



WHATCOM TRANSPORTATION POLICY BOARD

**Wednesday, May 13, 2020, 3:30 p.m.**

Call-in: [+1\(571\) 317-3116](tel:+15713173116)

Access Code: 829-828-373

**AGENDA**

PAGES

- |        |    |   |
|--------|----|---|
|        | A. | CALL TO ORDER AND ROLL CALL – Chairman Korthuis   |
|        | B. | AGENDA APPROVAL*  |
| 3-5    | C. | APPROVAL OF MINUTES*<br>Meeting of March 11, 2020   |
| 6      | D. | NEW BUSINESS  |
| 7-17   |    | 1. Reallocation of Surface Transportation Block Grant Program Funds – Lethal Coe*   |
| 18-45  |    | 2. WCOG-WSDOT-WTA Section 314 Agreement – Hugh Conroy*  |
|        |    | 3. State Fiscal Year 2021 Unified Planning Work Program – Mr. Conroy*   |
|        |    | 4. Other new business (if any)  |
| 46-47- | E. | PUBLIC HEARING<br>Transportation Improvement Program Amendment No. 20-05  |
|        |    | 1. Staff Presentation – Mr. Coe   |
|        |    | 2. Open Public Hearing – Citizens have been provided the opportunity to submit comments in advance of the meeting, and instructions for doing so were included in the public notice. Any comments received will be read into the record by the Secretary and included in the meeting minutes. |
|        |    | 3. Close Public Hearing*  |
|        |    | 4. Board Discussion and Vote*   |
| 48-88  | F. | PUBLIC HEARING<br>Amendments to Whatcom Mobility 2040   |
|        |    | 1. Staff Presentation – Mr. Conroy  |
|        |    | 2. Open Public Hearing – Citizens have been provided the opportunity to submit comments in advance of the meeting, and instructions for doing so were included in the public notice. Any comments received will be read into the record by the Secretary and included in the meeting minutes. |
|        |    | 3. Close Public Hearing*  |
|        |    | 4. Board Discussion and Vote*   |
|        | G. | PLANNING DIRECTOR’S REPORT – Mr. Conroy   |
|        | H. | ADJOURN   |

\* Action item

Persons with disabilities needing a special accommodation for this meeting should contact the WCOG office at (360) 676-6974, at least six (6) days prior to the meeting to receive assistance.  
Para asistencia en español, por favor enviar un correo electrónico a [espanol@wcog.org](mailto:espanol@wcog.org).



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

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

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

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

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

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

WHATCOM TRANSPORTATION POLICY BOARD  
MINUTES – **DRAFT**  
MARCH 11, 2020

IN ATTENDANCE:

MEMBERS VOTING: Scott Korthuis (Chairman), Bonnie Onyon, Blaine; Greg Hansen, Ferndale; Tom Jones, Nooksack; Kyle Christensen, Sumas; Satpal Sidhu, Whatcom County; Michael Lilliquist, WTA; EX-OFFICIO: None

GUESTS Chris D’Amitio, WSDOT

STAFF Bob Wilson (Secretary), Hugh Conroy, Lethal Coe

A. CALL TO ORDER

Chairman Korthuis called the meeting to order at 3:30 p.m. with a quorum present.

B. PUBLIC COMMENT

No public comment was received.

C. AGENDA APPROVAL

In light of the current COVID-19 pandemic and the public health recommendation to minimize social contact, Mr. Wilson requested that the draft agenda be amended to include only legally-required agenda items and time-sensitive new business.

**MOTION:** Mr. Jones moved, Mr. Lilliquist seconded, to amend the draft agenda to include only the following items: Call to Order; Public Comment; Agenda Approval; Approval of Minutes; New Business – Allocation of Surface Transportation Block Grant (STBG) Funds to Ensure 2020 Obligation Target Delivery; Public Hearing; and Adjournment.

**MOTION PASSED**

D. APPROVAL OF MINUTES OF JANUARY 22, 2020

**MOTION:** Mr. Jones moved, Mr. Lilliquist seconded, to approve the minutes of the meeting of January 22, 2020.

**MOTION PASSED**

E. NEW BUSINESS

Allocation of STBG Funds to Ensure 2020 Obligation Target Delivery

Mr. Coe explained the need to allocate STBG funds that were unused by Bellingham for its Mahogany Avenue project to four other regional projects to ensure that the region meets its annual obligation target. The four projects are:

- Everson – Lincoln Street Improvements, Phases 1 and 2: \$100,000
- Lynden – Riverview Road Gap Elimination: \$92,000
- Blaine – Hughes Avenue Reconstruction: \$279,000
- Whatcom County – Birch Bay Drive and Pedestrian Facility: \$279,000

**MOTION:** Mr. Christensen moved, Mr. Jones seconded, to allocate a total of \$750,000 of regional STBG funds to the aforementioned projects recommended by the Transportation Technical Advisory Group to assist in the delivery of the region's 2020 federal obligation.

**MOTION PASSED**

F. PUBLIC HEARING

Amending the 2020 WCOG Transportation Improvement Program (TIP)

Mr. Coe distributed a revised memo from that which was included in the meeting packet and then described the proposed amendments to the 2020 TIP:

1. Amend Whatcom Transportation Authority project *Replace Fixed-Route Diesel Buses* by reducing the number of buses to be replaced from 14 to eight, reducing the cost to \$4.8-million.
2. Remove Bellingham project *West Horton Road, Phase 1* construction that was obligated in 2019.
3. Remove Whatcom County's *Lummi Island Breakwater Replacement* and *Lummi Island Terminal Preservation* projects. Both obligated in 2019.
4. Add Bellingham project *James Street/Whatcom Creek Bridge*, which has been awarded Federal Bridge Program funding. Total cost is \$4.52-million and obligation is anticipated in early 2022.
5. Add Bellingham project *Meador Avenue/Whatcom Creek Bridge*, which has been awarded Federal Bridge Program funding. Total cost is \$4.52-million and obligation is anticipated in early 2022.
6. Add Whatcom County project *North Lake Samish Drive Bridge No. 107 Replacement*, which has been awarded Federal Bridge Program funding. Total cost is \$11.27-million and construction will begin in 2021.
7. Add Whatcom County project *Goshen Road/Anderson Creek Bridge No. 248 Replacement*, which has been awarded Federal Bridge Program funding. Total cost is \$5.07-million and construction will begin in 2022.

8. Add an additional \$100,000 of regional STBG funds to Everson projects *Lincoln Street Improvements, Phases 1 and 2*.
9. Add an additional \$92,000 of regional STBG funds to Lynden project *Riverview Road Gap Elimination*.
10. Add an additional \$279,000 of regional STBG funds to Blaine project *Hughes Avenue Reconstruction*.
11. Add an additional \$279,000 of regional STBG funds to Whatcom County project *Birch Bay Drive and Pedestrian Facility*.

Mr. Coe then answered questions posed by the representatives.

**PUBLIC HEARING OPENED AT 3:40 P.M.**

No public comment was received.

**PUBLIC HEARING CLOSED AT 3:40 P.M. BY UNANIMOUS CONSENT**

**MOTION:** Mr. Lilliquist moved, Mr. Hansen seconded, to approve Amendment No. 2003 to the 2020 WCOG Transportation Improvement Program.

**MOTION PASSED**

G. ADJOURNMENT

There being no further business, the meeting adjourned at 3:42 p.m.

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Robert H. Wilson, AICP  
Secretary



## MEMO

To: Whatcom Transportation Policy Board  
 From: Lethal Coe, Senior Planner  
 Date: May 4, 2020  
 Subject: Request allocation change to awarded STBG funds to meet regional obligation target

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### Proposed revision to STBG awarded funds

On March 11<sup>th</sup> the Whatcom Transportation Policy Board (TTAG) approved the allocation of \$750,000 of regional Surface Transportation Block Grant (STBG) funds to projects identified by TTAG and local agencies that could obligate funds by the August 1<sup>st</sup> statewide obligation deadline. Everson has confirmed that *Lincoln St Improvements Phase I & II* projects will only be able obligate \$52,214 of the \$100,000 they originally requested and were awarded.

After consultation with the other jurisdictions who were awarded STBG funds, the Whatcom County has confirmed they can utilize the remaining funds for the *Birch Bay Dr and Pedestrian Facility* project. The following table illustrates the updated allocation of STBG awarded funds proposed:

Jurisdiction	Project	Original STBG Amount	Revised STBG Amount
Everson	<i>Lincoln St Improvements Phase I</i>	\$100,000	<b>\$41,371</b>
Everson	<i>Lincoln St Improvements Phase II</i>		<b>\$10,843</b>
Lynden	<i>Riverview Rd Gap Elimination</i>	\$92,000	<b>\$92,000</b>
Blaine	<i>Hughes Ave Reconstruction</i>	\$279,000	<b>\$279,000</b>
Whatcom	<i>Birch Bay Dr &amp; Ped Facility</i>	\$279,000	<b>\$326,786</b>

### Suggested Policy Board Action

Approve the revised STBG amounts as shown to move \$47,786 from Everson’s *Lincoln St* projects to the Whatcom County’s *Birch Bay Dr & Pedestrian Facility*.



whatcom council of governments

## Memo

**To:** Whatcom MPO/RTPO Transportation Policy Board (WTPB)  
**Date:** May 6, 2019  
**From:** Hugh Conroy, Director of Planning *HC*  
**Subject:** Consideration for approval of an updated Metropolitan Planning Agreement (314 Agreement).

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### Metropolitan Planning Agreements

Because 314 is the number of the Code of Federal Regulations (CFR) subsection where requirement for Metropolitan planning agreements is defined and explained, the agreements themselves are often referred to as 314 Agreements. An excerpt of the introduction of section 314 is below.

#### **CFR § 450.314 Metropolitan planning agreements.**

- (a) The MPO, the State(s), and the providers of public transportation shall cooperatively determine their mutual responsibilities in carrying out the metropolitan transportation planning process. These responsibilities shall be clearly identified in written agreements among the MPO, the State(s), and the providers of public transportation serving the MPA. To the extent possible, a single agreement between all responsible parties should be developed. The written agreement(s) shall include specific provisions for the development of financial plans that support the metropolitan transportation plan (see § 450.324) and the metropolitan TIP (see § 450.326), and development of the annual listing of obligated projects (see § 450.334).

314 Agreements are required to be renewed at least every five years. WCOG's current 314 Agreement took effect on May 28, 2015. It's time to renew it.

### Draft 2020 314 Agreement Update Attached

The attached draft update, which is very much like the current 314 Agreement, has been shared with, and reflects feedback from, the state and transit agency signatories, Washington State Department of Transportation (WSDOT) and Whatcom Transportation Authority (WTA).

Some technical corrections to the attached draft agreement form are still expected (e.g. some legislative and regulatory citation numbers have changed since 2015 and are being updated).

### Current request for Policy Board action

The Policy Board is being asked to approve for signature, by the WCOG Executive Director, the attached draft 314 Agreement 2020 update as to form and content. This approval would allow subsequent *technical corrections*. If the other signatory agencies request one or more substantive changes, the Policy Board will be asked to review again. Because no such changes are expected, action now will likely ensure the agreement is updated on schedule.

### Suggested motion

"Approve for signature by the WCOG Executive Director, the 2020 update to the Whatcom Metropolitan Planning Agreement (314 Agreement) as presented and allowing for subsequent technical corrections by WCOG or other signatory agencies."

**AGREEMENT RELATING TO MUTUAL RESPONSIBILITIES  
IN CARRYING OUT THE METROPOLITAN TRANSPORTATION PLANNING PROCESS IN THE  
WHATCOM COUNCIL OF GOVERNMENTS METROPOLITAN PLANNING AREA**

**DRAFT 2020 Update for Review – v. 5May20**

**GCB XXXX**

This AGREEMENT is entered into by the WASHINGTON STATE DEPARTMENT OF TRANSPORTATION (hereinafter referred to as "WSDOT"), Whatcom Council of Governments (hereinafter referred to as "WCOG") and the Whatcom Transportation Authority (hereinafter referred to as "WTA") collectively referred to as the "Parties" and individually as "Party" in this AGREEMENT.

**RECITALS**

WHEREAS, WCOG as the Metropolitan Planning Organization (MPO) designated for the WCOG Metropolitan Planning Area (MPA), is charged with the responsibility of carrying out transportation planning and programming processes that lead to the development and operation of an integrated, multimodal transportation system; and

WHEREAS, WSDOT is the state transportation agency as referenced in Title 23 CFR and Title 49 CFR with the responsibility to preserve, manage and operate the state-owned transportation system's facilities and services including, but not limited to, highways, ferries, airports, and rail; and

WHEREAS, WTA as a public transportation benefit area authority pursuant to RCW 36.57A, is the sole public transit operator within the MPA and a designated recipient of federal transit funding within the Bellingham, WA Urbanized Area (UZA); and

WHEREAS, the Parties desire to ensure a continuing, cooperative, and comprehensive transportation planning process ("3-C" Process) for the WCOG MPA that involves coordination between and among WCOG, WSDOT, and WTA; and

WHEREAS, WSDOT is responsible for carrying out a statewide transportation planning process as defined by 23 CFR 450.206 and is the administrator of all federal planning funds received or to be received for carrying out the planning processes as defined in 23 USC 104(f) (4) (A) and 49 USC 5305(d) (2); and

WHEREAS, WSDOT is responsible for delivering a federally compliant statewide transportation plan, engaging in the metropolitan and non-metropolitan planning processes as both a network asset manager and a compliance and fiduciary agent of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) by administering federal pass through funds to the MPOs in Washington, including WCOG; and

WHEREAS, it is mandated and consistent with federal requirements to formalize the roles and responsibilities of WCOG, WSDOT, and WTA in order to cooperatively carry out their respective metropolitan and statewide transportation planning and programming requirements to support regional and state transportation plan implementation; such cooperation being agreed to and understood in this Agreement to mean where lawful, practicable, and in good faith,

NOW, THEREFORE, pursuant to the Washington Interlocal Agreement Act RCW 39.34, and the above recitals that are incorporated herein, it is mutually agreed as follows:

**SECTION 1: PURPOSE**

The purpose of this AGREEMENT is to memorialize a multi-agency cooperative planning process and to satisfy the requirements of 23 CFR 450.314. The AGREEMENT defines the processes for cooperation, communication, and exchanging information among the Parties to advance the metropolitan transportation planning processes consistent with 23 CFR 450 (Subpart C). This AGREEMENT includes specific provisions for cooperatively developing and sharing of information related to financial plans that support the



metropolitan transportation plan (MTP), the metropolitan transportation improvement program (TIP) as MTP and TIP are defined in 23 CFR 450, and the annual listing of obligated projects.

## **SECTION 2: AUTHORITY**

### **2.1 Compliance with Applicable Laws and Regulations**

WCOG, WSDOT, and WTA shall comply with all applicable local, state, and federal laws and regulations in effect at the time of execution of this AGREEMENT. Nothing contained herein shall modify an existing duty or responsibility of any Party, except to the extent expressly set forth herein and as permitted by law.

### **2.2 WCOG**

The Parties agree that WCOG, a voluntary cooperative association administered by a joint board in accordance with RCW 39.34.030, is the single MPO designated by the Governor of Washington for the WCOG MPA. WCOG is organized through an Interlocal Agreement of its members, and is responsible for fulfilling the federal metropolitan planning requirements as prescribed in the current Federal Surface Transportation Act, 23 USC 134, 23 CFR 450, and 49 CFR 613.

