

YAKIMA VALLEY MPO/RTPO POLICY BOARD MEETING MINUTES
February 17, 2016

CALL TO ORDER Mr. Restucci, Chairman, called the February 17, 2016 meeting of the Yakima Valley MPO/RTPO Policy Board to order at 1:30 p.m.

PUBLIC COMMENT POLICY It is the policy of the Yakima Valley MPO/RTPO Policy Board to accept public comment on agenda items at the time the item is being discussed. Public comments regarding items not on the agenda will be heard at the end of the meeting.

ROLL CALL & INTRODUCTIONS Members present: Jim Restucci, John Hodkinson, Janice Gonzales, Mario Martinez, Dan Olson, Mike Leita, Madelyn Carlson (PFP), Brian White (WSDOT) and Jonathan Smith (YCDA)
Members Absent: none
YVCOG staff present: Larry Mattson, Deb LaCombe, Brian Curtin, Tim Sullivan, Joseph Calhoun, and Tami Hayward.
Others present: Raquel Crowley (Sen. Patty Murray's Office); Lowell Krueger (Yakima Housing Authority)

**Indicates notice of absence received prior to meeting.*

APPROVAL OF MINUTES Mr. Hodkinson moved to approve the December 14, 2015 Minutes. Mr. Leita seconded the motion. The motion carried.

OLD BUSINESS

*State Fiscal Year (SFY) 2017
Unified Planning Work
Program (UPWP) Interagency
DRAFT* Ms. LaCombe explained that the UPWP is our annual program informing everyone what it is we are doing, who will be working on the various tasks, how much money we are putting aside to complete these tasks, and whether it is federal state or local money we will be using.

The MPO (Metropolitan Planning Organization) is the federally-mandated planning organization for metropolitan areas above 50,000. The RTPO (Regional Transportation Planning Organization) is the state version of transportation planning for a specified area ... for us, it is within the boundaries of Yakima County. State money funds RTPO activities, and federal money funds MPO activities.

Ms. LaCombe provided a brief review of each of the various tabbed pages in the draft UPWP. For the sake of transparency, the UPWP tasking has been broken down into 10 separate areas. Everything has been broken down by funding source and task.

The UPWP includes a list of unfunded needs, prepared by YVCOG staff and recommended by the TAC (Technical Advisory Committee). These are projects

that have been recognized as regional priorities in the event money should become available.

If approved this will be the Interagency review draft, and we will then set up a meeting with FHWA, FTA, WSDOT, along with one or two policy board members and one or two TAC members, where we will discuss about is this work plan feasible, will it meet federal and state requirements, are we being transparent enough, is there anything we need to add? Once everyone comes to agreement, it will be adopted by the PB in May.

(1:44 p.m. - Commissioner Leita left the meeting.)

Mr. Olson moved to approve the State Fiscal Year (SFY) 2017 UPWP Interagency draft. Mr. Hodkinson seconded the motion. The motion carried.

Title VI Annual Report

Ms. LaCombe requested approval of the Title VI Annual Report, which she reviewed with the Policy Board at the January meeting.

This annual report provides information on our staff. Includes the YVCOG Org Chart, staff demographics and trainings, upcoming events, contracts, etc. The report is due to WSDOT – Office of Equal Opportunity by the end of February.

Mr. Olson moved to approve the Title VI Annual Report. Mr. Smith seconded. The motion carried.

Long-Range Transportation Plan – Public Comment Period

Table copies of the plan were available – page 6 of the Policy Board packet lists various locations where the plan is available for viewing, including the YVCOG website. It is in public comment period until March 18th.

A SEPA (State Environmental Policy Act) document will be out for public comment beginning February 12th, and ending on February 26th. This document goes through all of the environmental aspects that we must address in the Plan.

YVCOG staff is currently working on the Long-Range Plan formatting. This is our longest and most expensive project – it is updated every 4 years and is required in order for us to continue to receive federal funding, so we put a lot of effort into it.

NEW BUSINESS

Correspondence

Office of Emergency Management Memo

Mr. Mattson directed the Policy Board's attention to a letter received from the Office of Emergency Management. Yakima County has decided to pull out of the agreement, but we are still working with the City of Yakima's emergency management team. We are still pursuing the data for our Long-Range Transportation Plan.

