

Final Document - DRAFT
Amendment 2020 - 1
Adopted: December 16, 2020

2020

State Fiscal Year
July 1, 2019 - June 30, 2020

Unified Planning Work Program



Yakima Valley Conference of Governments

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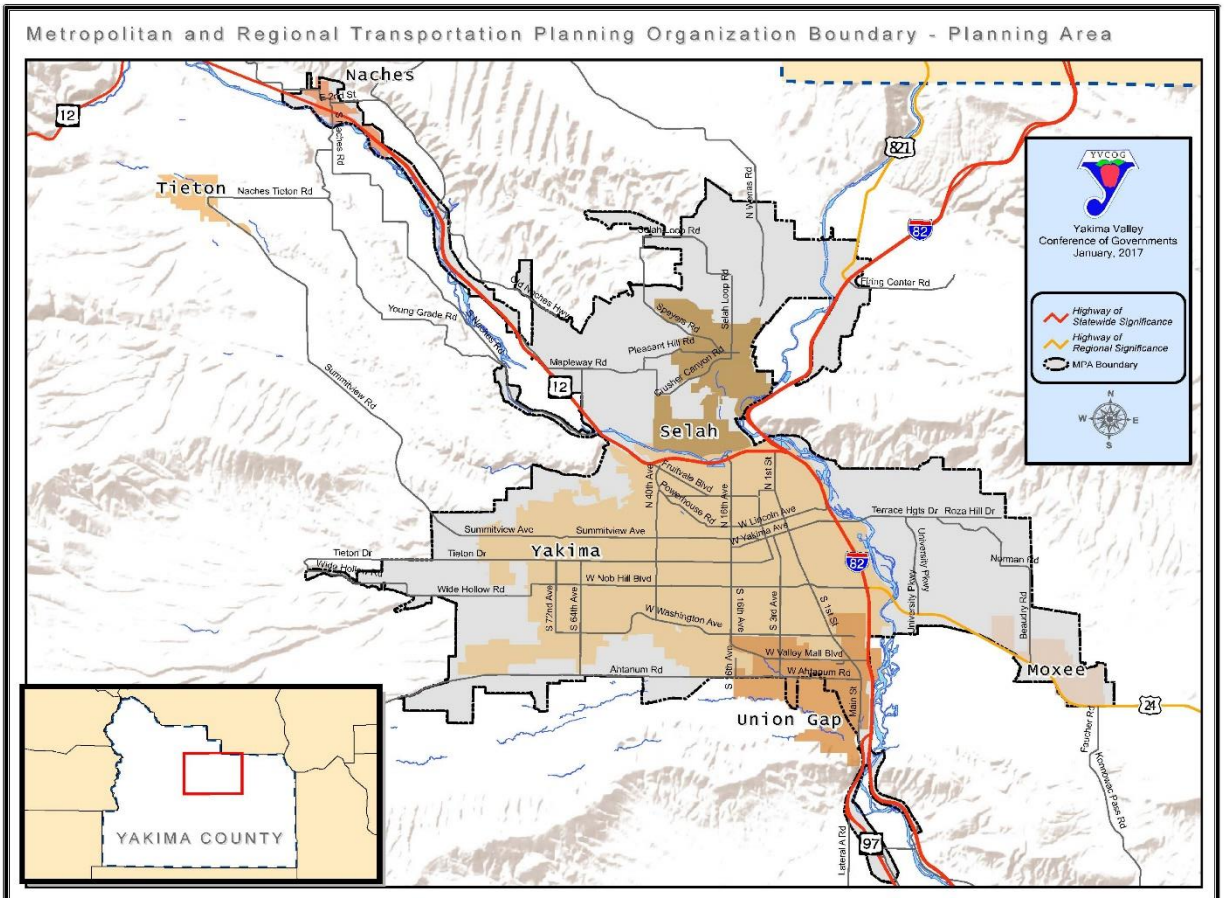
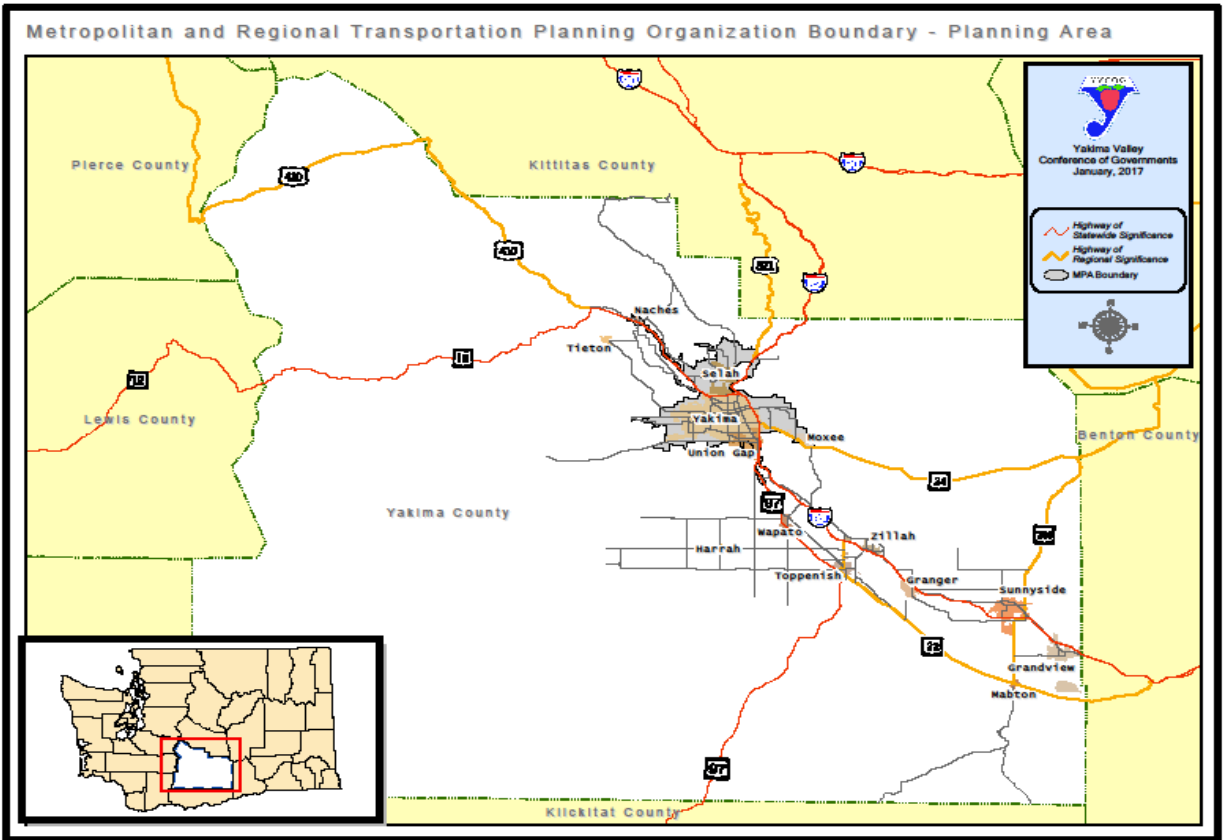
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City of Grandview
City of Granger
Town of Harrah
City of Mabton
City of Moxee
Town of Naches
City of Selah
City of Sunnyside
City of Tieton
City of Toppenish
City of Union Gap
City of Wapato
City of Yakima
Yakima County
City of Zillah
WA State Department of Transportation
Yakima Transit
Yakima Airport/McAllister Field

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Background

Metropolitan Planning Organization (MPO):

The Yakima Valley Conference of Governments (YVCOG) is the federally designated Metropolitan Planning Organization (MPO) in Yakima County, Washington. The purpose of the MPO is to “carry out a continuing, cooperative, and comprehensive (3C) multimodal transportation planning process for the Metropolitan Planning Area (MPA) that encourages and promotes the safe and efficient development, management, and operation of surface transportation systems to serve the mobility needs of people and freight and foster economic growth and development, while minimizing transportation-related fuel consumption and air pollution...” ([23 USC Section 134](#))

Lead planning agencies receive dedicated Federal Highway Funds known as [Title 23 USC](#) Planning Funds (PL) and transit planning funds known as [Title 49 USC Section 53](#) Planning Funds (5303) to carry out their transportation programs. Reporting requirements for Federal Highway Funds are explained in [23 CFR 420.111](#). Funding is allocated through the state department of transportation based on a formula as described in [23 CFR 450.308](#) and is distributed on an annual basis tied to each MPO’s annual Unified Planning Work Program (UPWP).

Agencies participating as members of the MPO include the cities of Moxee, Selah, Union Gap, Yakima, and the Town of Naches; Yakima County; Selah Transit, Union Gap Transit, and Yakima Transit; and the Washington State Department of Transportation (WSDOT).

Regional Transportation Planning Organization (RTPO):

YVCOG is also the state-designated Regional Transportation Planning Organization (RTPO) formed via the interlocal agreement of local governments within Yakima County. One of the purposes of an RTPO is to see that provisions of the Washington State Growth Management Act ([RCW 47.80.023](#)), as further defined under Washington Administrative Code ([WAC](#)) [Section 468.86](#), are met.

The RTPO performs tasks similar to the MPO, but unlike the MPO, the RTPO includes rural and small urban areas outside of the greater metropolitan area. Often a MPO and a RTPO are combined to make transportation planning a coordinated and comprehensive process, as is the case in the Yakima Valley. Early on, the YVCOG member jurisdictions recognized the need, the desirability, and the regional benefits that result from a collaborative forum for transportation planning and decision-making. One of the duties described in this regulation is the responsibility of RTPO to certify that the transportation elements of comprehensive plans adopted by the counties, cities, and towns within their respective regions conform to the requirements of [RCW 36.70A.070](#). RTPOs also certify that the transportation elements of comprehensive plans adopted by counties, cities and towns within each region are consistent with the regional transportation plans adopted by their organization.

Funding for the RTPO is appropriated directly from the Washington State Department of Transportation and is used to carry out the regional transportation planning program. All products generated as an outcome of the work program shall go directly to the Washington State Department of Transportation. The planning efforts will be carried out by YVCOG staff in accordance with the UPWP.

Agencies participating in the RTPO include those members of the MPO along with the cities and towns of Grandview, Granger, Harrah, Mabton, Sunnyside, Tieton, Toppenish, Wapato, and Zillah.

Unified Planning Work Program (UPWP):

The Unified Planning Work Program (UPWP) is developed locally, then submitted for state and federal approval in the third quarter of each state fiscal year for implementation at the beginning of the next state fiscal year. The purpose of this combined YVCOG UPWP is to identify and describe transportation planning activities that will take place throughout the Yakima Metropolitan area and the Yakima Valley RTPO planning area during State Fiscal Year 2020 (July 1, 2019 through June 30, 2020). The annual UPWP is a required statement of how state and federal funds will be used by the YVCOG for transportation

planning purposes. YVCOG will update annually and operate under a one-year UPWP unless in future years the option of operating under a two-year UPWP is chosen.

The UPWP is based on state and federal transportation planning requirements, regional priorities, and bi-annual emphasis areas. The intent of the work program is to provide an overview of general work elements, anticipated work products, and an estimated budget for State Fiscal Year 2020. The state and federal grant amounts shown are based on WSDOT estimates provided to each lead planning agency.