### **2.3 WTA**

WTA is a public transportation benefit area authority and municipal corporation pursuant to RCW 36.57A. In the creation of WTA, component cities and the county of the Whatcom County Transportation Benefit Area transferred all rights to construct and operate public transit to WTA. Consistent with authority granted by the Legislature, WTA has contracted with the Federal Transit Administration, an agency of the United States Department of Transportation, through a Master Agreement as amended periodically, to enable WTA to be an eligible recipient of certain federal funds.

### **2.4 WSDOT**

WSDOT is the steward of a large and robust transportation system, and is responsible for ensuring that people and goods move safely and efficiently. In addition to building, maintaining, and operating the state highway system, WSDOT is responsible for the state ferry system, and works in partnership with others to maintain and improve local roads, railroads, airports, and multi-modal alternatives to driving.

**2.4.1** WSDOT tracks; reports, and manages its programs and projects according to the six transportation policy goals adopted by the Legislature in RCW 47.04.280. The six (6) policy goals are safety, preservation, mobility (congestion relief), environment, stewardship, and economic vitality. These goals are interdependent and support the overall vision for all transportation agencies in the state, (which includes WSDOT.)

## **SECTION 3: POLICY DEVELOPMENT AND REGIONAL COORDINATION**

### **3.1 Scope of Metropolitan Transportation Planning Process**

WCOG, in cooperation with WSDOT and WTA, conducts a metropolitan planning process that is continuous, cooperative, and comprehensive and provides for the consideration of projects, strategies, and programs that address the 10 planning factors as specified in 23 CFR 450.306 and MAP-21 national policy goals. This planning process will be carried out in coordination with the statewide transportation planning processes conducted by WSDOT as required by 23 CFR 450 (Subpart B) and 49 USC 5303.

### **3.2 WCOG Board and Committee Structure**

WCOG operates through a Council Board that has adopted Bylaws establishing its officers, voting procedures, committees, public participation, and related matters

**3.2.1** WCOG's Council Board has established the Whatcom Transportation Policy Board (WTPB) which is the MPO. The WTPB ensures cooperative and coordinated transportation planning and programming processes, adopts a Metropolitan Transportation Plan, selects and programs transportation grant funds as directed by federal and state law, and performs other functions pursuant to applicable federal and state laws.

**3.2.2** The WTPB has established a Transportation Technical Advisory Group (TTAG that facilitates coordination across WCOG members at the staff level and provides coordinated guidance to the WTPB. The regional planning program includes those tasks to carry-out 23 CFR 450 Subpart C, which include transportation policy development, the development of regional transportation plans and the programming

of transportation projects for funding. WCOG is responsible for coordination and administration of the TTAG. As voting members of the WTPB, WSDOT and WTA agree to participate on the TTAG.

### **3.3 WCOG Unified Planning Work Program**

On an annual or biennial basis, WCOG develops a Unified Planning Work Program (UPWP) consistent with 23 CFR 450.308, that describes, to the extent practicable, all major transportation and related public transportation planning activities in the MPA for the next one (1) or two (2) year period. The UPWP shall include a financial summary table of WCOG's anticipated allocation of all revenue sources to planned work activities, the schedule for completion, who will do the work, and the products expected from fulfilling the MPO's duties under 23 CFR 450 Subpart C.

**3.3.1** Between January and May of each year, or every other year, WCOG, in cooperation with WSDOT, WTA, and the local jurisdictions and other members of WCOG, will prepare the UPWP as required by 23 CFR 450.308. The work program will be reviewed by the WTPB and TTAG, distributed for public review consistent with the WCOG Public Participation Plan, and approved by the WCOG Board. The UPWP and financial table may be amended at any time by WCOG in accordance with its adopted operational procedures and pending approval by WSDOT, FTA and FHWA.

**3.3.2** By December 31 of each year, WSDOT will provide written notice to WCOG of expected allocations of FHWA Metropolitan Planning funds (PL funds), FTA Section 5303 funds, State Regional Transportation Planning Organization (RTPO) funds, and any other State administered funds that are available to WCOG for the following State fiscal year.

**3.3.3** WCOG agrees to coordinate with the WSDOT and WTA in developing and preparing the UPWP work program. WTA agrees to provide WCOG with information about collaboration needed over the next year to advance shared transportation planning goals for the public transportation system within WTA's Public Transportation Benefit Area (PTBA). WSDOT agrees to provide WCOG with information about collaboration needed over the next year to advance shared transportation planning goals within the WCOG MPA. The Parties agree to cooperatively review their proposed work components to enhance coordination and avoid duplicate planning work efforts.

### **3.4 Boundary Designation**

The MPA boundary requirements are defined within 23 CFR 450.312 and for WCOG as agreed to between WCOG and the Governor of Washington. The WCOG planning process is conducted within the defined MPA boundary.

**3.4.1** The MPA boundary will be reviewed by WCOG if new urbanized area boundaries are established following each decennial census, and at intermediate intervals as prompted by requests by local or state governments to modify the current MPA boundary. Boundary adjustments shall conform to the procedures defined in 23 CFR 450.310 and 23 CFR 450.312.

**3.4.2** WCOG shall prepare and maintain a description and map of the current WCOG MPA boundary, and make it available to its member agencies and the public.

### **3.5 Regional Data Coordination**

An integral part of the development and maintenance of the regional transportation planning process is a coordinated and consistent monitoring of the performance of the regional transportation system within the MPA. The Parties agree to coordinate in the collection, analysis, and dissemination of data in support of the regional transportation planning process.

**3.5.1** To help ensure consistency in planning activities, WCOG shall periodically provide WSDOT and WTA with current and forecasted demographic, economic, transportation, and other appropriate data as is mutually agreed upon by the Parties. Data distributed by WCOG for these purposes will be considered the official regional data set for the purposes of regional transportation planning and programming. Such Data Requests will be coordinated and processed according to WCOG's established Data Request policy. Data Requests to WSDOT and WTA will be coordinated and processed according to their established Data Request procedures.

### **3.6 Regional Travel Demand Model**

WCOG develops, maintains, and updates the regional travel demand model that is used for the MTP and TIP, transportation studies within the WCOG MPA. WCOG agrees to consult with WSDOT and WTA

regarding various modeling issues, including software platforms, data requirements, and overall model performance for such regional travel demand model. WCOG agrees to provide the model and information from the model to WSDOT and WTA for their own planning purposes. Data distributed by WCOG for these purposes will be considered the official regional travel demand model for the purposes of regional transportation planning and programming. Data Requests from WSDOT and WTA for model information will be jointly coordinated and processed according to WCOG's established data request policy.

**3.6.1** WSDOT and WTA may modify the WCOG travel demand model to meet their specific planning purposes. When such modifications are made, WSDOT and WTA agree: 1) to provide a written list of the modifications to WCOG; and 2) that the modified model will not be portrayed publicly or privately as the WCOG travel demand model, unless prior written consent is provided by WCOG.

### **3.7 Self Certification and Federal Certification**

At least every year and as part of the submittal of the proposed TIP, WCOG and WSDOT shall certify that the metropolitan transportation planning process is being carried out in accordance with all applicable federal planning requirements (23 CFR 450.336). In addition, FHWA and FTA jointly review and evaluate the planning process no less than once every four (4) years. WCOG is responsible for ensuring compliance with the applicable federal regulations and agrees to coordinate with WSDOT and WTA throughout the federal certification process.

## **SECTION 4: TRANSPORTATION PLANNING**

### **4.1 The Metropolitan Transportation Plan (MTP)**

The MTP is the comprehensive transportation planning document for the WCOG MPA. As the designated MPO, WCOG agrees to prepare, adopt, and maintain an MTP in accordance with 23 USC 134, 23 CFR 450 and 49 USC 5303(i). The Parties agree to work together to validate data used in other modal plans that inform the MTP. WCOG agrees to transmit the adopted MTP for use by WSDOT, WTA, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA).

**4.1.1** The Parties agree to monitor internal plans, studies, and other activities to identify potential issues or conflicts with the MTP and will work together to take actions with a goal to resolve any potential issues or conflicts. WSDOT and WTA agree to provide technical assistance, data and information to WCOG during the development or amendment of the MTP.

**4.1.2** WCOG agrees to consult and coordinate with WSDOT and WTA during the MTP update process to ensure continued consistency between the State Transportation Plan (23 USC 450.216) and the long-range transportation plan (49 USC 5303). The Parties agree to coordinate related planning activities and studies to promote consistency between metropolitan, transit, and statewide planning strategies and outcomes. This includes mutual consideration of visions and priorities articulated in each entity's transportation planning documents and project identification processes.

**4.1.3** MTP amendments are generally undertaken for purposes that include, but are not limited to adding, deleting, significantly changing a regionally significant project, or changing a project between scheduled MTP updates to maintain no less than a 20- year planning horizon as of the effective date of the MTP. The effective date is the date of MTP adoption. WCOG will ensure that MTP amendments adhere to relevant federal planning requirements and are developed and adopted through the metropolitan transportation planning process. When WCOG determines that an amendment of the MTP is necessary, it will notify WSDOT and WTA in writing. This notification shall include information regarding both the amendment process and the schedule that WCOG intends to follow. WCOG will consult and coordinate with WSDOT and WTA as it develops potential modifications to the MTP. After the WTPB's approval of such plan amendments, WCOG will notify and transmit to WSDOT and WTA in writing of the final WTPB approved MTP.

### **4.2 Statewide Plans**

The State also develops plans, including statewide transportation plans, in compliance with federal regulations in order to receive particular federal funds. These plans include:

a) The Long-Range Statewide Transportation Plan that the Washington State Department of Transportation is committed to update as per the stewardship agreement with the Federal Highway Administration and the

Federal Transit Administration. This plan is a requirement that allows the state to receive federal surface transportation funds for cities, counties, and state highways;

b) The Strategic Highway Safety Plan (Target Zero) that is developed in cooperation with Target Zero partners, including the Washington State Traffic Commission, the Washington State Patrol, and the Washington State Department of Transportation. It is necessary for this plan to comply with regulations from the Federal Highway Administration, for the state to be eligible to receive federal funds for highway safety improvements; and

c) The State Rail Plan that is developed by the Washington State Department of Transportation in compliance with the Federal Rail Administration regulations. This plan is a requirement that allows the state to receive federal funds for freight rail improvements.

**4.2.1** When WSDOT determines that an update or modification to a portion of these statewide plans, policies and performance measures and targets that specifically relates to the WCOG MPA is necessary, it will notify WCOG in writing. This notification will include information regarding both the process and schedule WSDOT intends to follow. WSDOT will consult and coordinate with MPOs, including WCOG, and with WTA during this process to assure continued consistency with the MTP. Upon approval of such updates, WSDOT will formally notify WCOG in writing of the final content of the updates.

**4.2.2** WSDOT and WCOG will ensure that all statewide transportation plan components and elements that relate to the WCOG MPA and the region's MTP shall be consistent. WSDOT agrees that the statewide transportation plan, in relation to the WCOG MPA, shall be developed in cooperation with WCOG, as required by 23 CFR 450.216. The state-owned component of the highway system plan, which includes preservation, maintenance, operations, safety and capacity improvement elements for state owned facilities shall serve as the basis for WSDOT's 10-year Capital Improvement and Preservation Program (CIPP) and WSDOT's two (2) year biennial budget request to the legislature pursuant to RCW 47.06.050.

#### **4.3 Local Coordinated Human Services Transportation Plan (HSTP)**

The Parties shall ensure coordination and consistency between the local coordinated Human Services Transportation Plan (HSTP) and other statewide and regional planning processes as set forth in 23 CFR part 450 and 49 CFR part 613. WCOG shall lead the development of the HSTP in partnership with WTA and other providers of human services transportation.

#### **4.4 Roadway Functional Classification**

WCOG agrees to assist WSDOT in developing and maintaining the FHWA Functional Classification system, and to provide comments to WSDOT regarding requests from local agencies to designate a roadway or to change the designation of a roadway pursuant to applicable guidelines. WSDOT shall consider comments from WCOG and shall consider to criteria consistent with RCW 47.05.021 and federal regulations relating to the functional classification of highways. WCOG's TTAG will review local agency roadway reclassification requests and WCOG staff will forward any recommendations to WSDOT for action.

#### **4.5 Transportation Planning Studies and Project Development**

The Parties agree to cooperate on the identification, conduct, and completion of major corridor and subarea studies to assure effective integration of long- and short-range planning and to refine the MTP, as consistent with the provisions of 23 CFR 450.212 and 23 CFR 450.318. To best anticipate resource needs and resource allocation, the Parties also agree to coordinate in identifying project planning needs as part of WCOG's Unified Planning Work Program development process.

**4.5.1** The Parties agree to enter into additional work agreements, when needed, to complete mutually identified transportation planning studies and project development activities.

#### **4.6 Procedures for Reviewing Mutual Plans**

The Parties agree to review and provide comments as appropriate on mutual plans. The purpose of this review is not part of a formal approval process, but rather to help ensure regional consistency. The Parties agree to work cooperatively to address discrepancies when they are identified.

#### **4.7 Performance Management**

Performance management will support efficient investment of Federal transportation funds through performance-based planning and programming. The WCOG shall establish performance measures and

targets in the MTP in consultation with WSDOT and WTA in accordance with 23 USC 150(c) and (d). Selection of performance measures and targets shall be coordinated with WSDOT and WTA to the maximum extent practicable. The Parties agree to share performance information and data on a periodic basis to report regional transportation system performance in accordance with 23 USC 150(e).

**4.9.1 Written Provisions:** In cooperation with WCOG and WTA, WSDOT will annually develop a memorandum to document written provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance data to be used in tracking progress toward attainment of critical outcomes for WCOG's planning area, and the collection of data for the State asset management plan for the NHS, consistent with 23 CFR 450.314 (h).

#### **4.8 Regional ITS Planning**

The WCOG, in cooperation with WSDOT and WTA, will develop, adopt and maintain a regional intelligent transportation systems (ITS) plan. The plan shall conform to the requirements of 23 CFR Parts 655 and 940.

### **SECTION 5: TRANSPORTATION PROGRAMMING**

#### **5.1 Transportation Improvement Program (TIP)**

The WCOG, in cooperation with WSDOT and WTA, is responsible for developing, adopting and maintaining an approved four-year regional TIP pursuant to 23 CFR 450.326. The TIP must include but is not limited to all projects that have been approved and programmed by WCOG for federal funding and projects with committed federal funds after having been found consistent with applicable state and federal planning and air quality requirements, and also after having been found consistent with the MTP. Upon approval by the WCOG Board and the Governor, the TIP shall be included without change, directly or by reference, into the State Transportation Improvement Program as required under 23 USC 135.

The TIP shall contain all regionally significant surface transportation projects requiring an action by FHWA or the FTA, whether or not the projects are to be funded under title 23 USC or title 49 USC. For public information and conformity purposes, the TIP shall include all regionally significant projects proposed to be funded with federal funds other than those administered by the FHWA and FTA, as well as all regionally significant projects to be funded with non-Federal funds. The four (4) year regional TIP must be financially constrained to those funds that are available or reasonably expected to be available during that timeframe.

As applicable, the TIP should include reporting on performance and implementation results relative to MTP performance goals, measures and targets.

