



whatcom council of governments

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

State Fiscal Year 2020

Adopted by the WCOG Policy Board on May 8, 2019

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.

---

# Contents

- Contents..... i
- Introduction: The UPWP and the Whatcom Council of Governments ..... 1
  - Purposes of this UPWP ..... 1
  - Organization of WCOG’s UPWP ..... 2
- The Whatcom Council of Governments ..... 4
  - Membership ..... 5
  - Metropolitan Planning Area..... 6
  - Planning priorities ..... 7
- Verification of compliance ..... 8
  - Restriction on lobbying ..... 8
  - Tribal consultation ..... 9
  - Federal public lands..... 9
- SFY 2019 accomplishments..... 9
- Core functions ..... 14
  - Program administration..... 14
  - Transportation planning and projects..... 16
  - Data collection and analysis ..... 20
  - Transportation Improvement Program (TIP)..... 21
  - RTPO planning functions ..... 22
  - International Mobility and Trade Corridor Program (IMTC) ..... 23
  - Whatcom Smart Trips (WST) ..... 25
  - Regional priority programs and projects..... 26
  - Unfunded priority programs and projects ..... 27
- Appendices ..... 28
  - Appendix A - Budget and financial detail..... 28

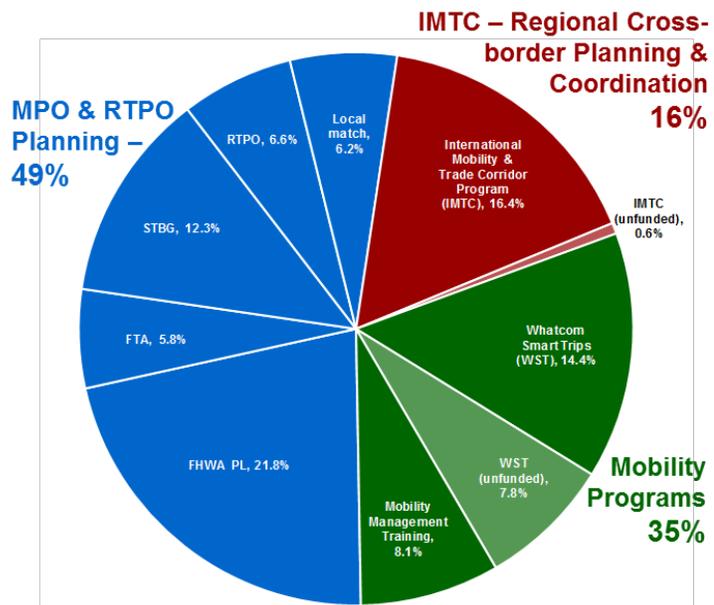
# Introduction: The UPWP and the Whatcom Council of Governments

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

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

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

**Summary of WCOG’s SFY 2020 core functions by percent of planned work program funding**



## Purposes of this UPWP

The UPWP serves multiple purposes:

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

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

## Organization of WCOG’s UPWP

WCOG’s UPWP is organized to provide a description of all work activities planned for Washington State fiscal year (SFY) 2020 and facilitate the TRCO’s review and evaluation of functions and expenditures related to federal and state planning funds. As advised in WSDOT’s 2020 UPWP guidance document, the individual work **activities** in WCOG’s work plan are organized under the following nine **core functions**:

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

WCOG’s UPWP will provide detail on anticipated activities within each of these core functions. While many of WCOG’s planned activities are funded by the PL and FTA funds that the WSDOT TRCO administers, more than half of WCOG’s current activities are funded from other sources: other FHWA or state funds, local funds, Canadian funds (for certain border related projects), etc. While all anticipated SFY 2020 activities are grouped under the nine core functions, each activity section header also includes a notation of funding source types as follows:

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

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

Each of the work activities to be undertaken by WCOG in SFY 2020 is explained using the following format:

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

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

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

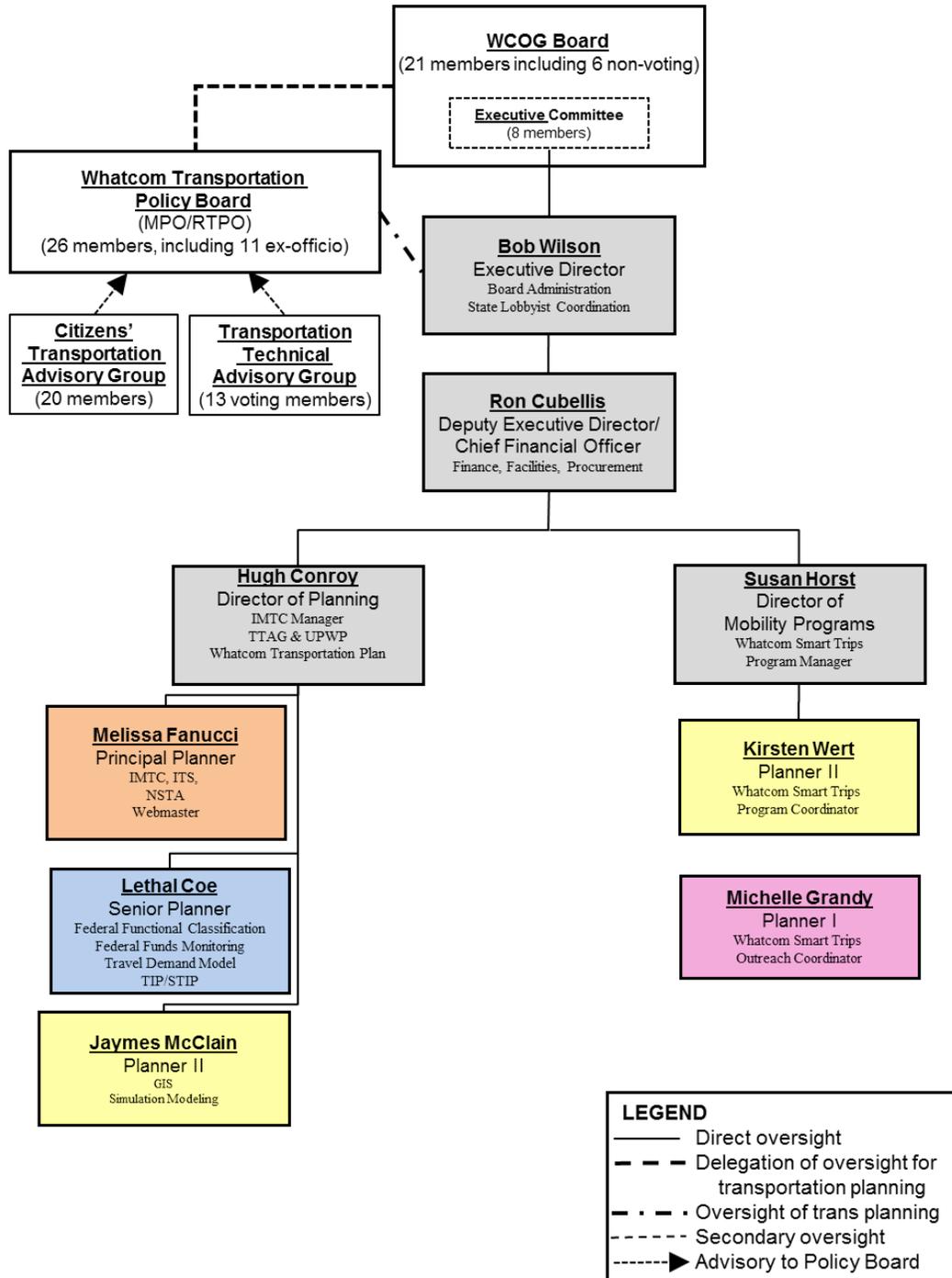
### **Budget and financial table**

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

# The Whatcom Council of Governments

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

## Organization



# Membership

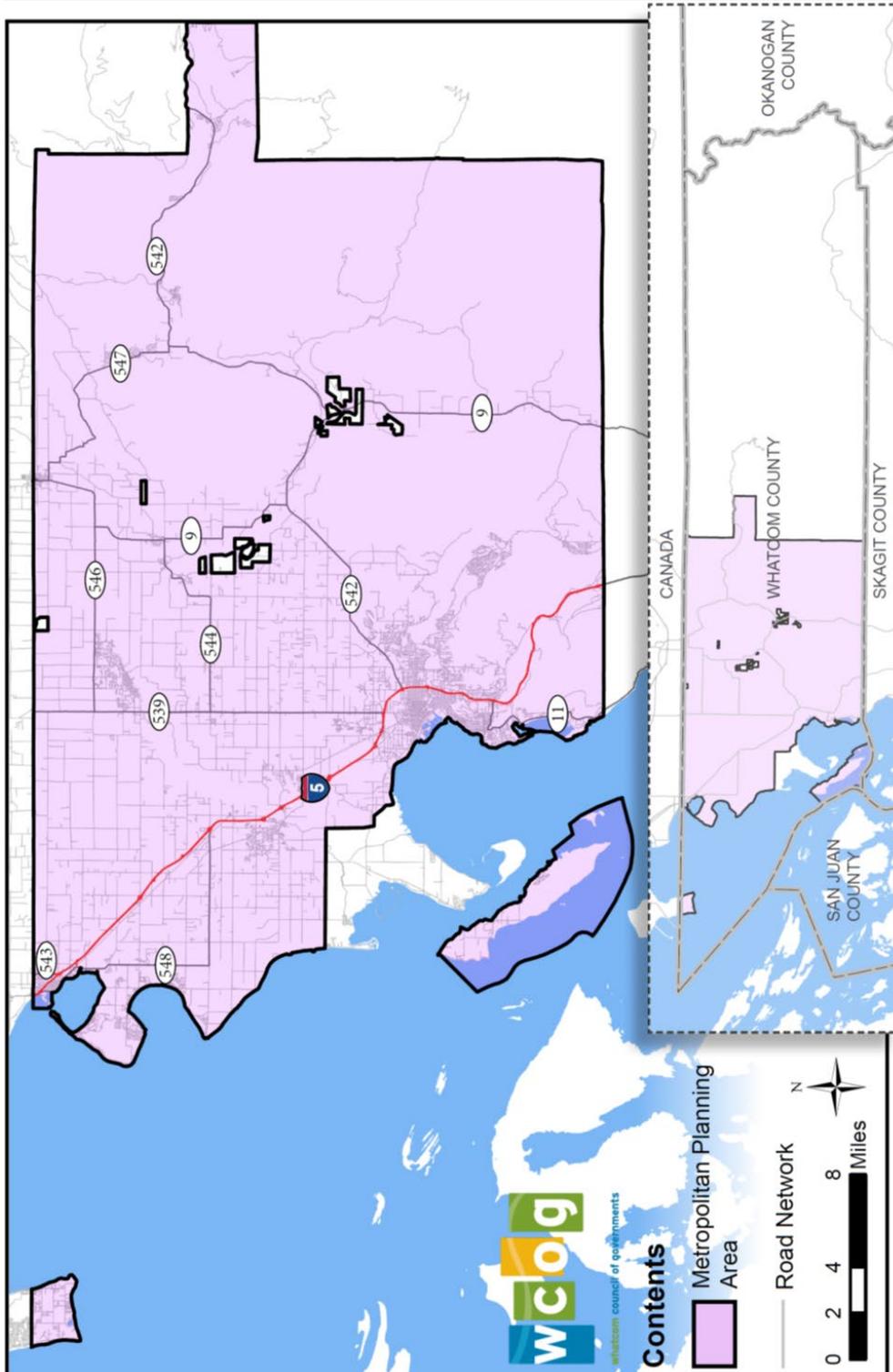
The table below lists the region’s governments, districts, agencies, and institutions that participate on WCOG Council Board, its MPO-RTPO Policy Board, or both along with the individuals currently<sup>1</sup> serving.

Entity	Position	2019 Representatives	Council Board	MPO - RTPO Policy Board
Whatcom County	Executive	Jack Louws	●	●
	Councilmember	Carol Frazey	●	
	Councilmember	Satpal Sidhu		●
City of Bellingham	Mayor	Kelli Linville	●	●
	Councilmember	Terry Bornemann		●
	Councilmember	April Barker	●	
City of Blaine	Mayor	Bonnie Onyon	●	●
City of Everson	Mayor	John Perry	●	●
City of Ferndale	Mayor	Jon Mutchler	●	●
City of Lynden	Mayor	Scott Korthuis	●	●
City of Nooksack	Councilmember	Tom Jones	●	●
City of Sumas	Mayor	Kyle Christensen	●	●
Port of Bellingham	Commisioner	Bobby Briscoe	●	●
Lummi Indian Business Council	Chair	Jeremiah Julius	●	●
Nooksack Tribal Council	Chair	Ross Cline, Sr.		●
Lake Whatcom Water and Sewer District	Commisioner	John Carter	●	
Whatcom Transportation Authority	General Manager	Pete Stark	○	
	Board member	Cathy Watson		●
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	Larry Brown	○	
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	Jeff Morris		○
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 are likely to change over the course of SFY 2020.

# Metropolitan Planning Area

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



# Planning priorities

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

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

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

## Whatcom Regional transportation goals selected from local transportation plans

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

These seven goals are described in more detail below. The added detail reflects discussions in the region’s individual plans and also allows the goals to be related to the longer list of state and federal planning factors.

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

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

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

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

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

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

**Access & Convenience** – Also reflected in the corresponding federal planning 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 (congestion reduction) and modal integration (optimized use of and connection between highway, rail, marine, air, etc.).

## Verification of compliance

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

## Restriction on lobbying

It is anticipated that WCOG staff will meet with state and federal elected officials and administrative officials at various times during state fiscal year (SFY) 2020. 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 2020:

- 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 consultation**

Both the Lummi Nation and the Nooksack Tribe are voting members of the Whatcom Transportation Policy Board. Each tribe is also represented on the Transportation Technical Advisory Group. Both tribes have chosen not to have their tribal lands included within WCOG’s metropolitan planning area (MPA). As described later in this work plan, WCOG will continue to seek improvements to its tribal consultation process during SFY 2020.

## **Federal public lands**

During SFY 2020, 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.

