



**YAKIMA VALLEY
TRANSPORTATION POLICY BOARD
AGENDA**

Wednesday, January 17, 2018
1:30 p.m.

The 300 Building
311 N. 4th St, Ste 204, Yakima, WA

TRANSPORTATION POLICY BOARD:

James A. Restucci, Chair, Mayor, City of Sunnyside
John Hodkinson, Vice Chair, Member-at-Large
Janice Gonzales, Council Member, City of Zillah
Mario Martinez, Mayor, City of Mabton
Mike Leita, Commissioner, Yakima County
Dan Olson, Council Member, City of Union Gap
Maureen Adkison, Council Member, City of Yakima
Todd Trepanier, Region Administrator, WSDOT SCR
Jon Smith, President/CEO, YCDA
Madelyn Carlson, CEO, People for People

13th District:
Sen. Judy Wamick
Rep. Tom Dent
Rep. Matt Manweller

15th District:
Senator Jim Honeyford
Representative David Taylor
Representative Bruce Chandler

14th District:
Senator Curtis King
Representative Norm Johnson
Representative Gina McCabe

ALL TO ORDER

The January 17, 2018 meeting of the Transportation Policy Board will come to order at _____ p.m.

I. INTRODUCTIONS

II. ROLL CALL

III. APPROVAL OF MINUTES – December 18, 2017 pp. 1-2

PUBLIC COMMENT POLICY – *It is the policy of the Transportation 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.*

IV. OLD BUSINESS

1. Human Services Transportation Plan (HSTP) Monthly Status Update
Mike Shuttleworth, Planning Manager, Alan Adolf, Transportation Program Manager
Action: Information

V. NEW BUSINESS

1. Correspondence
Larry Mattson, Executive Director
2. January 2018 Metropolitan/Regional Transportation Improvement Program (M/RTIP) Amendment
Alan Adolf, Transportation Program Manager
- Table Copy
 - Public comment period from December 27, 2017 – January 10, 2018 no comments received.
 - Technical Advisory Committee (TAC) recommended on January 11, 2018 provided that no substantive comments are received that would cause process to delay in order to respond.*Action 2a: Adopt Resolution 2018-01 for Determination of Air Quality and authorize Chair to sign Resolution 2018-01.*
Action 2b: Adopt Resolution 2018-02 for Findings and authorize Chair to sign Resolution 2018-02.
Action 2c: Approval of the 2018-2021 M/RTIP January Amendment and authorize Chair to sign TIP

Amendment Checklist.

3. Surface Transportation Program (STP) Funding Advancement – Multiple Jurisdictions - *Table Copy*
Alan Adolf, Transportation Program Manager
 - Advancement of Right of Way (RW) funds does not negatively impact advancement of other jurisdiction's construction phases.
 - Motion approved by TAC on December 14th to advance 2018 Surface Transportation Program (STP) Funds to Union Gap (\$100,647), Zillah (\$52,765), and Toppenish (\$35,460)*Action: Authorize advancement of 2018 STP RW funds for Cities of Toppenish, Union Gap, and Zillah*

4. State Fiscal Year (SFY) 2019 Unified Planning Work Program (UPWP) Development - *Table Copy*
Larry Mattson, Executive Director & Alan Adolf, Transportation Program Manager - *pp 3-4*
 - SFY 2019 UPWP Guidance from WSDOT
 - Unmet needs for SFY 2019 UPWP*Action: Information / Submit proposed Unmet Needs for 2019 UPWP by Feb. 1, 2018*

5. Traffic Modeling Program Update
Alan Adolf, Transportation Program Manager
 - 2018 Schedule for implementation of user training and activation of model*Action: Information*

6. 2018-2019 Transportation Advisory Committee Chairman/Vice Chairman Elections
Alan Adolf, Transportation Program Manager
 - Required as directed in TAC bylaws and March 31st retirement of current chairman, Gary Ekstedt, P.E. (Yakima Co. Road Engineer).
 - Position holders serve for two-year period*Action: Information*

7. 2018 Title VI Report – Policy Board Equal Opportunity Survey Attendance Sheet
Larry Mattson, Executive Director
Action: Information (February Action Item by Policy Board)

OTHER BUSINESS

PUBLIC COMMENT

ADJOURN at _____ p.m.