**5.1.1** At least every two (2) years, WCOG shall cooperatively develop and/or update a regional four (4) - year TIP for all federally funded projects and regionally significant transportation projects regardless of funding source. WCOG shall develop the TIP through a cooperative process involving WSDOT and WTA. In accordance with federal regulation, the development of WCOG's TIP will also be coordinated with other interested parties, per WCOG's Public Involvement Plan. WCOG's TIP shall be provided to WSDOT in October of the given WCOG TIP-update year, for incorporation into the STIP pursuant to 23 CFR 450 218 (b).

**5.1.2** WSDOT shall work cooperatively with WCOG in recommending programming and project selection for state transportation projects eligible for federal funding under WSDOT's project selection responsibility, for inclusion in WCOG's TIP pursuant to 23 CFR 450.332 (b). The adopted TIP as approved by the Secretary of Transportation as delegated by the Governor shall be included in the STIP, contingent upon such regional TIP meeting conditions of requisite regional air quality conformity findings and approval by the Governor.

**5.1.3** Recommendations for WSDOT's programming of state highway components in the TIP shall be based on statewide transportation plans and area/corridor specific studies and shall be consistent with and implement the MTP.

**5.1.4** Recommendations will be made by WTA for programming of transit system components and shall be consistent with WTA's most recent Capital Improvement Program as adopted by WTA Board of Directors, or as otherwise provided by WTA.

**5.1.5** WSDOT and WTA agree to provide WCOG its estimate of available federal and state revenue that can be utilized in developing the TIP. The Parties agree to work cooperatively to develop final estimates of funds that are reasonably expected to be available to support the TIP (23 CFR 450.326 (j)), as defined in Section 7.2-Financial Planning.

## **5.2 (STIP)**

STIP is a four year, fiscally constrained, prioritized program of transportation projects, compiled from local and regional plans, along with the long range statewide multimodal transportation plan. These projects have been identified through state, regional and local planning processes, as the highest priority for the available funding to preserve and improve the state's transportation network.

**5.2.1** WSDOT is responsible for developing the STIP and for incorporating the TIP (and subsequent amendments) into the STIP on a timely basis. WSDOT agrees to work cooperatively with WCOG and WTA in developing reasonable financial principles, revenue forecasts, and information for the STIP.

**5.2.2** WSDOT agrees to coordinate with FHWA and FTA to develop and adopt procedures and criteria for incorporating STIP and TIP amendments and administrative modifications into the STIP. WCOG agrees to develop and document procedures, criteria, and schedules for amendments and administrative modifications that are consistent with the WSDOT, FHWA, and FTA approved criteria and schedule. WSDOT agrees to transmit STIP related policies, criteria, procedures and schedules to WCOG on a timely basis.

**5.2.3** WCOG agrees to submit requests for STIP/TIP amendments and administrative modifications to WSDOT via the web-based STIP. On a monthly basis from January through October, WSDOT agrees to compile the projects submitted by WCOG and to submit them to FHWA and FTA for approval.

## **5.3 Annual Listing of Obligated Projects**

The Parties agree to work cooperatively to develop an annual listing of projects within WCOG's MPA boundary for which federal transportation funds were obligated in the preceding program year. This requirement applies to projects funded with federal funding sources.

**5.3.1** WSDOT and WTA agree to provide WCOG with all project obligation reports within forty five (45) calendar days of the end of the transportation program year, which is the end of the calendar year. WCOG agrees to coordinate directly with the WSDOT Highway and Local Programs regarding designated regional fund obligation administration and reporting. WCOG will publish the annual listing and make it available to WSDOT, WTA, and the public as provided in WCOG's Public Participation Plan within ninety (90) calendar days of the end of such program year.

## **5.4 WTA Program of Projects**

As the designated recipient for the WCOG MPA, WTA is the entity designated by the Governor of Washington to receive and apportion federal funds under Title 49 USC.

**5.4.1** As the designated recipient for FTA funds, WTA is responsible for developing a program of projects for apportioned FTA funds in the UZA, in a manner that is consistent with the requirements of the United States Code and the Code of Federal Regulations (Program of Projects). Annually, WTA will provide WCOG with its recommended Program of Projects for inclusion in the TIP. WTA will notify WCOG of its intended use of FTA funds apportioned to WTA under 49 U.S. sections 5307, 5310 and 5339 (applicable federal sections) for the upcoming calendar year. WTA will utilize a public participation process that complies with 49 USC 5307(b) in developing its Program of Projects.

## **SECTION 6: PUBLIC INVOLVEMENT**

### **6.1 WCOG Public Participation Plan**

WCOG will develop, adopt, periodically update and implement a public participation plan, including a Public Involvement Policy, in accordance with 23 USC 134 (i) (5) and 23 CFR 450.316. To coordinate effective

planning and programming activities, the Parties to this AGREEMENT shall, to the maximum extent practicable, coordinate their public information efforts and seek joint opportunities for public involvement.

## **6.2 WTA Public Participation Plan**

WTA will use its own public participation process in its transportation planning process to provide citizens, affected public agencies, and all interested Parties with reasonable opportunity to be involved in the public transportation planning process and to review and comment at key decision points as specified in 23 CFR 450.316. WTA will rely on WCOG's public participation plan, including the Public Involvement Policy, to provide public access to draft TIP documents and provide opportunities for public comment. WTA agrees, to the maximum extent practicable, to coordinate its outreach activities related to transit planning with WCOG and WSDOT.

## **6.3 WSDOT Public Participation**

WSDOT will develop and use a documented public involvement process that provides opportunities for public review and comment at key decision points, as required to comply with 23 CFR 450.210. To coordinate effective planning and programming activities, WSDOT, to the maximum extent practicable, will coordinate public information efforts with WCOG and WTA, and seek joint opportunities for public involvement.

# **SECTION 7: FINANCIAL PLANNING AND FUNDING**

## **7.1 Distribution of Planning Funds**

In consultation with WCOG, WSDOT agrees to develop, implement, and periodically review a transparent process for the distribution of FHWA and FTA planning funds to WCOG. WCOG agrees to work cooperatively with WSDOT in this process. WSDOT agrees to coordinate with FHWA and FTA to develop procedures for the efficient and timely transfer of funds to WCOG.

**7.1.1** As provided under 23 USC 104(f) (4) (A) WSDOT has the responsibility to allocate the FHWA Metropolitan Planning (PL) grant funds to MPOs. As required by 23 CFR 420.109, WSDOT shall make all PL funds authorized by 23 U.S.C. 104(f) available to WCOG in accordance with a formula developed by WSDOT, in consultation with the MPOs, and the allocation approved by the FHWA Division Administrator.

**7.1.2** WSDOT also has the responsibility under 49 USC 5305(d) (2) to allocate the FTA Metropolitan Planning 49USC 5303 grant funds to WCOG. Amounts apportioned to WSDOT shall be made available no later than thirty (30) calendar days after the date of apportionment to the MPO under a formula that: considers the population of urbanized areas; and provides an appropriate distribution for urbanized areas to carry out a cooperative planning process. WSDOT shall develop the formula in cooperation with MPOs, including WCOG; and, the allocation with approval by the FTA Regional Administrator.

## **7.2 Financial Planning**

A "Financial Plan" is documentation to be included with a MTP, and TIP that demonstrates the consistency between reasonably available and projected sources of federal, state, local and private revenues, and the costs of implementing proposed transportation system improvements (23 CFR 450.104).

**7.2.1** Federal requirements for financial planning are defined in 23 CFR 450.314 (metropolitan planning agreements), 23 CFR 450.324 (development and content of the metropolitan transportation plan), 23 CFR 450.326 (development and content of the transportation improvement program), and 23 CFR 450.334 (annual listing of obligated projects). The Parties agree to cooperatively develop and share information related to the development of financial plans to support these activities.

**7.2.2** In preparing the financial plan, WCOG shall consider all projects and strategies proposed for funding under 23 USC, title 49 USC Chapter 53 along with other Federal, State, local and private fund sources. The Parties agree to work cooperatively to develop estimates of revenue that demonstrate financial constraint for the MTP and the TIP. WCOG agrees to develop and maintain procedures and methodologies, in cooperation with WTA and WSDOT, for generating revenue forecasts that are consistent with federal guidance for financial forecasting. WSDOT agrees to provide historical information regarding funding levels and expenditures by county area and available forecasts of future state and federal revenues. WTA agrees to provide historical information and forecasts for future funding. In the event that WSDOT and WTA provide disparate assumptions for the future availability of federal funds, the Parties agree to work cooperatively to determine a consistent forecasting methodology that demonstrates financial constraint.

### **7.3 Funding Accountability**

WCOG is responsible for programming all projects that receive federal funds and all regionally significant projects. The Parties agree to work cooperatively to ensure that WCOG selects projects for funding based on regional priorities and consistent with the MTP. WSDOT agrees to provide quarterly updates on the delivery of funds programmed by WCOG. WCOG agrees to develop, implement, and periodically review strategies to ensure delivery of programmed funds within its programming area.

### **7.4 Sub-allocation of Federal Funds**

WCOG is responsible for selecting and programming projects from specified federal funds that are sub-allocated to WCOG by WSDOT. WSDOT is responsible for determining the sub-allocation amounts, in consultation with WCOG and other MPOs statewide. WSDOT agrees to develop, implement, and periodically review an accounting process for sub-allocating Surface Transportation Block Grant Program STBG, Transportation Alternatives (TA), and/or other funds that are designated by the federal government to be sub-allocated to MPOs. As part of this process, WSDOT agrees to provide to WCOG a transparent accounting of how much funding is received by WSDOT in total and annually, and all the steps applied to get to the regional allocations.

**7.4.1** For federal funds where WTA is the designated recipient as determined by the Governor of Washington, WTA agrees to administer the sub-allocation of said funds to local municipalities and subdivisions of the State of Washington consistent with the STIP.

## **SECTION 8: MISCELLANEOUS PROVISIONS**

### **8.1 Replacement Clause**

This AGREEMENT fully supersedes and replaces the related applicable Transportation Planning Agreement (TPA) between WCOG and WSDOT.

### **8.2 Dispute Resolution**

In the event that a dispute arises under this Agreement, it shall be resolved as follows: The Parties shall each appoint a member to a disputes resolution board (DRB), these three members shall select a fourth (neutral) board member not affiliated with any of the Parties. The DRB shall conduct a dispute resolution hearing that shall be informal, non-binding, and unrecorded. An attempt at such dispute resolution in compliance with aforesaid process shall be a prerequisite to the filing of any litigation concerning the dispute. The Parties shall equally share in the cost of the fourth DRB member; however, each Party shall be responsible for its own costs and fees.

### **8.3 Amendments and Modifications**

Any Party may request changes to this AGREEMENT at any time by written notice to the other Parties. Such changes as are mutually agreed upon by and between the Parties shall be incorporated by written amendment to this AGREEMENT.

### **8.4 Severability**

If any of the provisions of this AGREEMENT are held to be illegal, invalid or unenforceable, all other provisions shall remain in full force and effect.

### **8.5 Execution and Term**

This AGREEMENT, including any amendments incorporated into the AGREEMENT, shall remain in full force and effect for five (5) years unless terminated by a Party's governing body, which termination may be for cause or convenience and shall take effect immediately upon execution by the last signing Party. Any official notifications between the Parties to this AGREEMENT that would substantially affect the terms or conditions of this AGREEMENT shall be directed to the Agreement Managers as noted below:

Washington State Department of Transportation  
Attn: Secretary of Transportation  
P.O. Box 47316  
Olympia, WA 98504-7316

Whatcom Council of Governments (WCOG)  
Attn: Bob Wilson, Executive Director  
314 East Champion Street  
Bellingham, WA 98225

Whatcom Transportation Authority (WTA)  
Attn: Peter Stark, General Manager  
4111 Bakerview Spur Road  
Bellingham, WA 98226-8056



All other notice concerning this AGREEMENT shall be directed to:

Whatcom Council of Governments (WCOG)  
Attn: Bob Wilson, Executive Director  
314 East Champion Street  
Bellingham, WA 98225

Whatcom Transportation Authority  
Attn: Peter Stark, General Manager  
4111 Bakerview Spur Road  
Bellingham, WA 98226-8056

**8.6 Authority to Sign**

The signatories below represent that they have authority to sign this AGREEMENT and bind their respective entities thereto.

**8.7 Recitals**

The recitals are hereby incorporated into this AGREEMENT.

IN WITNESS WHEREOF, the PARTIES hereto have executed this AGREEMENT as of the date signed last by the Parties below.

WASHINGTON STATE DEPARTMENT  
TRANSPORTATION  
OF TRANSPORTATION

WHATCOM TRANSPORTATION AUTHORITY

\_\_\_\_\_  
Roger Millar, Secretary of Transportation

\_\_\_\_\_  
Peter Stark, General Manager

Date \_\_\_\_\_

Date \_\_\_\_\_

APPROVED AS TO FORM FOR WSDOT:

APPROVED AS TO FORM:

\_\_\_\_\_  
Susan Cruise  
Assistant Attorney General

\_\_\_\_\_  
Whatcom Transportation Authority  
Legal Counsel

Date \_\_\_\_\_

Date \_\_\_\_\_

WHATCOM COUNCIL OF GOVERNMENTS

\_\_\_\_\_  
Robert H. Wilson, Executive Director

Date \_\_\_\_\_



whatcom council of governments

## Memo

**To:** Whatcom MPO/RTPO Transportation Policy Board (WTPB)  
**Date:** May 6, 2019  
**From:** Hugh Conroy, Director of Planning *HC*  
**Subject:** Review and consideration for adoption of WCOG's SFY 2021 Unified Planning Work Program (UPWP).

---

### Purpose of the UPWP

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

### WCOG's UPWP for state fiscal year (SFY) 2021

The draft 2021 UPWP (included as an attachment with this memo) is a very similar program of core functions and activities as the current UPWP. Some changes to highlight include:

- Addition of separate work item for performance reporting – previously included as part of other, plan-update activities.
- Consolidation of previously separated *core functions* under the Transportation Planning and Programs work category (the International Mobility and Trade Corridor Program and the North Sound Transportation Alliance).
- Addition of a section on WCOG's UPWP amendment process when significant changes in work priorities or funding levels merit
- Updated section of unfunded programs and projects:
  - Whatcom Smart Trips not fully funded.
  - A regional freight survey.
  - Regional public engagement effort for regional plan and local transportation plan elements.

### State and federal review

A draft SFY 2021 UPWP was submitted to WSDOT on March 23. WCOG's annual UPWP on-site review meeting with state and federal partners was held on March 31. Only minor clarifications were requested and those changes and other suggested edits have been made.

The updated draft SFY 2021 UPWP is attached for your review and consideration for adoption.

### Suggested motion

<p>“Approve the State Fiscal Year 2021 Unified Planning Work Program for the Whatcom Metropolitan Planning Area as presented.”</p>
--



whatcom council of governments

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

State Fiscal Year 2021

Scheduled for consideration for adoption  
by the WCOG Policy Board on **May 13, 2020**

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

**Title VI & Americans with Disabilities Act**

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

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

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# Introduction: The UPWP and the Whatcom Council of Governments

A Unified Planning Work Program (UPWP) is required annually of Metropolitan Planning Organizations (MPOs) and Regional Transportation Planning Organizations (RTPOs). The Whatcom Council of Governments (WCOG) is the federally recognized MPO for the Bellingham Urbanized Area and the state designated RTPO for the entirety of Whatcom County, Washington. While WCOG assumed those responsibilities in 1982 and 1990, respectively, it came into existence in 1966 as a regional conference of governments enabled by an act of the Washington State Legislature (RCW [36.64.080](#)).