# **SFY 2019 accomplishments**

Looking back at SFY 2019, this section highlights some notable completed work items.

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

- 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

## **Transportation planning and projects**

- Update to WCOG’s Human Services Transportation Plan.
  - Submittal of regional project proposals to WSDOT’s Consolidated Grants Program.
- Amendments to WCOG’s regional and metropolitan long-range transportation plan (Whatcom Mobility 2040)
  - Updates to the regional project list
  - More detailed narrative on performance measures adopted by the Policy Board in 2018.
- Participated with WSDOT Mt. Baker Area – Corridor Sketch Initiative regional workshops.
- Participated with City of Blaine and WSDOT in Practical Solutions review for the Exit 274 scoping of an interchange justification report update.
- Participating with City of Bellingham, WSDOT, WTA, Whatcom County, and others in the Interstate 5 Bellingham Transportation Demand Management & Operations Study.
- Review and moderate organizational changes to WCOG’s Citizens’ Transportation Advisory Group (CTAG)

## **Data collection and analysis**

- Conducted region-wide household travel study that enlisted the participation of 1400 households to partake in two phases: phase one questionnaire had participants answered questions regarding household composition, demographics, and travel behavior; phase two tracked daily trip activities through smartphone technology or online travel log. The data will be applied to the region’s travel demand model and inform local and regional planning efforts.
- Conducted an external station survey to analyze travel activities that move in and out of the region. Two tools were utilized: first; standard tube-based traffic counters captured volume and vehicle classification at non-interstate facilities at the region’s boundaries; second, the analyses of origin-destination capture using location-based services (apps) and GPS through StreetLight Data platform.
- Continued GIS efforts for WCOG products and member agency support including the maintenance of WCOG’s interactive map at [www.wcog.org](http://www.wcog.org), data updating, and map making for WCOG SmartTrips and IMTC programs.

## **Planning collaboration and technical support**

- Provided regional travel demand model outputs and GIS mapping for various jurisdictions and Whatcom Transportation Authority (WTA).

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

- Participation on WSDOT’s Planning Alignment Working Group (PAWG)

## **TIP**

- 2018 Annual cycle completed.
- Sixteen amendments and ten administrative modifications processed.
- 2019 TIP approved with the inclusion of required performance measures (Highway Safety Improvement Program and Transit Asset Management Plan).

- Facilitated statewide TIP Managers' User Group meeting.

## **Model**

- Developed transportation analysis zones (TAZ) refinements for a new 2018 base model year.
- Updated the modeled regional road network, transit routes, and external activities.
- Coordinated with City of Bellingham for the development of demographics data employment and household composition, for the 2018 base year.
- Provided member agency staff and consultants current and forecast model outputs for transportation project analyses.

## **Whatcom Smart Trips**

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

- 670 community members began participating in Smart Trips diaries, adding to the total of 20,661 since the program began in 2006
- 4.4 million walking, bicycling, ridesharing and bus trips tracked on Smart Trips diaries, with a total of 68.2 million miles traveled since 2006
- 1,593 tons of greenhouse gas emissions prevented, part of the 27,700 tons prevented since the program began
- \$400,000 added to the local economy through fuel savings, part of the \$9.9 million since 2006
- 8 new employer partners, adding to the total of 188
- 105 people tried riding the bus for the first time as a result of promotion available to employer partners
- 4,332 elementary students were taught bicycles skills, part of 40,924 since 2006
- 1,764 7<sup>th</sup> grade students were taught to ride the bus and 195 made one or more bus trips
- 81 people learned how to ride the bus on a guided bus ride
- 3 people 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.

### **1. Meetings**

- Six Steering Committee meetings
- Three Core Group meetings

## 2. Products

- IMTC Resource Manual
- IMTC Construction Schedule
- The IMTC Communications Protocol

## 3. Topics of focus

- 2018 Project list
- 2018/2019 IMTC Cross-Border Passenger Vehicle Intercept Survey
- Border Master Planning
- Amtrak Cascades
- WSDOT High Speed Rail Study
- Evaluating vehicle probe data for cross-border trip patterns
- 2018 Cascade Gateway construction schedule
- IMTC Performance Review
- Cascade Gateway transportation operations and assessment
- Trusted traveler and trader programs
- Advanced cargo information/ ACE/E-manifest
- Border wait time systems
- Incidence response protocol
- Dynamic booth management
- FAST-first metered release to primary inspection
- Bus advanced manifests
- Dynamic lane assignment
- Roadway incident response
- Communication between transportation management centres
- Applications of real-time probe data
- Vye Road/BC Highway 11 project update
- IMTC Purpose, Goals & Strategies refresh
- Cross-border travel implications of legalized cannabis in Canada
- NEXUS wait times on variable message signs
- Quick response stalled-truck towing arrangements
- U.S. BTS cross-border trade and vehicle crossing visualization tools
- Transportation Border Working Group (TBWG) updates
- Pilot testing of commercial vehicle "pre-arrival readiness evaluation"
- U.S. Pacific Highway port expansion update
- WCOG traffic counts and border locations
- IMTC Pedestrian Plan
- Cross-border gasoline price and sales trends
- FHWA National Economic Partnerships for Innovative Approaches to Multijurisdictional Coordination
- Impacts from trade policy changes on regional freight traffic
- B.C. Highway 13 project update
- Tabletop exercise for the IMTC Communications Protocol
- Cascade Gateway Border Data Warehouse funding
- 2018 Border data review
- Current U.S. - Canada border policy plans and initiatives