YVCOG ensures full compliance with Title VI of the Civil Rights Act of 1964 by prohibiting discrimination against any person on the basis of race, color, national origin, or sex in the provision of benefits and services resulting from its federally assisted programs and activities. For questions regarding YVCOG's Title VI Program, you may contact the Title VI Coordinator at 509.574.1550.

If you need special accommodations to participate in this meeting, please call us at 509.574.1550 by 10:00 a.m. three days prior to the meeting. For TDD users, please use the state's toll-free relay service, 800.833.6388 and ask the operator to dial 509.574.1550.

YVCOG TRANSPORTATION POLICY BOARD
MEETING MINUTES
December 18, 2017

CALL TO ORDER

Vice Chair John Hodkinson called the December 18, 2017 meeting of the Transportation Policy Board to order at 1:31 p.m.

PUBLIC COMMENT
POLICY

It is the policy of the Transportation 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: John Hodkinson, Janice Gonzales, Mike Leita, Maureen Adkison, Randy Giles for Todd Trepanier, Madelyn Carlson,

Call in: Jim Restucci.

Members Absent: Mario Martinez, Dan Olson, Jon Smith

YVCOG staff present: Larry Mattson, Alan Adolf, Mike Shuttleworth and Jodi Smith

Others present: Joan Davenport (City of Yakima); Lowel Krueger (Yakima Housing Authority)

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

APPROVAL OF MINUTES

Ms. Gonzales moved to approve the October 16, 2017 minutes. Mr. Leita seconded the motion. The motion carried.

OLD BUSINESS

*WSDOT Human Services
Transportation Plan (HSTP)
Implementation Agreement*

Mr. Mattson gave information about the HSTP Implementation agreement. Mr. Hodkinson considered a motion that the Policy Board approve and give authorization for the chairman to sign the WSDOT/HSTP Agreement. Ms. Carlson moved, and Mr. Leita seconded the motion. Motion carries.

*YVCOG 2018 CMAQ Program
Local Agency Agreement*

Mr. Mattson gave information on the 2018 Congestion Mitigation Air Quality Local Agency Agreement. Mr. Hodkinson considered a motion that the Policy Board approve and authorize for the chairman to sign the WSDOT/YVCOG (CMAQ) LAA. Mr. Leita moved, and Ms. Gonzales seconded the motion. Motion carries.

*Yakima Valley Regional ITS
Architecture Annual Update*

Mr. Adolf gave information on the annual update of the Yakima Valley Regional Intelligent Transportation Systems Plan. The Technical Advisory Committee recommends approval that included minor edits and text revisions that correspond with the 2017-2040 Yakima Valley Metropolitan and Regional Transit Plan. Mr. Hodkinson considered a motion to approve the ITS Plan Annual Update. Ms. Adkison moved, and Ms. Gonzales seconded the motion. Motion carries.

*YVCOG Commute Trip Reduction
(CTR) Administrative Work Plan*

Mr. Adolf gave an update of the Commute Trip Reduction program and YVCOG's new coordinator is Brian Galloway. WSDOT has approved the work plan that will be YVCOG's activity blueprint for the next two years. YVCOG has successfully updated contacts with existing CTR affected business and will

begin a voluntary effort with non-CRP affected businesses promoting the use of car pools, van pools, bike racks, and enhancing transit options. \$148,600 was received to fund CTR program through June 2019.

NEW BUSINESS

Correspondence

None to report.

