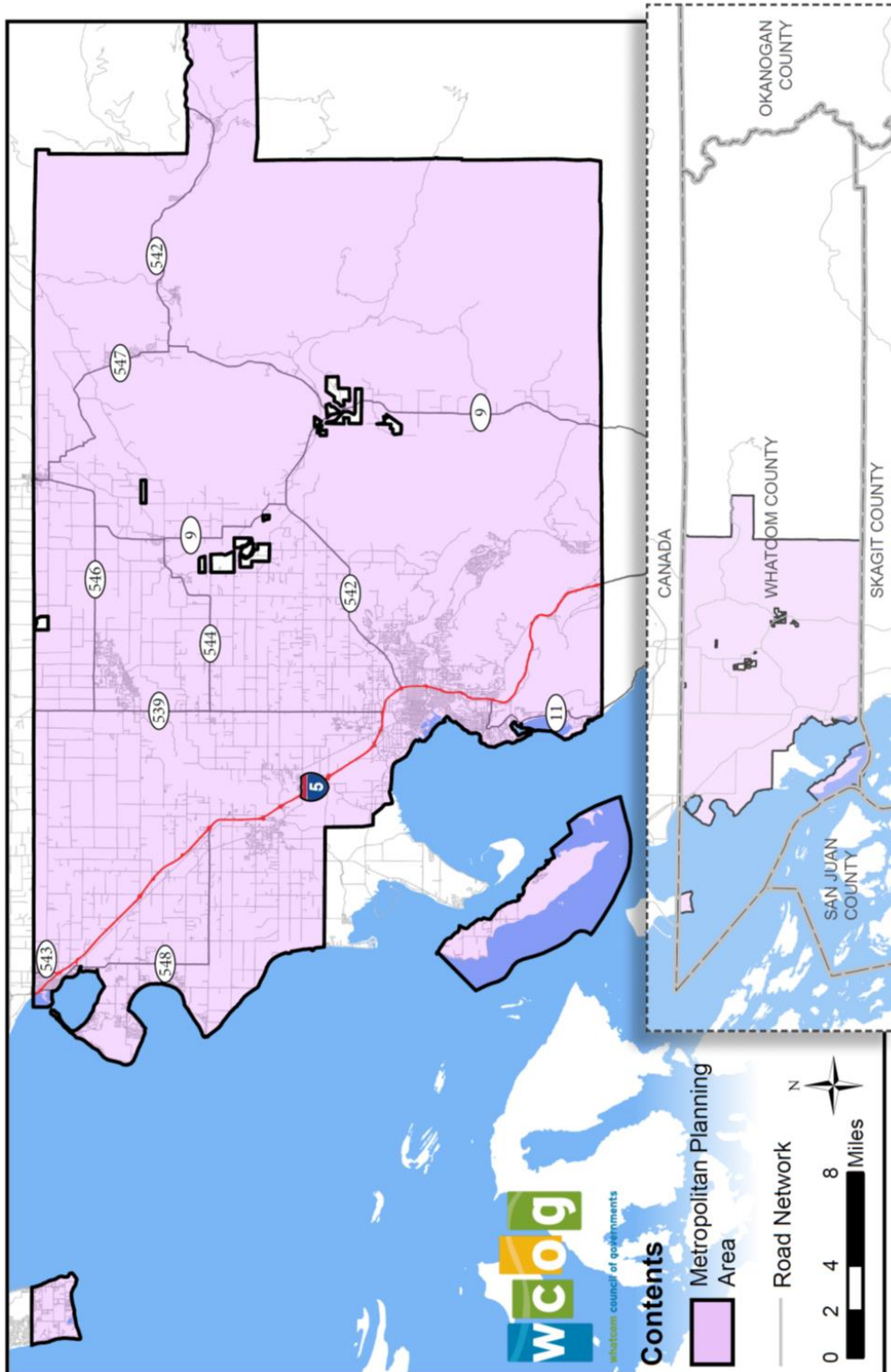
Entity	Position	2020 Representatives	Council Board	MPO - RTPO Policy Board
Whatcom County	Executive	Satpal Sidhu	●	●
	Councilmember	Carol Frazey	●	
	Councilmember	Kathy Kershner		●
City of Bellingham	Mayor	Seth Fleetwood	●	●
	Councilmember	Pinky Vargas		●
	Councilmember	Hollie Huthman	●	
City of Blaine	Mayor	Bonnie Onyon	●	●
City of Everson	Mayor	John Perry	●	●
City of Ferndale	Mayor	Greg Hansen	●	●
City of Lynden	Mayor	Scott Korthis	●	●
City of Nooksack	Councilmember	Tom Jones	●	●
City of Sumas	Mayor	Kyle Christensen	●	●
Port of Bellingham	Commissioner	Bobby Briscoe	●	●
Lummi Indian Business Council	Chair	Lawrence Solomon	●	●
Nooksack Tribal Council		<i>vacant</i>		●
Lake Whatcom Water and Sewer District	Commissioner	John Carter	●	
Whatcom Transportation Authority	General Manager	Pete Stark	○	
	Board member	Michael Lilliquist		●
The Opportunity Council	Executive Director	Greg Winter	○	
WA State Dept. of Transportation	Mt. Baker Area - Asst. Reg. Admin.	Jay Drye/Todd Carlson		●
Western Washington University	VP for University Relations	Donna Gibbs	○	○
Sudden Valley Association	Board member	Andrew Tischleder	○	
Whatcom Council of Governments	WTPB Secretary	Robert Wilson		○
Transportation Technical Advisory Group	representative	Chris Comeau		○
Community Transportation Advisory Group	representative	Terry Terry		○
WA State House of Representatives	Representative, 42nd District	Sharon Shewmake		○
WA State House of Representatives	Representative, 40th District	Debra Lekanoff		○
WA State House of Representatives	Representative, 42nd District	Luanne Van Werven		○
WA State House of Representatives	Representative, 40th District	Alex Ramel		○
WA State Senate	Senator, 42nd District	Doug Ericksen		○
WA State Senate	Senator, 40th District	Liz Lovelett		○
Whatcom Community College	representative	Kathy Hiyane-Brown		○
Whatcom County Public Utility Dist. No. 1	representative	Jeff McClure	○	
Bellingham Technical College	representative	Kimberly Perry		○
Birch Bay Water and Sewer District	representative	Patrick Alesse	○	

○: non voting

¹ This list is based on current, appointed representatives at the time of this UPWP’s adoption. Individual representatives could change over the course of SFY 2021.