Transportation Technical Advisory Committee (TAC), Mobilizing Public Access to Countywide Transportation (MPACT) committee, and the Transportation Policy Board:

The Transportation Policy Board appointed a Technical Advisory Committee (TAC) comprised of professional planning, public works, tribal, and consultant representatives from member jurisdictions and from other interested parties in the region to prepare recommendations to the Policy Board on most technical and policy issues. A second advisory committee, the Mobilizing Public Access to Countywide Transportation, to the Policy Board is a rebrand of the previous Yakima County Special Needs Transportation Coalition when YVCOG brought the Human Services Transportation planning program back under direct YVCOG control. Other committees may be formed as needed for specific transportation planning projects. See page 18 for Policy Board, TAC, and MPACT member listings.

Diversity of Regional Transit Services:

Yakima County transit service is a patchwork of federal, state, and locally funded systems. Yakima Transit, the oldest and largest system in Yakima County provides transit routes within City of Yakima city limits. Union Gap and Selah Transits, likewise serve within their city limits while providing connections with Yakima Transit. The Yakama Nation Transit System services tribal community interests and the municipalities of Harrah, Wapato, and Toppenish and a stop at Union Gap. People for People, a regional social service agency performing para-transit service operates a connecting service between Yakima and Prosser utilizing SR 97 and Interstate 82, accessing the municipalities of Wapato, Toppenish, Zillah, Granger, Sunnyside, Grandview, and Prosser (which connects to Ben Franklin Transit). Finally, Yakima Transit operates a multi-jurisdictional bus service between Yakima and Ellensburg, in Kittitas County that provides transit service to both Yakima Valley College in Yakima, and Central Washington University in Ellensburg.

Commercial transit services available to Yakima County residences includes a limited intercity and interstate stop/pick-up via Greyhound Bus Lines, and Airporter Shuttle, which provides alternative transportation options between the Yakima Airport and Sea-Tac International Airport with limited stops in between.

Transit Provider	Service Area	Funding
Yakima Transit (YT)	Yakima City Limits	Federal Transit Funds / State Public Transportation funds / Local Sales Tax
Selah Transit (ST)	Selah City Limits, Link to YT	Local Sales Tax
Union Gap Transit (UGT)	Union Gap City Limits, Link to YT	Local Sales Tax
Yakama Nation Transit (Pahto Public Passage – PPP)	Communities within Yakama Nation Boundary, Link to YT and PFP	Federal Tribal Transit Funds
People for People (PFP) “Community Connector”	Inter-city/Inter-county along Interstate 82 and State Route 97, Link to YT & PPP	State Public Transportation Grant Funds
Yakima – Ellensburg Connector	City of Yakima (YVC) and City of Ellensburg (CWU), Link to YT	State Public Transportation Grant Funds / Local Contributed Funds

I. Integrated Planning

1. Federal Planning Factors and Core Functions

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) provide joint guidance on priority work program emphasis areas for MPOs. The MPO will focus on compliance with Fixing America's Surface Transportation (FAST) Act and the ten federal planning factors identified in [23 USC §134](#) and [23 CFR §450](#), listed below:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operations;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation; and
10. Enhance travel and tourism.

Federal agency direction emphasizes a focus on documenting how the major activities in the UPWP accomplish the core functions of metropolitan planning identified in the United States Code and the Code of Federal Regulations.

Federal requirements for the SFY 2020 UPWP period are identified in the UPWP guidance document as:

- Essential Programs and Activities
- Governance
- Joint WSDOT/MPO Self-Certification Process
- Metropolitan Transportation Improvement Program
- Metropolitan Transportation Planning Agreements

2. State Regional Transportation Planning in Washington

Washington State Department of Transportation (WSDOT) guidance for UPWPs focuses on conducting transportation planning consistent with the duties described in [RCW 47.80](#) and [WAC 468.86](#).

State requirements for Washington State RTPOs for the SFY 2020 UPWP period have been identified in the UPWP guidance document as:

- RTPO duties
- RTPOs and Local Comprehensive Plans
 - I. Regional transportation plans are required to be consistent with:
 - Countywide planning policies adopted under the Growth Management Act (GMA)
 - County, city and town comprehensive plans
 - State transportation plans

- II. RTPOs are required to certify that transportation elements of local comprehensive plans:
 - Reflect guidelines and principles established by the respective RTPO
 - Are consistent with the adopted regional transportation plan
 - Conform to the requirements of **RCW 36.70A.070**
- Coordinated Public Transit – Human Services Transportation Plan
- Title VI and Reporting
- Participation in WSDOT planning activities that include but are not limited to:
 - Highway System Plan
 - FAST Act / MAP-21 Target Setting Collaboration on Final Rules
 - Statewide Human Services Transportation Plan (HSTP)
 - Practical Solutions
 - Active Transportation Plan (update 2018 Bike/Pedestrian Plan)
 - GMA Enhanced Collaboration
 - Rail Plan
 - Transportation Efficiency (E.O. 14-04)
 - WSDOT – Ruckelshaus GMA Study

3. Federal and State Emphasis Areas

Washington State Department of Transportation (WSDOT) guidance for SFY 2019 UPWP lists the following as Federal and State emphasis areas for Metropolitan and Regional Transportation Planning Organizations:

- Transition from MAP-21 and FAST Act Implementation
- Models of Regional Planning Cooperation
- Ladders of Opportunities
- Tribal Consultation
- Data Acquisition, Analysis, & Reporting
- Program Administration
- Annual Performance and Expenditure Reports
- Interlocal Agreements
- Statewide Planning Efforts
- Corridor Sketches
- Performance Measures

4. UPWP Amendment Process

YVCOG has incorporated a formalized process for amendments to the UPWP. YVCOG proposes that whenever any of the following four criteria occur, a UPWP amendment should be considered:

- There is a substantive change to the product of the work element.
- A consultant is used to buy equipment not previously included in the work element.
 - *Current contracted consultants include CenterPoint Language Services (interpretation services) and Eco Resource Management Systems Inc. [ERMS] (traffic demand modeling services).*
- There is a reported change to WSDOT in any work element task or cost that WSDOT indicates is significant enough to trigger a federal review.
- There is a change in the total UPWP costs exceeding \$100,000.00.

Work element changes more than the \$100,000.00 threshold cited above requires the following documentation to accompany it:

- Identify the budget element(s).
- Present a revised scope of work for that element.
- Justify the need for the proposed amendment.

All UPWP amendments are approved by WSDOT's Tribal and Regional Planning Office. Amendments involving federal funds need to be reviewed and approved by FHWA and FTA.

II. Major MPO/RTPO Accomplishments

1. SFY 2019 Accomplishments

For any deliverable with a “Final” date annotated, the document can be found on the YVCOG website: www.yvcog.org. The following tasks identified in the SFY 2019 UPWP have been accomplished or, significant tasking has been accomplished during SFY 2019 for the following UPWP categories:

1. **SFY 2019 Unified Planning Work Program (UPWP) for July 1, 2018, through June 30, 2019**

The UPWP, customarily developed annually, accounts for regionally-significant transportation planning efforts to be undertaken with federal funding by the MPO and other jurisdictions or agencies within the metropolitan area. The YVCOG UPWP also accounts for regionally-significant transportation planning efforts to be undertaken with state funding by the YVCOG and other jurisdictions or agencies outside of the metropolitan area but within Yakima County. The UPWP identifies transportation planning priorities for the YVCOG and allocates staff and contracted resources to specific issues and projects. It assists the local, state, tribal, and federal agencies in coordinating transportation planning activities.

Delivered: *YVCOG UPWP SFY 2019*

Final May 21, 2018

2. **Develop Annual Reports**

The YVCOG develops annual reports for: previous UPWP accomplishments, Title VI, calendar year obligations, and self-certification.

Delivered: *Annual UPWP Report for SFY 2018*

Final September 17, 2018

2018 Self-certification

Final September 17, 2018

Title VI Annual Report

Final February 20, 2019

2018 Obligation/Closure Report

Final March 18, 2019

3. **Develop 2019-2022 Metropolitan and Regional Transportation Improvement Program**

YVCOG is responsible under state and federal statutes to conduct a programming process for authorizing expenditures of federal funds for regionally significant transportation improvement projects. Each year, the M/RTIP development begins in the spring with the process and schedule notification to local agencies and, when available, notices of STBG, STBG Set-aside, or CMAQ funding. Local TIPS are due to the YVCOG in June/July. The TAC will review the document and projects to ensure the region’s projects represent the priorities as identified through various prioritization processes. The TAC will recommend the M/RTIP to the Policy Board for consideration during the September TAC meeting. The Transportation Policy Board will evaluate projects and conduct a public engagement process to approve a final M/RTIP by October. The program is then transmitted to WSDOT for inclusion in the Statewide Transportation Improvement Program (STIP).

Delivered: *2019-2022 Metropolitan and Regional Transportation Improvement Program*

Final September 17, 2018

4. Developed 2018-2021 and 2019-2022 Metropolitan and Regional Transportation Improvement Program Amendments

YVCOG is responsible under state and federal statutes to maintain a programming process for authorizing expenditures of federal funds for regionally significant transportation improvement projects. Although the Transportation Policy Board evaluates projects and conducts a public engagement process to approve a final M/RTIP by October for the upcoming year, opportunities for additional funding arise. Monthly amendments from January through October are allowed so that project sponsors can add to, delete, or otherwise modify funding for a project, adjust funding schedules, add to or delete a phase of a project. The amendment process is: a project sponsor proposes a change to their local TIP and submits it to the YVCOG, conducts a public comment period on the proposed change to the M/RTIP, action on the proposal is recommended by the TAC, the Policy Board considers adoption of the proposed change by resolution, and YVCOG staff transmits the change to WSDOT for inclusion in the Statewide Transportation Improvement Program (STIP).

Delivered:

2018-2021 Metropolitan and Regional Transportation Improvement Program Amendments

- | | |
|-----------------------|--------------------------|
| • July Amendment | Final July 16, 2018 |
| • August Amendment | Final August 20, 2018 |
| • September Amendment | Final September 17, 2018 |
| • October Amendment | Final October 15, 2018 |

2019-2022 Metropolitan and Regional Transportation Improvement Program Amendments

- | | |
|----------------------|---------------------------------|
| • January Amendment | Final January 14, 2019 |
| • February Amendment | Final February 20, 2019 |
| • March Amendment | Final March 18, 2019 |
| • April Amendment | Final April 15, 2019 |
| • May Amendment | Final No Amendments Requested |
| • June Amendment | Final June 17, 2019 (Projected) |

5. 2019 Title VI Plan Update, Title VI Annual Report, and Title VI Training Event

The Yakima Valley Conference of Governments (YVCOG or MPO/RTPO or Policy Board or Organization) assures that no person shall on the grounds of race, color, national origin, or sex as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any Organization sponsored program or activity. YVCOG further assures every effort will be made to ensure non-discrimination in all its programs and activities, whether those programs and activities are federally funded or not.

On October 22, 2018, YVCOG hosted a multi-jurisdictional “staff-specific” training class presented by WSDOT/EEOC Staff Janet Sharp and Edwina Martin-Arnold (J.D.). The three-class event provide individual “Staff”, “Managers”, and “Director/Policy Maker”-level specific training to over 25 YVCOG and member jurisdictional participants. YVCOG updated the 2015 Title VI Plan during January/February 2019, holding public comment meetings in Zillah, WA (February 6th) and Yakima (February 7th) with a YVCOG contracted, WA-Court qualified interpreter in attendance. The YVCOG Policy Board approved the 2019 Title VI annual report (Feb 2, 2018 to Feb. 1, 2019) and the 2019 Title VI Plan Update on February 20, 2019.