2018-2021 M/RTIP Amendment Schedule

Mr. Mattson provided information on the new Amendment Schedule, reporting that there will be occasions when WSDOT deadlines come before the Policy Board meeting. Mr. Hodkinson considered a motion to approve the 2018-2021 M/RTIP Amendment Schedule. Mr. Leita moved, and Ms. Gonzales seconded the motion. The motion carries.

Human Services Transportation Plan (HSTP) Update Kickoff

Mr. Adolf and Mr. Shuttleworth provided information on the HSTP update process and how YVCOG and the Coordinated Grant Program will use the data gathered on the Coordinated Transit services in Yakima County.

Mr. Shuttleworth will be the lead for this project. Outreach includes talking with as many service providers and users as possible. The elected are key in getting the word out. New this year is an online survey component. We will have flyers, postcards and other announcements on websites and electronic distribution. YVCOG is available to work with cities to post this information and links to the survey.

CTR Strategic Plan Update

Mr. Mattson provided information on the Commute Trip Reduction Strategic Plan Update. Mr. Mattson was appointed to the State board and has been serving since June. The CTR Board has been exploring 3 options. One is local flexibility to explore alternative programs instead of traditional CTR. Second path is to explore traffic demand management outside of CTR, and the 3rd is an educational component to increase awareness of options other than driving alone.

OTHER BUSINESS

None.

PUBLIC COMMENT

None.

ADJOURN

With no other business, Mr. Hodkinson adjourned the meeting at 1:50 p.m.

Respectfully submitted,

John Hodkinson Jr.
YVCOG Transportation Policy Board Vice Chairman

Date signed

ATTEST:

odi Smith, Office Specialist

Date signed

7. UPWP Development

7.1 UPWP Development Schedule

| Key Due Dates | Key Action Due |
|-----------------------------------|---|
| On or before December 31, 2016 | WSDOT Tribal and Regional Coordination Office (TRCO) provides estimated planning funding allocations to MPOs and RTPOs for SFY 2018. |
| February 2017 | WSDOT TRCO schedules UPWP coordination meetings among WSDOT, FHWA, FTA, and the MPOs/RTPOs (as applicable). |
| March 20, 2017 | MPOs send draft UPWPs electronically to the WSDOT TRCO, FHWA and FTA. RTPOs send draft UPWPs electronically to the WSDOT TRCO. <i>Exceptions:</i> <i>RTC: UPWP Due Date – February 8, 2017</i> <i>LCVMPO: UPWP Due Date – August 15, 2017</i> |
| April – June 2017 | WSDOT TRCO, Public Transportation Division, WSDOT Region Planners, FHWA, and FTA representatives meet with MPOs to discuss the draft UPWPs. <i>Note: WSDOT will meet separately with RTPOs not affiliated with MPOs during this same time period.</i> |
| May - June 2017 | MPOs and RTPOs take final UPWPs to Policy Boards for adoption. |
| June 16, 2017 | MPOs and RTPOs submit the adopted UPWP electronically to the WSDOT TRCO. |
| June 21, 2017 | WSDOT TRCO submits MPO adopted UPWPs electronically to FHWA/FTA |
| June 30, 2017 | FHWA/FTA UPWP issue formal approval |
| July 1, 2017 | Approved SFY 2018 UPWP work begins |

7.2 On-Site Coordination Meeting and Draft Agenda

For your convenience, an agenda for the spring 2017 MPO/RTPO on-site UPWP coordination meetings is included below (Figure 1).

Appendix 3: Identified Unfunded Needs

YVCOG (lead)

- Regional Origins & Destinations Study – 2 part
- Regional Safe Routes to School Planning and Assistance
- Yakima County Regional Transit Feasibility Study – Phase I
- State Committees and Task Forces
- Regional CTR Planning
- Catastrophic Transportation Planning
- Lower Valley Trail Feasibility Study – Phase I

YVCOG Member (lead)

- Yakima Valley Short Line Rail & Trans-load Facility Feasibility Study
- Lower Valley Freight Bypass Loop