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 updated in 2017 as part of adoption of *Whatcom Mobility 2040*, WCOG’s regional / metropolitan long-range transportation plan.

To identify the region’s transportation goals, WCOG relied on the transportation goals listed by the MPO and RTPO’s member jurisdictions in their current plans. Local jurisdictions all include an explicit list of goals in the transportation chapters of their comprehensive plans – the outcomes they are seeking through strategies and investments. A review of all jurisdictions’ goals generated a list of regionally shared goals sorted by frequency of adoption (table below).

There are many themes and approaches that individual jurisdictions discuss in the full text of their plans and this summary of regionally shared goals should not be taken to mean that individual jurisdictions currently ignore issues not listed here. But for the purpose of giving direction to *Whatcom Mobility 2040*, these are the goals that are most frequently adopted and documented by the region’s jurisdictions through locally based, continuous planning processes.

Whatcom Regional transportation goals selected from local transportation plans

No.	No. of jurisdictions that identified the goal	Goal
1	10	Safety
2	8	A multimodal transportation system
3	8	Efficiency, effectiveness, & system sustainability
4	8	Environmental quality
5	7	Access & convenience
6	6	Maintenance & preservation
7	6	Freight transportation

These seven goals are described in more detail below. The added detail reflects discussions in the region’s individual plans and allows the goals to be related to state and federal planning factors that MPO are expected to support.

Safety – Safety of everyone using the transportation system – motorized and non-motorized users. There is a primary interest in advancing strategies expected to reduce fatalities and serious injuries.

A multimodal transportation system – The corresponding state and national descriptions of this goal align very well with the region’s policy-based interests in supporting a multimodal system. All modes of transportation should be considered when choosing investments needed to meet demand for travel and goods movement. And, in support of the other goals (notably efficiency and sustainability), strategies should strive to provide optimal modal connections and systems integration.

Efficiency, effectiveness, and system sustainability – Efficiency and effectiveness speak to what is often referred to as *mobility* – the degree to which transportation system components provide people and goods, using all modes, reliable connections and predictable travel times. In addition to multimodal strategies, mobility also relies on operations strategies including information technology, incident response, and demand management. Sustainability points to the importance of keeping existing facilities in a

state of good repair (preservation) and selecting investments that can be operated and preserved with reasonably expected resources.

Environmental quality – State and national elements specifically note several aspects that complement and further inform this regional goal.

- Greenhouse gas emissions reduction.
- Energy conservation.
- Protection of the natural environment – including natural habitat and water quality.
- Enhancement of healthy communities.
- Promotion of consistency between transportation investments and planned land-use and economic development.

Access & Convenience – Also reflected in the corresponding federal planning factors, our region’s transportation system is intended to serve all people and acknowledge and reduce the barriers to mobility that exist for older adults, people with disabilities, and people with low incomes.

Maintenance & preservation – This goal very much compliments the above goal of sustainability – the importance of first choosing investments in facilities and programs that our region is fiscally willing and able to operate into the future and then giving appropriate priority (reflected by this goal) to keeping our system in a state of good repair.

Freight transportation – Like the state and the nation, our region’s local plans reflect a common interest in ensuring that our transportation system provides mobility for freight (goods movement, large service vehicles, etc.). Specific attention to freight transportation also appears as part of previously listed goals that apply to travel, too – especially mobility (e.g. travel time reliability) and modal integration (optimized use of and connection between highway, rail, marine, air, etc.).

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) 2021. 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 2021:

- The National Association of Regional Councils Conference in Washington, DC.
- The Association of Metropolitan Planning Organizations (AMPO) conference.
- 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 involvement

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 continue to seek improvements to its tribal consultation process during SFY 2021.

Federal public lands

During SFY 2021, 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 WCOG’s regional and metropolitan long-range transportation plan or the TIP.

UPWP amendment process

Interim amendments to this UPWP will be requested from FHWA and FTA via WSDOT if

- An unforeseen need requires a new work activity.
- There is significant change to a currently planned activity.
- There is a significant change to the amount of funding available.

If the above or other changed conditions prompt a UPWP amendment, WCOG will inform the WSDOT Tribal and Regional Planning Office, develop a draft amendment with regional partners (including WTA and WSDOT), and propose a draft amended UPWP to the WCOG Policy Board for approval and subsequent submission to WSDOT, FHWA and FTA.

SFY 2020 accomplishments

Reviewing SFY 2020, this section highlights some notable completed work items.

Professional development and staff training

- | | |
|--|--|
| <ul style="list-style-type: none"> • FHWA Planning & Environmental Linkages peer-exchange • FHWA Transportation Performance Management peer-exchange • Tableau visualization software training • American Planning Association (APA)-WA annual conference • APA- NW meetings • National Highway Institute Transportation Planning course | <ul style="list-style-type: none"> • Public engagement / facilitation training • Transportation Research Board tools • AMPO annual conference • ExtendSim simulation modeling – advanced training • Planning and Environmental Linkages – FHWA peer exchange • Tableau training Level 2 • APA national conference |
|--|--|

Transportation planning and projects

- Drafting of a regional performance management report.
- Outreach for continued participation in Human Services Transportation stakeholder group.
- Amendments to WCOG's regional and metropolitan long-range transportation plan (Whatcom Mobility 2040)
 - Updates to the regional project list
 - Possible modification of regional transportation goals.
- Participating with City of Bellingham, WSDOT, WTA, Whatcom County, and others in the Interstate 5 Bellingham Transportation Demand Management & Operations Study.
- Participate in City of Bellingham Lincoln-Lakeway Multimodal Transportation Study
- Review and provide feedback for the statewide Obligation Authority policy change through the WSDOT and MPO Coordination group.

