



WHATCOM TRANSPORTATION POLICY BOARD

**Wednesday, May 10, 2017, 3:30-5:00 p.m.**

Gordon W. Rogers Conference Room  
314 East Champion Street  
Bellingham, Washington

**AGENDA**

PAGES

- A. CALL TO ORDER
- B. PUBLIC COMMENT  
Citizens may speak informally to the Board on matters pertinent to its statutory responsibilities and which are not the subject of a public hearing. *Each speaker is allowed a maximum of three minutes.*
- C. AGENDA APPROVAL (**ACTION**)
- 2-6 D. APPROVAL OF MINUTES (**ACTION**)  
Meeting of March 8, 2017
- E. OLD BUSINESS
- 7-39 F. NEW BUSINESS
  - F.1 Adoption of State Fiscal Years 2018 & 2019 Unified Planning Work Program – Hugh Conroy (**ACTION**)
  - 40 F.2 Request for Surface Transportation Block Grant Program Funding for IMTC Program – Hugh Conroy (**ACTION**)
  - F.3 Appointment of Terri Hansen to Citizens' Transportation Advisory Group – Mary Anderson (**ACTION**)
- 41-42 G. PUBLIC HEARING  
Amend the 2017 WCOG Transportation Improvement Program
  - G.1 Staff Presentation – Lethal Coe
  - G.2 Open Public Hearing – Citizens may address the Board on the subject of the hearing *for a maximum of three minutes.*
  - G.3 Close Public Hearing (**ACTION**)
  - G.4 Board Discussion and Vote (**ACTION**)
- H. REPORTS
  - H.1 Whatcom Mobility 2040 – Hugh Conroy
  - H.2 Planning Director's Report – Hugh Conroy
- I. PRESENTATION: WASHINGTON STATE TRANSPORTATION COMMISSION ROAD USER CHARGE PILOT PROGRAM – Reema Griffith
- J. WHATCOM MOBILITY 2040 PUBLIC COMMENT  
*Each speaker is allowed a maximum of three minutes.*
- 43-44 K. CORRESPONDENCE
- L. BOARD OPEN FORUM
- M. ADJOURN

WHATCOM TRANSPORTATION POLICY BOARD  
MINUTES – **DRAFT**  
MARCH 8, 2017

IN ATTENDANCE:

MEMBERS VOTING: Bob Bromley, Sumas (Chairman); Michael McAuley, Port of Bellingham (1<sup>st</sup> Vice-Chairman); Terry Bornemann, Bellingham; Harry Robinson, Blaine; Jon Mutchler, Ferndale; Timothy Ballew II, Lummi Nation; Scott Korthuis, Lynden; Tom Jones, Nooksack; Jay Drye, WSDOT; Satpal Sidhu, Whatcom County; EX OFFICIO: Kathy Berg, CTAG

GUESTS Todd Carlson, WSDOT; Pete Stark, WTA

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

A. CALL TO ORDER

Chairman Bromley called the meeting to order at 3:02 p.m. with a quorum present.

B. PUBLIC COMMENT

No members of the public were in attendance.

C. AGENDA APPROVAL

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

**MOTION PASSED**

D. MINUTES

**MOTION:** Mr. Bornemann moved, Mr. McAuley seconded, to approve the minutes of the meeting of January 18, 2017.

**MOTION PASSED**

E. OLD BUSINESS

No old business was discussed.

F. NEW BUSINESS

F.1 Adoption of Surface Transportation Block Grant (STBG) Program Application

Mr. Conroy explained the need for and process of updating the application used by WCOG'S member jurisdictions to apply for funding through the federal STBG Program, which was formerly known as the Surface Transportation Program (STP).

**MOTION:** Mr. Korthuis moved, Mr. Bornemann seconded, to approve the application form for WCOG's 2017 Surface Transportation Block Grant and Transportation Alternatives project selection process, as presented.

**MOTION PASSED**

F.2 STBG Program Award Modifications

Mr. Conroy explained that over the past few years, the Federal Highway Administration has been rigid in requiring the states to ensure that STBG/STP-funded projects advance, at the risk of losing the unobligated funds to other states if they fail to do so. Accordingly, WSDOT expects regions and local governments to meet their own STBG obligation targets, or they, too, will be subject to forfeiture of their unobligated STBG funding to other regions in the State. He also reminded the Board that the Whatcom Region failed to meet its obligation target in 2016, and the unobligated portion was added to the Region's 2017 target, bringing it to more than \$5-million. To assist in meeting the 2017 target and avoid forfeiture, Bellingham and Whatcom County have agreed to make the following project modifications, pending Policy Board approval:

- *Horton Road Phase 1* (\$2.7-million awarded to Bellingham in 2015) and the *Mahogany Avenue Arterial* (\$1.25-million awarded to Bellingham in 2013) – Exchange up to \$1.75-million of STP funds awarded to Horton Road Phase 1 for a matching amount of local funds that the City of Bellingham has authorized for the Mahogany project. Construction of the Mahogany project is scheduled for spring and summer of 2017, while Horton Road will not go to construction until 2020.
- *Horton Road Phase 2* (\$1-million awarded to Whatcom County in 2015) – Both phases of the Horton Road project were submitted in 2015 as a joint application from Bellingham and Whatcom County, and the two jurisdictions are currently developing an inter-agency agreement to make Bellingham the lead on the project. Policy Board approval of this modification will facilitate the obligation of the STP funds awarded to the County.

**MOTION:** Mr. Korthuis moved, Mr. Bornemann seconded, to approve modifications to 2015 STP funding awards: 1) Transfer up to \$1.75-million from Horton Road Phase 1

to the Mahogany Avenue Arterial project, to be replaced with the same amount of local funds that the City of Bellingham has designated for the Mahogany Avenue Arterial, and; 2) Change the lead agency for Horton Road Phase 2 from Whatcom County to the City of Bellingham, pending execution of an inter-agency agreement.

**MOTION PASSED**

F.3 Approval of 2017 Cost Allocation Plan

Mr. Cubellis explained the purpose of the Cost Allocation Plan, and also that WSDOT, beginning this year, is requiring the policy boards of every metropolitan planning organization in the State to approve their respective cost allocation plans.

**MOTION:** Mr. Korthuis moved, Mr. Bornemann seconded, to approve the Whatcom Council of Governments 2017 Cost Allocation Plan, as presented.

**MOTION PASSED**

F.4 Certification of Local Comprehensive Plans' Transportation Elements

Mr. Conroy explained to the Board that as a regional transportation planning organization, WCOG is required under State law to certify that the transportation elements of Whatcom County's and the seven cities' comprehensive plans conform to the requirements of the Growth Management Act and are consistent with the Whatcom Transportation Plan. He then went on to explain the process by which WCOG's staff reviewed each of the transportation elements, and that subsequently, the staff determined that all of them should be certified by the Board.

**MOTION:** Mr. Bornemann moved, Mr. McAuley seconded, that the Whatcom Transportation Policy Board certifies that the transportation elements of all of the Whatcom Region's jurisdictions conform to the requirements of the Growth Management Act and are consistent with the Whatcom Transportation Plan.

**MOTION PASSED**

G. PUBLIC HEARING

Amendment to the 2017 WCOG Transportation Improvement Program (TIP)

Mr. Coe described proposed TIP Amendment No. 1703:

Add new WSDOT project: *I-5/Tributary to California Creek – Fish Passage*. This \$4-million project – funded primarily through the National Highway Performance Program – will remove an existing fish passage barrier and replace it with a passable

structure. Only Preliminary Engineering and Right-of-way phases are included; the Construction phase will be programmed after 2020.

**PUBLIC HEARING OPENED AT 4:04 P.M.**

**MOTION:** Mr. Korthuis moved, Mr. Robinson seconded, to close the public hearing.

**MOTION PASSED**

**PUBLIC HEARING CLOSED AT 4:05 P.M.**

**MOTION:** Mr. Robinson moved, Mr. Korthuis seconded, to approve Amendment No. 1703 to the Whatcom Council of Governments' 2017 Transportation Improvement Program.

**MOTION PASSED**

H. REPORTS

H.1 International Mobility and Trade Corridor (IMTC) Program Overview

Ms. Fanucci led the Board through a PowerPoint presentation on the IMTC Program.

H.2 Whatcom Mobility 2040

Mr. Conroy informed the Board that additional sections of the plan have been posted on WCOG's website, and he encouraged them to read them and share their thoughts with him. He added that the regional strategy section will be posted soon. There will be four meetings in April to elicit comments from the public; they will be held in Bellingham, Blaine, Everson and Kendall. A dedicated website has been developed for the plan, and all of the materials currently on WCOG.org will be migrated to the new site, which will be linked to WCOG.org. He concluded by reminding the Board that adoption of the plan is scheduled for its May 10<sup>th</sup> meeting.