Delivered:

- | | |
|---|-------------------------|
| • 2019 Title VI Annual Report (Feb 2018 – Feb 2019) | Final February 20, 2019 |
| • 2019 Title VI Plan Update | Final February 20, 2019 |

6. Yakima Valley Regional ITS Architecture Annual Update

YVCOG Staff, representatives from the national ITS Architecture team, and local stakeholders completed the first local Yakima Valley Regional ITS Architecture in 2014. The fourth annual update was completed in December 2018.

Delivered: *Yakima Valley Regional ITS Architecture Annual Update Final December 17, 2018*

7. Coordinated Public Transit and Human Services Transportation Plan (HSTP)

YVCOG began development of the 2018 HSTP Update on December 7, 2017 with members of the Mobilizing Public Access to Countywide Transportation Committee (MPACT). Stage One included committee member availability and strategy efforts to update transportation and service provider information within Yakima County, Stage two is a multi-platform and bilingual effort to survey (*via hard copy, phone interview, and online survey technology*) special needs, limited access, and general public populations on transport usage, needs, barriers, interest in future modes/services, and demographical information. Stage three is review, analysis, and GIS mapping of Federal/State/Local demographic and geo-spatial data as it pretrains to regional (multimodal) transportation. The 2018 HSTP document was ratified in July 2018.

YVCOG and MPACT initiated preparations for 2018 Coordinated Grant Process in March 2018 by scheduling future coordinating grant scheduling meetings and briefing committee members on projected A/B/C rating slot processes and announced a Call For Projects (CFP) in July 2018.

YVCOG and MPACT received and prioritized six WSDOT-reviewed Consolidated Grant Project applications; scoring three “A” and three “B” projects on October 31, 2019. The YVCOG Policy Board approved the prioritization ratings for submittal to WSDOT on December 17, 2018.

Delivered:

- *2018 Human Services Transportation Plan Update and
Yakima County Transportation Needs Assessment Ratification July 16, 2018*
- *2019-2021 Consolidated Grant Call for Project Regional
Ranking Results December 17, 2018*
- *2018 Human Services Transportation Plan (post-2019-2021
Consolidated Grant Award Announcement) Amendment Apr-July 2019*

8. 2019 Public Participation Plan (PPP) Update

Public involvement is integral to good transportation planning. Without meaningful public participation, there is a risk of making poor decisions, or decisions that have unintended negative consequences. Public participation early and often is intended to make a lasting contribution to an area's quality of life.

The MPO/RTPO is responsible for actively involving all affected parties in an open, cooperative, and collaborative process that provides meaningful opportunities to influence transportation decisions. Decision makers must consider fully the social, economic, and environmental consequences of their actions, and assure the public that transportation programs support adopted land use plans and community values. In consultation with interested parties, MPOs and RTPOs develop and document a participation plan that details strategies for incorporating visualization techniques, using electronic media, holding public meetings, and responding to public input.

Delivered:

Developed English-to-Spanish translation of PPP tables and visuals for use during outreach and online public comment periods.

Performed 7 Public Comment Outreach Events during the 45-day comment period culminating in the adoption of the 2019

- Public Participation Plan Comment Events (April 15-May 31)
 - **Locations & Dates**

▪ Yakama Nation Casino (Toppenish)	April 17, 2019
▪ NW Community Action Center (Toppenish)	April 25, 2019 (<i>Presentation</i>)
▪ Union Gap City Hall (Union Gap)	May 7, 2019
▪ Naches Train Depot (Naches)	May 16, 2019
▪ Sunnyside Community Center (Sunnyside)	May 21, 2019
(Spanish Speaking Population Specific)	
▪ Sunnyside Community Center (Sunnyside)	May 21, 2019
▪ YVCOG Offices (Yakima)	May 29, 2019
(Spanish Speaking Population Specific)	
- 2019 Public Participation Plan Update Adoption *June 17, 2019 (Pending)*

9. Regional Planning Committees, Workshops and Conferences

Participated in multi-agency/organization transportation planning and community involvement workshops and conferences that addressed the Yakima County regions transportation needs and issues. Trainings included improved strategies to approach, dialogue with, and share information pertaining to all transportation modes.

Delivered: *Participated in regional transportation & public outreach workshops and conferences.*

- (WSDOT) Travel WA Intercity Bus Plan Update Meeting June 6, 2018
- (WSDOT) Consolidated Grant Workshop (Pasco, WA) July 19, 2018
- Yakima County Office of Emergency Management Comp Plan Update Series (Transportation / Public Works / Evacuation & Movement) August 3, 2018
- Yakima County (OEM) Comp Plan Update Series (Emergency Support Functions) **August 9, 2018**
August 28, 2018
- WA Transportation Commission Plan) August 28, 2018
(2040 & Beyond Plan Public Open House)
- (WSDOT) Planning Alignment Work Group (PAWG) **June 10, 2018**
August 14, 2018
November 5, 2018
December 7, 2018
May 14, 2019
- WSDOT Fall Aviation Workshop (Selah, WA) September 11, 2018
- Good Roads Association Panel Discussion (Spokane, WA) September 18, 2018
- WA St. Chamber of Commerce: Military & Community Compatibility Guidebook Technical Focus Group October 2, 2018
- (WSDOT) RTPPO Funding Formula Workgroup **October 9, 2018**
November 6, 2018
December 7, 2018
February 26, 2019
- (WSDOT) Title VI Training for Member Jurisdictions October 22, 2018
- AQ Conformity Interagency Review of MPO TIPs November 8, 2018
- VISUM Traffic Modeling Workshop (YVCOG Partners) November 27-28, 2018
- (WSDOT) Ruckelshaus Coordination Meeting(s) **December 4, 2018**
January 14, 2019
- (WSDOT) Transportation Demand Management (TDM) **January 23, 2019**
March 20, 2019
April 26, 2019
May 9, 2019
May 24, 2019
- Yakama Nation Traffic Safety Committee (Toppenish, WA) Mar 25, 2019
April 25, 2019
- Yakima Greenway Board of Directors Mar 25, 2019
April 22, 2019
May 20, 2019
June 24, 2019
- Public Works Board Regional Training: From Existing Systems to the Future (Pasco, WA) April 24, 2019

- (WSDOT) TIP Managers User Group (TMUG),
(Ellensburg, WA)

April 30, 2019

10. YVCOG Member Jurisdiction Traffic Count Request Program

Performed 7+-day traffic count data collection for member jurisdictions (upon request) for use within Traffic Demand Model (TDM) or individual jurisdiction project/grant activities. Jurisdictions reserve between 2-16 specified traffic counting locations within city limits and/or growth management areas. These counts are performed during allowable weather conditions between the months of April and October.

Delivered: *Performed 43 individual traffic counter station requests for three-member jurisdictions.*

11. WSDOT / MPO Performance Measurement Coordination & Targeting

YVCOG, as the Yakima County Region's designated MPO, adopted targets relating to the final Safety Performance Rule (as described in US Code 23 Section 148(i), covering the Cities of Moxee, Naches, Selah, Union Gap, Yakima, and urban areas of Yakima County. The targets were developed in consultation with WSDOT's statewide measurement program. Accident data will be obtained annually in collaboration with WSDOT for review and target adjustments, as needed. YVCOG also coordinates ongoingly on MAP-21 PM2 & PM3 target setting with WSDOT for air quality, bridges, freight, and roadway / truck travel reliability, and pavement preservation targets to be reported on a bi-annual (2020) or quad-annual (2022) basis.

Delivered: *MAP-21 and Fast Act required Performance Measures and Targets for MPO and RTPD regions of YVCOG's service area*

- | | |
|---|-------------------|
| • 2018 MAP-21 Statewide Bridge Condition Targets | July 16, 2018 |
| • 2018 MAP-21 Statewide Pavement Condition Targets | July 16, 2018 |
| • 2018 MAP-21 Regional & Statewide Targets for Congestion Mitigation & Air Quality (CMAQ) Program | July 16, 2018 |
| • 2018 MAP-21 Statewide Person-Mile Reliability Targets | August 20, 2018 |
| • 2018 MAP-21 Statewide Truck Travel Time Reliability Targets | August 20, 2018 |
| • 2019 MAP-21 YVCOG MPO Region Safety Targets | February 20, 2019 |

12. Federal Functional Classification Requests

YVCOG reviewed and processed federal functional classification requests for the cities of Selah, Toppenish, and Yakima. Functional classification is the process by which streets and highways are grouped into classes or systems, according to several factors that contribute to the overall importance of a given roadway to a region or area. All streets and highways are grouped into one of seven classes, depending on the character of the roadway and degree of land access that they allow in either rural or urban areas; including Interstate, Freeways/Expressways, Principle Arterial, Minor Arterial, Major Collector, Minor Collector, and Local Access.

Delivered: *Performed 3 functional classification requests for member jurisdictions.*

- | | |
|--|--------------------|
| • City of Selah (Land Road & Goodlander Road) | July 16, 2018 |
| • City of Toppenish (S. Toppenish Avenue & Asotin Avenue) | July 16, 2018 |
| • City of Yakima (River Road – 34 th - 40 th Avenue) | September 17, 2018 |

13. Washington Transportation Commission Board Meeting / WTP 2040 & Beyond Open House

YVCOG hosted two events with the Washington Transportation Commission (WTC) in 2018. At the request of the WTC, multi-city bus tour involving WTC's Board and staff and area policy makers of current regional transportation projects was performed on May 15th, 2018, followed by the WTC's Monthly Board Meeting held in Yakima on May 16th. The Board meeting provided YVCOG, its member jurisdictions, and area transportation stakeholders an opportunity to discuss the state of transportation in the Yakima Region. On August 28th, YVCOG hosted the first WTC Washington Transportation Plan 2040 & Beyond public comment open house in the state seeking comment on WTC's statewide transportation plan.

In June 2018, Sunnyside City Council Member and YVCOG Executive & Transportation Policy Board Chair, Jim Restucci, was named to the WTC Board through 2024.

14. Limited English Proficiency (LEP) Outreach

Despite YVCOG's positive efforts to improve its (Spanish) translated material capabilities during the 2019 updates of its Title VI and Public Participation Plans, feedback from social service agencies whom primarily serve LEP populations have indicated that YVCOG invest resources to reach this disadvantaged population group.

Simple enlistment of LEP-based agencies to provide time and locations to host YVCOG events with translation/interpretation services and visuals is insufficient to adequately engage Spanish populations. In April 2019, YVCOG began discussions with La Casa Hogar, a Spanish-based agency to develop a mutually beneficial partnership program. The goal of this partnership would have YVCOG participate in La Casa Hogar's civics and citizenship classes, introducing basic local "public/government relations" training. In return, La Casa Hogar would promote participation of its Spanish clientele in YVCOG public comment activities. This process is intended to gradually induce Spanish populations to learn about YVCOG and its duties, build familiarity and trust, and finally to seek their participation in future YVCOG issues beyond just transportation.

This proposed partnership is expected to take years, not months to develop and mature.