Data collection and analysis

- Formed Whatcom Census Complete Counts Committee and Workgroup through the WCOG Executive Committee to market and provide public information in support of the 2020 Census. This includes a contract awarded by the WA Office of Financial Management to conduct census activities, hire coordinators, and implement marketing strategies.
- Process traffic data counts for regional traffic count repository and for the travel demand model validation update. The traffic counts also includes the utilization of Tableau for location illustration and information.
- Contract traffic counts for intersection turning movements data and regional road volumes and classification in support of the COB Lincoln-Lakeway Multimodal Study
- Development of web based data access and visualization tools for regional crash data and traffic counts.
- Continued and expanded use of Tableau for web-based sharing and visualization of regional transportation data with stakeholders and the public.

Planning collaboration and technical support

- Assisted consultant hiring process, provide travel demand model and contracted traffic counts for the City of Bellingham's Lincoln-Lakeway Multimodal Transportation Study
- Provided regional travel demand model outputs and GIS mapping for various jurisdictions and Whatcom Transportation Authority (WTA).

Coordination with WSDOT and MPO/RTPO members

- Continued participation in quarterly WSDOT/MPO Coordinating Committee meetings and related, interim activities (e.g. target setting coordinating, statewide planning alignment discussions, etc.)

TIP

- 2019 Annual cycle completed that provided final report project amendments and modifications, and federal and public requirements for access and participation. Highlights includes:

-
- 40 regional projects
 - 10 federal programs
 - \$39 million federal funds programmed
 - \$108 million total funds for projects
 - 23 TIP amendments and five administrative modifications processed.
 - Includes required performance measures that provides link of prioritized regional projects and goals to the federal performance measures.
 - Provided WCOG 2019 Obligations Report for the Whatcom region
 - Monitored federal funding obligations and continued coordination with project managers on ensuring project delivery.
 - Coordinated the reprogramming of \$750,000 to mitigate anticipated obligation delivery target shortfall to four STBG construction projects.
 - Facilitated statewide TIP Managers' User Group meeting.

Model

- Contracted with Caliper to incorporate household travel survey results, transportation analysis zones (TAZ) and network updates from WCOG, and other inputs to update the four-step travel demand model procedures – Trip Generation, Trip Distribution, Mode Choice and Assignment.
 - Meet monthly to review model step results, advise and document development process
 - Develop a new base year model of 2018
- Continued travel model refinements and adjustments to demographics and network inputs that included the addition of bike classification
 - Developed 2040 year demographics and network with the updated TAZ

Whatcom Smart Trips

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

- 829 community members began participating in Smart Trips diaries, adding to the total of 21,488 since the program began in 2006
- 4.7 million walking, bicycling, ridesharing and bus trips tracked on Smart Trips diaries, with a total of 71.7 million miles traveled since 2006
- 1,397 tons of greenhouse gas emissions prevented, part of the 29,100 tons prevented since the program began
- \$450,000 added to the local economy through fuel savings, part of the \$9.5 million since 2006
- 10 new employer partners, adding to the total of 194
- 122 people tried riding the bus for the first time as a result of promotion available to employer partners
- 4,837 elementary students were taught bicycles skills, part of 45,761 since 2006
- 1,761 7th grade students were taught to ride the bus and 485 made one or more bus trips

-
- 105 people learned how to ride the bus on a guided bus ride
 - 1 person received intensive travel training to be able to use fixed route service in addition to paratransit

Mobility management and travel training

A 2019-2023 mobility management grant allows Whatcom Smart Trips staff in partnership with WTA to teach seniors and youth in Whatcom County how to ride fixed route transit. The program delivers two key programs:

- Guided bus trips introduce participants to specific bus routes and how they connect to the rest of the fixed route system. The program is delivered in partnership with local Senior Centers, agencies and community groups.
- 7th Grade Bus Program provides transit education and a free quarterly bus pass to 7th grade students in Whatcom County. The program is hosted by public and private schools and Lummi Nation School. In 2019:
 - 1,761 7th grade students were taught to ride the bus and 485 made one or more bus trips
 - 105 people learned how to ride the bus on a guided bus ride

1 person received intensive travel training to be able to use fixed route service in addition to paratransit

International Mobility and Trade Corridor Program

The International Mobility and Trade Corridor Program (IMTC) continued to work toward its objective of identifying and promoting improvements to mobility and security for the border crossings that make up the Cascade Gateway.

SFY 2020 highlights include

- Table top exercise leading to an update of the IMTC Incident Response Protocol.
- Updates and discussions with IMTC stakeholders and managers of WSDOT-led efforts to advance planning for ultra-high-speed ground transportation.
- Acquisition of FHWA funding for an update to the IMTC Border Data Warehouse.
- IMTC-sponsored workshop focused on Canada Border Services Agency's planning for a rebuild of the Pacific Highway port-of-entry.
- Continued (almost complete) planning and implementation of Peace Arch/Douglas and Pacific Highway cross-border pedestrian route and signage improvements.
- Studies: Aldergrove-Lynden traffic analysis; NEXUS growth potential; Metro Vancouver land-use forecast summary.
- Simulation modeling for proposed pre-primary empty truck scanning (funded by Transport Canada).
- Participation in two TBWG meetings: Niagara, ON & Burlington, VT.
- Regular schedule of Steering Committee meetings and Core Group meetings.
- Publication of annual Resource Manual and creation of corresponding, online data dashboards using Tableau.

SFY 2021 work categories

The identified seven work categories 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.