H.3 Planning Director's Report

Mr. Conroy updated the Board on the following:

- Pedestrian safety grant – Staff will work with jurisdictions on public education and design strategies
- Easter Seals grant – WCOG was awarded a \$100,000 grant for accessible transportation. The grant will fund issue definition, planning, community events and a few projects.

- Unified Planning Work Program (UPWP) – The Federal Highway Administration and WSDOT will be at WCOG on April 25<sup>th</sup> for the annual UPWP review meeting, and the Policy Board will be asked to adopt it at its May 10<sup>th</sup> meeting.
- Staff from the Washington State Transportation Commission will make a presentation on its upcoming “Road User Charge” pilot project at the May 10<sup>th</sup> Policy Board meeting.
- The Transportation Border Working Group will meet in Bellingham on May 2-3. Secretary of Transportation Roger Millar will attend, and the Governor’s Office may send someone, too. Due to the upcoming elections in British Columbia, no provincial officials will be able to attend.

I. WHATCOM MOBILITY 2040 PUBLIC COMMENT

No members of the public were in attendance.

J. BOARD OPEN FORUM

Mr. Drye described a public meeting he and Mr. Carlson had recently attended in Glacier.

K. ADJOURNMENT

There being no further business, the meeting adjourned at 4:55 p.m.

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Robert J. Bromley  
Chairman

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Robert H. Wilson, AICP  
Secretary



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## Memo

**To:** Whatcom MPO/RTPO Transportation Policy Board (WTPB)  
**Date:** May 1, 2017  
**From:** Hugh Conroy, Director of Planning *HC*  
**Subject:** Review and consideration for adoption of WCOG's SFY 2018-19 Unified Planning Work Program (UPWP).

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### Purpose of the UPWP

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

### WCOG's UPWP for state fiscal years (SFYs) 2018 and 2019

MPOs have the option of preparing a two-year UPWP and WCOG is trying out that option for the first time. This should help some towards meeting obligation targets for federal funding and may also make the more update process more efficient.

The draft 2018-19 UPWP is very similar to the current one. Some moderate shifts in the work plan include the following.

- Updated descriptions of the current state fiscal year work and accomplishments.
- Less time required on the regional & metropolitan transportation plan update (which is now reaching completion).
- Shift towards more data and analysis tasks in preparation for upcoming performance measurement requirements, our regional inter-jurisdictional strategy, improved traffic counts, and upcoming needs to update our regional household travel survey.
- Addition of the Easter Seals grant-funded project.
- Updated descriptions of current and anticipated funding needs: Whatcom Smart Trips, IMTC, household travel survey, etc.

### State and federal review

A draft SFY 2017-18 UPWP was submitted to WSDOT on March 20. WCOG's annual UPWP on-site review meeting with state and federal partners was held on Tuesday, April 25. Only minor clarifications were requested and those changes and other suggested edits have been made.

The updated draft SFY 2017-18 UPWP is attached for your review and consideration for adoption.

### Suggested motion

"Approve the State Fiscal Years 2018 and 2019 Unified Planning Work Program for the Whatcom Metropolitan Planning Area as presented."



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

## State Fiscal Years 2018 & 2019

**DRAFT** v. 29Apr'17

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 Mary Anderson, program coordinator at (360) 685-8388.



# Contents

Contents.....	i
Introduction: The UPWP and the Whatcom Council of Governments .....	1
Purposes of this UPWP .....	1
Organization of WCOG’s UPWP .....	2
The Whatcom Council of Governments .....	4
Organization .....	<b>Error! Bookmark not defined.</b>
Membership .....	4
Metropolitan Planning Area.....	6
Planning priorities .....	7
Verification of compliance .....	8
Restriction on lobbying .....	8
Tribal consultation .....	9
Federal public lands.....	9
SFY 2017 accomplishments.....	9
Core functions .....	13
Program administration.....	13
Transportation planning and projects.....	15
Data collection and analysis .....	18
Transportation Improvement Program (TIP).....	19
RTPO planning functions .....	20
International Mobility and Trade Corridor Program (IMTC) .....	22
Whatcom Smart Trips (WST) .....	24
Regional priority programs and projects.....	25
Unfunded priority programs and projects .....	26
Appendices .....	29
Appendix A - Budget and financial detail .....	29

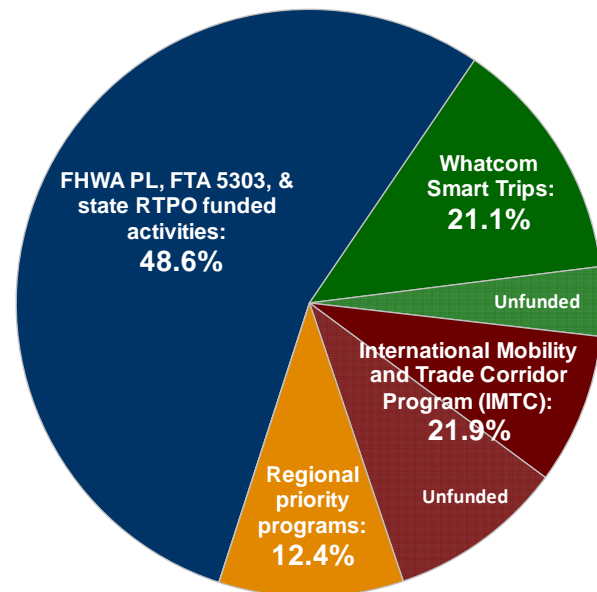
# Introduction: The UPWP and the Whatcom Council of Governments

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” through an act of the Washington State Legislature.

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

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

**Summary of WCOG’s SFYs 2018-19 core functions by percent of total anticipated work program funding**



## Purposes of this UPWP

The UPWP serves multiple purposes:

- It confirms for WSDOT, FHWA, and FTA that an appropriate *cooperative, comprehensive and continuing* (3C) planning process is in place;
- It includes sufficient detail for WSDOT’s Tribal and Regional Coordination Office (TRCO) to determine the eligibility of funding;

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

## Organization of WCOG’s UPWP

WCOG is submitting a two-year UPWP. It is organized to provide a description of all work activities planned for Washington State fiscal years (SFYs) 2018 & 2019 and facilitate the TRCO’s review and evaluation of functions and expenditures related to federal and state planning funds. As advised in WSDOT’s *2017 UPWP Guidelines*, the individual work **activities** in WCOG’s work plan are organized under the following nine **core functions**:

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

WCOG’s UPWP will provide detail on anticipated activities within each of these core functions. While many of WCOG’s planned activities are funded by the PL and FTA funds that the WSDOT TRCO administers, more than half of WCOG’s current activities are funded from other sources: other FHWA or state funds, local funds, Canadian funds (for certain border related projects), etc. While all anticipated SFY 2018-19 activities are grouped under the nine core functions, each activity section header also includes a notation of funding source types as follows:

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

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

Each of the work activities to be undertaken by WCOG in SFY 2018-19 is explained using the following format:

**Core function** (nine of these as listed above)

**Activity** (varying number under each core function)

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

### **Budget and financial table**

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

# The Whatcom Council of Governments

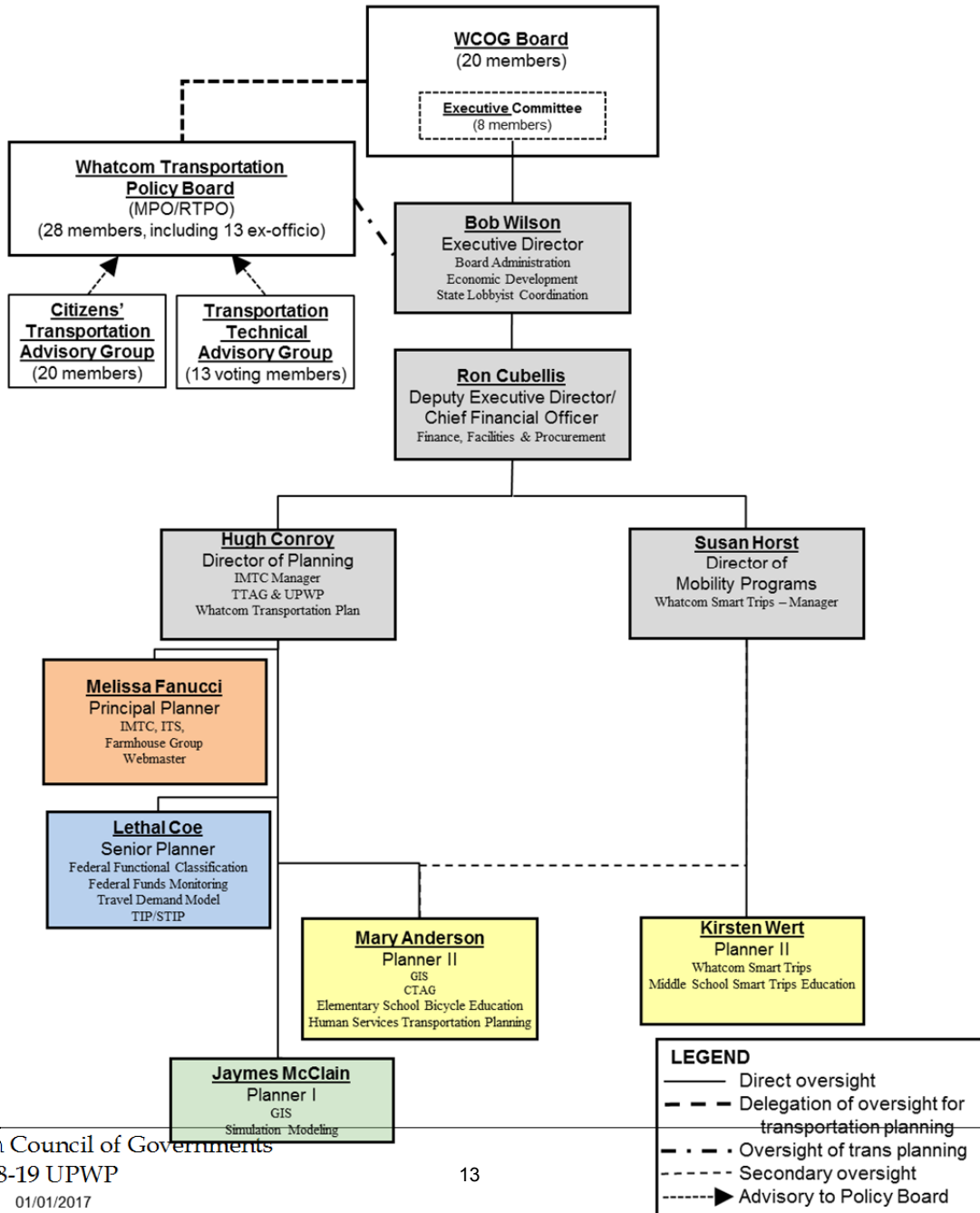
This section reviews how WCOG is organized, the membership of the Council Board and the Policy Board, the geographic coverage related to WCOG’s responsibilities and work plan, and the current planning priorities. Organization

## Organization

## 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

**Whatcom Council of Governments  
2017 Organizational Structure**



individuals currently<sup>1</sup> serving.

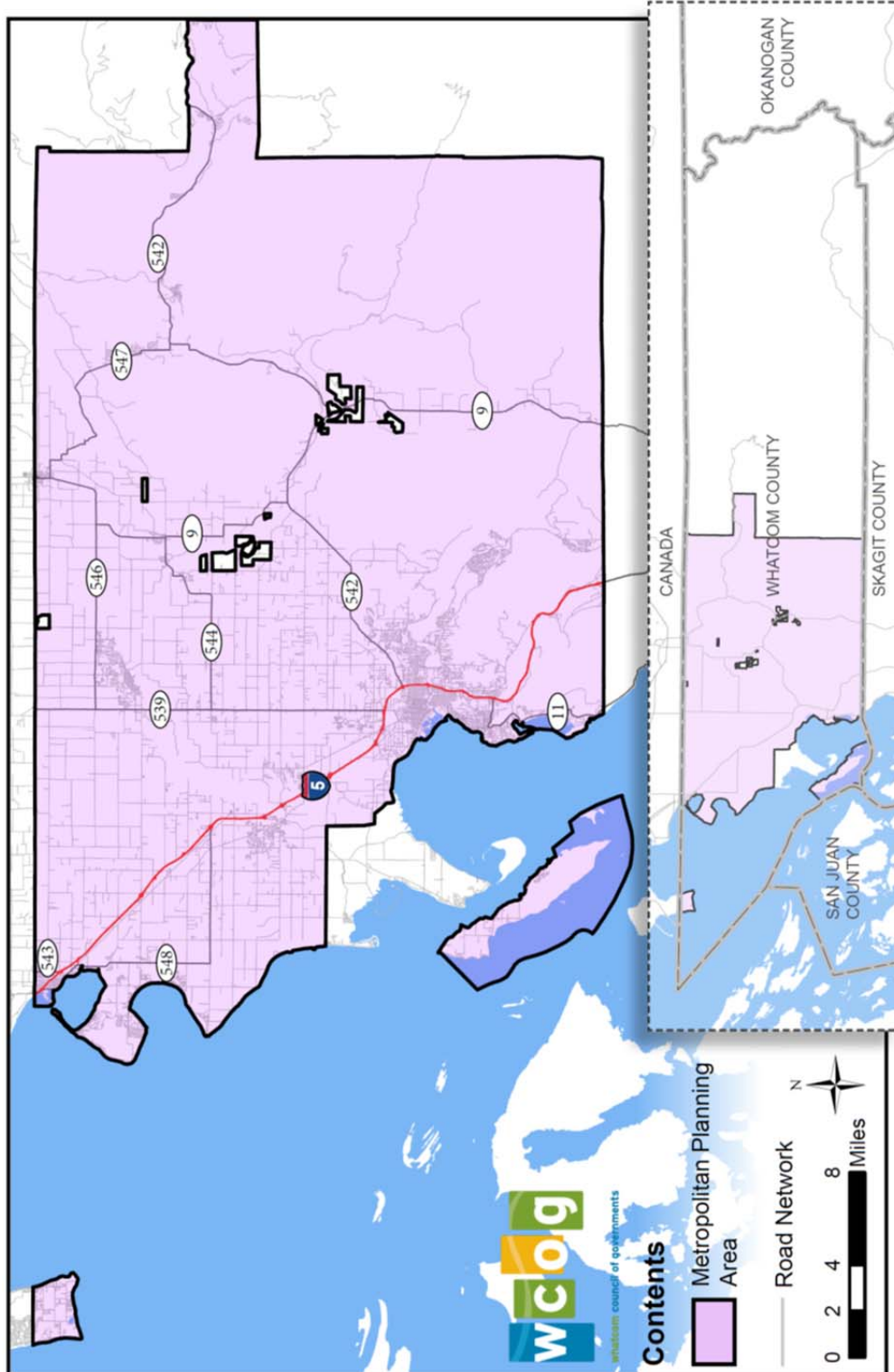
Entity	Position	2017 Representatives	Council Board	MPO - RTPO Policy Board
Whatcom County	Executive	Jack Louws	●	●
	Councilmember	Rud Browne	●	
	Councilmember	Satpal Sidhu	●	●
City of Bellingham	Mayor	Kelli Linville	●	●
	Councilmember	Terry Bornemann	●	●
	Councilmember	Michael Lilliquist	●	
City of Blaine	Mayor	Harry Robinson	●	●
City of Everson	Mayor	John Perry	●	●
City of Ferndale	Mayor	Jon Mutchler	●	●
City of Lynden	Mayor	Scott Korthuis	●	●
City of Nooksack	Councilmember	Tom Jones	●	●
City of Sumas	Mayor	Bob Bromley	●	●
Port of Bellingham	Commissioner	Michael McAuley	●	●
Lummi Indian Business Council	Chair	Timothy Ballew II	●	●
Nooksack Tribal Council	Chair	Bob Kelley		●
Lake Whatcom Water and Sewer District	Commissioner	Bruce Ford	●	
Whatcom Transportation Authority	General Manager	Pete Stark	○	
	Board member	Paul Greenough		●
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	Steve Swan	○	○
Sudden Valley Association	Board member	Larry Brown	○	
Whatcom Council of Governments	WTPB Secretary	Robert Wilson		○
Transportation Technical Advisory Group	representative	Chris Comeau		○
Community Transportation Advisory Group	representative	Kathy Berg		○
WA State House of Representatives	Representative, 42nd District	Vincent Buys		○
WA State House of Representatives	Representative, 40th District	Kristine Lytton		○
WA State House of Representatives	Representative, 42nd District	Luanne Van Werven		○
WA State House of Representatives	Representative, 40th District	Jeff Morris		○
WA State Senate	Senator, 42nd District	Doug Ericksen		○
WA State Senate	Senator, 40th District	Kevin Ranker		○
Whatcom Community College	representative	Kathy Hiyane-Brown		○
Bellingham Technical College	representative	Kimberly Perry		○
Northwest Economic Council	representative	Jeff Callender		○

○: non voting

<sup>1</sup> This list is based on current, appointed representatives at the time of this UPWP's adoption. Individual representatives are likely to change over the course of SFY 2018-19.