III. SFY 2020 and Work Program

1. Major Activities

Per **23 CFR 450.308**, descriptions of the UPWP work must be in sufficient detail to indicate:

- Who will perform the work?
- The schedule for completing the work
- The resulting products
- The proposed funding by activity/task
- A summary of the total amounts and sources of federal and matching funds
- Unfunded tasks

It is anticipated that YVCOG will accomplish the following SFY 2020 UPWP tasking, or accomplish significant tasking associated with each of the UPWP categories:

1. Program Administration
2. Data Collection and Analysis
3. Develop SFY 2020 UPWP (July 1, 2019 through June 30, 2020), and Annual Reports and Updates.
4. Develop a 2020-2023 Metropolitan and Regional Transportation Improvement Program (M/RTIP), and 2019-2022 and 2020-2023 M/RTIP Amendments
5. Continue update activities of the 2016-2040 Metropolitan and Regional Transportation Plan (M/RTP) for the creation of the **2020-2045 Metropolitan & Regional Transportation Plan**
6. Jurisdictional Planning and Assistance for Safe Routes to Schools (SRTS), Complete Streets (CS) and Regional Transportation Performance Measure (PM) Activities
7. Yakima County Regional Transit Feasibility Study – Phase 1
8. Commute Trip Reduction (CTR) Enhancement Program Activities

2. Responsibilities for Implementing the UPWP Major Activities

1. Program Administration **\$ 221,261**

Program administration includes ongoing agency management and operations; including finance and grant reporting, communications, outreach activities relevant to MPO/RTPO projects and priorities, and MPO/RTPO involvement in local, state, tribal, and federal transportation policy development. Most tasks identified in this work program element are on-going and include but are not limited to:

- YVCOG timesheets, WSDOT invoices and activity reports, monthly billings and accounting summaries, personnel assistance.
- Evaluations, position descriptions, hiring's, terminations.
- Program updates, notifications, training, record keeping, reporting.
- Communication to include: phone, email, letter, newspaper articles, presentations, newsletter, Facebook, blogs, electronic files.
- Notifications, agendas, meeting coordination and prep, minutes for Transportation Policy Board, TAC, MPACT, and subcommittees.

- WSDOT contracts for MPO/RTPO/HSTP funding. Contracts for outside contractors to perform MPO/RTPO tasking. Potential contracts for MPO/RTPO assistance contracts with members. Grant writing/funding opportunity submissions for MPO/RTPO studies/trials/pilot projects/training.
- Seek “*Ladders of Opportunity*” by identifying transportation connectivity gaps in access to essential services, including; housing, employment, healthcare, schools/education/, and recreation
- Special sub-committees for tasks, Calls for Projects and other regional prioritization activities, regional studies, training and grant opportunities for members.
- Weekly staff meetings, conferences, webinars, teleconferences, symposiums, meetings for capacity-building training purposes. Attend members’ council meetings, public hearings as support for member agencies or to gather information for MPO/RTPO tasking.
- Participate in regional/state/federal/national committees and organizations.
- Monitor and report legislation or regulatory changes affecting MPO/RTPO or members.
- Call for Projects Grant program (Coordination, processing and awarding) for carryover/returned/de-obligated Congestion Mitigation & Air Quality (CMAQ) within the Yakima MPO area and Transportation Alternatives (TAP) funding with the Yakima County RTPO area.
- Coordinate with member agencies in meeting our local transportation planning priorities, as appropriate, when impacted by WSDOT (Statewide) planning efforts and action plans.
- To coordinate and update metropolitan planning agreements with WSDOT and regional transit providers, fulfilling requirements of 23 CFR 450.314, addressing MAP-21 performance measures, data sharing, and performance targets. Tasks may include:
 - Develop and approve Mutual Responsibilities Agreements with Yakima Transit and WSDOT pursuant to 23 CFR 450.314.
 - Pursue consultation and development of voluntary transit reporting agreements with City of Selah Transit, City of Union Gap Transit, and Yakama Nation Transit (Pahto Public Passage) Programs.
 - Mutual participation in transit-related community outreach and education programs benefiting van/carpooling, Commute Trip Reduction (CTR), Congestion Mitigation and Air Quality (CMAC), and walking/biking activities as they relate to transit services.

Deliverables (CMAQ / TAP) Call for Projects: Project Priority List and award letters for eligible jurisdiction projects

Timeframe: July - December 2019

Lead: Transportation Program Manager

Support: YVCOG staff, Transportation Policy Board, Technical Advisory Committee, Member Jurisdictions, consultation with WSDOT, FHWA, FTA, and member agencies’ staffs

Approval: WSDOT, FHWA, FTA

Schedule:

- | | |
|--|-------------------------|
| • Announce Formal Call for Projects (CMAQ & TAP) | <i>Summer/Fall 2019</i> |
| • TAC Prioritization and Policy Board Approval | <i>Fall 2019</i> |
| • Award Letters | <i>End of CY 2019</i> |
| • Obligation of Awarded Funds | <i>January 2020</i> |

Deliverables: Mutual Responsibilities “314” Agreement with City of Yakima (Yakima Transit) and WSDOT;

Timeframe: July 2019 through June 2020

Lead: Executive Director

Support: YVCOG staff, Transportation Policy Board, Technical Advisory Committee, Mobilizing Public Access to Countywide Transportation committee, and in coordination with WSDOT, FHWA, FTA, and member agencies’ staffs

Approval: WSDOT, FHWA, FTA

Schedule:

➤ **NOTE: Currently pending WA AG Office Approval**

- Collaborated with WSDOT and Yakima Transit on development of joint “314” Mutual Responsibilities Agreement *Jul – Sep 2018*
- Yakima Transit and YVCOG submitted mutually approved “314” Mutual Responsibilities Agreement to WSDOT *Fall 2018*
- Washington State AG review and development of corrective edits to YT/YVCOG approved version *Nov 2019 – Mar 2019*
- Final AG approved edits version to YT/YVCOG for final approval *June – July 2019*
- Approve joint “314” Mutual Responsibilities Agreement w/ WSDOT *July 2019*
- Final YT / YVCOG / WSDOT Agreement Completed *Summer 2019*

2. Data Collection and Analysis

\$ 119,600

Data collection, analysis, maintenance, and reporting activities are necessary to sustain the YVCOG decision-making process and produce transportation planning products. Data is captured, processed, and used to identify transportation issues, propose solutions, and monitor trends. Data maintained by the YVCOG is accessible to member agencies and the public. Data collection and analysis may be associated with technical tools and functions necessary to support analytical work and forecasting, including computer hardware and software and licenses for travel demand modeling and traffic operations microsimulation, and for electronic hardware used in various types of traffic counting. Other data collection and analysis activities are coordinated with WSDOT, the Confederated Tribes and Bands of the Yakama Nation, cities, Yakima County, public transportation operators, and port districts to support statewide transportation planning and programming priorities and decisions. Certain data collection tasks, such as traffic counts on state highways are provided by WSDOT. Other activities are coordinated with WSDOT, Yakama Nation, cities, Yakima County, and port districts.

In 2016, the YVCOG brought the traffic count program wholly in-house. New classification counters were purchased, stored, and are maintained by the YVCOG and are available through scheduling with YVCOG staff.

- Convene special sub-committees for gathering input, annual and monthly TIP analysis, regional studies analysis, grant analysis, corridor analysis, land use analysis, performance measures implementation.
- Regional base and forecast model set for travel demand modeling. Documentation that describes assumptions, process, inputs, projects included.
- Provide in-house training as train-the-trainer approach. Provide user training to members. Coordinate member 101 training and convene a Model User's Group (MUG) can meet to sustain training and discussion on updates and processes for which the TDM can be used.
- Perform for and gather traffic counts from members and input into a common database. Database entry may be performed by a YVCOG intern or YVCOG staff or contracted out to a third party. Coordinate use of YVCOG traffic counters.
- Receive, tabulate, and prepare WSDOT traffic counts.

Beginning in 2019, YVCOG provided member jurisdictions the option to either 1) contract with YVCOG to perform traffic counts by YVCOG staff, or 2) rent the counter equipment, allowing the jurisdiction to install counters themselves at a lower cost. YVCOG would continue to perform pre- and post-count coordination, counter programming and data retrieval activities, and counter result reporting.

In 2019-2020 YVCOG may undertake additional data collection activities including:

- Document all Request for Proposals (RFP) and Requests of Qualifications (RFQ) provided by any subcontractor or consultant, if used. YVCOG will invite WSDOT to participate in the RFP/RFP selection process.
- Start data collection planning for performance management / measurement activities and regional transit systems ridership totals.
- Utilize WSDOT-sponsored/supported "National Performance Management Research Data Sharing (NPMRDS) RITIS MAP-21" and "STREETLIGHT" Data resources systems, as available following WSDOT review during SFY 2019

- Coordinate with WSDOT to monitor and safety, preservation, bridge, and air quality, and reliability performance measures leading to next reporting/concurrence periods.

Deliverables:

- Maintain a database and process to store and analyze data and information*
- Collect and analyze updates/revisions in Census information and other demographic data for transportation planning*
- Collect current traffic data from member agencies for MPO/RTPO planning*
- Collect current route information from regional transit and para-transit providers to be used in regional travel demand model(predictive)*
- Collect current land use plans and transportation improvement programs details to be used in regional travel demand modeling (prediction)*
- Collect emergency management plans to be used in regional travel demand modeling (prediction)*
- Identify missing data and information needed for MPO/RTPO planning*
- Continually review plans to identify and collect missing data needed for MPO/RTPO planning*
- Maintain travel demand model*

Timeframe: July 2019 through June 2020

Lead: Transportation Program Manager, private consultant for model development to include calibration and validation

Support: YVCOG staff, Transportation Policy Board, Technical Advisory Committee, Mobilizing Public Access to Countywide Transportation committee, and in coordination with WSDOT, FHWA, FTA, and member agencies' staffs

Schedule:

- | | |
|---|---------------------------|
| • Traffic Count Data Collection (as requested) | <i>Apr – Oct, each CY</i> |
| • Regular Data Collection Activities | <i>Ongoing, as needed</i> |
| • Review Traffic Demand Model Data Update Opportunities | <i>Ongoing, as needed</i> |
| • Coordinate with WSDOT on Performance Measurement tracking data updates, as available. | <i>Ongoing, as needed</i> |
| • Begin 2020 Base Year Traffic Demand Model Needs Review | <i>April 2020</i> |

3. Develop SFY 2021 UPWP for July 2020 through June 2021 / Annual Title VI, CY Obligation, CY Self-Certification, Obligation & Expenditure Report, and ITS Plan Updates
\$ 53,820

The Unified Planning Work Program (UPWP), developed annually, accounts for regionally-significant transportation planning efforts to be undertaken with federal funding by the YVCOG and other jurisdictions within the metropolitan planning area. The RTPO UPWP accounts for regionally-significant transportation planning efforts to be undertaken with state funding. YVCOG develops the RTPO UPWP concurrently with the MPO UPWP and combines them into one document. The combined MPO/RTPO UPWP identifies transportation planning priorities and allocates staff and contracted resources, if any, as needed (e.g. CenterPoint Language Services for interpretation services) to specific issues and projects. The UPWP assists the local, state, tribal, and federal agencies in coordinating transportation planning activities. Per **23 CFR 420.117**, the State DOT shall monitor all activities performed by its staff or by sub-recipients with FHWA planning and research funds to assure that the work is being managed and performed satisfactorily and that time schedules are being met.

The YVCOG develops annual reports for: previous SFY UPWP accomplishments, Title VI, Calendar Year Obligations, Self-certification, and an ITS Plan update.

YVCOG and WSDOT will continue collaboration in the MAP-21 Performance Measure and Target Setting activities throughout SY2020 (having approved 2018 “PM2 and PM3” Performance Measures during the Summer of 2018 and 2019 safety targets in February 2019). Local (air quality) and state targets (bridges, freight, and pavement condition) will continue to be reviewed in coordination with WSDOT following the 2-yr (2020) and 4yr (2022) review periods.