Professional development & staff training

To stay current with standard practice, acquiring new expertise and skills, and responding to new planning requirements and community needs, WCOG staff periodically 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 (e.g. 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, state RTPO funds, and FHWA Surface Transportation Block Grant (STBG) funds.

Coordination and communication with federal and state legislators

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, state RTPO funds, and FHWA Surface Transportation Block Grant (STBG) funds.

Unified Planning Work Program (UPWP)

WCOG will update and submit its UPWP for state fiscal year 2022. And, if needed, WCOG will submit amendment requests for this SFY 2021 UPWP.

Performance: WCOG staff.

Products: Completed UPWP and amendments if needed.

Schedule: Expected approval by WCOG MPO Policy Board in May 2021.

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

UPWP Annual Performance and Expenditure Report

As required for the state to comply with 23 CFR 420.117, WCOG will submit a report of progress made on tasks identified in WCOG's UPWP covering SFY 2020.

Performance: WCOG staff.

Products: Complete annual report.

Schedule: Due on September 30, 2020.

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

Title VI reporting and plan update

WCOG updated its Title VI plan in 2019.

WCOG's Title VI reporting cycle is July-June.

Performance: WCOG staff.

Products: Annual Title VI report.

Schedule: Title VI report in July, 2020.

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

Self-certification document

As part of annually submitting a regional transportation improvement program (TIP) to WSDOT, WCOG also submits a self-certification document WCOG will work on items identified in the annual self-certification review.

Performance: WCOG staff.

Products: Completed review and documentation.

Schedule: The goal is to have identified items resolved by October 31, 2020.

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

Transportation planning & programs

This core function includes ongoing regional communication and coordination, understanding and documenting system needs, and supporting implementation of strategic decisions.

Metropolitan Transportation Plan update and strategy

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

Because the geography and governing board of the Whatcom MPO and RTPO overlap, 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 2022.

Products: Products of SFYs 2021 MTP activities will include:

- Continued maintenance and improvement of the website dedicated to the regional/metropolitan transportation plan – especially visualization resources like maps and data filtering.
- Continued collaboration with WSDOT to make best use of data reporting products developed for state-wide and regional monitoring of safety and system performance measures and targets.
- Continued development and application of regional, inter-jurisdictional corridor planning strategy.
- Increased attention to the region’s non-motorized network (bike & ped facilities, trails) including connections to transit and recreational facilities. This will include development of GIS data and improved integration with the regional travel demand model.
- Continued improvement and updates of analytical products (e.g. model configurations, mapping outputs, metrics selection)
- Work with the CTAG, tribal representatives, and with other stakeholders to implement appropriate elements of WCOG’s public participation plan to promote community review and feedback on the M/RTP.

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

Regional & statewide activities with WSDOT & other MPO members

Performance: WCOG staff.

Products: Products include but are not limited to:

- Coordinating committee meets quarterly to discuss process improvements and needed focus on current issues among the state’s MPO, RTPO, and WSDOT representatives
- Monthly Transportation Technical Advisory Group (TTAG) meetings
- Periodic development of Whatcom Transportation Policy Board (WTPB)-approved selection criteria, project evaluation, and WTPB selection of projects to fund with the STBG funding availed to MPOs.
- Participation in periodic meetings of regional planners.
- Participation with WSDOT and regional members regarding integration of MAP-21 performance measures and regional metrics.m
- Participation and collaboration with various studies, research, and data collection with state and regional partners. Known efforts likely to extend into SFY 2021 include:
 - I-5 Bellingham TDM & Operations Study – continued coordination with WSDOT, City of Bellingham, and WTA on various elements of this phased effort.

-
- City of Bellingham’s Lincoln-Lakeway Multimodal Transportation Study. This study got underway in February 2020. Due to various conditions during COVID-19 related interruptions, the original one-year project timeline has been extended to two years (December 2021). WCOG, WTA, and WSDOT collaborated on scope development and will continue to support the work and its relationship to needs and strategies along the I-5 Bellingham corridor. Specifically, WCOG will support the work with a funding contribution to purchase data and/or data collection work to evaluate strategies and estimate future performance (e.g. traffic counts, turning movements counts, O-D & route data). WCOG will also avail its transportation demand model and in-house analysis.
 - WTA long range plan development.
 - Participation in state planning activities:
 - Highway System Plan update
 - WSDOT’s Multimodal Investment Strategy
 - Statewide Human Services Transportation Plan
 - Statewide Public Transportation Plan
 - Statewide Cooperative Automated Transportation Plan

Schedule: Quarterly meetings, (WSDOT/MPO). Monthly meetings (TTAG). Regional traffic and corridor studies expected to continue through January 2021. Statewide plans expected to be in development during SFY 2021.

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

Performance reporting

In support of and as a component of the regional/metropolitan transportation plan, WCOG produces a performance report. This is a compilation of 1) regional measures using the federally required methods and targets adopted by both MPOs and WSDOT (safety, highway system performance) and 2) multi-modal performance measures and indicators developed by WCOG to assess changes in mobility along the region’s inter-jurisdictional corridors.

Performance: WCOG staff.

Schedule: Updated report published every two years. Collection of data and maintenance of web-based dashboard is ongoing.

Products: This is a new product designed to better address performance-based planning and programming. Products include a report document as well as a web-based dashboards that support data filtering and visualization.

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

Public and stakeholder participation and outreach

WCOG encourages open information sharing and public and stakeholder organizations’ input in all its work. MPOs are required by federal law (Title 23 §450.316) to “develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

In addition to an ongoing objective of encouraging regional community involvement, several products result from this activity.

Performance: WCOG staff, citizen volunteers.