# 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) have recently been refined. A more explicit adoption of goals for the regional transportation system was prompted by current work to update the Whatcom regional and metropolitan transportation plan (*Whatcom Mobility 2040* – to be adopted May 10 2017) and by the recently completed certification process for the Whatcom region’s comprehensive plan transportation elements.

To identify the region’s transportation goals, WCOG relied on the transportation goals listed by the MPO and RTPPO’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 also allows the goals to be related to the longer list of state and federal planning factors.

**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.

**Efficiency, effectiveness, and system sustainability** – The objective here is that:

- Strategies are implemented for an appropriate cost relative to benefits and alternatives (efficient). Also linked to the regional sub-goal of efficiency are the state and national themes of congestion reduction (mobility), and broader operational efficiency, especially related to system management and information technology strategies.
- The transportation system or components of it will work as intended (effective).
- System components will last as planned and over that time can be kept in good repair and operated for an appropriate and affordable cost (sustainable).



**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.
- Promoting consistency between transportation investments and planned land-use and economic development.

**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 the 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 for optimal modal connections and systems integration.

**Access & Convenience**—Also reflected in the corresponding federal planning factor, 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 (congestion reduction) 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 years (SFYs) 2018-19. 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 SFYs 2018-19:

- The NARC Conference in Washington, DC.
- The 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 consultation**

The Lummi Nation joined the WCOG Council Board in 2014. Both the Lummi Nation and the Nooksack Tribe are voting members of the Whatcom Transportation Policy Board. Each tribe is also represented on the Transportation Technical Advisory Group. Both tribes have chosen not to have their tribal lands included within WCOG’s metropolitan planning area (MPA). As described later in this work plan, WCOG will continue developing its tribal consultation process during SFY 2018.

## **Federal public lands**

During SFY 2018-19, representatives of federal land management agencies will be consulted as necessary when federal lands are likely to be impacted by elements contained in or proposed for inclusion in the WTP or the TIP.

# **SFY 2017 accomplishments**

Looking back at WCOG’s current, SFY 2017 UPWP, this section highlights some notable completed work items.

### **Professional development and staff training**

- Government accounting and accountability training.
- WA State Public Transportation Conference
- Tableau data visualization software training
- Facilitation training
- Strong Towns presentation on sustainable community development.
- Travel training conference
- APA webinars (disaster recovery, planning commission meetings, ethics)

## **Transportation planning and projects**

- Development of regional goals
- Early development of inter-jurisdictional planning corridors.
- Long-term planning collaboration with Whatcom Transit Authority.
- Good progress towards 2017 regional and metropolitan plan update – *Whatcom Mobility 2040*

## **Data collection and analysis**

- Updates to model for 2040 no-build and build scenarios.
- Research on best current methods for acquiring an updated household travel survey for an upcoming transportation demand model update.
- Continued improvement of GIS tools including WCOG’s interactive map at [www.wcog.org](http://www.wcog.org).
  - Time series mapping for regional/metropolitan transportation plan update.
  - Addition of layers: functional classification, crash data, etc.

## **Planning collaboration and technical support**

- Provided regional travel demand model outputs for WSDOT Corridor Sketch Initiative
- Extracted cross-border freight data and advised on methods for running queries for the Port of Bellingham
- GIS and mapping for various jurisdictions (WTA).
- Federal grant application review (Lummi Nation)

## **Coordination with WSDOT and MPO/RTPO members**

- Collaboration with the WSDOT Mt. Baker Area office on WSDOT’s statewide Corridor Sketch Initiative.
- Bakerview IJR with City of Bellingham and WSDOT.
- Kendall trail design and cost-estimation project.

## **TIP**

- Annual cycle completed.
- Amendments and modifications processed as needed.

## **Model**

- Continued refinements of 2013 base year demographics and network.
- Developed and refined 2036 forecast model (demographics and network) for county and cities comprehensive plan update.
- Developed 2040 forecast models (demographics and networks) for regional transportation plan update.
  - Added a 2016 model network to construct a 2040 "no-build" network scenario.
  - Developed a 2040 "build" network scenario (consisting of all capacity related projects in the plan)
- Provided member agency staff and consultants current and forecast model outputs for transportation project analyses.

## Whatcom Smart Trips

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

- 884 community members began participating in Smart Trips diaries, adding to the total of 19,202 since the program began in 2006
- 4.4 million miles of walking, bicycling, ridesharing and bus trips tracked on Smart Trips diaries, adding to the total of 60.1 million since 2006
- 1,800 tons of greenhouse gas emissions prevented, part of the 24,000 tons prevented since the program began
- \$500,000 added to the local economy through fuel savings, part of the \$6.7 million since 2006
- 4 new employer partners, adding to the total of 191
- 150 people tried riding the bus for the first time as a result of promotion available to employer partners
- 3,676 elementary students were taught bicycles skills, part of 32,000 since 2006
- Planned and promoted special events for community partners:
  - Piloted 7th Grade Bus Education Program for WTA (1,291 students)
  - Hosted guided WTA bus tours for seniors (67 participants)
  - Farmers Market (734 participants)

## International Mobility and Trade Corridor Project

### 1. Meetings

- Six Steering Committee meetings
- Two Core Group meetings

### 2. Products

- IMTC Resource Manual
- IMTC Construction Schedule
- The IMTC Communications Protocol
- The Border Facility Microsimulation Model
- Border Freight Operations report

### 3. Topics of focus

- 2015/2016 Traffic volumes
- Border Freight Operations Study
- City of Lynden transportation improvements
- Cross-border rail updates
- Dynamic Border Management project
- IMTC project list
- IMTC funding
- IMTC purpose, goals, and strategies
- New Aldergrove facility
- NEXUS performance in Cascade Gateway
- Border pedestrian route improvements
- Preclearance update
- Regional Border Planning Peer Exchange
- RFID/radiation monitors at Canadian ports

- Roadway improvements near Douglas
- Scenario-based evaluation of future needs
- Statewide border area truck parking needs
- Township of Langley current projects
- Transportation Border Working Group updates
- WSDOT Corridor Sketch Planning Initiative
- 

#### **4. National level border planning participation**

- May U.S. - Canada Transportation Border Working Group (TBWG) meeting in Alexandria Bay, NY
- June U.S. Federal Highway Administration/TBWG Border Master Planning Peer Exchange in Bellingham, WA
- November TBWG meeting in Ottawa, ON

#### **5. Projects undertaken**

- Booth Status Data Integration Project
- 2015/2016 IMTC Border Freight Operations Study
- Dynamic Border Management project
- Pacific Highway northbound bus approach assessment
- Pacific Highway/Peace Arch-Douglas Pedestrian Plan
- BC Highway 13 Border Approach Improvements

#### **6. Project assistance requests**

- Counts of cross-border trucks passing through Ferndale, WA
- Border Freight Operations database review and training with Port of Bellingham
- Passenger Vehicle Intercept Survey data extractions for WWU
- Sharing of aerial photography files with inspection and transportation agencies
- Review of data used in media article regarding staff optimization of Douglas.
- Discussions of wait time algorithms with WSDOT to help validate ATIS system.
- Breakdown of northbound trade values for CBSA
- Summary of annual trade data for Pacific Highway port-of-entry for PNWER
- Analysis of Ready Lane vs. NEXUS lane volumes at Sumas
- Identification of data analysis needs for FAST first initiative
- Hazmat commercial movement analysis through ports-of-entry
- National presentation of how to use archived wait time data for analyses Regional Priority Programs & Projects

### **Mobility Management and Travel Training**

In March 2016 WCOG partnered with the Whatcom Transportation Authority (WTA) to teach 1,291 Whatcom County seventh grade students about using regional transit – routes, schedules, and trip planning.

Educational programs for area seniors are also part of this project. Many senior citizens in Whatcom County have never used transit but no longer wish to drive. From June 2016 - March 2017, 502 people participated in travel training activities.