Deliverables: *SFY 2021 UPWP, Annual UPWP Report for SFY 2019, Title VI Annual Report, 2019 Calendar Year Obligation Report, Annual Performance & Expenditure Report, Calendar Year Self-certification, ITS Plan Update. Annual (Local and State) Performance Measure target determinations and concurrences [Air Quality, safety, bridges, pavement condition].*

Timeframe (2020 UPWP): December 2019 through June 2020

Timeframe (Annual Reports and Updates): July 2019 through June 2020

Timeframe (Performance Measures): 2020 Safety Performance Measures (targets) are projected for approval in February 2020. PM2 and PM3-level performance measure activities are projected for the 2020 CY with coordination meetings between WSDOT and the state’s MPOs/RTPO’s expected (no time frame available at this time).

Lead: Transportation Program Manager

Support: YVCOG staff, Transportation Policy Board, Technical Advisory Committee, Mobilizing Public Access to Countywide Transportation committee, and in coordination with WSDOT, FHWA, FTA

Approval (UPWP): WSDOT for RTPO portion; FHWA and FTA for MPO portion

Approval (Annual Reports & Updates): WSDOT, FHWA and FTA

Schedule:

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|---|-----------------------|
| • Regular Planning and Annual Reports Preparation | <i>Ongoing</i> |
| • SFY 2020 UPWP Approval | <i>June 2019</i> |
| • MAP-21 Performance Measures Confirmation <i>(If needed)</i> | <i>September 2019</i> |
| • 2019 Self -Certification | <i>September 2019</i> |
| • SFY 2019 Annual UPWP Report | <i>September 2019</i> |
| • Annual ITS Update | <i>November 2019</i> |

- Title VI Annual Report *February 2020*
- 2020 MAP-21 Safety Performance Measures/Targets *February 2020*
- CY 2019 Obligation & Closure Report *March 2020*
- SFY 2021 UPWP Preparation and Draft Submittal *March 2020*
- SFY 2021 UPWP Approval *May 2020*

4. Develop 2020-2023 Metropolitan and Regional Transportation Improvement Program (M/RTIP) / Develop 2019-2022 and 2020-2023 MTIP/RTIP Amendments \$ 35,880

MPO/RTPO is responsible under state and federal statutes to conduct a programming process for the purpose of authorizing expenditures of federal funds for regionally significant transportation improvement projects. Each year, the M/RTIP development begins in the spring with the process and schedule notification to local agencies and, when available, notices of STBG, STBG Set-aside, or CMAQ funding. Local TIPS are due to the YVCOG in June/July. The TAC will review the document and projects to ensure the region's projects represent the priorities as identified through various prioritization processes. The TAC will recommend the M/RTIP to the Transportation Policy Board for consideration during the September TAC meeting. The Policy Board will evaluate projects and conduct a public engagement process in order to approve a final M/RTIP by October. The program is then transmitted to WSDOT for inclusion in the Statewide Transportation Improvement Program (STIP).

YVCOG is responsible under state and federal statutes to maintain a programming process for the purpose of authorizing expenditures of federal funds for regionally significant transportation improvement projects. Although the Transportation Policy Board evaluates projects and conducts a public engagement process in order to approve a final M/RTIP by October for the upcoming year, opportunities for additional funding arise. Monthly amendments from January through October are allowed so that project sponsors can add to, delete, or otherwise modify funding for a project, adjust funding schedules, add to or delete a phase of a project. The amendment process is: a project sponsor proposes a change to their local TIP and submits it to the YVCOG, YVCOG conducts a public comment period on the proposed change to the M/RTIP, action on the proposal is recommended by the TAC, the Policy Board considers adoption of the proposed change by resolution, and YVCOG staff transmits the change to WSDOT for inclusion in the Statewide Transportation Improvement Program (STIP).

Deliverables: 2020-2023 *Metropolitan and Regional Transportation Improvement Program*, 2019-2022 *Metropolitan and Regional Transportation Improvement Program Amendments*, and 2020-2023 *Metropolitan and Regional Transportation Improvement Program Amendments*

Time Frame (2020-23 M / RTIP): October 15, 2019

Time Frame (2019-22 M / RTIP) Amendments: July-October 2019

Time Frame (2020-23 M / RTIP) Amendments: January-October 2020

Lead: Transportation Program Manager

Support: YVCOG staff, Transportation Policy Board, Technical Advisory Committee, and coordination with WSDOT

Approval: WSDOT, FHWA, and FTA

Schedule:

- 2019-2022 M/RTIP Amendments [Monthly] July – October 2019
- 2020-23 M/RTIP Update July – September 2019
- 2020-23 M/RTIP Approval October 2019
- 2020-23 M/RTIP Amendments January – June 2020

5. **Continue update activities of the 2016-2040 (New “2020-2045”) Metropolitan and Regional Transportation Plan (M/RTP)** **\$ 149,501**

The Metropolitan and Regional Transportation Plan (M/RTP) is an ongoing effort and core activity with formal updates required every four years. Amendments may occur as warranted by the incremental and evolving transportation planning process. The MPO/RTPO will continually monitor local and state planning activities for consistency with the M/RTP. The M/RTP is required to have a 20-year planning horizon. The MPO/RTPO must have a formally adopted Long-Range Metropolitan and Regional Transportation Plan by March 30, 2020. Activities include:

- Coordination with member jurisdictions, WSDOT, port districts, and transportation stakeholder groups to determine concurrence with existing M/RTP and determine applicable revisions or changes;
- Participate in regional and multi-regional planning events, including corridor sketch workshops, economic vitality workshops, and statewide performance measure planning activities as they pertain to YVCOG’s MPO & RTPO project planning forecasting needs,
- Participate in the update and review of the WTP, HSP and other modal plans as appropriate;
- Develop and utilize public outreach venues and opportunities for long-range planning public involvement.
- Research “Best Practices” in engaging public involvement and input in long range plans and planning
- Research and analyze issues identified in the updated MPO/RTPO Transportation Plan affected by emerging economic, environmental, and land use issues.
- Coordinate with the WSDOT's Multi-Modal Division and the SCR’s Planning Office.

Deliverable: *Metropolitan and Regional Transportation Plan*

Timeframe: Now through March 31, 2020

Lead: Executive Director or Transportation Program Manager

Support: MPO/RTPO staff, YVCOG staff, Policy Board, Technical Advisory Committee, and coordination with WSDOT and local membership jurisdictions.

Approval: WSDOT, FHWA, and FTA

Schedule:

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|---|----------------------------|
| • Ratification of 2019 Public Participation Plan | <i>Jun – July 2019</i> |
| • Development of 2020-2045 Draft Document | <i>Mar – Sep 2019</i> |
| • Public Review and Comment of Draft Document | <i>Sep – Dec 2019</i> |
| • Develop, Submit & Approval of SEPA Document | <i>Dec 2019 – Jan 2020</i> |
| • Final Corrections and Reviews of Draft Document | <i>Jan – Feb 2020</i> |
| • Final Approval of 2020-2045 Plan | <i>March 2020</i> |

6. **Jurisdictional Planning and Assistance for Safe Routes To Schools (SRTS), Complete Streets (CS) & Regional Transportation Performance Measure (PM3) Activities**
\$ 17,940

Provide planning coordination and assistance to MPO/RTPO member jurisdictions in development of Safe Routes to Schools (SRTS), Complete Street (CS), and regional transportation-related Performance Measure (PM) activities and projects as they relate to MPO/RTPO responsibilities.

Core activities anticipated, but are not limited to:

- Provide meeting facilitation, data collection, and grant development assistance among school districts, schools, municipalities, school districts, schools, down associations, and transportation stakeholders and agencies to coordinate on Safe Routes to School, Complete Streets, and Performance Measurement projects activities.
- Host SRTS, CS, and PM training workshops and webinars targeted at key stakeholder groups and service agencies in developing funding-eligible projects.
- Assist in development of education, encouragement, enforcement, and engineering (infrastructure) projects.
- Assist schools/school districts/municipalities with developing projects and applications for applying for Safe Routes to School funding.
- Assist municipalities, downtown associations, chambers of commerce and key stakeholders and service agencies with developing projects and applications for applying for Compete Streets funding.

Deliverables: *Completing stated work tasks and reporting to the Transportation TAC, Transportation Policy Board, and WSDOT.*

Timeframe: July 1, 2019 thru June 30, 2020

Lead: Transportation Program Manager

Support: YVCOG staff, Local Member Jurisdictions, Policy Board, Technical Advisory Committee, and coordination with WSDOT. Additional stakeholders include: regional school districts, ESD 105, regional chambers of commerce, downtown business associations, transit/paratransit agencies, affected service agencies and multimodal organizations.

Approval: WSDOT, FHWA, and FTA

Schedule:

Regular Jurisdictional Planning and Assistance

Ongoing, as requested

7. **Yakima County Regional Transit Feasibility Study – Phase 1** **\$60,000**

Public transportation services in the Yakima Valley are limited, especially in rural areas and more isolated small cities, where a number of people live. Based on US Census data, our Human Services Transportation Plan estimates that 60-80 percent of Yakima County's population qualifies as 'special needs' (persons over 65 or under 18; with a disability; veterans; and/or those below the poverty line). Poverty is notably greater in the lower Yakima Valley (south of Union Gap), an area that is under-served by public transportation. The County (mainly agricultural) is the 2nd largest in the state. Yakima County's geography makes it more difficult to provide regional transit options. Interstate 82 (I-82) serves as a 'spine' that links urban 'nodes' up and down the Yakima Valley, but the farther a community is from I-82, the more isolated are those residents who don't have access to reliable private vehicles. This study will explore possibilities for increasing the links between urban and rural areas.

A key component of the study includes evaluating methods of coordinating the routes and fare schedules (e.g., common fare card) of the four separate public transit systems in the Yakima Valley. By using scheduling software and other relatively inexpensive tools, lay-overs and transfer times could be reduced. We expect that reducing those delays will help increase access to, and use of, transportation services to residents with special transportation needs.

The proposed study will assess the feasibility for expanding services and linkages throughout Yakima County, to best meet residents' special transportation needs, including public transportation options in rural areas and unincorporated communities. Yakima Transit, Selah Transit, Union Gap Transit, People for People, and the Yakama Nation's Pahto Public Passage (YN-PPP) are the area's five primary transportation service providers. YVCOG coordinates with these providers in several ongoing forums, primarily in our MPO/RTPO TAC (Technical Advisory Committee) and MPACT (Mobilizing Public Access to Countywide Transportation). YVCOG consulted with all five agencies regarding this feasibility study.

Deliverables: *Yakima County Regional Transit Feasibility Study* document reporting 1) *best practices for integrating services of existing transit programs*, 2) *consolidate the region's identified public transportation needs/barriers/resources*, and 3) *generate financial and technically feasible solutions needed to address transit gaps in the region*.

Timeframe: July 1, 2019 thru June 30, 2021

Lead: Transportation Program Manager, in coordination with MPACT Committee

Support: YVCOG staff, Affected Member Jurisdictions, Policy Board, MPACT, and Technical Advisory Committees, YN- PPP Transit, Yakima/Selah/Union Gap Transits, People for People Community Services, WSDOT Public Transportation Office, National Association of Development Organizations (NADO), DRYVE and TRANS-Action Transportation Advocacy Committees. Additional support will be sought with independent pedestrian, bicycle, and transit stakeholders.