## 4. National level border planning participation

- April U.S. - Canada Transportation Border Working Group (TBWG) meeting in Minneapolis, MN
- November TBWG meeting in Halifax, NS

## 5. Projects undertaken

- 2018/2019 IMTC Passenger Vehicle Intercept Survey
- External Traffic Counts - Whatcom County Borders
- Peace Arch-Douglas/Pacific Highway Pedestrian plan
- Commercial Vehicle Towing Analysis
- Peace Arch-Douglas - Pacific Highway Traffic Study

## 6. Project assistance requests

- Assistance in finding details regarding culvert crossing as part of the new B.C. Highway 13 design
- Coordinated conversations with agencies regarding sidewalk at Peace Arch
- Cross-border commodity data
- Annual wait time averages
- Rail container truck volumes

## Mobility Management and Travel Training

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

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

# Core functions

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

## Program administration

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

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

In support of collaboration among the state’s MPOs, RTPOs, and WSDOT, a coordinating committee meets quarterly to discuss process improvements and needed focus on current issues among the state’s MPO, RTPO, and WSDOT representatives.

**Performance:** WCOG staff.

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

- Coordination on statewide initiatives and any current activities to update state-wide plans.
- Timely updates from key WSDOT HQ departments (planning, local programs, freight, etc.)
- Sharing best practices.
- Ongoing staff development.

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

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

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

In support of staying 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, and state RTPO funds.

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

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) [PL/5303/RTPO], [OF]**

WCOG will update and submit its UPWP for state fiscal year 2021. And, if needed, WCOG will submit amendment requests for this SFY 2020 UPWP.

**Performance:** WCOG staff.

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

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

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

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

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 2019.

**Performance:** WCOG staff.

**Products:** Complete annual report.

**Schedule:** Due on September 30, 2019.

**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.

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

Work will continue into SFY 2020, to document a tribal consultation process.

**Performance:** WCOG staff.

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

**Schedule:** Expected completion in spring 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 [PL/5303/RTPO], [OF]**

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 June 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.

## Transportation planning and projects

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

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

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

**Performance:** WCOG staff.

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

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

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

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

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

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

**Performance:** WCOG staff.

**Schedule:** Ongoing.

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

- Monthly Transportation Technical Advisory Group (TTAG) meetings
- Periodic development of 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.
- Collaboration on special studies (ex. sub area plans, interchange justification reports).
- Ongoing communication with WSDOT and member jurisdiction colleagues.
- Participation with WSDOT and regional members regarding integration of performance measures under MAP-21/FAST-Act requirements as well as a more general adoption of performance-based planning.

**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.

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

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

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

**Performance:** WCOG staff.

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

**Products:** Products of SFYs 2020 MTP activities will include:

- Continued development and improvement of performance measures.
- 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.
- Continued improvement and updates of analytical products (e.g. model configurations, mapping outputs, metrics selection)
- Work with the CTAG, tribal representatives, and with other stakeholders to implement appropriate elements of WCOG’s public participation plan to promote community review and feedback on the M/RTP.

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

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

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

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

**Products:**

- The Community Transportation Advisory Group (CTAG) is WCOG’s formal mechanism for facilitating ongoing citizen participation in the metropolitan transportation planning process. 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.
- Participation in other regional transportation planning forums
  - North Sound Transportation Alliance.
- Outreach to and involvement of private sector stakeholders (industry associations, companies, etc.) for special projects or modal planning efforts.

**Schedule:** Ongoing.

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

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

**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.

## **Participation with regional planning studies [PL/5303/RTPO], [OF]**

**Performance:** WCOG staff.

**Products:** Participation and collaboration with various studies, research, and data collection with state and regional partners. Known efforts likely to extend into SFY 2020 include:

- I-5 Bellingham TDM & Operations Study.
- Based on the last several years, regional planning studies emerge every year that require significant staff effort. Based on recent interest of the Policy Board, initial and continuing effort may be directed to
  - Supporting coordinated project selection and funding strategies for fish-passage projects related to regional road and bridge infrastructure.
  - Application of the regional travel demand model to specific forecasting analyses

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

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

## **Title VI reporting and plan update [PL/5303/RTPO], [OF]**

WCOG is due to update its Title VI plan. An updated plan will be completed and considered for adoption by the end of the 2019 calendar year.