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

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

## Purposes of this UPWP

The UPWP serves multiple purposes:

- It confirms for WSDOT, FHWA, and FTA that an appropriate *cooperative, comprehensive and continuing* (3C) planning process is in place;
- It includes sufficient detail for WSDOT’s Tribal and Regional Coordination Office (TRCO) to determine the eligibility of funding;
- It meets WCOG’s federal and state requirements as an MPO and RTPO, respectively, to prepare and submit a UPWP annually;
- It provides useful information for the public, the Whatcom Transportation Policy Board (WTPB), member jurisdictions, and partner agencies about how WCOG activities are funded and how they complement each other to achieve progress toward adopted regional objectives; and
- It supports program management and reporting.

# Organization of WCOG's UPWP

WCOG's UPWP is organized to provide a description of all work activities planned for Washington State fiscal year (SFY) 2021 and facilitate the TRCO's review and evaluation of functions and expenditures related to federal and state planning funds. The individual work **activities** in WCOG's work plan are organized under the following seven **categories**.

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

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

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

**Category** (seven listed above)

**Activity** (varying number under each category)

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

## Budget and financial table

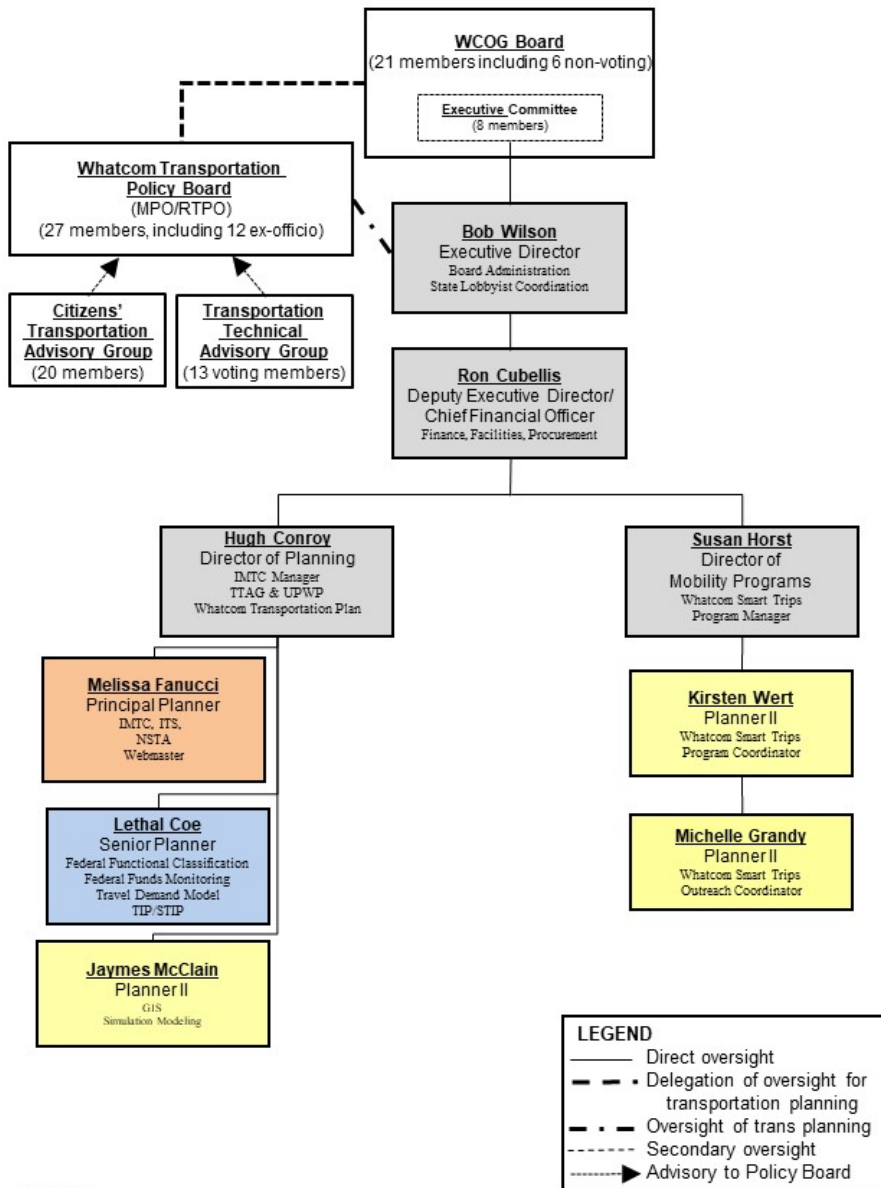
WSDOT UPWP guidelines include a budget/financial table template to be used to provide a summary of all MPO/RTPO activities funded by PL, FTA 5303 and/or RTPO funds along with the sources of proposed match and other funds as required by 23 CFR 450.308. This table is included as Appendix A.

# The Whatcom Council of Governments

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

## Organization

**Whatcom Council of Governments  
2020 Organizational Structure**



01/01/2020

# Membership

The table below lists the region's governments, districts, agencies, and institutions that participate on WCOG Council Board, its MPO-RTPO Policy Board, or both along with the individuals currently<sup>1</sup> serving.

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

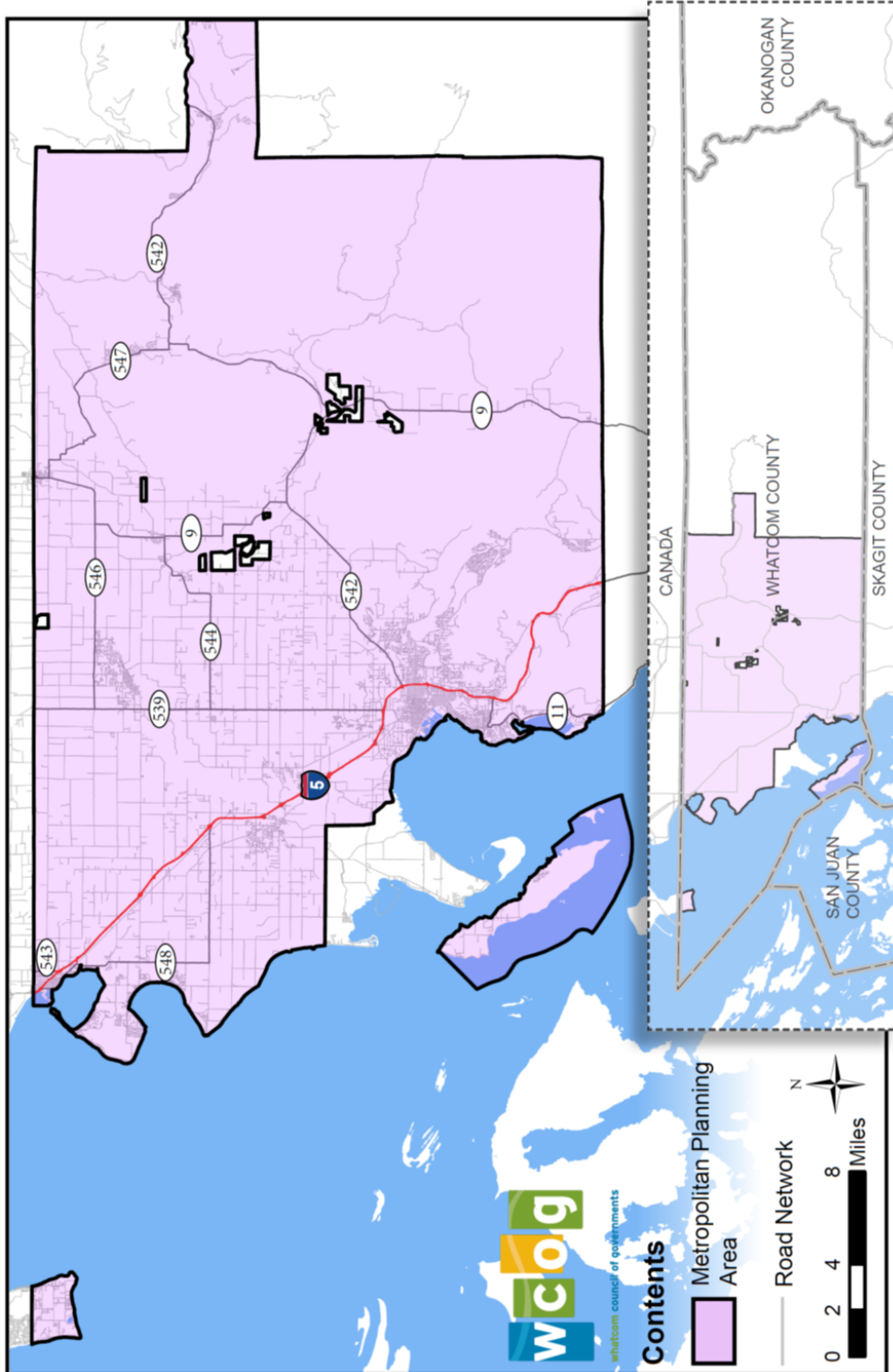
○: non voting

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



# Metropolitan Planning Area

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



# Planning priorities

The planning priorities for WCOG’s Metropolitan Planning Area (MPA) were updated in 2017 as part of adoption of *Whatcom Mobility 2040*, WCOG’s regional /metropolitan long-range transportation plan.

To identify the region’s transportation goals, WCOG relied on the transportation goals listed by the MPO and 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 allows the goals to be related to state and federal planning factors that MPO are expected to support.

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

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

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

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

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

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

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

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

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

## Verification of compliance

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

## Restriction on lobbying

It is anticipated that WCOG staff will meet with state and federal elected officials and administrative officials at various times during state fiscal year (SFY) 2021. Local funds not associated with federal or state funding will be used for that purpose. Interaction between WCOG staff and state and/or federal elected officials may occur during the following planned events in SFY 2021:

- The National Association of Regional Councils Conference in Washington, DC.
- The Association of Metropolitan Planning Organizations (AMPO) conference.
- Sessions of the state legislature in Olympia.
- Federal and state legislators, and/or members of their staffs, periodically visit WCOG or attend meetings at which WCOG staff members are present.

## Tribal involvement

The Lummi Nation and the Nooksack Tribe are voting members of the Whatcom Transportation Policy Board. Each tribe is also represented on the Transportation Technical Advisory Group. Both tribes have chosen not to have their tribal lands included within WCOG's metropolitan planning area (MPA). As described later in this work plan, WCOG will continue to seek improvements to its tribal consultation process during SFY 2021.

## Federal public lands

During SFY 2021, representatives of federal land management agencies will be consulted as necessary when federal lands are likely to be impacted by elements contained in or proposed for inclusion in WCOG's regional and metropolitan long-range transportation plan or the TIP.

## UPWP amendment process

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

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

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

## SFY 2020 accomplishments

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

### Professional development and staff training

- FHWA Planning & Environmental Linkages peer-exchange
- FHWA Transportation Performance Management peer-exchange
- Tableau visualization software training
- American Planning Association (APA)-WA annual conference
- APA- NW meetings
- National Highway Institute Transportation Planning course
- Public engagement / facilitation training
- Transportation Research Board tools
- AMPO annual conference
- ExtendSim simulation modeling - advanced training
- Planning and Environmental Linkages - FHWA peer exchange
- Tableau training Level 2
- APA national conference

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## Transportation planning and projects

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

## Data collection and analysis

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

## Planning collaboration and technical support

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

## Coordination with WSDOT and MPO/RTPO members

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

## TIP

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

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

### **Model**

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

### **Whatcom Smart Trips**

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

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

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

### **Mobility management and travel training**

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

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

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

### **International Mobility and Trade Corridor Program**

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

SFY 2020 highlights include

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

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# SFY 2021 work categories

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

## Program administration

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

### Professional development & staff training

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

**Performance:** WCOG staff.

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

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

**Schedule:** Ongoing / as needed

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

### Coordination and communication with federal and state legislators

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

**Performance:** WCOG staff.

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

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

**Schedule:** Ongoing, when requested.

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

### Unified Planning Work Program (UPWP)

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

**Performance:** WCOG staff.

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

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



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

## **UPWP Annual Performance and Expenditure Report**

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

**Performance:** WCOG staff.

**Products:** Complete annual report.

**Schedule:** Due on September 30, 2020.

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

## **Title VI reporting and plan update**

WCOG updated its Title VI plan in 2019.

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

**Performance:** WCOG staff.

**Products:** Annual Title VI report.

**Schedule:** Title VI report in July, 2020.

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

## **Self-certification document**

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

**Performance:** WCOG staff.

**Products:** Completed review and documentation.

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

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

## **Transportation planning & programs**

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

### **Metropolitan Transportation Plan update and strategy**

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

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

**Performance:** WCOG staff.

**Schedule:** The next MTP update is due in 2022.

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**Products:** Products of SFYs 2021 MTP activities will include:

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

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

## **Regional & statewide activities with WSDOT & other MPO members**

**Performance:** WCOG staff.

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

- Coordinating committee meets quarterly to discuss process improvements and needed focus on current issues among the state’s MPO, RTPPO, and WSDOT representatives
- Monthly Transportation Technical Advisory Group (TTAG) meetings
- Periodic development of Whatcom Transportation Policy Board (WTPB)-approved selection criteria, project evaluation, and WTPB selection of projects to fund with the STBG funding availed to MPOs.
- Participation in periodic meetings of regional planners.
- Participation with WSDOT and regional members regarding integration of MAP-21 performance measures and regional metrics..
- Participation and collaboration with various studies, research, and data collection with state and regional partners. Known efforts likely to extend into SFY 2021 include:
  - I-5 Bellingham TDM & Operations Study – continued coordination with WSDOT, City of Bellingham, and WTA on various elements of this phased effort.
  - City of Bellingham’s Lincoln-Lakeway Multimodal Transportation Study. This study got underway in February 2020. Due to various conditions during COVID-19 related interruptions, the original one-year project timeline has been extended to two years (December 2021). WCOG, WTA, and WSDOT collaborated on scope development and will continue to support the work and its relationship to needs and strategies along the I-5 Bellingham corridor. Specifically, WCOG will support the work with a funding contribution to purchase data and/or data collection work to evaluate strategies and estimate future performance (e.g. traffic counts, turning movements counts, O-D & route data). WCOG will also avail its transportation demand model and in-house analysis.
  - WTA long range plan development.
- Participation in state planning activities:
  - Highway System Plan update

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- WSDOT's Multimodal Investment Strategy
  - Statewide Human Services Transportation Plan
  - Statewide Public Transportation Plan
  - Statewide Cooperative Automated Transportation Plan

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

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

## Performance reporting

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

**Performance:** WCOG staff.

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

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

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

## Public and stakeholder participation and outreach

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

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

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

**Products:**

- The Citizens' Transportation Advisory Group (CTAG) is WCOG's formal mechanism for facilitating ongoing citizen participation in the metropolitan transportation planning process. CTAG is collaboratively organized with the Whatcom Transportation Authority and other member jurisdictions as pertinent regional issues emerge.
- Websites - WCOG maintains high quality websites ([www.wcog.org](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.
- Public Participation Plan Update: WCOG's public participation plan was last updated in 2014. It needs to be updated again and will be an activity in SFY 2021.
- Participation in other regional transportation planning forums

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- North Sound Transportation Alliance.
  - Outreach to and involvement of private sector stakeholders (industry associations, companies, etc.) for special projects or modal planning efforts.