Approval: WSDOT, FHWA, and FTA

Schedule:

- MPACT, CTR, & Transportation Provider (Study) Meetings *July 2019 - Completion*
- Strategy Development and project introduction *July 2019 - Dec2019*
- Integration of 2018 HSTP and 2020 L.R.P. data in study *Oct 2019 - Jan 2020*
- Research, partnership development, and case study activities for best practices, needs/barriers/resources, and financial and technically feasible solutions *Feb 2020 – Dec 2020*
- Development of Feasibility Study Report *Dec 2020 – Mar 2021*
- Public Review / Policy Board Approval of Study Report *Apr 2021 – May 2021*

8. **Commute Trip Reduction (CTR) Enhancement and Transportation Demand Management (TDM) Program Activities** **\$177,000**

YVCOG's CTR and TDM Program seeks to reduce drive-alone trips in the Greater Yakima Metropolitan Area by implementing multi-modal [alternative] transportation options for employers/employees meeting state CTR participation requirements that may directly reduce traffic congestion and indirectly reduce vehicle emissions. This program complements ongoing Congestion Mitigation & Air Quality (CMAQ) efforts to reduce Carbon Monoxide (CO) and Particulate Matter of 10 microns (PM10).

YVCOG and CTR member businesses reconstituted the Employer Transportation Coordinator (ETC) Committee in the Fall of 2018 to improve communication and promote "best practices" between participating businesses and agencies.

The YVCOG Executive Director has been a member the State's CTR Executive Board and has actively participated in the development of future statewide CTR strategies.

Core activities anticipated, but are not limited to:

- New employer recruitment and alternative (non-CTR required) employer education and commuter habits evaluations;
- Community outreach programs (i.e. Wheel Options) and CTR program promotion/advertising activities;
- Employer/Employee Transportation Coordinator (ETC) training and committee meetings;
- Employer and user "Incentive & Subsidy" programs promoting CTR usages including Vanpool, Bike Rack, and bus purchase programs;
- Program process verification [survey] activities; and
- Jurisdictional reports, reviews and updates
- Coordination, processing, and awarding of a 2019 CMAQ Call for Projects program for existing carryover/returned/de-obligated CMAQ funds.

Deliverables: *Bi-annual [2020] State of Washington CTR Employee Questionnaire, CTR Quarterly Reports*

Timeframe: July 1, 2019 thru June 30, 2020

Lead: Transportation Program Manager

Support: Washington State CTR Program, YVCOG staff, Affected Member Jurisdictions, Policy Board, Technical Advisory Committee, and coordination with WSDOT, Yakima/Selah/Union Gap Transits, Yakima Valley Clean Air Authority. Additional stakeholders include: CTR-triggered businesses and agencies in metropolitan area.

Approval: WSDOT, FHWA, and FTA

Schedule:

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|---|--------------------------------|
| • Regular Jurisdictional Planning and Assistance | <i>Ongoing, as requested</i> |
| • Bi-annual [2018] State of Washington CTR Employee Questionnaire (Survey) – Submitted to WSDOT | <i>Apr – Oct 2020</i> |
| • May and October Wheel Options Participation Events | <i>Oct 2019 & May 2020</i> |
| • Quarterly performance reports | <i>Quarterly thru Jun 2020</i> |
| • CMAQ Call for Projects process | <i>Jul-Dec 2020</i> |

Amended SFY 2020 and Work Program - (Amended – December 2019)

1. Program Administration (Original Funding Level - \$211,261)	\$334,761.48
<ul style="list-style-type: none"> Funding allows for hiring of addition transportation planning staff (Addition) – Fund contracted on-line public house software contractor (improved public participation efforts) 	
2.Data Collection and Analysis (Original Funding Level \$119,600)	\$176,350.80
<ul style="list-style-type: none"> (Addition) - Fund contracted traffic modeler (Addition) – Fund contracted traffic counter 	
7. Yakima County Regional Transit Feasibility Study – Phase 1 (Original Funding Level - \$60.000)	\$116,750.00
<ul style="list-style-type: none"> Augment current feasibility program amount (Addition) – Fund contracted on-line public house software contractor (improved public participation efforts) 	
8. Commute Trip Reduction (CTR) Enhancement and Transportation Demand Management (TDM) Program Activities (Original Funding Level - \$177,000)	\$219,640.00
<ul style="list-style-type: none"> Augment current feasibility program amount 	
Note: Amended funds totaling \$228,758 in STP (Set-Aside) Funds and \$30,882.33 in local match	

IV. Financial Summaries

1. Estimated Revenue Summary (Amended December 2019)

YVCOG's MPO/RTPO Estimated Revenues and Funding Sources for SFY 2019 (July 1, 2019 – June 30, 2020)	
SOURCE	AMOUNT
SFY 2020 FHWA PL Funding (13.5% match)	\$245,000
SFY 2020 FTA 5303 Funding (13.5% match)	\$55,000
MPO Federally Required Match	\$46,821
Total SFY 2020 Federal planning funds anticipated to be available	\$346,821

SFY 2020 RTPO Planning funds (no match required)	\$100,894
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Carry Forward SFY 2019 FHWA Funding	\$130,000
Carry Forward SFY 2019 FTA Funding	\$0
MPO Federally Required Match (13.5% match)	\$20,289
Total SFY 2019 Federal planning funds available	\$150,289

Total MPO/ RTPO Available Funding for SFY 2020	\$598,004
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Other Transportation Funding Sources	
SFY 2020 STP (Set Aside – Amended December 2019)	\$228,758
Local Match for SFY 2020 STP (Set Aside – Amended December 2019)	\$30,883
SFY 2020 Non-State/Federal Grants / Contracts / Consolidated Grant (\$50,000)	\$50,000
Consolidated Grant (\$10,000 Match)	\$10,000
SFY 2020 Commute Trip Reduction (CTR) Administrative Work Plan	\$75,000
SFY 2020 CMAQ – Commute Trip Reduction (CTR) Program Enhancement	\$102,000
Total Estimated [Other] MPO/ RTPO Available Funding for SFY 2020	\$496,641

Total Estimated Revenues Available for SFY 2020 (Amended)	\$1,094,645
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2. Planned Budget Summary (Amended – December 2019)

The chart below provides an estimated Budget Summary of the distribution of adjusted SFY 2020 planning funds for the MPO/RTPO.

YVCOG's Transportation Estimated Budget for SFY 2020 MPO/RTPO Activities and Tasking												
		Estimated STP Set Aside Funds (Amended)	Estimated STP Local Match Funds (Amended)	Estimated FHWA PL Funds	Estimated FTA 5303 Funds	Estimated RTPO Planning Funds	Estimated Local Match	SFY 2018 Carry Forward	HSTP Funding / Consol. Grant	CTR - Work Plan Funding	CMAQ Program Enhance. Funding	Estimated Planning Budget
1	Program Administration	\$100,000.00	\$13,500.00	\$90,650.00	\$20,350.00	\$37,330.78	\$17,323.77	\$55,606.93	---	---	---	\$334,761.48
2	Data Collection and Analysis	\$50,000.00	\$6,750.00	\$49,000.00	\$11,000.00	\$20,178.80	\$9,364.20	\$30,057.80	---	---	---	\$176,350.80
3	Develop SFY 2021 UPWP / Annual Reports & Updates			\$22,050.00	\$4,950.00	\$9,080.46	\$4,213.89	\$13,526.01	---	---	---	\$53,820.36
4	Develop a 2020-2023 M/RTIP / Develop M/RTIP Amendments			\$14,700.00	\$3,300.00	\$6,053.64	\$2,809.26	\$9017.34	---	---	---	\$35,880.24
5	2016-2040 M/RTP Update Activities			\$61,250.00	\$13,750.00	\$25,223.50	\$11,705.25	\$37,572.25	---	---	---	\$149,501.00
6	SRTS/CS/PM Jurisdictional Assistance Activities			\$7,350.00	\$1,650.00	\$3,026.82	\$1,404.63	\$4,508.67	---	---	---	\$17,940.12
7	HSTP Activities & Planning / Consolidated Grant (YC Transit Study) - TBD	\$50,000.00	\$6,750.00				\$10,000.00		\$50,000.00	---	---	\$116,750.00
8	Commute Trip Reduction (CTR)	\$28,758.00	\$3,882.33							\$75,000	\$102,000	\$219,650.33
		\$228,758	\$30,882	\$245,000	\$55,000	\$100,984	\$56,821	\$150,289	\$50,000	\$75,000	\$102,000	\$1,094,664.33

V. Membership

1. YVCOG MPO/RTPO Policy Board Members

<i>City of Sunnyside</i> James A. Restucci, City of Sunnyside Council and Chairman	<i>Area 1 Representative</i> John Hodkinson, City of Union Gap Council and Vice Chairman
<i>Member at Large</i> Sherry Raymond, Mayor, City of Selah	<i>Area 2 Representative</i> Janice Gonzales, City of Zillah Council
<i>Yakima County</i> Mike Leita, County Commissioner	<i>Area 3 Representative</i> Bill Moore, City of Grandview Council
<i>People For People</i> Madelyn Carlson, CEO	<i>WSDOT</i> Todd Trepanier, SCR Region Administrator
<i>City of Yakima</i> Brad Hill, City of Yakima Council	<i>Yakima County Development Association</i> Jonathan Smith, President

Ex-Officio Members

District 13	District 14	District 15
Senator Judy Warnick	Senator Curtis King	Senator Jim Honeyford
Representative Tom Dent	Representative Gina Mosbrucker	Representative Bruce Chandler
Representative Alex Ybarra	Representative Chris Corry	Representative Jeremie Dufault

2. YVCOG MPO/RTPO Technical Advisory Committee Members

<i>City of Grandview</i> Cus Arteaga, City Administrator Todd Dorsett, Asst. Public Works Director	<i>City of Union Gap</i> Dennis Henne, Public Works Director & TAC Vice Chair
<i>City of Granger</i> Jodie Luke, Public Works Director	<i>City of Wapato</i> Jeff Schumacker, Public Works Dept.
<i>Town of Harrah</i> Barbara Harrer, Mayor	<i>City of Yakima</i> TBD, Chief City Engineer (<i>Vacant</i>)
<i>City of Mabton</i> Laura Vazquez, Mayor	<i>City of Zillah</i> Jim Simmons, Public Works Director and Ardele Steele, Planning and Community Development Director
<i>City of Moxee</i> Byron Adams, City Supervisor	<i>Yakima County</i> Matt Pietrusiewicz, County Road Engineer Jase Testerman, Sr. Transportation Planner
<i>Town of Naches</i> Jeff Ranger, Town Administrator	<i>WSDOT South Central Region</i> Paul Gonseth, Regional Planning Engineer
<i>City of Selah</i> Joe Henne, Public Works Director	<i>Yakima Transit</i> Alvie Maxey, Transit Manager Greg Story, Transit Asst. Manager
<i>City of Sunnyside</i> Shane Fisher, Public Works Director	<i>Yakama Nation</i> Al Pinkham, Engineering Planner
<i>City of Tieton</i> Fred Munoz, City Clerk/Treasurer	<i>Airport/ McAllister Field</i> Robert Peterson, Airport Manager
<i>City of Toppenish</i> Lance Hoyt, City Manager & TAC Chair Rocky Wallace, Public Works Superintendent	

3. Mobilizing Public Access to Countywide Transportation (MPACT) Members

The first scheduled meeting of the MPACT occurred at YVCOG on March 22, 2016.