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

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

**Performance:** WCOG staff.

**Products:**

- Updated Title VI plan, including any needed updates to the Language Assistance Plan for People with Limited English Proficiency (LEP).
- Annual Title VI report.

**Schedule:** Title VI report in August, 2019. Updated Title VI plan by December 31, 2019.

**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.

## **Human services transportation planning [PL/5303/RTPO], [OF]**

WCOG completed an update of its Human Services Transportation (HST) Plan in October 2018. Related to this, WCOG worked with its regional HST stakeholders to submit project proposals to WSDOT's Consolidated Grants Program. Work under this activity will consist of tracking the status of project selections. Additionally, WCOG will maintain communication with HST stakeholder assembled for the HSTP update and encourage ongoing dialog and planning

participation through the CTAG and via other related opportunities (e.g. North Sound Connecting Communities).

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.

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

**Performance:** WCOG staff.

**Products:** Coordination and tracking.

**Schedule:** Ongoing as needed.

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

### **Public participation plan update [PL/5303/RTPO], [OF]**

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.

WCOG’s current public participation plan last updated in 2014. It is in need of updating again and will be an activity in SFY 2020.

**Performance:** WCOG staff.

**Products:** Updated public participation plan inclusive of updated strategies, updated stakeholder contacts and communications channels.

**Schedule:** Complete by June 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.

### **North Sound Transportation Alliance [PL/5303/RTPO], [OF]**

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/>

During SFY 2020, WCOG will continue its participation with the NSTA on a work plan that currently highlights coordinated support for inter-county transit between Whatcom, Skagit, Island, and Snohomish counties; strategies to improve cross-county transportation related to health care; regionally connected trail planning and development; coordinated support for passenger rail service improvement; and intermodal connectivity with ferry terminals in the North Sound.

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

**Performance:** WCOG staff.

**Products & Schedule:**

- Contribution to and coordination of work-plan products.
  - Continued collaboration with regional transit agencies to communicate system characteristics of cross-county transit operations.
  - Trail planning resources inventory and collaboration strategy.
  - Intermodal connectivity with ferry terminals briefing and strategy.

**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.

## Data collection and analysis

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

### Update of the regional transportation demand model [PL/5303/RTPO], [OF]

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 2018 model update will inform upcoming planning products and projects, including 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.

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

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

**Performance:** WCOG staff

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

**Schedule:** Ongoing.

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

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

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

**Performance:** WCOG staff

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

**Schedule:** Ongoing

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

## **2020 U.S. Census [PL/5303/RTPO], [OF]**

In preparation for the 2020 Census, WCOG intends 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:** Establish complete counts committee for 2020 census

**Schedule:** February 2019 – June 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 [PL/5303/RTPO], [OF]**

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

**Performance:** WCOG staff

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

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

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

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

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

**Performance:** WCOG staff

**Products:**

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

**Schedule:** Ongoing.

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

## RTPO planning functions

WCOG's duties as an RTPO are defined under Washington state law, RCW 47.80.023. These duties are listed below along with how they relate to WCOG's SFY 2020 work plan.

The following RTPO duties are covered elsewhere in this work plan or do not need to be addressed in SFY 2020.

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

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

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

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

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

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

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 2020.

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

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

This work was 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, 2024.

**Performance:** WCOG staff

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

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

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

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

Several important statewide transportation planning activities are underway including the Washington Transportation Plan 2040, active transportation plan, an intermodal plan, a freight plan update, and an update to the highway systems plan. WCOG intends to participate in these efforts with regard to its regional planning priorities, vital connections to statewide systems, and connections between Washington State and British Columbia.

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

**Performance:** WCOG staff

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

**Schedule:** Ongoing as appropriate.

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

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

Level-of-service review is a proscribed RTPO planning duty (RCW 47.80.023 (8)). And, in the context of recent studies and upcoming activities, it is repeatedly made clear that a review of level-of-service measurement is needed. Recent work with WSDOT on the Bakerview-to-Grandview subarea study highlighted some of the difficulty resulting from various measures and standards. These themes have come up again in work with WSDOT's Corridor Sketch Initiative.