Products:

- The **Citizens' Transportation Advisory Group (CTAG)** is WCOG's formal mechanism for facilitating ongoing citizen participation in the metropolitan transportation planning process. CTAG is collaboratively organized with the Whatcom Transportation Authority and other member jurisdictions as pertinent regional issues emerge.
- **Websites** – WCOG maintains 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.
- **Public Participation Plan Update:** WCOG's public participation plan was last updated in 2014. It needs to be updated again and will be an activity in SFY 2021.
- **Regional public engagement questionnaire.** As an initial step in the leadup to updating the regional plan, this effort will employ a widely publicized online survey to solicit and gather public feedback on transportation system priorities, current transportation challenges, ideas for solutions, and demographic information. Results will be used to assess and, if appropriate, update regional transportation goals as well as inform various other strategies considered at the regional and local level. Data will be separable by respondents' place of residence so it can be used independently by WCOG member jurisdictions for their own plan updates if desired.
- **Regional freight stakeholder questionnaire.** This effort will essentially repeat the freight stakeholder questionnaire WCOG did in 2015. Publicized through a widespread mailing to the region's commercial addresses (businesses and institutions), the focus will be on private sector satisfaction with the regional freight system. The effort will also use an online survey tool and be publicized through various media and direct follow-up as time and budget allow.
- Participation in other regional transportation planning forums
 - North Sound Transportation Alliance.
- Outreach to and involvement of private sector stakeholders (industry associations, companies, etc.) for special projects or modal planning efforts.

Schedule: Ongoing.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, state RTPPO funds, and FHWA Surface Transportation Block Grant (STBG) funds.

Intelligent Transportation Systems (ITS) Plan / Architecture

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, state RTPPO funds, and FHWA Surface Transportation Block Grant (STBG) funds.

Cross-border panning & coordination – The IMTC Program

WCOG is lead agency of the International Mobility and Trade Corridor (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*.

Performance: WCOG staff

Products:

- IMTC working group meetings -- preparation, participation, and facilitation.
- Data collection and reporting
 - Project list
 - Website
 - Annual resource manual
- Participation in the U.S.-Canada Transportation Border Working Group (TBWG)
- Ongoing stakeholder outreach to federal inspection agencies, state/provincial transportation agencies, local agencies, other government departments, and private sector stakeholders.

Schedule: Ongoing.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, state RTPO funds, FHWA Surface Transportation Block Grant (STBG) funds, & FHWA CBI funds.

Planning technical support for member jurisdictions

WCOG staff often work 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, state RTPO funds, and FHWA Surface Transportation Block Grant (STBG) funds.

Analysis and review of FAST Act requirements

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, state RTPPO funds, and FHWA Surface Transportation Block Grant (STBG) funds.

North Sound Transportation Alliance

The North Sound Transportation Alliance (NSTA), 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 NSTA strives to develop better ways for people to move through the region by using all available modes in an effective network that does not rely solely on automobiles. More information about the NSTA is available at <https://wcog.org/programs/nsta/>

WCOG is also the current administrator/facilitator of the NSTA and will continue this function.

Performance: WCOG staff.

Products & Schedule: During SFY 2021, WCOG will continue its participation with the NSTA to coordinated support for inter-county transit between Whatcom, Skagit, Island, and Snohomish counties; advance strategies to improve cross-county transportation related to health care; support regionally connected trail planning and development; coordinate support for improving passenger rail; and improving multimodal connectivity with ferry terminals in the North Sound.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, state RTPPO funds, and FHWA Surface Transportation Block Grant (STBG) funds.

RTPO planning

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 2021 work plan.

The following RTPO duties are covered elsewhere in this work plan or do not need to be addressed in SFY 2021.

- 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, which is also an MPO requirement, is treated as a separate, UPWP work category.
- 4. 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.*

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

WCOG expects to undertake the following RTPO activities during SFY 2021.

Certify consistency between RTP and local comprehensive plan transportation elements

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 work was last completed for local jurisdictions' 2016 plan updates in 2017. If any local jurisdictions update their comprehensive plan transportation or land-use elements ahead of the standard update

schedule, WCOG will perform the same certification review as required. The next due-date for regularly scheduled comprehensive plan updates for Whatcom County jurisdictions is June 2025.

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

Funding source: This activity is funded by state RTPO funds.

Human services transportation planning

WCOG completed an update of its Human Services Transportation (HST) Plan in October 2018. Related to this, WCOG will be working regional HST stakeholders to submit project proposals to WSDOT's Consolidated Grants Program (CGP) for the SFY '21-'23 funding cycle.

As updates are made to the WCOG website, including the site dedicated to Whatcom Mobility 2040, HST planning products will be integrated into the overall regional plan as part of the regional accessibility strategy.

Performance: WCOG staff.

Products: Coordination, facilitation of community review for CBP applications, development of HST related plan elements.

Schedule: Ongoing as needed.

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

Regional mobility programs

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, and the WSDOT Public Transportation Office. Whatcom Smart Trips is a collection of programmatic strategies and tools that assist community members with using sustainable transportation modes.

Note: Whatcom Smart Trips does not yet have full funding identified for all of SFY 2021. Thus, the program also appears in the *unfunded needs* section below.

Performance: WCOG staff

Products:

- Administration
- Community outreach
- Employer programs: Support to businesses and organizations that want to promote sustainable transportation to their employees. This activity also encompasses WCOG's administration of regional compliance with the state's commute trip reduction (CTR) law.
- Incentives: A program of discount cards, gift certificates, cash prizes and recognition to motivate community members to try new forms of transportation.
- Website & online trip diary: www.whatcomsmarttrips.org.

-
- School programs: Bicycle skills courses at elementary schools; Summer camps for 12 to 14 years olds that teach independent travel skills

Schedule: Ongoing.

Funding source: This activity is funded by local funding from the City of Bellingham, the Whatcom Transportation Authority, and state funding from the WSDOT Public Transportation Office.

Mobility Management & Travel Training

WCOG has conducted this work for the last four years -- a senior travel training program and a 7th grade bus-pass program that teach seniors and youth in Whatcom County that transit is a viable transportation option. Content focuses on bus-trip planning and experience-based familiarization with bus riding.