# Core functions

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

## Program administration

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

### Regional and statewide coordination [PL/5303/RTPO]

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

**Performance:** WCOG staff.

**Products:** Products include but are not limited to:

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

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

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

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

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

**Performance:** WCOG staff.

**Products:** Products include but are not limited to:

- Attendance at FHWA Transportation System Management & Operations academy, Oct. 2017.
- New software capabilities (ex. traffic modeling, contact management)
- Planning practices (ITS architecture, performance measures)
- Ongoing staff development.

**Schedule:** Ongoing / as needed

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

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

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

**Performance:** WCOG staff.

**Products:** Products include but are not limited to:

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

**Schedule:** Ongoing, when requested.

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

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

WCOG will update and submit its UPWP for state fiscal years 2020-21. And, if needed, WCOG will submit amendment requests for this (SFYs 2018-19) UPWP.

**Performance:** WCOG staff.

**Products:** Completed UPWP and amendments if needed.

**Schedule:** Expected approval by WCOG MPO Policy Board in May, 2020.

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

### **UPWP Annual Performance and Expenditure Report [PL/5303/RTPO]**

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 2017 and SFY 2018.

**Performance:** WCOG staff.

**Products:** Complete annual report.

**Schedule:** Due on September 30, 2017 & 2018.

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

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

Work will continue into SFY 2018, to document a tribal consultation process.

**Performance:** WCOG staff.

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

**Schedule:** Expected completion in spring 2018.

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

### **Self-certification document [PL/5303/RTPO]**

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

**Performance:** WCOG staff.

**Products:** Completed review and documentation.

**Schedule:** The goal will be to have any identified items resolved by June 30, 2018 and again by June 30, 2019.

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

## Transportation planning and projects

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

### Planning technical support [PL/5303/RTPO]

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

**Performance:** WCOG staff.

**Schedule:** Ongoing, when needed or requested.

**Products:** Products include but are not limited to

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

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

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

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

**Performance:** WCOG staff.

**Schedule:** Ongoing.

**Products:** Products include but are not limited to:

- Monthly Transportation Technical Advisory Group (TTAG) meetings
- Periodic development of WTPB-approved selection criteria, project evaluation, and WTPB selection of projects to fund with the STBG funding availed to MPOs.
- Participation in periodic meetings of regional planners.
- Collaboration on special studies (ex. sub area plans, interchange justification reports).
- WSDOT has initiated a long-term process called the Corridor Sketch Initiative (CSI). WCOG is currently involved on behalf of the region and local jurisdictions. Working with WSDOT and jurisdictions to identify strategies for various shared goals is expected to continue.
- Ongoing communication (phone, e-mail, etc.) with WSDOT and member jurisdiction colleagues.
- Participation with WSDOT and regional members regarding integration of performance measures under MAP-21/FAST-Act requirements.

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



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

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

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

**Performance:** WCOG staff.

**Schedule:** The next MTP update will be due in 2022.

**Products:** Products of SFYs 2018-19 MTP activities will include:

- Continued development and improvement of performance measures.
- Continued improvement of the website dedicated to the regional/metropolitan transportation plan – especially visualization resources like maps and
- Collaboration with WSDOT on adoption of federal system performance measures and targets.
- Likely plan update in 2018 to formally incorporate the system performance measures and targets to meet the current federal deadline.
- Continued development and application of regional, inter-jurisdictional corridor planning strategy.
- Continued improvement and updates of analytical products (ex. model configurations, mapping outputs, metrics selection)
- Work through the CTAG and with other stakeholders to implement appropriate elements of WCOG's public participation plan to promote community review and feedback on the M/RTP.

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

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

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

**Performance:** WCOG staff, citizen volunteers, website consultants.

**Products:**

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

**Schedule:** Ongoing.

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

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

**Performance:** WCOG staff.

**Products:** Products include but are not limited to:

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

**Schedule:** Ongoing.

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

## Participation with regional planning studies

**Performance:** WCOG staff.

**Products:** Participation and collaboration with various studies, research, and data collection with state and regional partners. Known efforts extending from SFY 2017 into SFYs 2018-19 include:

- WSDOT Corridor Sketch Initiative.
- Possible IJR update for I-5 exit 274 in Blaine.
- Based on the last several years, unplanned regional planning studies emerge every year that require significant staff effort.

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

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

## Title VI reporting [PL/5303/RTPO]

An annual Title VI summary and Title VI plan was submitted to WSDOT in August 2017. An annual update will be submitted in August 2018.

A primary activity under Title VI is to obtain Spanish translation for printed materials.

**Performance:** WCOG staff.

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

**Schedule:** Submitted in February 2017.

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

## Human services transportation planning [PL/5303/RTPO]

WCOG completed an update of its Human Services Transportation (HST) Plan in SFY 2017. Work under this activity will consist of tracking the status of HST project selections and coordination among stakeholders as needed. WCOG will also stay abreast of ongoing transportation concerns of stakeholder human-service agencies such as DSHS/CPS, the Opportunity Council, and others.

Related to work on human services transportation, WCOG applied for and received a grant from the Easter Seals organization. Work under the Easter Seals grant is described separately below in the Regional Priority Programs and Projects section but the objectives being pursued align with and complement the regional HST plan.

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

**Performance:** WCOG staff.

**Products:** Coordination and tracking.

**Schedule:** Ongoing as needed.

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

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

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

During SFYs 2018-19, WCOG will continue its participation with the Farmhouse Gang on a work plan that currently highlights coordinated support for inter-county transit between Whatcom, Skagit, Island, and Snohomish counties; regionally connected trail planning and development; coordinated support for passenger rail service improvement; and intermodal connectivity with ferry terminals in the North Sound.

WCOG is also the current administrator/facilitator of the Farmhouse Gang and will continue this function under an agreement with the Skagit Council of Governments (SCOG). This is covered as a separate activity below. Ongoing funding for this administrator/facilitator function has not been identified.

**Performance:** WCOG staff.

### **Products & Schedule:**

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

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

## **Data collection and analysis**

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

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

WCOG will continue to maintain and operate a regional travel demand model to forecast the impacts of future growth and land-use decisions on the regional transportation system. As part of its metropolitan and regional transportation planning program, WCOG provides forecasts for

member jurisdictions and outside agencies requiring that information. The WCOG model now includes the ability to model transit movement and mode share. This capability is shared with the Whatcom Transportation Authority.

In addition to ongoing improvement of traffic counts, WCOG will be working with TTAG to advance completion of a household travel survey. The last survey was completed in 2008. This need is listed below as an unfunded activity.

**Performance:** WCOG staff and consultant

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

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

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

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

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

**Performance:** WCOG staff

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

**Schedule:** Ongoing.

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

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

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

**Performance:** WCOG staff

**Products:** Standardized and updated functionally classified regional road network.

**Schedule:** Ongoing

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

### **Review and update of U.S. Census local address records (LUCA) [PL/5303/RTPO]**

In preparation for the 2020 Census, WCOG intends to participate with the U.S. Census Bureau and local jurisdictions to review and update the regions' residential address lists. 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:** Updated and verified digital address list

**Schedule:** October 2017 – March 2018

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

## Transportation Improvement Program (TIP)

### TIP development & amendments [PL/5303/RTPO]

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

**Performance:** WCOG staff

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

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

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

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

Federal funding availed to projects through the Surface Transportation 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 and promote timely project delivery and assist with amendments and associated document-changes when needed.

**Performance:** WCOG staff

**Products:**

- Compilation of ongoing project status from member jurisdictions.
- Periodic reports to WSDOT
- Status reports to member jurisdictions and the Whatcom Transportation Policy Board to encourage timely obligation.

**Schedule:** Ongoing.

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

## RTPO planning functions

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

The following RTPO duties are covered elsewhere in this work plan or do not need to be addressed in SFY 2018-19.

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

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

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

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

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

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

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

WCOG expects to undertake the following RTPPO activities during SFY 2018-19.

### **Certify consistency between RTP and local comprehensive plan transportation elements [PL/5303/RTPPO]**

*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 completed for local jurisdictions' 2016 plan updates in 2017. If 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.

**Performance:** WCOG staff

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

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

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

### **Participation in state planning activities [PL/5303/RTPPO]**

Several important statewide transportation planning activities are underway including the Washington Transportation Plan 2035 Phase II, an intermodal plan, a freight plan update, an update to the highway systems plan. WCOG intends to participate in these efforts with regard to its regional planning priorities, vital connections to statewide systems, and connections between Washington State and British Columbia.