**Schedule:** Ongoing.

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

## **Intelligent Transportation Systems (ITS) Plan / Architecture**

**Performance:** WCOG staff.

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

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

**Schedule:** Ongoing.

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

## **Cross-border panning & coordination – The IMTC Program**

WCOG is lead agency of the International Mobility and Trade Corridor (IMTC) Program.

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

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

**Performance:** WCOG staff

**Products:**

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

**Schedule:** Ongoing.

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

## **Planning technical support for member jurisdictions**

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

**Performance:** WCOG staff.

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

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

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

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

## **Analysis and review of FAST Act requirements**

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

**Performance:** WCOG staff

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

**Schedule:** Ongoing as appropriate.

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

## **North Sound Transportation Alliance**

The North Sound Transportation Alliance (NSTA), is a coalition of concerned citizens, elected officials, and professional staff of transportation agencies from Washington's five northwestern-most counties: Whatcom, Skagit, Island, San Juan and northern Snohomish. The NSTA strives to develop better ways for people to move through the region by using all available modes in an effective network that does not rely solely on automobiles. More information about the NSTA is available at <https://wcog.org/programs/nsta/>

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

**Performance:** WCOG staff.

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

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

## **RTPO planning**

WCOG's duties as an RTPPO are defined under Washington state law, RCW 47.80.023. These duties are listed below along with how they relate to WCOG's SFY 2021 work plan.

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

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

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

**3. Development of six-year Transportation Improvement Program (TIP).** This activity, which is also an MPO requirement, is treated as a separate, UPWP work category.

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

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

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

### **Certify consistency between RTP and local comprehensive plan transportation elements**

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

This work was last completed for local jurisdictions' 2016 plan updates in 2017. If any local jurisdictions update their comprehensive plan transportation or land-use elements ahead of the standard update schedule, WCOG will perform the same certification review as required. The next due-date for regularly scheduled comprehensive plan updates for Whatcom County jurisdictions is June 2025.

**Performance:** WCOG staff

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

**Schedule:** Review and feedback

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

### **Human services transportation planning**

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

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

**Performance:** WCOG staff.

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

**Schedule:** Ongoing as needed.

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

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## Regional mobility programs

### Whatcom Smart Trips (WST)

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

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

**Performance:** WCOG staff

**Products:**

- Administration
- Community outreach
- Employer programs: Support to businesses and organizations that want to promote sustainable transportation to their employees. This activity also encompasses WCOG's administration of regional compliance with the state's commute trip reduction (CTR) law.
- Incentives: A program of discount cards, gift certificates, cash prizes and recognition to motivate community members to try new forms of transportation.
- Website & online trip diary: [www.whatcomsmarttrips.org](http://www.whatcomsmarttrips.org).
- School programs: Bicycle skills courses at elementary schools; Summer camps for 12 to 14 years olds that teach independent travel skills

**Schedule:** Ongoing.

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

### Mobility Management & Travel Training

WCOG has conducted this work for the last four years -- a senior travel training program and a 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.

## Data collection and analysis

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

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## Maintenance of the regional transportation demand model

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

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

**Performance:** WCOG staff and consultant.

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

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

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

## Enhanced regional data collection & analysis

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

**Performance:** WCOG staff and consultant.

**Products:**

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

**Schedule:** Ongoing.

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

## Development and maintenance of GIS resources

WCOG uses geographic information system (GIS) resources to better support the use of data in development of performance measures, analysis, online map-based access to transportation system metrics, and visualization. Continued development of GIS and web-based, interactive mapping will be an important part of WCOG's strategy for enriching the visual display of information in the regional/metropolitan transportation plan – helping provide more information to more of our community.

**Performance:** WCOG staff

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

**Schedule:** Ongoing.

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



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## Federal functional classification system updates

WCOG will continue to maintain regional functional classifications based on the 2010 Census urban and rural classification areas and *2013 Guidelines for Amending Functional Classification in Washington State* and make revisions with partners as needed.

**Performance:** WCOG staff

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

**Schedule:** Ongoing

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

## Border Data Warehouse 3.0

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

**Performance:** Consultant and WCOG staff.

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

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

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

## 2020 U.S. Census

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

**Performance:** WCOG staff

**Products:** Whatcom Census Complete Counts Committee and Working Group.

**Schedule:** February 2019 - December 2020

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

# Transportation Improvement Program (TIP)

## TIP development & amendments

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

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**Performance:** WCOG staff

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

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

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

## **Obligation status monitoring and reporting**

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

**Performance:** WCOG staff

**Products:**

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

**Schedule:** Ongoing

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

## **Unfunded priority programs and projects**

### **Whatcom Smart Trips (WST)**

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

### **Regional freight survey**

In addition to conducting improved traffic counts inclusive of commercial vehicle classifications for optimized participation in the state's Freight and Goods Transportation System (FGTS) route analysis data set, WCOG has in the past conducted a regional freight systems users survey to document how well the goods-movement needs of regional goods and service providers are being met by the transportation system. With additional funding – approximately \$30,000 – WCOG would like to conduct another survey ahead of the 2022 regional plan update.

### **Regional transportation priorities -- public engagement effort**

Looking ahead to both R/MTP update (2022) and local jurisdictions' comprehensive plan updates (2025), there may be an opportunity to conduct coordinated public involvement towards refreshing the region's transportation system goals.

The current goals listed in the R/MTP are, as explained earlier, based on the Whatcom region's jurisdiction's comprehensive plan transportation elements. In large part, jurisdiction's goals were based on public engagement that took place over a decade ago.

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Pending further discussion with the Policy Board and jurisdiction staff, the idea here is to conduct a coordinated public-engagement effort for the region, using the same methods across all jurisdictions so that the documented feedback could be used both regionally and by jurisdictions for their local plans.

In addition to traditional public outreach (e.g. evening workshops around the planning area), additional strategies would likely include attendance at existing community events, visible advertising (e.g. billboards), and web-based public engagement applications (e.g. MetroQuest).

This effort would likely involve consultants and be conducted over the course of about six months. Depending on scope and available funding, this effort could cost \$100,000 to \$200,000.

# Appendices

## Appendix A – Budget and financial detail

		SFY 2021 Funding Sources												
		Federal						State			Local		Total	
UPWP Page No.	Work categories	FHWA PL		FTA 5303	FHWA STBG U		Other Federal	RTPO		CTR	WTA	Other		
		2021	Carryover	2021	Planning supplement	Project specific		Fed Match	Planning		Fed Match			
		2021	Carryover	2021	2021	Carryover								
	<b>Funding-source total →</b>	<b>\$318,000</b>	<b>\$117,270</b>	<b>\$78,824</b>	<b>\$152,000</b>	<b>\$64,000</b>	<b>\$175,000</b>	<b>\$206,000</b>	<b>\$119,000</b>	<b>\$10,000</b>	<b>\$75,000</b>	<b>\$12,302</b>	<b>\$75,000</b>	<b>\$1,402,396</b>
13	<b>Program administration</b>	<b>\$15,900</b>	<b>\$5,864</b>	<b>\$3,941</b>	<b>\$7,600</b>				<b>\$4,583</b>			<b>\$615</b>		<b>\$38,503</b>
14	Professional development and staff training	\$5,565	\$2,052	\$1,379	\$2,660				\$1,604			\$215		\$13,476
14	Coordination/communication with federal and state legislators	\$1,908	\$704	\$473	\$912				\$550			\$74		\$4,621
14	Unified Planning Work Program (UPWP)	\$3,498	\$1,290	\$867	\$1,672				\$1,008			\$135		\$8,470
14	UPWP annual performance & expenditure report	\$1,590	\$586	\$394	\$760				\$458			\$62		\$3,850
15	Title VI reporting	\$2,226	\$821	\$552	\$1,064				\$642			\$86		\$5,391
15	Self-Certification Document	\$1,113	\$410	\$276	\$532				\$321			\$43		\$2,695
15	<b>Transportation planning &amp; programs</b>	<b>\$222,600</b>	<b>\$82,089</b>	<b>\$55,177</b>	<b>\$106,400</b>			<b>\$40,000</b>	<b>\$64,159</b>			<b>\$8,611</b>		<b>\$579,036</b>
15	Metropolitan & Regional Transportation Plan update & strategy	\$17,808	\$6,567	\$4,414	\$8,512				\$5,133			\$689		\$43,123
16	Regional & statewide activities with WSDOT & other MPO members	\$62,328	\$22,985	\$15,450	\$29,792				\$17,964			\$2,411		\$150,929
16	Performance reporting	\$15,582	\$5,746	\$3,862	\$7,448				\$4,491			\$603		\$37,733
17	Public and stakeholder participation and outreach	\$13,356	\$4,925	\$3,311	\$6,384				\$3,850			\$517		\$32,343
17	Intelligent Transportation System (ITS) Plan	\$2,226	\$821	\$552	\$1,064				\$642			\$86		\$5,391
18	Cross-border planning coordination (The IMTC Program)	\$80,136	\$29,552	\$19,864	\$38,304		\$40,000		\$23,097			\$3,100		\$234,053
18	Planning technical support for member jurisdictions	\$17,808	\$6,567	\$4,414	\$8,512				\$5,133			\$689		\$43,123
19	Analysis and review of FAST Act requirements & funding programs	\$4,452	\$1,642	\$1,104	\$2,128				\$1,283			\$172		\$10,780
19	North Sound Transportation Alliance (NSTA)	\$8,904	\$3,284	\$2,207	\$4,256				\$2,566			\$344		\$21,561
19	<b>RTPO planning</b>							<b>\$6,000</b>		<b>\$10,000</b>				<b>\$16,000</b>
19	Certify consistency: RTP & local comp. plans									\$10,000				\$10,000
20	Human Services Transportation planning (HSTP)							\$6,000						
20	<b>Regional mobility programs</b>					<b>\$64,000</b>		<b>\$110,000</b>			<b>\$75,000</b>		<b>\$75,000</b>	<b>\$324,000</b>
20	Whatcom Smart Trips Program					\$64,000				\$75,000		\$75,000		\$214,000
21	Mobility Management Training							\$110,000						\$110,000
21	<b>Data collection and analysis</b>	<b>\$57,240</b>	<b>\$21,109</b>	<b>\$14,188</b>	<b>\$27,360</b>		<b>\$175,000</b>	<b>\$50,000</b>	<b>\$43,810</b>			<b>\$2,215</b>		<b>\$390,922</b>
21	Maintenance of the regional transportation demand model	\$34,344	\$12,665	\$8,513	\$16,416				\$9,899			\$1,329		\$83,166
21	Enhanced regional data collection & analysis						\$175,000		\$27,312			\$0		\$202,312
22	Development and maintenance of GIS resources	\$18,889	\$6,966	\$4,682	\$9,029				\$5,444			\$731		\$45,741
22	Federal functional classification system updates and monitoring	\$2,862	\$1,055	\$709	\$1,368				\$825			\$111		\$6,931
22	Border Data Warehouse 3.0 - project							\$50,000					\$7,803	\$57,803
23	2020 US Census	\$1,145	\$422	\$284	\$547				\$330			\$44		\$2,772
23	<b>Transportation Improvement Program (TIP)</b>	<b>\$22,260</b>	<b>\$8,209</b>	<b>\$5,518</b>	<b>\$10,640</b>				<b>\$6,416</b>			<b>\$861</b>		<b>\$53,904</b>
23	TIP development & amendments	\$15,582	\$5,746	\$3,862	\$7,448				\$4,491			\$603		\$37,733
23	Obligation status monitoring and reporting	\$6,678	\$2,463	\$1,655	\$3,192				\$1,925			\$258		\$16,171
24	<b>Unfunded priority programs &amp; projects</b>	<b>\$166,000</b>												
24	Whatcom Smart Trips	\$86,000												
24	Regional Freight System Assessment	\$30,000												
24	Public Participation Initiative	\$50,000												

# Appendices

## Appendix B – Expected consultant contracts

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



## MEMORANDUM

To: Whatcom Transportation Policy Board  
From: Lethal Coe, Senior Planner  
Date: May 4, 2020  
Subject: WCOG 2020 TIP Amendments and Administrative Modifications

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**Amendment #3 (20-05)** of the 2020 WCOG Transportation Improvement Program (TIP) includes the following:

1. Add WCOG annually allocated Unified Planning Work Program planning activities (*UPWP SFY 2021*) for state fiscal year 2021 for \$216,371 of Surface Transportation Block Grant (STBG) funds.
2. (pending Policy Board action) Amend City of Everson *Lincoln Street Improvements Phase I* project to reduce the recently awarded STBG funds programmed from \$100,000 down to \$41,371 to complete the construction phase.
3. (pending Policy Board action) Add City of Everson *Lincoln Street Improvements Phase II* project with recently awarded STBG funds of \$10,843 to complete the construction phase.

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 2020 Transportation Improvement Program.

Whatcom Council of Governments  
2020 Transportation Improvement Program

**Amendment #3 (20-05) Table**

#	Agency	Project Title	Amended Action	Added Funds	Total Cost	Fed Source
1	WCOG	<i>UPWP - SFY 2021</i>	Add project	250,140	250,140	STBG (U)
2	Everson	<i>Lincoln Street Improvements Phase I</i>	Amend funding	-67,779	2,489,407	STBG (R)
3	Everson	<i>Lincoln Street Improvements Phase II</i>	Add project	12,535	1,771,555	STBG (R)

**No Policy Board Action Required for Administrative Modifications**

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

(Pending Policy Board Action)

Agency	Project	Modification Administered	Total Costs	Federal Source
Whatcom	<i>Birch Bay Drive &amp; Pedestrian Facility</i>	Pending WTPB – add \$47,786	11,715,801	STBG



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## Memo

**To:** Whatcom MPO/RTPO Transportation Policy Board (WTPB)  
**Date:** March 4, 2020  
**From:** Hugh Conroy, Director of Planning *HC*  
**Subject:** Considering amendments to the regional/metropolitan transportation plan (R/MTP),  
*Whatcom Mobility 2040* – for possible action in May, 2020.

---

### Introduction

The Whatcom planning area's regional/metropolitan transportation plan (R/MTP), [Whatcom Mobility 2040](#), was last updated and approved by the Policy Board in 2017. In 2019, the Policy Board approved amendments (additions and deletions) to the plan's 20-year list of regional projects.

In response to recent regional planning as well as continuing state and local policy discussions, WCOG staff is recommending that two types of R/MTP amendments be considered by the Policy Board for possible action at the next Policy Board meeting in May – 1) additions to the regional project list and 2) re-ordering and clarification of the Whatcom planning area's transportation goals.