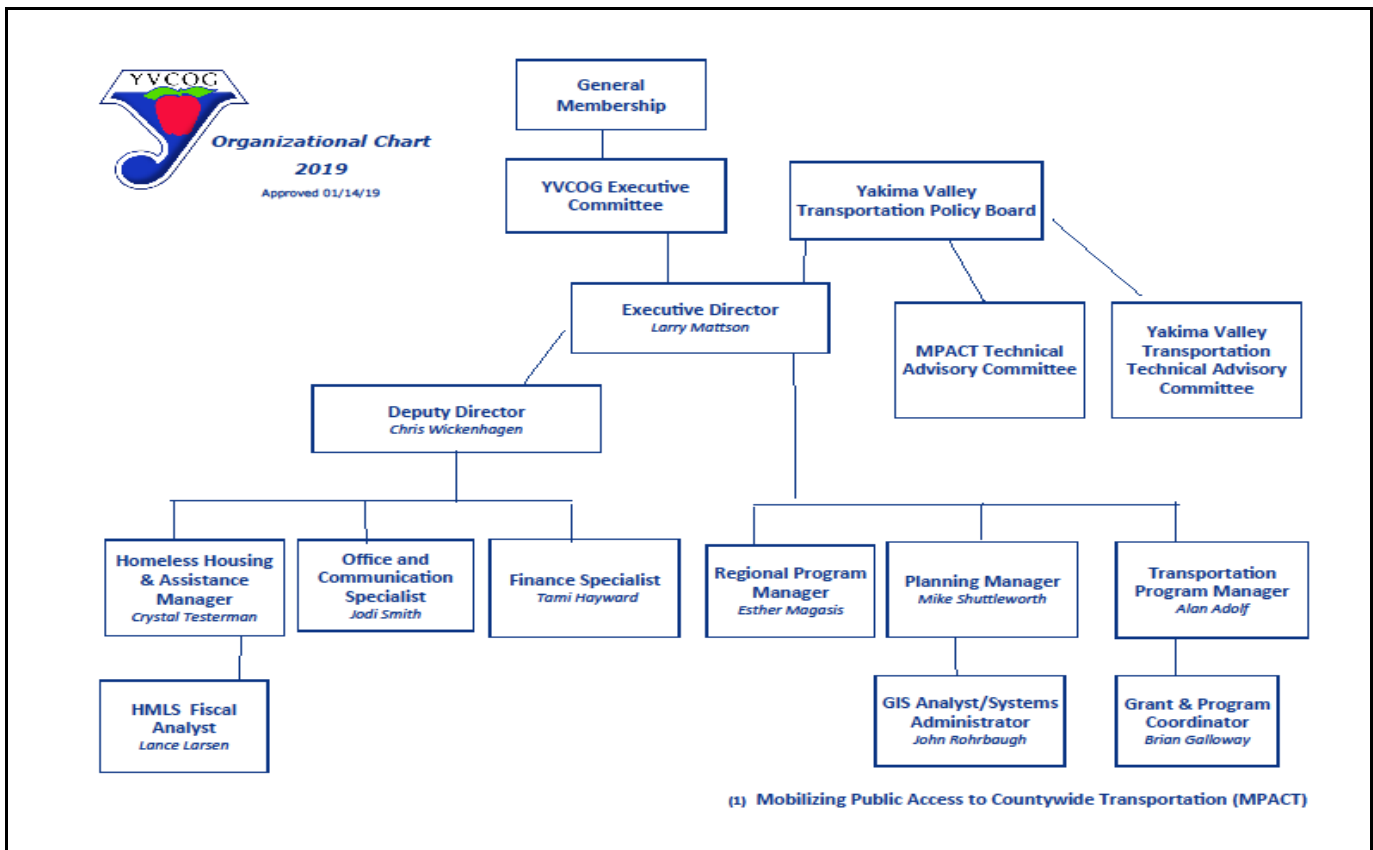
On January 26, 2016 YVCOG became the lead for the development of the Coordinated Public Transit Human Services Transportation Plan for the Yakima Valley Region and for coordinating the Yakima County Special Needs Transportation Coalition. The coalition was rebranded to Mobilizing Public Access to Countywide Transportation (MPACT) and was established formally as a standing advisory committee to the Transportation Policy Board.

Below was the roster of Coalition members as of January 1, 2019.

Airporter Shuttle	
ALTC	Employment Security Dept. / WorkSource
Catholic Charities	Medstar Transportation
Catholic Family & Child Services	North Star Lodge
Confederated Tribes and Bands	People For People
of the Yakama Nation	Pro-Tran (NEMT)
City of Union Gap	USDA
City of Selah	Wellness House
City of Yakima Transit / Yakima Regional	Yakima County
Airport	Yakima County Office of
Department of Services for the Blind	Emergency Management
Department of Social & Health Services	Yakima Transit
DSHS/DVR	Yakima Valley Farmworkers Clinic
EnTrust	Yakima Valley Veteran's Coalition
ESD 105	YVCOG

The roster also includes several personal names of interested persons which will not be listed here. This roster will be updated prior to submitting the Final SFY 2020 UPWP to WSDOT in 2020.

4. YVCOG MPO/RTPO Staff (January 1, 2019)



Appendix

1: Anti-lobbying Section

YVCOG as the MPO/RTPO lead does not anticipate engaging in any lobbying activities for SFY 2020. If the occasion arises that a YVCOG staff member or representative does engage in lobbying activities with any of the parties stated in the anti-lobbying section that follows, the representative will only use local funds not associated with federal or state transportation planning/program/project (MPO/RTPO) funding and will report the activities as required below.

Lobbying

2 CFR Part 225, Appendix B

24. Lobbying

Reference 2

2 CFR Part 220, Appendix A, Section J

28. Lobbying

Reference is made to the common rule published at 7 CFR part 3018, 10 CFR parts 600 and 601, 12 CFR part 411, 13 CFR part 146, 14 CFR part 1271, 15 CFR part 28, 18 CFR part 1315, 22 CFR parts 138, 227, 311, 519 and 712, 24 CFR part 87, 28 CFR part 69, 29 CFR part 93, 31 CFR part 21, 32 CFR part 282, 34 CFR part 82, 38 CFR part 85, 40 CFR part 34, 41 CFR part 105–69, 43 CFR part 18, 44 CFR part 18, 45 CFR parts 93, 604, 1158, 1168 and 1230, and 49 CFR part 20, and OMB's government-wide guidance, amendments to OMB's government-wide guidance, and OMB's clarification notices published at 54 FR 52306 (12/20/89), 61 FR 1412 (1/19/96), 55 FR 24540 (6/15/90) and 57 FR 1772 (1/15/92), respectively.

2: Subcontracting Section

As stated in the agreement number GCB 2566 between WSDOT and YVCOG ending on July 1, 2017, subcontracting obligations are as follows:

The services of the MPO/RTPO are to be directed by a Transportation Program Manager. The MPO/RTPO shall not assign, sublet, or transfer any of the work provided for under this Agreement without prior written approval from the STATE, and the STATE shall review and approve the MPO/RTPO's consultant agreement prior to execution. The MPO/RTPO shall comply with all current federal and state laws and regulations governing the selection and employment of consultants. The STATE reserves the right to appoint a representative to serve on the Consultant Selection Committee. Subcontracts for consultant services must contain all the required provisions to the extent applicable of Sections 3, 5, 8, 9, 13 through 15, and 19 through 22 of this Agreement.

Any equipment to be purchased under this Agreement shall be listed in the scope of work. All equipment must be purchased, managed, and disposed of in accordance with all current federal and state laws and regulations and the nondiscrimination provisions of Section 18 of this Agreement. The procurement of all equipment must be used for the sole purpose of urban and regional transportation planning activities. Any equipment on hand at the completion of the work shall become the property of the STATE.

3: Identified Unfunded Needs

YVCOG (Lead)

- Regional Origins & Destinations Study – 2 part
- “Streetlight” (or similar) Regional Origin & Destination Data
- State Committees and Task Forces
- Regional CTR Planning
- Catastrophic Transportation Planning
- Yakima 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 (Toppenish Vicinity)

Regional Origins & Destinations Study – 2 Part

- A. Purpose:** To allow YVCOG to initiate a regional origins and destinations study for the Yakima Valley for:
- a. Part 1: motorized traffic including freight and public transportation;
 - b. Part 2: non-motorized traffic including bicycle and pedestrian

- B. Work Tasks:** Core functions which are anticipated for this project include, but are not limited to:
- Formulate a scoping strategy, evaluate options for each mode type, and select most appropriate O&D method.
 - Participation of the YVCOG Transportation Program Manager on the Technical Committee.
 - Additional staff participation on any current or future ad-hoc committees.

In order to perform these tasks, YVCOG must also perform the following associated tasks:

- Identify freights and goods stakeholders to be included in freight O&D.
- Identify public and private stakeholders to be included in public transportation O&D.
- Identify stakeholders to be included in non-motorized O&D.
- Research existing local, county, and regional plans to consolidate previously identified origin and destination studies.
- Consolidate historical origin and destination information into a commonly agreed upon format to include but not be limited to Excel spreadsheet or Access database or GIS.
- Develop and conduct or manage an outside contract(s) for a company(ies) to provide O&D information into the commonly agreed upon format.
- Provide general public information in visual formats via our website, make commonly agreed upon formatted information to our member jurisdictions and stakeholders, incorporate the O&D information into YVCOG's Regional Travel Demand Model.

- C. Anticipated Products:** Work products which are anticipated as part of this project include, but are not limited to:
- Regional and individual community profiles based on travel movements.
 - An inventory of existing transportation services and facilities.

- D. Agency Responsibilities:** YVCOG staff will be responsible for attendance at meetings, review of materials, research and development of discussion items, and reporting to the Transportation TAC, Transportation Policy Board, WSDOT, and/or other MPOs/RTPOs as appropriate.

- E. Estimated Cost:** \$175,000.

- F. Relationship to Other Work Elements:** This planning activity related to Data Collection and Analysis, Annual Reports, Complete Streets and Safe Routes to School efforts, Human Services Transportation Plan, Long-range Plan, and Metropolitan and Regional Transportation Improvement Programs. If not funded, the region will lose a valuable opportunity to participate in a broad inter-regional transportation planning effort that has the potential to yield access and opportunities for all populations in the Yakima region. This will be crucial for establishing a baseline for future performance measures efforts mandated by the federal transportation bill MAP-21 and continued under the federal transportation bill FAST Act.

UNFUNDED NEEDS FOR SFY 2020

“Streetlight” (or similar) Regional Origins & Destinations Data

- A. Purpose:** To allow YVCOG to gather regional origins and destinations for the Yakima Valley for motorized traffic including freight for calibration of regional travel model and regional / local travel patterns to assist in determining travel options and needs.
- B. Work Tasks:** Core functions that are anticipated for this project include, but are not limited to:
- Purchase electronic O&D data subscription from a vendor, download formatted data and import into regional model, verify model calibration against traffic data (count) and adjust as needed.
 - Formulate a strategy, evaluate options for each mode type, and select most appropriate O&D data.
 - Participation of the YVCOG Transportation Program Manager on the Technical Committee.
 - Additional staff to download data and update regional model.
 - Research existing local, county, and regional plans to validate previously identified origin and destination studies.
 - Consolidate origin and destination information into a commonly agreed upon format to include but not be limited to Excel spreadsheet or Access database or GIS.
 - Provide general public information in visual formats via our website, make commonly agreed upon formatted information to our member jurisdictions and stakeholders, incorporate the O&D information into YVCOG’s Regional Travel Demand Model.
 - Work with member jurisdictions to determine travel pattern in their jurisdiction.
- C. Anticipated Products:** Work products which are anticipated as part of this project include but are not limited to:
- Calibrating YVCOG regional travel model to include data drive origin and destination information,
 - Travel profiles for member jurisdiction to deter travel needs, including transit.
- D. Agency Responsibilities:** YVCOG staff will be responsible for attendance at meetings, review of materials, research and development of discussion items, and reporting to the Transportation TAC, Transportation Policy Board, WSDOT, and/or other MPOs/RTPOs as appropriate.
- D. Estimated Cost:**
- Full “Multi-model” Data Program - \$200,000 (\$143,000 for Data and \$53,000 for staffing)
 - “Advanced” Data Program - \$98,000 for Data
 - “Essentials” Data Program - \$49,000 for Data
- F. Relationship to Other Work Elements:** This planning activity related to Data Collection and Analysis, Annual Reports, Complete Streets and Safe Routes to School efforts, Human Services Transportation Plan, Long-range Plan, and Metropolitan and Regional Transportation Improvement Programs. If not funded, the region will lose a valuable opportunity to participate in a broad inter-regional transportation planning effort that has the potential to yield access and opportunities for all populations in the Yakima region. This will be crucial for establishing a baseline for future performance measures efforts mandated by the federal transportation bill MAP-21 and continued under the federal transportation bill FAST Act.