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

**Performance:** WCOG staff

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

**Schedule:** Ongoing as appropriate.



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

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

In the context of recent studies and upcoming activities, it is repeatedly made clear that a review of level-of-service measurement is needed. Recent work with WSDOT on the Bakerview-to-Grandview subarea study highlighted some of the difficulty resulting from various measures and standards. These themes have come up again in work with WSDOT's Corridor Sketch Initiative.

**Performance:** WCOG staff, TTAG

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

**Schedule:** ongoing.

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

### **Analysis and review of FAST Act requirements [PL/5303/RTPO]**

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

**Performance:** WCOG staff

**Products:** Updated methods and work planning.

**Schedule:** Ongoing as appropriate.

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

## **International Mobility and Trade Corridor Program (IMTC)**

WCOG plans to continue as lead agency of the IMTC Program.

**Note:** at the time of writing this UPWP, WCOG only has \$200,000 of funding secured for the IMTC Program for the two SFYs. Thus, IMTC also shows up in the *unfunded needs* section below.

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](http://theIMTC.com)

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

### **IMTC meeting preparation, participation, and facilitation [OF]**

**Performance:** WCOG staff

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

WCOG will continue tracking a set of performance measures for the IMTC program.

**Schedule:** Ongoing as appropriate.

**Funding source:** WSDOT CBI funds and TBD.

## **IMTC data collection and reporting [OF]**

**Performance:** WCOG staff

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

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

**Schedule:** Ongoing as appropriate.

**Funding source:** WSDOT CBI funds and TBD..

## **IMTC collaborative efforts [OF]**

**Performance:** WCOG staff

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

**Schedule:** Ongoing as appropriate.

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

## **IMTC project management [OF]**

**Performance:** WCOG staff

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

**Schedule:** Ongoing as appropriate.

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



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

**Performance:** WCOG staff, Western Washington University

**Products:** Most of the work under this project was completed in 2016 and 2017 but some activities will continue into SFY 2018. These include continued interviews with regional truck carriers, application of NPMRDS probe data to cross-border routes between Seattle and Vancouver, modeling of commercial inspection cash-collection processes' effect on border wait times, etc.

**Schedule:** Remaining work on this project will be completed by December 31, 2017.

**Funding source:** Remaining activities on this project are funded by FHWA HQ Office of Planning and the British Columbia Ministry of Transportation and Infrastructure.

## 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 Northwest Clean Air Agency. 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 2019. Thus, the program also appears in the *unfunded needs* section below.

### WST program administration [Local]

**Performance:** WCOG staff

**Products:** Administration

**Schedule:** Ongoing.

**Funding source:** This activity is funded by local funding from the City of Bellingham, the Whatcom Transportation Authority, and the Northwest Clean Air Agency.

**Products:** The program.

### WST Community Outreach [Local]

**Performance:** WCOG staff

**Products:** Education, assistance, and incentives delivered through partnerships with community groups that wish to promote walking, bicycling, sharing rides, and riding the bus.

**Schedule:** Ongoing.

**Funding source:** This activity is funded by local funding from the City of Bellingham, the Whatcom Transportation Authority, and the Northwest Clean Air Agency.

**Products:** The program.

### WST Employer Programs [Local], [OS]

**Performance:** WCOG staff

**Products:** 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.

- Worksite materials: Worksite-specific signs and brochures, Smart Trips brochures and posters, Employee Transportation Maps, Employee recognition posters, Promotional bus passes (courtesy of WTA), Rideshare parking signs and permits.

- Smart Trips website & incentives
- Emergency Ride Home
- State and local training opportunities
- Promotional campaigns and prizes
- Bicycle education classes
- CTR survey reports

**Schedule:** Ongoing.

**Funding source:** This activity is funded by local funding from the City of Bellingham, the Whatcom Transportation Authority, and the Northwest Clean Air Agency; and state funding from the WSDOT Public Transportation Office

## WST incentives [Local]

**Performance:** WCOG staff

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

**Schedule:** Ongoing.

**Funding source:** This activity is funded by local funding from the City of Bellingham, the Whatcom Transportation Authority, and the Northwest Clean Air Agency.

## WST School programs [Local]

**Performance:** WCOG staff

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

**Schedule:** Ongoing.

**Funding source:** This activity is funded by local funding from the City of Bellingham, the Whatcom Transportation Authority, and the Northwest Clean Air Agency.

## WST website [Local]

**Performance:** WCOG staff, consultant

**Products:** Website. [www.whatcomsmarttrips.org](http://www.whatcomsmarttrips.org). Includes online trip diary.

**Schedule:** Ongoing.

**Funding source:** This activity is funded by local funding from the City of Bellingham, the Whatcom Transportation Authority, and the Northwest Clean Air Agency.

# Regional priority programs and projects

## Mobility Management & Travel Training

With funding from the Federal Transit Administration, WCOG staff will be able to continue this initiative which it has conducted for the last two years -- a senior travel training program and a 7<sup>th</sup> 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.

## North Sound Connecting Communities Project [OF]

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

**Performance:** WCOG staff.

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

**Schedule:** Ongoing

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

## Easter Seals grant project

WCOG received a \$100,000 grant from the Easter Seals organization to facilitate community attention to issues of transportation access. \$25,000 is dedicated to planning and \$75,000 will be directed to implementation of accessibility improvements.

Project partners include the ARC of Whatcom County, Whatcom Transportation Authority, the Whatcom Coalition on Aging and the Whatcom Community Foundation. These partners, along with WCOG, make up the core team which will organize workshops and conduct outreach to the aging and disabled community regarding accessible transportation.

**Performance:** WCOG staff

**Products:** Transportation Needs Assessment, Accessible Transportation Plan, Implementation of Strategies

### Schedule

July - September 2017: Analyze needs assessment results (for teams that conducted the survey). Conduct at least 4 in-person ATCI workshops (communities determined by ESPA Consulting to be more prepared for an early event will receive priority on these early events). Continue preparation for in-person ATCI workshops with remaining teams. Begin post event follow-up technical assistance for teams that have completed their in-person workshop

October - December 2017: Conduct at least 3 in-person ATCI workshops. Continue preparation for in-person workshops with remaining teams. Begin post event follow-up technical assistance for teams that have completed their in-person workshop

January - March 2018: Conduct remaining in-person ATCI workshops. Begin post event follow-up technical assistance for teams that have completed their in-person workshop.

**Funding source:** Other

## Unfunded priority programs and projects

### Whatcom Smart Trips (WST)

The Whatcom Smart Trips program does not yet full funding for SFY 2019 identified. WCOG is working with partner agencies and other state and federal agencies to develop future funding strategies to fund the \$250,000 annual program cost.

### The International Mobility and Trade Corridor Program (IMTC)

Since 1998, WCOG has primarily relied on funding from the U.S. FHWA's Coordinated Border Infrastructure (CBI) program to fund its work as lead agency of the IMTC Program. While the CBI eligible uses have been moved to the broader STBG Program, there is no longer dedicated

funding available for border planning. Thus, it is up to states and other partners to allocate federal and other funds to support regional cross-border planning.

WCOG is working with WSDOT and other IMTC partner agencies (BC MoTI, Transport Canada, U.S. FHWA, and its WCOG Policy Board to formulate a sustainable funding partnership for the IMTC Program. The annual budget for IMTC is approximately \$240,000.

WSDOT has identified \$100,000 of remaining CBI funds for both SFYs 2018 and 2019. Thus, at this time, the IMTC Program still requires \$140,000 for each fiscal year.

## **Regional transportation data collection and analysis**

As described above under the *data collection and analysis* core function, WCOG conducts several ongoing data intensive activities in support of the regional traffic model, local jurisdictions' application of the model, and development of GIS resources for local jurisdictions as well as the public. Over the last few years other needs and opportunities have arisen for WCOG to support the improvement of regional transportation planning which there is not currently adequate funding to pay for.

An ongoing set of regional data collection and analysis activities that WCOG would like pursue with additional funding for include:

- A regular traffic/trip-count program: WCOG has done one-time acquisitions of truck counts in order to help local jurisdictions provide requested data for WSDOT's biannual updates to the freight and goods transportation system (FGTS) map. An ability to conduct systematic regional counts of all modes (motor vehicles, bicycles, pedestrians, rail) would be a very meaningful complement to WCOG's adopted strategies.
- Additional reporting and outputs from the next regional household travel survey.
- Regional analysis of data from the National Performance Management Research Data Set (NPMRDS).
- Acquisition and analysis of regional mobile device probe data (e.g. INRIX origin-destination data).
- Mapping and visualization of resulting information (GIS).