**Performance:** WCOG staff, TTAG

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

**Schedule:** ongoing.

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

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

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

**Performance:** WCOG staff

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

**Schedule:** Ongoing as appropriate.

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

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

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

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

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

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

**Performance:** WCOG staff

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

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

**Schedule:** Ongoing as appropriate.

**Funding source:** STBG, Vancouver Airport Authority, and TBD.

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

**Performance:** WCOG staff

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

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

**Schedule:** Ongoing as appropriate.

**Funding source:** STBG, Vancouver Airport Authority, and TBD.

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

**Performance:** WCOG staff

**Products:** Tracking and supporting progress on interagency collaborations identified at IMTC meetings such as project definitions, research for alternatives analysis, etc. Examples coordinating partner agency input on infrastructure planning, undertaking focused analysis and reporting of traffic and operations forecasts, tracking consumer behaviors impact on border operations (e.g. fuel consumption, online retail and parcel services), research and analysis with WWU's Border Policy Research Institute, discussion of strategies and work products with the U.S.-Canada Transportation Border Working Group (TBWG), and follow-up and coordination on inter-agency data-sharing arrangements, etc.

**Schedule:** Ongoing as appropriate.

**Funding source:** STBG, Vancouver Airport Authority, and TBD.

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

**Performance:** WCOG staff

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

**Schedule:** Ongoing as appropriate.

**Funding source:** STBG, Vancouver Airport Authority, and TBD.

## 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 2020. Thus, the program also appears in the *unfunded needs* section below.

### WST program administration [Local]

**Performance:** WCOG staff

**Products:** Administration

**Schedule:** Ongoing.

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

**Products:** The program.

### WST Community Outreach [Local], [OS]

**Performance:** WCOG staff

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

**Schedule:** Ongoing.

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

**Products:** The program.

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

**Performance:** WCOG staff

**Products:** Support to businesses and organizations that want to promote sustainable transportation to their employees. This activity also encompasses WCOG's administration of regional compliance with the state's commute trip reduction (CTR) law.

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

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

**Schedule:** Ongoing.

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

## WST incentives [Local], [OS]

**Performance:** WCOG staff

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

**Schedule:** Ongoing.

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

## WST School programs [Local], [OS]

**Performance:** WCOG staff

**Products:** 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 and the Whatcom Transportation Authority, and state funding from the WSDOT Public Transportation Office.

## WST website [Local], [OS]

**Performance:** WCOG staff, consultant

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

**Schedule:** Ongoing.

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

# Regional priority programs and projects

## Mobility Management & Travel Training [OF]

WCOG has conducted this work for the last three 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 – pending approval.

## **Unfunded priority programs and projects**

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

The Whatcom Smart Trips program does not yet have full funding identified for SFY 2020. 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.

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

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

WCOG is working with WSDOT and other IMTC partner agencies (BC MoTI, Transport Canada, U.S. FHWA, and its WCOG Policy Board) to formulate a sustainable funding partnership for the IMTC Program that provides predictability beyond annual and biennial cycles. The annual cost of the IMTC Program is approximately \$230,000.

With a very-recently approved state funding allocation through WSDOT, \$200,000 is now approved for the next biennium (\$100,000 for SFY 2020). For this UPWP, IMTC is very close to being fully funded – with only about \$9,000 of estimated unfunded need. Thus, WCOG will continue to discuss funding strategies as discussed above.