### Additions to the regional project list

Like the 2019 amendments, the impetus for considering an amendment now is to align the regional-plan project list (approved by WCOG's MPO *Policy Board*) with project-funding needs recently submitted to the state legislature by WCOG's *Council Board*. As part of this process, WCOG staff would work with the TTAG to compile a list of desired additions (or other project list changes) for Policy Board consideration. Currently, project funding requests approved by the Council Board that are not in the current R/MTP include:

- State Route 547 Pedestrian and Bicycle Safety Trail (Whatcom County, WSDOT)
- Duffner Ditch Culvert Replacement (Lynden)
- Slater Road & Bridge raising (Lummi Nation, Whatcom County)
- Operating funds for Intercounty Connector transit service (Whatcom Transportation Authority)

### Reordering and clarification of the Whatcom planning area's regional transportation goals

The regional goals for WCOG's Metropolitan Planning Area (MPA) were listed in 2017 as part of the five-year update of the R/MTP. Seven goals were identified and prioritized by reviewing the local transportation goals listed by WCOG's member jurisdictions in the transportation elements of their comprehensive plans. This produced a list of *regionally shared* goals sorted by frequency of adoption (table below).

While local comprehensive plans cite public involvement such as community visioning workshops when discussing how goals were identified, most of these events took place over 20 years ago. While the seven goals, individually, are likely still reflective of the high-level outcomes our region wants from investments in transportation, recent policy and community discussions at the state and local level indicate current emphases that may not match the current *priority order* of WCOG's regional goals.

Two of WCOG's regional transportation goals that illustrate the appropriateness of a review at this time are **preservation** (keeping key elements of the transportation system in a state of good repair) and **environmental quality** (especially to the extent that climate change continues to be elevated as a cause for action).

Over the last decade (at least) the state of existing transportation infrastructure has been an ever-growing concern with a growing backlog of needed investments. The Washington State Department of Transportation (WSDOT) has also been recently urging regional partners to consider how they might support the state's increasing focus on addressing system preservation – one of Washington's legislative transportation policy goals.



The urgency of addressing climate change continues to grow in public discourse but has also been increasingly addressed in policy and action at the local level in Whatcom County. Multiple bills in the state legislature also propose to more clearly link climate action goals to transportation investment choices.

WCOG’s goals as currently listed and an example of reprioritization and clarification.

The three tables below illustrate the type of modification that WCOG staff is recommending the Policy Board consider and possibly formulate for a R/MTP amendment in May. The three illustrative tables were reviewed with the TTAG in February and include feedback from that discussion.

Current Whatcom Region R/MTP Goals		→	Reordered & straight rank		→	Naming clarity	
1	Safety		1	Safety		1	Safety
2	Efficiency, Effectiveness, & System Sustainability		2	Environmental Quality <i>(inclusive of climate change)</i>		2	Climate (GHG reduction) & Environmental Quality
	Environmental Quality		3	Maintenance & Preservation		3	Preservation <i>(inclusive of sustainability)</i>
	A Multimodal Transportation System		?	Efficiency, Effectiveness, & System Sustainability		?	Mobility <i>(all modes &amp; emphasis on trip capacity)</i>
3	Access & Convenience		?	A Multimodal Transportation System		?	Multimodal System
4	Maintenance & Preservation		?	Access & Convenience		?	Access
	Freight Transportation		?	Freight Transportation		?	Freight Transportation

The current goals are ranked in four bands – in descending order of how many local comprehensive plans identified the goal.

The above **reordering** example

- Changes to a straight ranking of all seven goals,
- Moves environmental quality to a clear second,
- Moves preservation from the fourth band to a clear third.

Possible **clarifications** could include

- Including climate action in the name of the goal,
- Renaming “Efficiency, Effectiveness and System Sustainability” to Mobility (pertaining to all modes and focused on trip capacity rather than vehicle capacity),
- The “System Sustainability” component is covered as part of preservation.

**Next steps**

WCOG staff seeks direction from the Policy Board regarding the above R/MTP amendment topics.

1. Should staff proceed with developing a list of project-list amendments for consideration for action in May?
2. Should staff proceed with development of a proposal for an amendment to the regional transportation policy goals?



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## Memo

**To:** Whatcom MPO/RTPO Transportation Policy Board (WTPB)  
**Date:** May 6, 2019  
**From:** Hugh Conroy, Director of Planning *HC*  
**Subject:** Consideration of amending the regional plan project list.

---

In late March, as the federal government started advancing various economic assistance measures in response to the COVID-19 pandemic, members of the Policy Board acknowledged reporting that a federal transportation and/or infrastructure focused economic stimulus program, also aimed at economic recovery, could emerge in the near future. Given this possibility, WCOG staff was asked to contact all member jurisdictions and ask them to submit projects that would be good candidates for new federal funding – specifically such projects that have not already been placed on our regional transportation plan project list.

Using a standardized form, WCOG member jurisdictions submitted 17 projects to be considered for addition to the regional plan project list.

There is no transportation stimulus at this time and if one is advanced, it will have parameters and requirements that need to be met. But, because a typical requirement of using federal funds on a transportation project is that the project be on the MPO's regional-plan project list, this amendment process being conducted to better prepare our region to accept funding from a program that would likely emphasis "shovel-ready" project that have a relatively clear connection to job creation.

A summary sheet of the of the 17 projects and the individual project forms are attached for your review.

### Suggested motion

"As an amendment to the project list in the current Whatcom Planning Area's long range regional and metropolitan transportation plan (*Whatcom Mobility 2040*), add the proposed projects as presented."



**Introduction**

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The Whatcom Council of Governments (WCOG) is interested in maximizing our region’s eligibility for new federal funding if a transportation related stimulus program is implemented in response to economic impacts of COVID-19. An initial preparation for this scenario is to ensure that candidate projects that are not already on the R/MTP project list are identified and added.

**Proposed project summary**

The following projects have been proposed for addition to the regional project list

Jurisdiction/Agency	Project	Est. Cost
City of Bellingham	2020 Citywide Quick-build Pedestrian and Bicycle Improvements	\$1,250,000
	Fairhaven Urban Village Pedestrian Safety Improvements	\$2,118,000
	Barkely Urban Village Pedestrian Safety Improvements	\$2,185,000
	Birchwood Neighborhood Pedestrian Safety Improvements	\$3,522,250
City of Lynden	Vinup Road Pavement Preservation	\$1,800,000
	Birch Bay Lynden Road Pavement Preservation	\$2,000,000
WSDOT/Whatcom County	State Route 547 Pedestrian and Bicycle Safety Trail	\$4,060,000
Whatcom County	Birch Bay Lynden / Intersection Improvement	\$4,300,000
	E. Smith / Hannegan Roundabout	\$2,500,000
	Marine Drive Reconstruction	\$3,500,000
	Mosquito Lake Rd. / Hutchinson Creek Tributary Fish Passage	\$750,000
	Birch Bay Lynden Rd. Pavement Rehabilitation	\$1,300,000
	East Hemmi Rd. Flood Mitigation	\$1,500,000
	Harborview Stormwater Improvements	\$2,400,000
	Jones Creek Deflection Berm	\$3,500,000
	Lora Lane Stormwater Improvements	\$2,100,000
	Silver Beach Phase 1	\$800,000

**Additional project details**

Additional information on projects listed above are attached.



## Introduction

The Whatcom Council of Governments (WCOG) is interested in maximizing our region's eligibility for new federal funding if a transportation related stimulus program is implemented in response to economic impacts of COVID-19. An initial preparation for this scenario is to ensure that candidate projects that are not already on the R/MTP project list are identified and added. If jurisdictions or agencies submit new projects, these will be considered by the Policy Board for addition to the R/MTP at its next meeting on May 13. Policy Board action on a plan amendment would also present an opportunity to modify projects that are already on the R/MTP project list.

## Timeline

**Friday, April 17:** Proposed project additions due to WCOG.

**Tuesday, April 28:** The compiled list of proposed project additions will be made available for public review and comment – meeting 14-day advance notice requirement.

**Wednesday, May 13:** At its next scheduled meeting, the Whatcom Transportation Policy Board (WTPB) will consider proposed projects for addition to the R/MTP project list. This would be an amendment to the current R/MTP.

## Purpose of this form

Using this form to collect and compile additional projects is intended to improve the following:

- **Limit the amount of information assembled at this time.** *If a new funding program emerges, it will likely have different or additional requirements for project details (benefit/cost, job-creation impacts, etc.) The current objective is to get new projects on the R/MTP list -- typically a baseline requirement.*
- **Encourage uniformity in project descriptions.** *This will not only be easier to compile but also ensure that descriptions are useful for publication for public review prior to any Policy Board action.*
- **Communicate scope and intent.** *Multiple people are involved in identification and presentations of project proposals. Hopefully this document provides a clarifying reference.*

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If you have any questions about this form or this project identification process, please contact

Hugh Conroy  
WCOG Director of Planning  
[hugh@wcog.org](mailto:hugh@wcog.org) or 360 685-8384

**Bellingham submits four individual projects, as listed below, on the following pages:**

- 1. 2020 Citywide Quick-Build Pedestrian and Bicycle Improvements**
- 2. Fairhaven Urban Village Pedestrian Safety Improvements**
- 3. Barkley Urban Village Pedestrian Safety Improvements**
- 4. Birchwood Neighborhood Pedestrian Safety Improvements**

Whatcom Regional/Metropolitan Transportation Plan (R/MTP)  
Project Submittal Form  
April 2020

**Bellingham Project Submittal #1 – 2020 Quick-Build Pedestrian and Bicycle Improvements**

1. Jurisdiction/agency:

Bellingham

2. Project name: *(please submit one form per project)*

2020 Quick-Build Pedestrian and Bicycle Improvements from Bellingham's adopted Pedestrian and Bicycle Master Plans

3. New project  Existing project modification

a. Location:

A variety of locations in Bellingham's 25 individual neighborhoods

b. Description *(Suggest one paragraph)*:

This project will include a variety of Tier 1, Tier 2, and Tier 3 sidewalk, crosswalk, and bicycle improvements recommended in Bellingham's 2012 Pedestrian Master Plan and 2014 Bicycle Master Plan – both adopted unanimously by City Council. Sidewalk, crossing, and bicycle projects from these adopted plans can be built very quickly, with no right-of-way or environmental mitigation requirements to mitigate.

c. Readiness (shovel ready?)

i. Is design complete?

No, but can be expedited for construction in 3<sup>rd</sup> Quarter 2020

ii. Does the project have all needed permits?

No, but can be expedited for construction in 3<sup>rd</sup> Quarter 2020

iii. Is all needed right-of-way (RoW) secured?

Yes

iv. If this project were funded today, how soon could it start?

3<sup>rd</sup> Quarter 2020

d. Cost estimate:

\$1,250,000 for a variety of Tier 1, 2, & 3 sidewalk, crosswalk, and bicycle improvements

[See additional Bellingham project candidates below](#)

Whatcom Regional/Metropolitan Transportation Plan (R/MTP)  
Project Submittal Form  
April 2020

**Bellingham Project Submittal #2 – Fairhaven Urban Village Pedestrian Safety Improvements**

1. Jurisdiction/agency:

Bellingham

2. Project name: *(please submit one form per project)*

Fairhaven Urban Village Transportation Improvements

3. New project  Existing project modification

a. Location:

- 1) 11<sup>th</sup>/Finnegan intersection reconstruction & flashing crosswalk;
- 2) 12<sup>th</sup>/Mill traffic signal;
- 3) 11<sup>th</sup> St – Finnegan sidewalk

b. Description *(Suggest one paragraph)*:

These 3 inter-related projects are all at the north gateway to Fairhaven Urban Village in southwest Bellingham where significant new development and redevelopment is occurring (see map attached).

- 1) Reconstruct, regrade, and realign angled intersection at 11<sup>th</sup>/Finnegan; update sewer and water utilities beneath road; install RRFB crossing signal and crosswalk.
- 2) Construct new traffic signal at 12<sup>th</sup> Street/Mill Avenue where curb extensions, crosswalks, and transit shelters already exist.
- 3) Construct 1,000 linear feet of new sidewalk along the west side of 11<sup>th</sup> Street – Finnegan Way.

c. Readiness (shovel ready?)

i. Is design complete?

No, but can be expedited for construction in 2021

ii. Does the project have all needed permits?

No, but can be expedited for construction in 2021

iii. Is all needed right-of-way (RoW) secured?

Yes

iv. If this project were funded today, how soon could it start?

June 2021

d. Cost estimate:

\$2,118,000 total for all three project components

- 1) \$900,000 11<sup>th</sup> St/Finnegan Way intersection
- 2) \$400,000 12<sup>th</sup> St/Mill Avenue traffic signal
- 3) \$818,000 1,000 LF sidewalk on west side 11<sup>th</sup> Street

Whatcom Regional/Metropolitan Transportation Plan (R/MTP)  
Project Submittal Form  
April 2020

**Bellingham Project Submittal #3 - Barkley Urban Village Pedestrian Safety Improvements**

1. Jurisdiction/agency:

Bellingham

2. Project name: *(please submit one form per project)*

Barkley Urban Village Transportation Improvements

3. New project  Existing project modification

a. Locations:

1) E. McLeod Road; 2) E. McLeod Road/McGrath Road; 3) Barkley Blvd; 4) Barkley Blvd at Sussex/Brandywine; 5) Barkley Blvd at St. Clair/Trail; and 6) Barkley Blvd at Racine.

b. Description *(Suggest one paragraph)*:

These 6 projects are all within or on the edge of the Barkley Urban Village in northeast Bellingham where significant new market rate and low-income development is occurring (see map attached).

- 1) Construct 1,100 linear feet of new 5-foot wide sidewalk on the north side of McLeod Road between the western driveway to Squalicum High School and Sunset Drive (SR 542).
- 2) Install a flashing crossing signal (RRFB) and crosswalk near the eastern driveway to Squalicum High School and McGrath Road.
- 3) Construct 1,400 linear feet of new 5-foot wide sidewalk on the south side of Barkley Blvd from St. Clair Street to Brandywine Circle.
- 4) Construct a flashing crossing signal at Barkley/Sussex/Brandywine with advance flashers.
- 5) Construct a flashing crossing signal (RRFB) and crosswalk at Barkley/St. Clair/Multiuse Trail.
- 6) Construct a flashing crossing signal (RRFB) and crosswalk near Barkley/Racine.

c. Readiness (shovel ready?)

i. Is design complete?

No, but can be expedited for construction in 2021

ii. Does the project have all needed permits?

No, but can be expedited for construction in 2021

iii. Is all needed right-of-way (RoW) secured?

Yes

iv. If this project were funded today, how soon could it start?

June 2021

d. Cost estimate:

\$2,185,000 total for all six project components

- 1) \$890,000 - E. McLeod Rd sidewalk; 2) \$50,000 - E. McLeod/McGrath RRFB; 3) \$1,070,000 Barkley Blvd sidewalk; 4) \$75,000 for Barkley/Sussex/Brandywine RRFB with advance flashers; 5) \$50,000 for Barkley/St. Clair/Trail RRFB; 6) \$50,000 for Barkley/Racine RRFB.

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**Bellingham Project Submittal #4 - Birchwood Neighborhood Pedestrian Safety Improvements**

1. Jurisdiction/agency:

Bellingham

2. Project name: *(please submit one form per project)*

Birchwood Neighborhood Pedestrian Safety Improvements

3. New project  Existing project modification

a. Location:

1. Alderwood Avenue sidewalk;
2. Cottonwood Avenue sidewalk;
3. Birchwood Avenue sidewalk.

b. Description *(Suggest one paragraph):*

These 3 inter-related projects surround Birchwood Elementary School, Shuksan Middle School, and many low-income apartment complexes within the Birchwood Neighborhood. These new sidewalks will allow students, parents, employees, and visitors to the schools to walk from destinations and will provide pedestrian safety for low-income neighborhood residents, as recommended in Bellingham's Pedestrian Master Plan (see map attached).