To conduct the types of activities listed above and the outputs to regional planning and improved system coordination among local jurisdictions, WCOG estimates an annual cost of \$75,000.

## **External station survey & freight route assessment**

An improvement to WCOG's travel demand model would be better data inputs regarding trips with an origin, destination, or both outside of Whatcom County. This would improve our model's calibration of the influence of international border crossings with Canada as well as improve the model's accuracy regarding truck volumes vs. auto volumes. This is envisioned as a multi-day deployment of license plate readers (LPRs) on all incoming and outgoing traffic lanes in the county.

In addition to model calibration of external trips, there is also a regional interest in applying this data to an assessment of suspected avoidance of weigh-stations by commercial vehicles. Because of this broad regional and state interest, WCOG has discussed the possibility of conducting this effort in coordination with the Skagit Council of Governments (SCOG), our MPO neighbor to the south.

The estimated cost of this work is \$80,000.

## **Household travel survey**

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

The estimated cost is \$300,000.

# Appendices

## Appendix A – Budget and financial detail

UPWP Page Number	Activities	FHWA - PL & FTA 5303			FHWA - STP-R			Summary			
		Total	FHWA/FTA	Local	Total	FHWA	Local	Federal	State RTPO	Local	Total
<b>Activities funded with [PL/5303/RTPO]</b>											
<b>Core Functions</b>											
Activities											
13	Program administration	\$24,694	\$21,360	\$3,334	\$17,385	\$15,038	\$2,347	\$36,398	\$8,600	\$5,681	\$50,678
13	Regional and statewide coordination	\$5,926	\$5,126	\$800	\$4,172	\$3,609	\$563	\$8,735	\$2,064	\$1,363	\$12,163
13	Professional development and staff training	\$6,173	\$5,340	\$833	\$4,346	\$3,759	\$587	\$9,099	\$2,150	\$1,420	\$12,670
13	Coordinator/communication with federal and state legislators	\$2,222	\$1,922	\$300	\$1,565	\$1,353	\$211	\$3,276	\$774	\$511	\$4,561
14	Unified Planning Work Program (UPWP)	\$3,704	\$3,204	\$500	\$2,608	\$2,256	\$352	\$5,460	\$1,290	\$852	\$7,602
14	UPWP annual report	\$2,469	\$2,136	\$333	\$1,738	\$1,504	\$235	\$3,640	\$860	\$568	\$5,068
14	Documentation of tribal consultation process	\$2,469	\$2,136	\$333	\$1,738	\$1,504	\$235	\$3,640	\$860	\$568	\$5,068
14	Self-Certification Document	\$1,729	\$1,495	\$233	\$1,217	\$1,053	\$164	\$2,548	\$602	\$398	\$3,547
15	<b>Transportation planning and projects</b>	<b>\$485,642</b>	<b>\$420,090</b>	<b>\$65,552</b>	<b>\$341,901</b>	<b>\$295,745</b>	<b>\$46,157</b>	<b>\$715,825</b>	<b>\$111,800</b>	<b>\$111,718</b>	<b>\$939,343</b>
15	Planning technical support to organization, members, and tribes	\$87,415	\$75,614	\$11,801	\$61,542	\$53,234	\$8,308	\$128,848	\$20,124	\$20,109	\$169,082
15	Coordination with WSDOT and MPO/RTPO members	\$87,415	\$75,614	\$11,801	\$61,542	\$53,234	\$8,308	\$128,848	\$20,124	\$20,109	\$169,082
16	Metropolitan & Regional Transportation Plan (MTP/RTTP) update & strategy	\$145,692	\$126,024	\$19,668	\$102,570	\$88,723	\$13,847	\$214,747	\$33,540	\$33,515	\$281,803
16	Public and stakeholder participation and outreach	\$24,282	\$21,004	\$3,278	\$17,095	\$14,787	\$2,308	\$35,791	\$5,590	\$5,586	\$46,967
17	Intelligent Transportation System (ITS) Plan	\$14,569	\$12,602	\$1,967	\$10,257	\$8,872	\$1,385	\$21,475	\$3,354	\$3,352	\$28,180
17	Participation with regional planning studies (IIRs, Corridor Sketch, etc.)	\$53,421	\$46,209	\$7,212	\$37,609	\$32,532	\$5,077	\$78,741	\$12,298	\$12,289	\$103,328
17	Title VI reporting and plan update	\$24,282	\$21,004	\$3,278	\$17,095	\$14,787	\$2,308	\$35,791	\$5,590	\$5,586	\$46,967
17	Human Services Transportation planning (HSTP)	\$24,282	\$21,004	\$3,278	\$17,095	\$14,787	\$2,308	\$35,791	\$5,590	\$5,586	\$46,967
18	North Sound Connection Communities project (a.k.a. Farmhouse Gang)	\$24,282	\$21,004	\$3,278	\$17,095	\$14,787	\$2,308	\$35,791	\$5,590	\$5,586	\$46,967
18	<b>Data collection and analysis</b>	<b>\$288,092</b>	<b>\$249,200</b>	<b>\$38,892</b>	<b>\$202,823</b>	<b>\$175,442</b>	<b>\$27,381</b>	<b>\$424,642</b>	<b>\$34,400</b>	<b>\$66,274</b>	<b>\$525,315</b>
18	Maintenance of the regional transportation demand model	\$129,642	\$112,140	\$17,502	\$91,270	\$78,949	\$12,321	\$191,089	\$15,480	\$29,823	\$236,392
19	Development and maintenance of GIS resources	\$129,642	\$112,140	\$17,502	\$91,270	\$78,949	\$12,321	\$191,089	\$15,480	\$29,823	\$236,392
19	Federal functional classification system updates and monitoring	\$14,405	\$12,460	\$1,945	\$10,141	\$8,772	\$1,369	\$21,232	\$1,720	\$3,314	\$26,266
19	Review & update of U.S. Census address records (LUCA)	\$14,405	\$12,460	\$1,945	\$10,141	\$8,772	\$1,369	\$21,232	\$1,720	\$3,314	\$26,266
20	<b>Transportation Improvement Program (TIP)</b>	<b>\$24,694</b>	<b>\$21,360</b>	<b>\$3,334</b>	<b>\$17,385</b>	<b>\$15,038</b>	<b>\$2,347</b>	<b>\$36,398</b>	<b>\$8,600</b>	<b>\$5,681</b>	<b>\$50,678</b>
20	TIP development & amendments	\$17,286	\$14,952	\$2,334	\$12,169	\$10,527	\$1,643	\$25,479	\$6,020	\$3,976	\$35,475
20	Obligation status monitoring and reporting	\$7,408	\$6,408	\$1,000	\$5,215	\$4,511	\$704	\$10,919	\$2,580	\$1,704	\$15,204
20	<b>RTPO Planning duties (in addition to the above requirements)</b>	<b>Totals</b>							<b>\$8,600</b>		<b>\$8,600</b>
20	RTPO - county planning policies consistency								\$0		\$0
21	Certify consistency between RTP & local comp. plan transportation elmts.								\$0		\$0
21	Participation in state planning activities								\$6,880		\$6,880
22	Level-of-service methodology review								\$860		\$860
22	Analysis and Review of FAST Act Requirements								\$860		\$860
<b>[PL/5303/RTPO] Totals</b>											
		<b>\$823,121</b>	<b>\$712,000</b>	<b>\$111,121</b>	<b>\$579,494</b>	<b>\$501,262</b>	<b>\$78,232</b>	<b>\$1,213,262</b>	<b>\$172,000</b>	<b>\$189,353</b>	<b>\$1,574,615</b>