Capital Facilities Elements/Transportation Elements/Transportation Element Certifications

In the past, YVCOG has assisted our jurisdictions by using YVCOG's STP funds in preparing both the capital facilities and the transportation elements. STP funds are shrinking, which means that, from this point forward, we will only be able to use the funding in preparing transportation elements. If assistance is needed to prepare capital facilities elements, member jurisdictions have been asked to do that under a technical assistance contract. We are required to certify all transportation elements within the borders of Yakima County, so we will continue doing so – all 14 certifications will come before the Policy Board for final signature.

HSTP Yakima County Special Needs Coalition transition

In the past, People for People has led the effort for special needs transportation planning in the Valley – in fact, People for People provided the 'template' that WSDOT has used throughout the state. YVCOG is responsible for the Plan, has offered to take the program back in house, and PFP has agreed. The plan is prepared every 4 years, with an update every other year. People for People has carried the torch in the Valley for 15 years. It has brought transportation providers and service providers together.

We would like to take the current Special Needs Transportation Coalition core group shown on the roster and expand it to include public transit and possibly passenger rail. We don't yet have a name for it, but it may be something along the lines of Public Transportation Advisory Group. A roster is attached to the packet. The first meeting will be held March 22nd. During that initial meeting under the YVCOG banner, we will be discussing the need for bylaws and guidelines. Once the group has worked on crafting those staff will want the Policy Board's approval. A sample of potential bylaws are in the packet for you to review. Lastly, staff would like a Policy Board member to participate in the March 22nd meeting by welcoming the group, expressing some relational expectations for the group as an advisory committee to the Policy Board and perhaps run the elections that will seat a Chair, Vice-chair and Secretary.

February M/RTIP Amendment

Mr. Curtin presented the M/RTIP amendment for February 2016 as Resolution 2016-01 for Determination of Air Quality and Resolution 2016-02 for Findings. As required by the Clean Air Act Amendment of 1990, and the requirements set forth in WAC 173-420, the Metropolitan/Regional Transportation Improvement Program (M/RTIP) and amendments require a determination that clean air standards will not be violated as a result of transportation improvement projects. Amendments are on behalf of Yakima Transit ('Annual Operating Assistance-FY 2015 Transit Operating Grant' \$2,250,000 5307 Federal Funds and \$2,250,000 Local Funds - and 'Annual Operating Assistance-FY2016 Transit Operating Grant' \$2,600,000 5307 Federal Funds, and \$2,600,000 Local Funds)

Mr. Olson moved to adopt Resolution 2016-01 for Determination of Air Quality Conformity, and Resolution 2016--02 Findings, and approval of the 2016-2019 M/RTIP September Amendment, and to authorize the Chair to sign the TIP Amendment Checklist. Ms. Carlson seconded the motion. The motion carried.

CMAQ Call for Projects

Ms. LaCombe explained to the board that staff has received the 2016 Estimated allocations regarding three federal funds from WSDOT headquarters. Of the three funding sources, Congestion Mitigation and Air Quality (CMAQ) funding regulations changed the least when the Fixing America's Surface Transportation Act (FAST Act) was passed. Staff has reviewed the potential for a CMAQ Call for Projects and has found interest from the TAC to pursue a 2017-2020 Call for Projects. If the Policy Board agrees to pursue a Call for Projects, staff will convene a TAC sub-committee to review/revise previous Call for Projects materials and seek a recommendation from the full Tac during the March TAC meeting. Provided the TAC recommends the CMAQ Call for Projects packet, staff will bring the recommended Call for Projects materials to the Policy Board for approval. Staff requests consensus to begin work on a 2017-2020 Call for Projects.

Comp Plan Transportation Elements (Progress, queue, timeline for certifications)

Mr. Calhoun provided a brief update on the progress of Comp Plan Transportation Element updates. GMA updates are due by June 30, 2017.

Grandview's update is complete. Zillah's update is in progress, and we have contracts to update the elements for Granger, Mabton, Naches and Selah.

The Policy Board is responsible to certify the Transportation Element of all the cities and towns, including Yakima County.

A checklist has been provided to all jurisdictions, which includes the required information necessary for certification.

Traffic Count Program

Ms. LaCombe explained to the board that YVCOG was successful, largely due to Mr. Calhoun's negotiation skills, in securing a good price on new traffic counters for the YVCOG Traffic Counting program.

OTHER BUSINESS

None.

PUBLIC COMMENT

None.

ADJOURN

With no other business, Mr. Restucci adjourned the meeting at 2:40 p.m.

Respectfully submitted,



James A. Restucci,
Yakima Valley MPO/RTPO Policy Board Chair

3/21/2016
Date signed

ATTEST:



Tamara Hayward, Policy Board Secretary

3/21/2016
Date signed