1. Construct 1,100 linear feet of 5-foot wide sidewalk on the south side of Alderwood Avenue between W. Maplewood Avenue and the northern driveway to Shuksan Middle School.
2. Construct 885 linear feet of 5-foot wide sidewalk on the south side of Cottonwood Avenue from Pinewood to W. Maplewood Avenue.
3. Construct 2,360 linear feet of new 5-foot wide sidewalk on the south side of Birchwood Avenue from Pinewood Avenue to Cedarwood Avenue.

c. Readiness (shovel ready?)

i. Is design complete?

No, but can be expedited for construction in 2021

ii. Does the project have all needed permits?

No, but can be expedited for construction in 2021

iii. Is all needed right-of-way (RoW) secured?

No ROW needed

iv. If this project were funded today, how soon could it start?

June 2021

d. Cost estimate:

\$3,522,250 total for all three project components

1) \$904,000 Alderwood; 2) \$718,250 Cottonwood; \$1,900,000 Birchwood

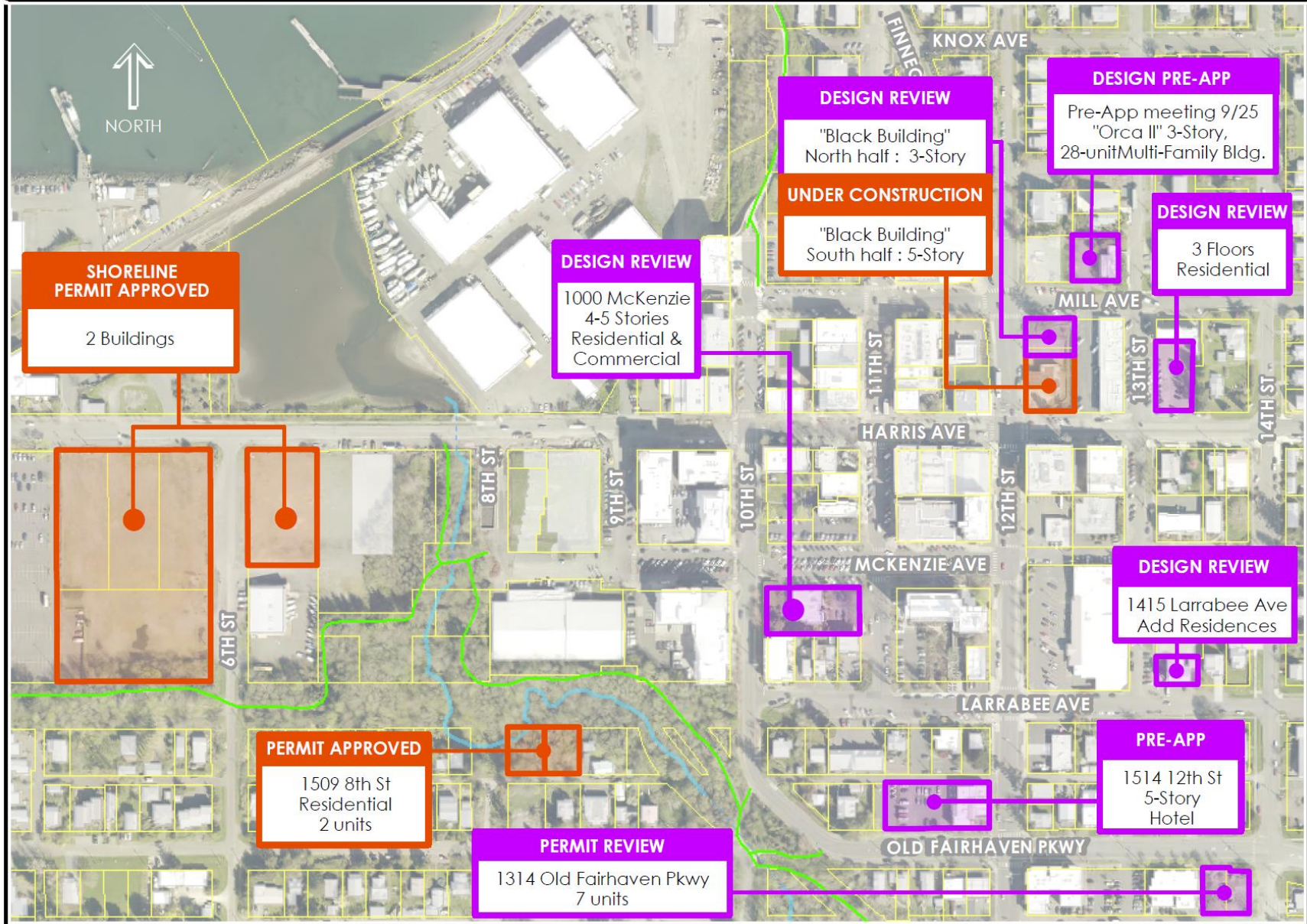


Whatcom Regional/Metropolitan Transportation Plan (R/MTP)  
 Project Submittal Form  
 April 2020

Bellingham Project Candidates for WCOG Federal Stimulus - April 17, 2020										
Neighborhood	Sidewalk Street	From	To	Priority	Side	Length (Feet)	Total Score	2020 Planning Cost Estimate	Shovel Ready Status	Comment
Citywide	TBD	Bikeways, Sidewalks, ADA, and Crossings		1				\$1,250,000	3rd Qtr 2020	Quick build sidewalks, bikeways
Fairhaven UV	11th St	11th St	Finnegan	Tier 1	Crossing	RRFB	55	\$900,000		Reconstruct Intersection
Fairhaven UV	Finnegan Way	11th St	200' N of 12th St	Tier 1	Westside	335	52	\$273,000		Fairhaven UV development
Fairhaven UV	11th St	92' S of Gambier Ave	Mill Ave	Tier 2	Westside	670	48	\$545,000		Fairhaven UV development
Fairhaven UV	12th St	12th	Mill Ave	n/a	Crossing	Signal	n/a	\$400,000		New Traffic Signal; Ped Demand
								\$2,118,000	July 1, 2021	
Barkley	E. McLeod Rd	E. Sunset/SR 542	Squalicum HS Driveway	Tier 3	Northside	1,094	38	\$890,000		Squalicum HS/Low-Income
Barkley		E. McLeod Rd	McGrath Rd	n/a	Crossing	RRFB	n/a	\$50,000		Squalicum HS/Low-Income
Barkley UV	Barkley Blvd	St Clair St	Brandywine Way	Tier 3	Southside	1,316	35	\$1,070,000		Weatherby-Mercy Low Income
Barkley UV		Barkley Blvd	Sussex/Brandywine	Tier 3	Crossing	RRFB	32	\$75,000		Advanced Flashers Each Side
Barkley UV		Barkley Blvd	Trail-St. Clair	Tier 3	Crossing	RRFB	27	\$50,000		Weatherby-Mercy Low Income
Barkley UV		Barkley Blvd	Racine	n/a	Crossing	RRFB	n/a	\$50,000		Middle Income-Trail Connect
								\$2,185,000	July 1, 2021	
Birchwood	Alderwood Ave	W Maplewood Ave	Shuksan MS Driveway	Tier 1	Southside	1,113	53	\$904,000		Low-Income/Shuksan MS
Birchwood	Cottonwood Ave	Pinewood Ave	W Maplewood Ave	Tier 2	Southside	884	43	\$718,250		Low-Income/Birchwood ES
Birchwood	Birchwood Ave	Pinewood Ave	Cedarwood Ave	Tier 3	Southside	2,362	32	\$1,900,000		Low-Income/Birchwood ES
								\$3,522,250	July 1, 2021	



# FAIRHAVEN DEVELOPMENT STATUS - July 2019





Fairhaven Urban Village Proposed Sidewalks, Flashing Crosswalk, and Traffic Signal in Red

Whatcom Regional/Metropolitan Transportation Plan (R/MTP)  
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 April 2020

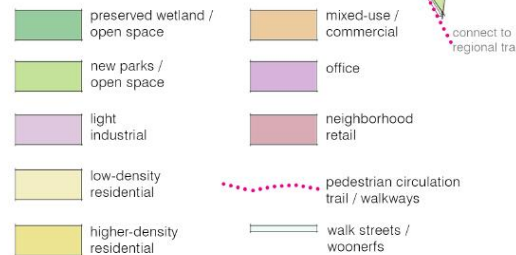


keynotes

- 1** Preserved wetland / open space
- 2** Proposed regional drainage pond locations
- 3** Future park / recreation
- 4** Roundabout at St. Clair / Burns Streets
- 5** Power line / utility alignment
- 6** Note "green streets" / pedestrian paths

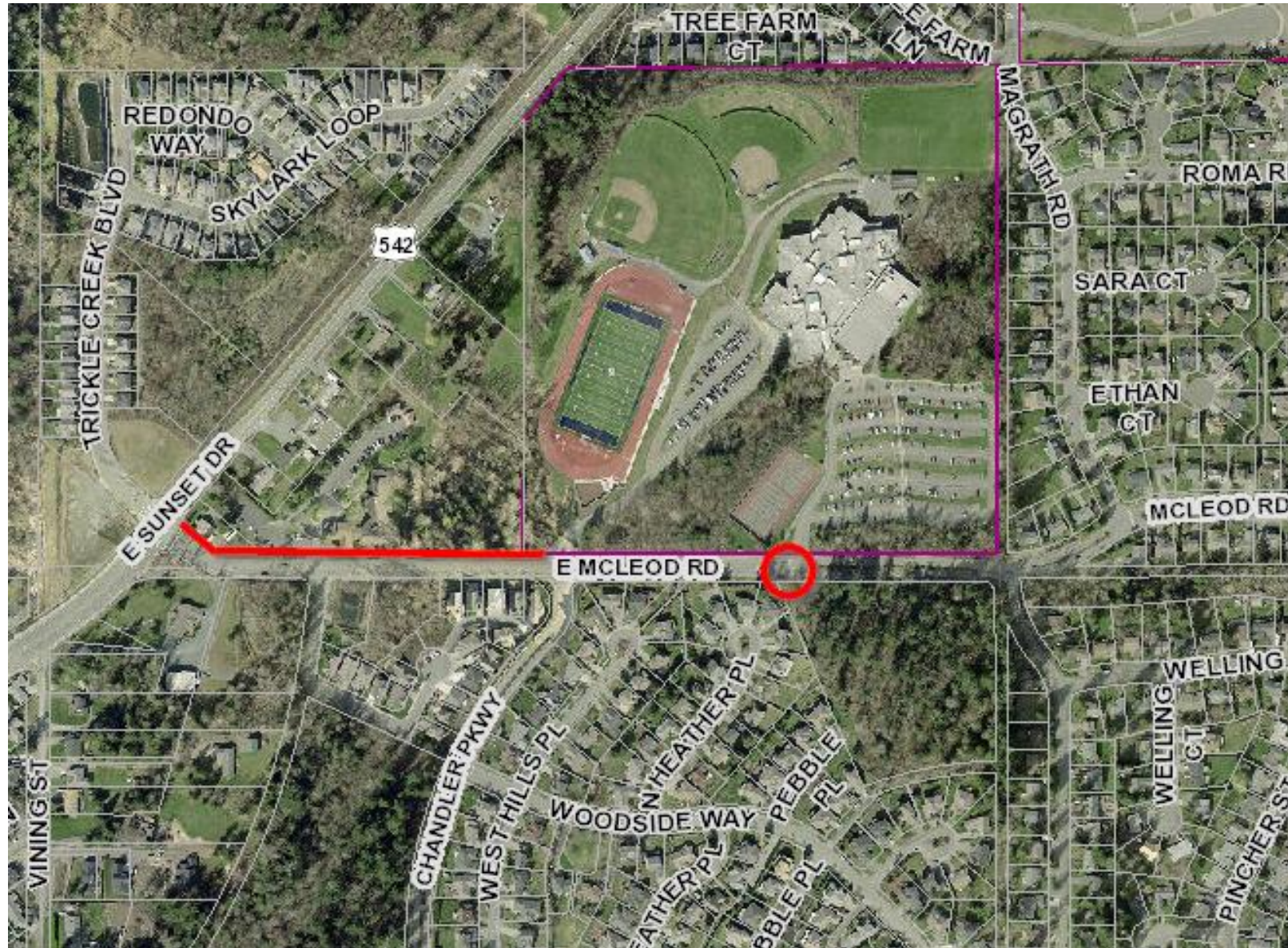
current development sites

- a** The Weatherby  
91 units housing, structured parking, woonerf under construction, completion 2021
- b** Mercy Housing  
affordable housing, pre-school in design, completion 2022
- c** Barre3 / Scotty Brown's  
restaurant, retail, structured parking under construction, completion 2020
- d** Medical Office Building  
office, clinic, structured parking Permit Review, completion 2021
- e** Bellingham School District HQ  
office, child care in design, completion 2022+
- f** "Area One"  
office, restaurant, retail planning phase, completion 2022+
- g** Hotel Site  
hotel, structured parking planning phase, completion 2022+
- h** Parking Structure  
structured parking, liner residential planning phase, completion 2024+
- i** Restaurant Site  
coffee, restaurant / retail planning phase, completion 2022+
- j** "4th Corner" Site  
mid-rise residential, office, retail, structured parking planning phase, completion 2024