# Appendix A continued

UPWP Page Number	Activities funded with [OF], [OS], [Local], [Canadian]					
	Core Functions	Other federal	Other state	Local / other	Canadian	Total
	Activities					
	<b>The International Mobility and Trade Corridor Program (IMTC) <sup>1</sup></b>	<b>Totals</b>	<b>\$240,000</b>			<b>\$240,000</b>
22	Meeting preparation, participation, facilitation	\$70,000				\$70,000
23	Data collection and reporting	\$60,000				\$60,000
22	Collaborative efforts	\$30,000				\$30,000
23	Project management	\$40,000				\$40,000
24	Cross-border Truck Study <sup>2</sup>	\$40,000				\$40,000
	<b>Whatcom Smart Trips (WST) <sup>3,4</sup></b>	<b>Totals</b>	<b>\$166,000</b>	<b>\$224,000</b>		<b>\$390,000</b>
24	Program administration		\$5,110	\$6,896		\$12,006
24	Community outreach		\$8,026	\$10,830		\$18,855
24	Employer programs		\$97,082	\$131,002		\$228,085
25	Incentives		\$16,333	\$22,040		\$38,373
25	School programs		\$26,123	\$35,251		\$61,374
25	Website		\$13,325	\$17,981		\$31,307
	<b>Regional priority programs &amp; projects</b>	<b>Totals</b>	<b>\$194,000</b>	<b>\$100,000</b>		<b>\$294,000</b>
25	Mobility Management & Travel Training <sup>5</sup>	\$191,000				\$191,000
26	North Sound Connecting Communities (NSCC) administration <sup>6</sup>	\$3,000				\$3,000
26	Easter Seals grant			\$100,000		\$100,000
	<b>Unfunded priority programs &amp; projects</b>	<b>Totals</b>				<b>\$920,000</b>
26	Whatcom Smart Trips (WST)					\$110,000
26	International Mobility & Trade Corridor Program (IMTC)					\$280,000
27	Transportation data collection & analysis activities					\$150,000
27	External station survey & freight route assessment					\$80,000
27	Household travel survey					\$300,000

Funding source notes

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



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## Memo

**To:** Whatcom MPO/RTPO Transportation Policy Board (WTPB)  
**Date:** May 1, 2017  
**From:** Hugh Conroy, Director of Planning *HC*  
**Subject:** WTBP consideration of allocating STBG funding as a regional contribution to WCOG's running of the IMTC Program.

### IMTC

The International Mobility and Trade Corridor Program (IMTC), led and administered by WCOG since 1997, is a regional, binational planning coalition focused on coordinating planning, programming, and operations for the Cascade Gateway – our binational region's set of four border crossings and related transportation systems that connect Western Washington State and Lower Mainland British Columbia.

### Current funding need, strategy, and request

As reviewed at the previous Policy Board meeting, with program funding due to run out at the end of 2017, IMTC partners have been working on a coalition funding strategy (contributions from their respective agencies) to keep operating for the next three-years (2018-2020). WSDOT has confirmed a \$200,000 contribution beginning in 2018. **WCOG staff is requesting a regional contribution, from federal STBG funds, of \$120,000 (\$40,000/yr.).** Discussions of contributions by other agencies are ongoing as illustrated in the table below.

### IMTC hypothetical program funding scenarios

Green cells are confirmed amounts	Near term strategy					Longer term strategy	
All other amounts are notional and for discussion only							
IMTC Program annual cost	\$240,000	\$240,000	\$240,000	\$720,000		\$240,000	
Possible Funding sources (\$USD)	2018	2019	2020	3-yr Total		2021 →	
				%	2018-20		
WSDOT: CBI ('18-'19) / STBG(2020)	\$100,000	\$100,000	\$100,000	41.7%	\$300,000	20%	\$48,000
BC Province	\$75,000	\$75,000	\$75,000	31.3%	\$225,000	20%	\$48,000
WCOG (Regional funds)	\$40,000	\$40,000	\$40,000	16.7%	\$120,000		
FHWA						30%	\$72,000
Transport Canada	\$15,000	\$15,000	\$15,000	6.3%	\$45,000	30%	\$72,000
Other (Canadian): regional planning agencies, municipalities, consulate, etc.	\$5,000	\$5,000	\$5,000	2.1%	\$15,000		
Private sector (YVR, others?)	\$5,000	\$5,000	\$5,000	2.1%	\$15,000		
<b>Totals</b>	<b>\$240,000</b>	<b>\$240,000</b>	<b>\$240,000</b>	<b>100%</b>	<b>\$720,000</b>	<b>100%</b>	<b>\$240,000</b>

Staff is optimistic that additional funding commitments will help leverage other contributions to meet the remaining need.

Concurrent with efforts to fund the next three years of operation, WCOG and other IMTC partners are talking with Canadian and U.S. federal agency colleagues to promote consideration of restoring programs (like the Coordinated Border Infrastructure Program) to support regional cross-border planning efforts.

### No effect on current STBG call for projects

An approval of this request will not affect the amount of STBG or TA funding available in the current call for projects – federal fiscal years 2020-21.

### Requested motion

“Approve an allocation of \$120,000 of STBG regional funding to the Whatcom Council of Governments for operation of the IMTC Program.”





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## MEMORANDUM

To: Whatcom Transportation Policy Board  
From: Lethal Coe, Senior Planner  
Date: May 1, 2017  
Subject: WCOG 2017 TIP Amendments and Administrative Modifications

**Amendment #3 (1705)** of the 2017 WCOG Transportation Improvement Program (TIP) includes the following changes:

1. Amend WTA's *Replace Paratransit Mini Buses* project by adding \$132,600 of federal 5307 funds to increase the replacement of paratransit buses from four to five.
2. Add WSDOT project *Whatcom Council of Governments IMTC 17-19*. The standard form agreement between WCOG and WSDOT to provide \$200,000 in Coordinated Border Infrastructure (CBI) planning funds to the International Mobility and Trade Corridor (IMTC) program for the 2017-2019 biennium.

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

**ACTION REQUESTED:** Approve Amendment #3 for the Whatcom Council of Governments 2017 Transportation Improvement Program.

Whatcom Council of Governments  
2017 Transportation Improvement Program

**Amendment #3 (1705) Table**

#	Agency	Project Title	Amended Action	Added Funds \$	Total Costs \$	Fed Source
1	WTA	REPLACE (APPROX. 4) PARATRANSIT MINI BUSES	Add 5307 and local funds to increase paratransit bus purchases. Include name change to project title to REPLACE (APPROX. 5) PARATRANSIT MINI BUSES	156,000	580,000	5307
2	WSDOT	Whatcom Council of Governments IMTC 17-19	Add new project	208,000	208,000	CBI

Administrative Modifications are less substantial project changes than amendments and are administered by WCOG staff.

**Administrative Modification 1705**

Agency	Project	Modification Administered	Total Costs	Federal Source
WCOG	UPWP - SFYs 2018 & 2019	Reduction of federal Surface Transportation Program and matching local funds	289,747	STP (US)



Transportation Building  
 310 Maple Park Avenue S.E.  
 P.O. Box 47300  
 Olympia, WA 98504-7300  
 360-705-7000  
 TTY: 1-800-833-6388  
 www.wsdot.wa.gov

April 26, 2017

Mr. Robert Wilson  
 Whatcom Council of Governments  
 314 East Champion Street  
 Bellingham, WA 98225

Subject: 2017-2019 Consolidated Grant Program Award

Dear Mr. Wilson:

WSDOT is pleased to announce your 2017-2019 Consolidated Grant Program award. This program will support more than 118 projects this biennium, using approximately \$58 million in state and federal funding. The table below reflects the funding status for your submitted project/projects.

<b>Project</b>	<b>Award*</b>
WCOG Mobility Management	\$191,000
<b>TOTAL</b>	<b>\$191,000</b>

\*This award is contingent upon passage of the 2017–2019 biennial state transportation budget and the obligation of federal funds to WSDOT. Funds are reimbursable for grant-related activities beginning July 1, 2017.

Your primary contact and Community Liaison for this award throughout the life of the grant is Ryan Warner, who can be reached at 360-705-6918 or warnerry@wsdot.wa.gov. Ryan will contact you soon to assist with development of your project’s scope, schedule and budget; and next steps for executing your contract(s).

**Methodology for determining your grant award**

An independent review panel used a forced-pairs ranking system, providing WSDOT with the number of times your application was selected. WSDOT then added the points to the regional ranking, and the totals were used to develop a ranked list of projects for the state. Award determinations were based on budgets, revenues, actual expenditures, ranking and funding availability.

**Additional information**

If you are unable to successfully implement your project or if your matching-funds sources are no longer available and/or you will be unable to meet your application’s pledged match, please contact Nicole Patrick, 360-705-6930 or Patricn@wsdot.wa.gov, by May 15, 2017. Federal match rates are non-negotiable.

Please note that this letter applies only to the competitive portion of the Consolidated Grants Program. Separate letter(s) will be mailed to applicants for the other WSDOT public transportation grant programs.

Congratulations. If you need assistance, please contact your Community Liaison. We look forward to finalizing your grant agreement and funding your project so that you can provide valuable services in your community.

Sincerely,

A handwritten signature in black ink, appearing to read "D Chartock", followed by a horizontal line.

Don Chartock, Grant Development and Delivery Manager  
Public Transportation Division

cc: Ryan Warner, WSDOT  
Nicole Patrick, WSDOT  
Mary Anderson, Whatcom Council of Governments