# Appendices

## Appendix A – Budget and financial detail

UPWP Page No.		SFY 2020 Funding Sources									
		FHWA PL, FTA 5303, FHWA STBG, Local Match,					State		Local	Canadian	Total
		PL	5303	STBG	Federal other	Match 13.5%	RTPO	Other			
<b>Funding-source total</b>		<b>\$295,000</b>	<b>\$78,000</b>	<b>\$271,014</b>	<b>\$210,000</b>	<b>\$90,511</b>	<b>\$94,034</b>	<b>\$120,000</b>	<b>\$75,000</b>	<b>\$10,000</b>	<b>\$1,243,559</b>
14	<b>Program administration</b>	<b>\$17,700</b>	<b>\$4,680</b>	<b>\$9,961</b>		<b>\$5,047</b>	<b>\$4,702</b>				<b>\$42,090</b>
14	Regional and statewide coordination	\$4,602	\$1,217	\$2,590		\$1,312	\$1,222				\$10,943
14	Professional development and staff training	\$4,425	\$1,170	\$2,490		\$1,262	\$1,175				\$10,522
14	Coordination/communication with federal and state legislators	\$1,593	\$421	\$896		\$454	\$423				\$3,788
15	Unified Planning Work Program (UPWP)	\$2,655	\$702	\$1,494		\$757	\$705				\$6,313
15	UPWP annual report	\$1,770	\$468	\$996		\$505	\$470				\$4,209
15	Documentation of tribal consultation process	\$1,770	\$468	\$996		\$505	\$470				\$4,209
15	Self-Certification Document	\$885	\$234	\$498		\$252	\$235				\$2,104
16	<b>Transportation planning and projects</b>	<b>\$194,700</b>	<b>\$51,480</b>	<b>\$109,569</b>		<b>\$55,522</b>	<b>\$60,182</b>				<b>\$471,453</b>
16	Planning technical support to organization, members, and tribes	\$35,046	\$9,266	\$19,722		\$9,994	\$10,833				\$84,861
16	Coordination with WSDOT and MPO/RTPO members	\$33,099	\$8,752	\$18,627		\$9,439	\$10,231				\$80,147
17	Metropolitan & Regional Transportation Plan update & strategy	\$58,410	\$15,444	\$32,871		\$16,656	\$18,055				\$141,436
17	Public and stakeholder participation and outreach	\$7,788	\$2,059	\$4,383		\$2,221	\$2,407				\$18,858
18	Intelligent Transportation System (ITS) Plan	\$5,841	\$1,544	\$3,287		\$1,666	\$1,805				\$14,144
18	Participation with regional planning studies (Corridor studies, etc.)	\$21,417	\$5,663	\$12,053		\$6,107	\$6,620				\$51,860
18	Title VI reporting and plan update	\$7,788	\$2,059	\$4,383		\$2,221	\$2,407				\$18,858
18	Human Services Transportation planning (HSTP)	\$9,735	\$2,574	\$5,478		\$2,776	\$3,009				\$23,573
19	Public participation plan - update.	\$7,788	\$2,059	\$4,383		\$2,221	\$2,407				\$18,858
19	North Sound Transportation Alliance (NSTA)	\$7,788	\$2,059	\$4,383		\$2,221	\$2,407				\$18,858
20	<b>Data collection and analysis</b>	<b>\$67,850</b>	<b>\$17,940</b>	<b>\$38,183</b>		<b>\$19,348</b>	<b>\$19,747</b>				<b>\$163,069</b>
20	Maintenance of the regional transportation demand model	\$30,533	\$8,073	\$17,182		\$8,707	\$8,886				\$73,381
20	Development and maintenance of GIS resources	\$30,533	\$8,073	\$17,182		\$8,707	\$8,886				\$73,381
21	Federal functional classification system updates and monitoring	\$3,393	\$897	\$1,909		\$967	\$987				\$8,153
21	2020 US Census	\$3,393	\$897	\$1,909		\$967	\$987				\$8,153
21	<b>Transportation Improvement Program (TIP)</b>	<b>\$14,750</b>	<b>\$3,900</b>	<b>\$8,301</b>		<b>\$4,206</b>	<b>\$4,702</b>				<b>\$35,859</b>
21	TIP development & amendments	\$10,325	\$2,730	\$5,810		\$2,944	\$3,291				\$25,101
21	Obligation status monitoring and reporting	\$4,425	\$1,170	\$2,490		\$1,262	\$1,411				\$10,758
22	<b>RTPO Planning duties (in addition to the above requirements)</b>						<b>\$4,702</b>				<b>\$4,702</b>
22	Certify consistency: RTP & local comp. plans						\$0				\$0
23	Participation in state planning activities						\$3,761				\$3,761
23	Level-of-service methodology review						\$470				\$470
23	Analysis and Review of FAST Act Requirements						\$470				\$470
23	<b>The International Mobility &amp; Trade Corridor Program (IMTC) <sup>1</sup></b>			<b>\$105,000</b>	<b>\$100,000</b>	<b>\$6,387</b>				<b>\$10,000</b>	<b>\$221,387</b>
24	Meeting preparation, participation, facilitation			\$23,100	\$22,000	\$1,405				\$2,200	\$48,705
24	Data collection and reporting			\$33,600	\$32,000	\$2,044				\$3,200	\$70,844
24	Collaborative efforts			\$45,150	\$43,000	\$2,747				\$4,300	\$95,197
24	Project management			\$3,150	\$3,000	\$192				\$300	\$6,642
25	<b>Whatcom Smart Trips (WST) <sup>2,3</sup></b>							<b>\$120,000</b>	<b>\$75,000</b>		<b>\$195,000</b>
25	Program administration							\$0	\$0		\$0
25	Community outreach							\$24,000	\$15,000		\$39,000
25	Employer programs							\$56,400	\$35,250		\$91,650
26	Incentives							\$9,600	\$6,000		\$15,600
26	School programs							\$22,800	\$14,250		\$37,050
26	Website							\$7,200	\$4,500		\$11,700
26	<b>Regional priority programs &amp; projects</b>				<b>\$110,000</b>						<b>\$110,000</b>
26	Mobility Management Training				\$110,000						\$110,000
27	<b>Unfunded priority programs &amp; projects</b>	<b>\$113,613</b>									
27	Whatcom Smart Trips (WST)	\$105,000									
27	International Mobility & Trade Corridor Program (IMTC)	\$8,613									

**Funding source notes**

1. IMTC funding is currently composed of \$105,000 from allocated STBG-R, \$100,000 of Federal funds via the State of Washington, and \$10,000 from Vancouver Airport Authority.
2. WST state funding (for CTR) is from the WSDOT Public Transportation Office
3. WST local funding from City of Bellingham & Whatcom Transportation Authority