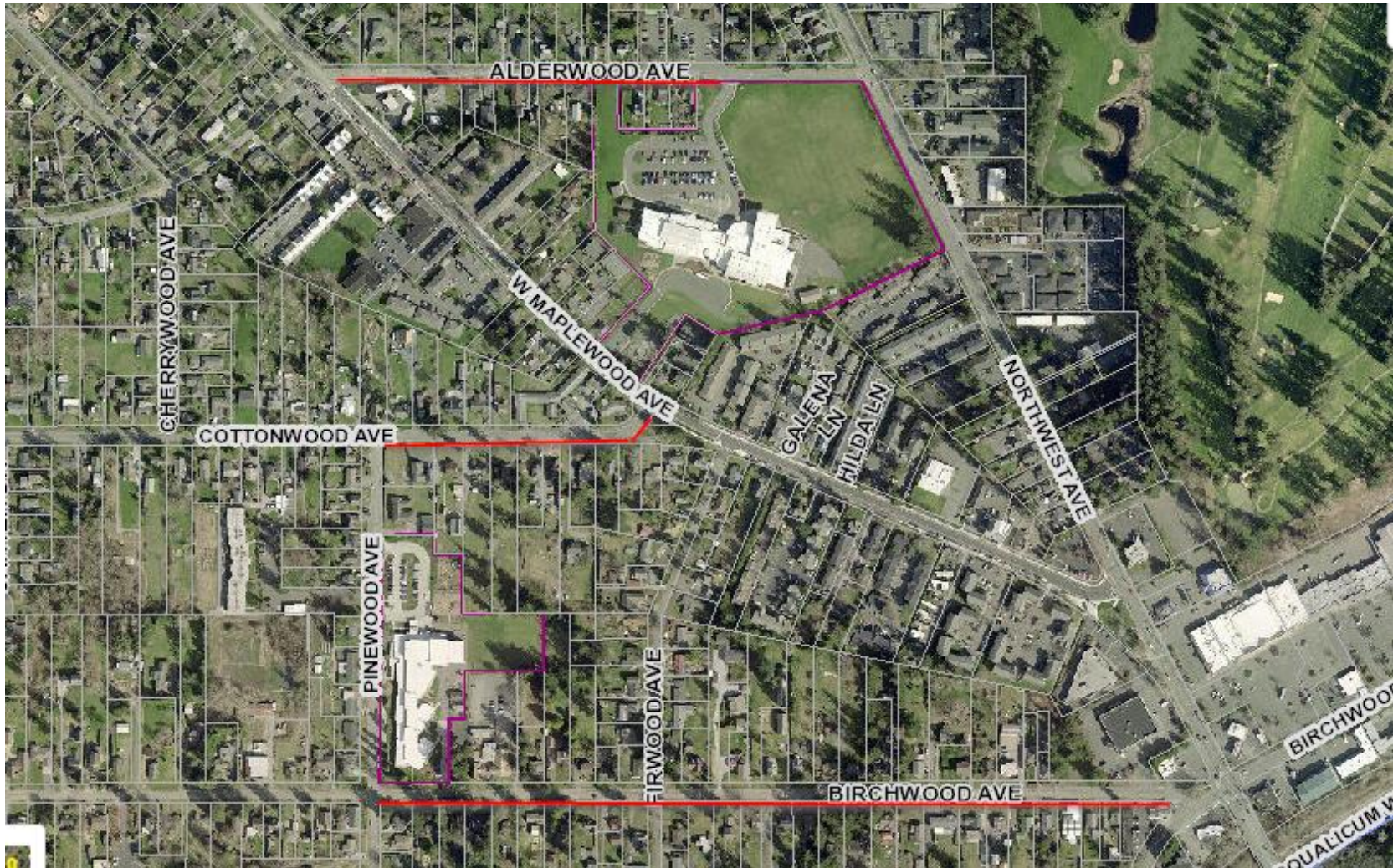


Barkley Village Proposed Land Use / Primary Circulation

Barkley Urban Village Proposed Future Land Use and Transportation – Proposed Sidewalk and Flashing Crosswalks (RRFB) in Red



East Barkley Neighborhood – Squalicum High School Proposed Sidewalk and Crossing Improvements in Red



Proposed Birchwood Neighborhood Proposed Sidewalk Improvements in Red



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1. Jurisdiction/agency:

**City of Lynden**

2. Project name: *(please submit one form per project)*

**Vinup Road Pavement Preservation**

3. New project  Existing project modification  *(Enhanced definition of City yearly program)*

a. Location:

**Vinup Road** from Bradley Road at the south to SR-546 (East Badger Road) at the north.

Whatcom Regional/Metropolitan Transportation Plan (R/MTP)  
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b. Description (*Suggest one paragraph*):

Vinup Road has been and still does provide primary arterial access in East Lynden. This access includes to Lynden High School, Middle school, Vosbeck Elementary and only KOA camping facility in Whatcom County. The rapidly growing East Lynden residential development receives primary access from Vinup also. Initially constructed in the late 80's and early 90's and experiencing the numerous and required utility upgrades and associated pavement impacts for growth, Vinup has provided the expected useful life of the wearing course. The City has been proactive in both crack sealing and chip seal pavement management, but now is the time for a formal 2.5-inch asphalt grind and replacement project. The project will include ADA upgrades.

c. Readiness (shovel ready?)

i. Is design complete?

The City is bidding the section of Vinup directly south and adjacent to the proposed project. This work will provide initial survey work and project specifications. This straight-forward grind and repave project can be finalized and ready to bid 6 weeks after the funds are made available.

ii. Does the project have all needed permits?

With a Federal funding source, the project will need to complete Section 106 requirements. As the project is a grind and repave project, within previous disturbed limits it is anticipated this approval would be completed within 45 days after the funds and a WSDOT contract is in place

iii. Is all needed right-of-way (RoW) secured?

Yes. As the project is within previous improvements no additional right of way is needed.

iv. If this project were funded today, how soon could it start?

The project would be able to advertise for bids 6 weeks after funds are made available to Lynden

d. Cost estimate:

**\$ 1,800,000**

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If you have any questions about this form or this project identification process, please contact

Hugh Conroy  
Director of Planning





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1. Jurisdiction/agency:

**City of Lynden**

2. Project name: *(please submit one form per project)*

**Birch Bay Lynden Road Pavement Preservation**

3. New project  Existing project modification  *(Enhanced definition of City yearly program)*

a. Location:

**Birch Bay Lynden Road** from SR-539 (Guide Meridian) at the east to Tromp Road to the west.

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b. Description (*Suggest one paragraph*):

Birch Bay Lynden Road (Federal Route 8152) is the only east-west arterial, all-weather access to Lynden's existing and proposed commercial/industrial zoned land in west Lynden and SR-539 (Guide Meridian). This area of Lynden supports growing commercial businesses and industries. Birch Bay Lynden is a primary east-west route between I-5 from the Guide Meridian (SR-546) which provides the primary freight connection to the Lynden/Aldergrove border crossing into Canada. Birch Bay Lynden was constructed in two phases (2001 and 2002) and the asphalt pavement wearing course has met its expected useful life. The City has proactively performed preventative maintenance with crack sealing, chip seal and spot grinding and re-pavement of severe wheel path rutting. The project will include pedestrian improvement to current ADA standards.

c. Readiness (shovel ready?)

i. Is design complete?

This is a simple and straight-forward grind and re-pavement project, which will allow the project to be finalized and ready for bid advertisement six weeks from funding availability. The City will be able to re-use the specifications for a 2020 Transportation Improvement Board funded overlay project as a template to expedite design

ii. Does the project have all needed permits?

Due to Federal funding, the project will need to complete Section 106 requirements. As the project is a simple grind and repave, within previous disturbed limit, it is anticipated this approval would be completed within 45 days after the funds and a WSDOT contract is in place.

iii. Is all needed right-of-way (RoW) secured?

Yes. As the project is entirely located within an existing improved roadway, no additional right of way is needed.

iv. If this project were funded today, how soon could it start?

The project would be able to advertise for bids 6 weeks after funds are made available to Lynden

d. Cost estimate:

**\$ 2,000,000**



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1. Jurisdiction/agency:

WSDOT / Whatcom County

2. Project name: *(please submit one form per project)*

State Route 547 Pedestrian and Bicycle Safety Trail

3. New project  Existing project modification

a. Location:

Kendall – Columbia Valley, Whatcom County

b. Description *(Suggest one paragraph):*

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On January 27, 2016, 14-year-old Jordan Sant of Sumas was killed when he was hit by a pickup truck while riding his bicycle along SR 547 in Kendall, WA. His was the latest of at least three deaths of pedestrians or bicyclists on SR 547, a narrow, winding, two-lane road that experiences high travel speeds. With funding provided by the State Legislature in 2018, WCOG recently completed a 30 percent design of the Trail. This request is for construction, which would provide a safe route, primarily for kids, from several highly-populated neighborhoods to the East Whatcom Regional Resource Center.

c. Readiness (shovel ready?)

i. Is design complete?

30 %

ii. Does the project have all needed permits?

No

iii. Is all needed right-of-way (RoW) secured?

No

iv. If this project were funded today, how soon could it start?

2022

d. Cost estimate:

\$4,060,000

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If you have any questions about this form or this project identification process, please contact

Hugh Conroy  
Director of Planning  
WCOG  
[hugh@wcog.org](mailto:hugh@wcog.org)  
360 685-8384



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1. Jurisdiction/agency:

Whatcom County/ Public Works Department

2. Project name: *(please submit one form per project)*

CRP #906001 Birch Bay Lynden/Blaine Intersection Imprv

3. New project  Existing project modification

a. Location:

Intersection of Birch Bay Lynden Road and Blaine Road

b. Description *(Suggest one paragraph):*

0.2 miles of intersection improvements, constructing either a new round-a-bout or signal.

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c. Readiness (shovel ready?)

i. Is design complete?

10%

ii. Does the project have all needed permits?

No

iii. Is all needed right-of-way (RoW) secured?

No

iv. If this project were funded today, how soon could it start?

2022 or 2023

d. Cost estimate:

\$4.3 Million (currently have \$0.8M, still need \$3.5M)

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---

1. Jurisdiction/agency:

Whatcom County/ Public Works Department

2. Project name: *(please submit one form per project)*

CRP #914002 E. Smith/Hannagan RAB (construction)

3. New project  Existing project modification

a. Location:

East Smith Road and Hannagan Road

b. Description *(Suggest one paragraph):*

0.4 miles of Intersection improvements. Constructing a new round-a-bout

c. Readiness (shovel ready?)

i. Is design complete?

70%

ii. Does the project have all needed permits?

50%

iii. Is all needed right-of-way (RoW) secured?

5%

iv. If this project were funded today, how soon could it start?

2021

d. Cost estimate:

\$2.5 Million (currently have \$2.0M, still need \$0.5M)

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---

1. Jurisdiction/agency:

Whatcom County/ Public Works Department

2. Project name: *(please submit one form per project)*

CRP #917001 Marine Drive Reconstruction

3. New project  Existing project modification

a. Location:

Marine Drive – limits are Locust Avenue to Alderwood Avenue

b. Description *(Suggest one paragraph):*

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Reconstruct 0.65 miles of roadway to urban standards (curb/gutter/sidewalk) with emphasis on bike/pedestrian enhancements and stormwater upgrades. – all work in Bellingham UGA

c. Readiness (shovel ready?)

i. Is design complete?

40% completed

ii. Does the project have all needed permits?

No

iii. Is all needed right-of-way (RoW) secured?

No

iv. If this project were funded today, how soon could it start?

2021

d. Cost estimate:

\$3.5 million total; \$2.5 million for CN only (currently have \$1.5M, still need \$1.0M)

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1. Jurisdiction/agency:

Whatcom County

2. Project name: *(please submit one form per project)*

CRP #919006 Mosquito Lake Road/Hutchinson Creek Trib Fish Passage Project

3. New project  Existing project modification

a. Location:

Project is located on Mosquito Lake Road approximately 3-miles east of State Route 9.

b. Description *(Suggest one paragraph):*

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Project will replace an existing 30-inch diameter concrete culvert which has been identified as a barrier to fish passage with a new structure meeting current fish passage requirements including associated roadway and stream channel work.

c. Readiness (shovel ready?)

i. Is design complete?

No, currently at 30% design stage working towards 60%

ii. Does the project have all needed permits?

No. Based on preliminary coordination with resource agencies expect permits to be obtained in time to allow for construction in the summer of 2021.

iii. Is all needed right-of-way (RoW) secured?

No, construction easements need to be secured.

iv. If this project were funded today, how soon could it start? Summer of 2021

d. Cost estimate:

\$750,000

---

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- **Communicate scope and intent.** *Multiple people are involved in identification and presentations of project proposals. Hopefully this document provides a clarifying reference.*

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1. Jurisdiction/agency:

Whatcom County/ Public Works Department

2. Project name: *(please submit one form per project)*

CRP #919018 Birch Bay Lynden Road Pavement Rehabilitation

3. New project  Existing project modification

a. Location:

Birch Bay Lynden Road – from Enterprise Road to Rathbone Road

b. Description *(Suggest one paragraph):*

2.03 miles pavement rehabilitation

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c. Readiness (shovel ready?)

i. Is design complete?

40%

ii. Does the project have all needed permits?

Yes

iii. Is all needed right-of-way (RoW) secured?

Yes

iv. If this project were funded today, how soon could it start?

2021

d. Cost estimate:

\$1.3 Million (currently have \$0.6M, still need \$0.7M)

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## Introduction

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1. Jurisdiction/agency:

Whatcom County/ Public Works Department

2. Project name: *(please submit one form per project)*

CRP #916007 East Hemmi Road Flood Mitigation

3. New project  Existing project modification

a. Location:

E. Hemmi Rd at 10 Mile Crk

b. Description *(Suggest one paragraph):*

0.3 miles road construction, drainage improvements and flood mitigation

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c. Readiness (shovel ready?)

i. Is design complete?

Yes

ii. Does the project have all needed permits?

95%

iii. Is all needed right-of-way (RoW) secured?

95%

iv. If this project were funded today, how soon could it start?

2021

d. Cost estimate:

\$1.5 Million (currently have \$0, still need \$1.5M)

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1. Jurisdiction/agency:

Whatcom County/ Public Works Department

2. Project name: *(please submit one form per project)*

Harborview Stormwater Improvements (construction)

3. New project  Existing project modification

a. Location:

Harborview Road and Birch Bay Drive

b. Description *(Suggest one paragraph):*

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Installing new low level stormwater system along Harborview Road and Birch Bay Drive.  
Includes an upgrade to an existing outfall.

c. Readiness (shovel ready?)

i. Is design complete?

100% complete

ii. Does the project have all needed permits?

Waiting on one federal permit, all other permits are secured

iii. Is all needed right-of-way (RoW) secured?

Yes

iv. If this project were funded today, how soon could it start?

2021

d. Cost estimate:

\$2.4 Million (currently have \$1.2, still need \$1.2M)

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1. Jurisdiction/agency:

Whatcom County/ Public Works Department

2. Project name: *(please submit one form per project)*

Jones Creek Deflection Berm

3. New project  Existing project modification

a. Location:

Jones Creek, Acme, WA

b. Description *(Suggest one paragraph):*

Debris flow protection, construct deflection berm and address local access

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c. Readiness (shovel ready?)

i. Is design complete?

60% complete

ii. Does the project have all needed permits?

No

iii. Is all needed right-of-way (RoW) secured?

No

iv. If this project were funded today, how soon could it start?

2021

d. Cost estimate:

\$3.5 Million (currently have \$0.5M, still need \$3.0M)

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1. Jurisdiction/agency:

Whatcom County/ Public Works Department

2. Project name: *(please submit one form per project)*

Lora Lane Stormwater Improvements (construction)

3. New project  Existing project modification

a. Location:

Lora Lane & Birch Bay Drive

b. Description *(Suggest one paragraph):*

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Drainage and tide gate modification. Replacing a 48" culvert under Birch Bay drive with a 7' box culvert and installing a new tide gate. Potential road improvements involved

c. Readiness (shovel ready?)

i. Is design complete?

30% completed

ii. Does the project have all needed permits?

No

iii. Is all needed right-of-way (RoW) secured?

No

iv. If this project were funded today, how soon could it start?

2021

d. Cost estimate:

\$2.1 Million (currently have \$0.6, still need \$1.5M)

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1. Jurisdiction/agency:

Whatcom County/ Public Works Department

2. Project name: *(please submit one form per project)*

Silver Beach Phase 1

3. New project  Existing project modification

a. Location:

Silver Beach Creek located in the Hillsdale area of Lake Whatcom

b. Description *(Suggest one paragraph):*

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Installing a large filter vault adjacent to Woodlake Meadows subdivision in the Hillsdale area.  
Stormwater mitigation project.

c. Readiness (shovel ready?)

i. Is design complete?

30% concept design complete

ii. Does the project have all needed permits?

No

iii. Is all needed right-of-way (RoW) secured?

No

iv. If this project were funded today, how soon could it start?

2021

d. Cost estimate:

\$0.8 Million (currently have \$0, still need \$0.8M)

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