Performance: WCOG staff.

Products: Senior travel training. Seventh grade bus pass program.

Schedule: Ongoing

Funding source: FTA via WSDOT's Consolidated Grant Program.

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 includes support, maintenance, and application of a regional transportation demand model.

Maintenance of the regional transportation demand model

WCOG will continue to maintain and operate a regional travel demand model to analyze current and forecast year impacts of transportation projects, changes in land use, and future growth and land-use decisions on the regional transportation system. As part of its metropolitan and regional transportation planning program, WCOG provides current and forecast model year data for member jurisdictions and other agencies.

The WCOG model will undergo complete process calibration in 2019 to incorporate updated household travel survey data, demographics, road and transit networks, external activities, and updated traffic counts for model validation.

Performance: WCOG staff and consultant.

Products: Update the regional transportation demand model to a base year of 2018.

Schedule: The model update will inform upcoming planning products and projects, including WSDOT and Bellingham's I-5 studies, WTA's long-range planning efforts, the next regional plan update, and local jurisdictions' plan-update EISs.

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, state RTPPO funds, and FHWA Surface Transportation Block Grant (STBG) funds.

Enhanced regional data collection & analysis

In 2017, the Whatcom Transportation Policy Board allocated STBG funding to support improvement of data collection and analysis activities. These activities will support efforts to improve performance based planning and programming (PBPP) practices as well as improved collaboration with jurisdictions and WSDOT on corridor and sub-area studies.

Performance: WCOG staff and consultant.

Products:

- Improved data analysis (Increased use of GIS, visualization software, web based dashboards, etc.).
- Expanded regional traffic counts (all modes).
- Expanded collection of turning-movement counts.
- Acquisition of third-party system data (e.g. INRIX, HERE, StreetLight, etc.)

Schedule: Ongoing.

Funding source: This activity is funded by FHWA Surface Transportation Block Grant (STBG) funds.

Development and maintenance of GIS resources

WCOG uses geographic information system (GIS) resources to better support the use of data in development of performance measures, analysis, online map-based access to transportation system metrics, and visualization. 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 to more of our community.

Performance: WCOG staff

Products: Map making, data assembly and storage, online interactive map maintenance, and other regional products.

Schedule: Ongoing.

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

Federal functional classification system updates

WCOG will continue to maintain regional functional classifications based on the 2010 Census urban and rural classification areas and *2013 Guidelines for Amending Functional Classification in Washington State* 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, state RTPO funds, and FHWA Surface Transportation Block Grant (STBG) funds.

Border Data Warehouse 3.0

This project will update the data storage system for WCOG's archive of binational border wait-time data (and associated traffic and vehicle data) generated by WSDOT, BC MoTI, and U.S. Customs and Border Protection (CBP). The project will also redesign and improve the data access tools at [CascadeGatewayData.com](https://www.cascadegatewaydata.com) including addition of new reporting and visualization tools using Tableau.

Performance: Consultant and WCOG staff.

Products: Updated cloud storage systems. Updated web-based user interface.

Schedule: Started January, 2020. Complete by January, 2021.

Funding source: This activity is funded by the FHWA Technology & Innovation Deployment Implementation Assistance Program (TIDP) and local match.

2020 U.S. Census

In preparation for and in support of the 2020 Census, WCOG has been and will continue to participate with the U.S. Census Bureau and local jurisdictions to ensure maximum accounting of people in Whatcom County. In addition to its primary purpose of apportioning seats in the U.S. House of Representatives, U.S. Census data is an essential input for ongoing planning activities and financing for regional strategies.

Performance: WCOG staff

Products: Whatcom Census Complete Counts Committee and Working Group.

Schedule: February 2019 – December 2020

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

Transportation Improvement Program (TIP)

TIP development & amendments

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 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 project amendments and modifications 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

Federal funding availed to projects through the Surface Transportation Block Grant 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 delivery and help with amendments and document-changes as 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.
- Annual list of project obligations report

Schedule: Ongoing

Funding source: This activity is funded by FHWA Planning Funds (PL), FTA 5303 funds, state RTPPO funds, and FHWA Surface Transportation Block Grant (STBG) funds.

Unfunded priority programs and projects

Whatcom Smart Trips (WST)

The Whatcom Smart Trips program does not yet have full funding identified for SFY 2021. It is approximately \$86,000 short. WCOG is working with partner agencies and other state and federal agencies to develop future funding strategies to fund the \$300,000 annual program cost.

Appendices

Appendix A – Budget and financial detail

		SFY 2021 Funding Sources													
		Federal						State			Local		Canadian	Total	
UPWP Page No.	Work categories	FHWA PL		FTA 5303	FHWA STBG U			Other Federal	RTPO		CTR	WTA	Various other	Canadian	Total
		2021	Carryover	2021	Planning supplement	Carryover	Project specific		Fed Match	Planning		Fed Match			
		Funding-source total →		\$318,000	\$117,270	\$78,824	\$152,000	\$64,000	\$175,000	\$206,000	\$119,000	\$17,229	\$75,000	\$12,302	\$75,000
12	Program administration	\$15,900	\$5,864	\$3,941	\$7,600				\$4,583			\$615			\$38,503
	Professional development and staff training	\$5,565	\$2,052	\$1,379	\$2,660				\$1,604			\$215			\$13,476
	Coordination/communication with federal and state legislators	\$1,908	\$704	\$473	\$912				\$550			\$74			\$4,621
	Unified Planning Work Program (UPWP)	\$3,498	\$1,290	\$867	\$1,672				\$1,008			\$135			\$8,470
	UPWP annual performance & expenditure report	\$1,590	\$586	\$394	\$760				\$458			\$62			\$3,850
	Title VI reporting	\$2,226	\$821	\$552	\$1,064				\$642			\$86			\$5,391
	Self-Certification Document	\$1,113	\$410	\$276	\$532				\$321			\$43			\$2,695
															\$38,503
14	Transportation planning & programs	\$222,600	\$82,089	\$55,177	\$106,400			\$40,000	\$64,159	\$7,229		\$8,611		\$16,800	\$603,065
14	Metropolitan & Regional Transportation Plan update & strategy	\$17,808	\$6,567	\$4,414	\$8,512				\$5,133			\$689			\$43,123
15	Regional & statewide activities with WSDOT & other MPO members	\$62,328	\$22,985	\$15,450	\$29,792				\$17,964			\$2,411			\$150,929
15	Performance reporting	\$15,582	\$5,746	\$3,862	\$7,448				\$4,491			\$603			\$37,733
16	Public and stakeholder participation and outreach	\$13,356	\$4,925	\$3,311	\$6,384				\$3,850	\$7,229		\$517			\$39,572
16	Intelligent Transportation System (ITS) Plan	\$2,226	\$821	\$552	\$1,064				\$642			\$86			\$5,391
16	Cross-border planning coordination (The IMTC Program)	\$80,136	\$29,552	\$19,864	\$38,304		\$40,000	\$23,097			\$3,100		\$16,800		\$250,853
17	Planning technical support for member jurisdictions	\$17,808	\$6,567	\$4,414	\$8,512				\$5,133			\$689			\$43,123
17	Analysis and review of FAST Act requirements & funding programs	\$4,452	\$1,642	\$1,104	\$2,128				\$1,283			\$172			\$10,780
18	North Sound Transportation Alliance (NSTA)	\$8,904	\$3,284	\$2,207	\$4,256				\$2,566			\$344			\$21,561
18	RTPO planning							\$6,000		\$10,000					\$16,000
18	Certify consistency: RTP & local comp. plans									\$10,000					\$10,000
19	Human Services Transportation planning (HSTP)							\$6,000							
19	Regional mobility programs					\$64,000		\$110,000			\$75,000		\$75,000		\$324,000
19	Whatcom Smart Trips Program					\$64,000					\$75,000		\$75,000		\$214,000
20	Mobility Management Training							\$110,000							\$110,000
20	Data collection and analysis	\$57,240	\$21,109	\$14,188	\$27,360			\$175,000	\$50,000	\$43,810		\$2,215			\$390,922
20	Maintenance of the regional transportation demand model	\$34,344	\$12,665	\$8,513	\$16,416				\$9,899			\$1,329			\$83,166
20	Enhanced regional data collection & analysis						\$175,000		\$27,312			\$0			\$202,312
	Development and maintenance of GIS resources	\$18,889	\$6,966	\$4,682	\$9,029				\$5,444			\$731			\$45,741
	Federal functional classification system updates and monitoring	\$2,862	\$1,055	\$709	\$1,368				\$825			\$111			\$6,931
	Border Data Warehouse 3.0 - project							\$50,000	\$0			\$0			\$50,000
	2020 US Census	\$1,145	\$422	\$284	\$547				\$330			\$44			\$2,772
															\$390,922
21	Transportation Improvement Program (TIP)	\$22,260	\$8,209	\$5,518	\$10,640				\$6,416			\$861			\$53,904
	TIP development & amendments	\$15,582	\$5,746	\$3,862	\$7,448				\$4,491			\$603			\$37,733
	Obligation status monitoring and reporting	\$6,678	\$2,463	\$1,655	\$3,192				\$1,925			\$258			\$16,171
22	Unfunded priority programs & projects	\$166,000													
	Whatcom Smart Trips	\$86,000													
	Regional Freight System Assessment	\$30,000													
	Public Participation Initiative	\$50,000													

Appendices

Appendix B – Expected consultant contracts

Expected Consultant Engagements	Est. cost
Travel demand model support	\$5,000
Contracted traffic counts	\$30,000
Household travel survey route mapping data	\$15,000
Border Data Warehouse site maintenance	\$2,000
Border Data Warehouse 3.0 project	\$50,000



MEMO

To: Whatcom Transportation Policy Board
From: Lethal Coe, Senior Planner
Date: March 31, 2021
Subject: Consideration to approve measures to ensure 2021 obligation target delivery

Current Obligation Shortfall Status

Each year the Whatcom region is assigned by WSDOT an obligations target to ensure regionally funded projects are delivered in a timely fashion. After narrowly missing the 2020 obligations target by \$110,000 (within 6% of the 2020 target), our region is currently on track to obligate short of our current 2021 target by **\$2.6 million**. This shortage is due to a combination of projects' deobligations and delays. No single jurisdiction is at fault.

According to the Obligation Authority (OA) policy, two consecutive years of missing the obligations delivery target may result in the loss of future funds equal to the amount short of the target. Unfortunately, discussion at the recent MPO/WSDOT Coordination meeting in February gave no indication that our region would get a pass for our 2020 near-miss. Thus we have determined that any obligations shortage for this 2021 year will likely result in loss of regional funds that will reallocate to other regions.

TTAG Recommendation

Thorough assessments and discussion through the Transportation Technical Advisory Group (TTAG) meetings on February 25th and March 25th has informed and led to the following TTAG recommendation of actions to obligate currently active regional Surface Transportation Block Grant (STBG) projects by this year's July 31st initial deadline and no later than the final September 15th deadline:

1. Reallocate the \$1 million STBG funds from the upcoming deobligation of *West Horton Rd Phase 2* and award those funds to *Marine Drive Reconstruction*.
2. Allocate \$671,571 STBG funds to *West Horton Rd Phase 1* to complete the construction phase.
3. Allocate \$1.4 million STBG funds to *Birch Bay Dr and Pedestrian Facility*: \$1.1 million to obligate immediately and \$300,000 to be programmed to obligate up to an amount necessary to ensure obligation delivery target is met before the final September 15th deadline. Additionally, the \$300,000 will also be submitted to receive redistributed or reallocated funds should we reach our target by July 31st (yes this means we can still qualify to receive a portion of redistributed or reallocated funds). Whatever amount up to \$300,000 not obligated using our regional STBG funds will be removed from the STIP at the October 13th policy board meeting.

4. Reallocate \$250,000 of upcoming deobligation of regional transportation data activity funds towards *The Unified Planning Work Program (UPWP)*. This will ensure continued WCOG data analysis staffing, expanded regional traffic counts for all modes and acquisition of third party systems data.
5. Swap \$71,921 of Highway Improvement Program (HIP) rural funds for STBG (rural) funds between *East Smith and Hannegan Rd Intersection Improvements* project and *Blair Dr Improvements* project. This will ensure obligation of one-time HIP funds by the September deadline.

Moving Forward

Beyond 2021 our region remains well-positioned to get ahead, and stay ahead, of our annual obligations target. We will continue to work with TTAG to explore options to ensure project obligations are delivered in a timely fashion as well as the development of mitigation projects when shortfalls arise.

Suggested Motion

“Approve the TTAG recommendation of actions as presented to ensure the WCOG region’s 2021 obligations delivery are met.”



MEMORANDUM

To: Whatcom Transportation Policy Board
From: Lethal Coe, Senior Planner
Date: March 31, 2021
Subject: WCOG 2021 TIP Amendment

Amendment #2 (21-04) of the WCOG 2021 Transportation Improvement Program (TIP) includes the following:

1. From **January TIP Amendment** - Add Blaine project *Peace Portal Community Trail Phase 3* construction phase. This project obligated preliminary engineering in 2020 and is preparing to obligate for construction in 2022. This project is funded through regionally facilitated Transportation Alternatives program.
2. Add additional awarded funds of \$1,556,500 from the federal Highway Safety Improvement Program (HSIP) program to Bellingham's *F Street Crossing* project to improve signaling, channelization and multimodal safety conditions on all quadrants of the crossing.
3. Add new WSDOT project *NWR Breakaway Cable Terminal Replacement 21-23* to remove and replace guardrails not meeting current standards. This project is funded through the Highway Safety Improvement Program will begin replacements in 2022.
4. Remove City of Bellingham and Whatcom County joint project *West Horton Rd Extension, Phase 2*. Construction funds of an estimated \$15 million are no longer being pursued in the timeframe planned.
5. Pending WTPB approval – Add awarded \$607,571 into construction phase of Bellingham *West Horton Rd Phase 1* back into the STIP program. This project is currently active and funding will help complete construction phase and ensure regional funds are obligated.
6. Pending WTPB approval – Add awarded \$1.4 million construction phase of Whatcom *Birch Bay Dr and Pedestrian Facility* project. This project is currently active and funding will help complete construction phase and ensure regional funds are obligated. \$1.1 will obligate immediately and \$300,000 will be set to obligate if needed or be submitted to receive redistributed or reallocated funds. The remainder of unobligated \$300,000 will be removed in October.
7. Pending WTPB approval – Add \$125,000 STBG funds to WCOG project *UPWP – SFY 2022*. The remaining \$125,000 will be added to UPWP state fiscal year 2023.

Formal TIP Amendments require review and resolution from the Policy Board to amend the current TIP and make federal funding accessible.

TIP Amendment #2 (21-04) Table

#	Agency	Project Title	Amended Action	Added Funds	Total Cost	Fed Source
1	Blaine	<i>Peace Portal Community Trail Phase 3</i>	Add construction phase	\$286,351	\$286,351	TA (US)
2	Bellingham	<i>F Street Crossing</i>	Add additional funds	1,556,500	2,986,500	HSIP
3	WSDOT	<i>NWR Breakaway Cable Terminal Replacement 21-23</i>	Add new project	53,118	53,118	HSIP
4	Bellingham	<i>West Horton Rd Extension, Phase 2</i>	Remove project	-160,000	-160,000	STBG (US)
5	Bellingham	<i>West Horton Rd Phase 1</i>	Add CN phase back into program	702,395	5,412,000	STBG (US)
6	Whatcom	<i>Birch Bay Dr and Pedestrian Facility</i>	Add CN phase back into program	1,502,891	11,715,801	STBG (US)
7	WCOG	<i>UPWP – SFY 2022</i>	Increase funds	144,509	313,415	STBG (US)

Suggested motion:

“Approve Amendment #2 for the Whatcom Council of Governments 2021 Transportation Improvement Program.”

No Policy Board Action Required for the following Administrative Modifications

Recent Administrative Modifications - administrative modifications are less substantial project changes and are administered by WCOG staff.

(All Pending Policy Board Action)

Agency	Project	Modification Administered	Total Costs	Federal Source
Everson	<i>Blair Drive Project</i>	Replace regional STBG funds with HIP funds	\$1,100,551	STBG (R) HIP
Whatcom	<i>East Smith and Hannegan Rd Intersection</i>	Replace HIP funds with regional STBG funds	4,230,000	STBG (R) HSIP
Whatcom	<i>Marine Drive Reconstruction</i>	Add \$1 million of STBG funds to replace local funds	4,124,000	STP (US) TA (US)



March 11, 2021

Mr. Chris Comeau, AICP-CTP, Transportation Planner
City of Bellingham Department of Public Works
2221 Pacific Street
Bellingham, Washington 98225

RE: **Commitment of Financial Support for Bellingham's "Protecting Mobility for All"
Program**

Dear Chris:

This letter shall serve as the Whatcom Council of Governments' commitment to contribute the sum of \$2,000 as matching funds toward the City of Bellingham's request to the Washington Traffic Safety Commission for funding for the *Protecting Mobility for All* program. WCOG is proud to support the City in this important safety initiative.

We look forward to working with you and the other program partners.

Very truly yours,

A handwritten signature in blue ink that reads "R. H. Wilson".

Robert H. Wilson, AICP
Executive Director

Copies: Whatcom Transportation Policy Board
Ron Cubellis, Deputy Executive Director
Hugh Conroy, Director of Planning