State Committees and Task Forces

- A. Purpose:** Participation on statewide or regional transportation committees and/or task forces, either standing or ad-hoc, representing the interests and perspectives of MPO/RTPOs or local agencies.
- B. Work Tasks:** Core functions which are anticipated for this ongoing project include, but are not limited to:
- Volunteering or accepting appointments to state or regional committees or task forces.
 - Participate in meeting discussions.
 - Review and prepare materials for meeting discussions.
 - Travel to/from meetings.
- C. Anticipated Products:** Work products for this project may include, but are not limited to:
- Committee mission statements.
 - Project timelines and meeting schedules.
 - Committee reports, findings, and/or implementation strategies.
- D. Agency Responsibilities:** YVCOG staff or representatives from the MPO/RTPO member agencies will be responsible for attendance at meetings, review of materials, research and development of discussion items, and reporting to the Transportation TAC, Transportation Policy Board, WSDOT and/or other MPO/RTPOs.
- E. Estimated Cost: \$45,000 (annually).**
- F. Relationship to Other Work Elements:** This planning activity related to Data Collection and Analysis, Annual Reports, Complete Streets and Safe Routes to School efforts, Human Services Transportation Plan, Long-range Plan, and Metropolitan and Regional Transportation Improvement Programs. If YVCOG staff is not able to participate in these activities, the needs of the region will not receive adequate representation at the statewide or regional level.

UNFUNDED NEEDS FOR SFY 2020

Regional CTR Planning

- A. Purpose:** To update and maintain a regional commute trip reduction plan with regional goals; develop and administer a CTR Pilot Project involving agriculture industry employers and college campuses; and to participate in state CTR Board activities.
- B. Work Tasks:** Core functions which are anticipated to be performed under this work element include, but are not limited to:
- Update and maintain local and Regional CTR plans that includes:
 - Regional program goals for commute trip reduction in affected urban growth areas,
 - A description of strategies for achieving the goals,
 - A sustainable financial plan describing projected revenues and expenditures to meet the goals,
 - A description of the way in which progress toward meeting the goals will be measured, and
 - Is consistent with the Metropolitan and Regional Transportation Plan (MTP/RTP).
 - Perform surveys, either paper or windshield, at worksites consistent with the Pilot Project.
 - Perform consistency review of affected jurisdictions' CTR plans and ordinances when they are due to be updated.
 - Respond to emerging CTR issues and provide participation venues in response to these issues.
- C. Anticipated Products:** Work products for SFY 2019 may include, but are not limited to:
- Updates to the Local and Regional CTR Plans.
 - Certification reports of local CTR plans and ordinances.
 - Annual reports.
 - Employee Transportation Coordinator (ETC) training.
 - Biennial Survey of affected employers in 2018.
 - Recruitment of additional CTR affected worksites.
 - Expanded promotional activities.
- D. Agency Responsibilities:** YVCOG staff has the primary responsibility for the development, review, and revision of Local and Regional CTR Plans. Yakima County jurisdictions, WSDOT, transit service providers and affected employers will participate in the plan maintenance and updates. Document approval authority lies with the Transportation Policy Board and the State CTR Board.
- E. Estimated Cost: \$145,000 (annually).**
- F. Relationship to Other Work Elements:** This planning activity related to Data Collection and Analysis, Annual Reports, Complete Streets and Safe Routes to School efforts, Human Services Transportation Plan, Long-range Plan, and Metropolitan and Regional Transportation Improvement Programs. If not funded, the region will lose a valuable opportunity to participate in a broad inter-regional transportation planning effort that has the potential to yield access and opportunities for all populations in the Yakima region. If not funded, the region will not be able to fully participate in CTR planning activities and the burden of compliance with state CTR planning laws will fall to local YVCOG member jurisdictions.

Catastrophic Transportation Planning

- A. Purpose:** Participation in regional catastrophic transportation planning committees and/or task forces, either standing or ad-hoc in Yakima County. Acting as lead in the development of a regional Catastrophic Transportation Plan which includes such transportation elements as:
- Designating secondary and tertiary detour routes throughout Yakima County
 - Inventories of available transportation assets by jurisdiction
 - Develop templates for interagency agreements on the sharing/procuring of those transportation assets in a time of need.
 - Identification of available YVCOG staff and their certifications to assist a convened Emergency Management Team.
- B. Work Tasks:** Core functions which are anticipated for this ongoing project include, but are not limited to:
- Determine YVCOG employees that will participate in the Emergency Management team and seek certifications for appropriate levels of participation.
 - Build internal capacity for understanding the principals and regulations of Emergency Preparedness.
 - Volunteer or accept appointments to Emergency Management Teams as needed.
 - Coordinate and facilitate meetings throughout Yakima County.
 - Review and prepare materials for meeting discussions.
 - Gather data from jurisdictions, the City of Yakima Emergency Management Office, and the County Emergency Management Office to complete an inventory of transportation assets.
 - Create an update schedule for refreshing the asset inventory on a regular basis and incorporate the schedule into a YVCOG program.
 - Create a schedule for incorporating the catastrophic transportation information into appropriate MPO/RTPO transportation-related documents.
- C. Anticipated Products:** Work products for this project may include, but are not limited to:
- Catastrophic Transportation Plan
 - Project timelines and meeting schedules.
 - Committee reports, findings, and/or implementation strategies.
- D. Agency Responsibilities:** YVCOG staff or representatives from the MPO/RTPO member agencies will be responsible for attendance at meetings, review of materials, research and development of discussion items, and reporting to the Transportation TAC, YVCOG Transportation Policy Board, WSDOT and/or other state/federal oversight agencies.
- E. Estimated Cost: \$25,000 - \$40,000**
- F. Relationship to Other Work Elements:** The YVCOG's participation in catastrophic transportation planning is related to Regional Planning, short- and long-range planning. If YVCOG staff is not able to participate in these activities, the complementary preparation information may not be available in time of need.

Yakima Valley Short Line Rail & Trans-load Facility Feasibility Study

- A. Purpose:** To analyze potential multi-modal freight trans-load facilities along Yakima County's Short Line Rail Systems (White Swan Branch Line and Gibbon-Granger Branch Line) relating to location, economic development and environmental impacts.
- B. Work Tasks:** Core functions which are anticipated to be performed under this work element include, but are not limited to:
- Defining potential facility types and locations along Yakima County's Short Line Rail System.
 - Identifying and estimating the economic benefits of permitting various potential interstate and international distribution facilities.
 - Assessing how potential facilities can benefit and support the freight mobility efficiencies for local agriculture and industry, the Ports of Seattle and Tacoma, Washington State's Rail and Interstate Highway Systems.
 - Public outreach – community meetings, public forums.
 - Public information materials (folios, maps, brochures, web pages, press releases).
 - Identifying and assessing potential environmental mitigation issues.

In order to perform these tasks, YVCOG staff must also perform the following associated tasks:

- Review current plans and data.
- Staff support for the Transportation Policy Board, TAC, and subcommittees.
- Ongoing public outreach efforts.
- Responses to public and agency inquiries.
- Inter- and intra-regional coordination.
- Responses to emerging issues.
- Miscellaneous grant application assistance.

- C. Anticipated Products:** Work products for SFY 2018 may include, but are not limited to:
Proposed study area map – a comprehensive map of the proposed alignment to be distributed to local agencies and developers. Yakima Valley Short Line Rail & Trans-load Facility Feasibility Study with findings and recommendations
- D. Agency Responsibilities:** YVCOG will be responsible for developing a scope of work, RFP, managing a consultant contract, and reporting findings. TAC assistance will be needed to develop the scope of work, RFP, and reviewing proposals. The TAC will also provide guidance on when, where, and how the study results will be used. Any contracts will need to be approved by the Transportation Policy Board.
- E. Estimated Cost: \$300,000.**
- F. Relationship to Other Work Elements:** This planning activity relates to Work Element II, Regional Planning, long range-planning activities. This study will guide future economic development and spur investment in the region by addressing the potential benefits for permitting various facility types at various locations along Yakima County's Short Line Rail.

Lower Valley Freight Bypass Loop (Toppenish Vicinity)

A. Purpose: To analyze potential freight bypass loop which will expedite freight movement and separate the freight corridor from its current route through Toppenish thereby eliminating the freight movement from interactions with pedestrians, cyclists, school and transit busses, and the general motoring public.

B. Work Tasks: Core functions which are anticipated to be performed under this work element include, but are not limited to:

- Identifying and estimating the safety and economic benefits of separating freight movement to a less restricted and designated corridor.
- Investigate a N. Meyers Road grade separation of the BNSF Main Line which would be the only such crossing between Union Gap and Prosser.
- Assessing how potential facilities can benefit and support the freight mobility efficiencies for local agriculture and industry, the Ports of Seattle and Tacoma, Washington State's Rail and Interstate Highway Systems.
- Public outreach – community meetings, public forums.
- Public information materials (folios, maps, brochures, web pages, press releases).
- Identifying and assessing potential environmental mitigation issues.

In order to perform these tasks, YVCOG staff and others must also perform the following associated tasks:

- Review current plans and data.
- Staff support for the Transportation Policy Board, TAC, and subcommittees.
- Ongoing public outreach efforts.
- Responses to public and agency inquiries.
- Inter- and intra-regional coordination.
- Responses to emerging issues.
- Miscellaneous grant application assistance.

C. Anticipated Products: Work products for SFY 2019 may include, but are not limited to:

Proposed study area map – a comprehensive map of the proposed alignment to be distributed to local agencies and developers.

D. Agency Responsibilities: YVCOG will assist with developing a scope of work and participating on technical and policy committees. TAC assistance will be needed to coordinate efforts to inform and educate legislators, partners, and the general public. The TAC will also provide guidance on when, where, and how the study results will be used. Any contracts to provide technical assistance to members will require approval by the Transportation Policy Board. Multi-agency project for PE/RW/CN.

E. Estimated Cost: Preliminary Engineering and support: \$500,000.

F. Relationship to Other Work Elements: This planning activity relates to Regional Planning and long range-planning activities.

Yakima Lower Valley Trail Feasibility Study – Phase I

A. Purpose: To initiate a regional Lower Valley Trail feasibility study for the Yakima Valley region. This trail was first noted in Focus 2010, the Lower Valley Visioning Report. It is described in greater detail on pages 13 and 21 of the 2014 Yakima County Trails Plan. When complete the Lower Valley Trail would bridge the gap between the 18-mile pathway from Naches to Union Gap, and the 12-mile path between Sunnyside and Prosser.

B. Work Tasks: Core outcomes which are anticipated for this project include, but are not limited to:

- Evaluate available Right of Way and public lands to create trails scenarios that can be further considered and refined in Phase II.
- Develop an outreach plan to include formulating a scoping strategy, evaluate outreach options, and select most appropriate outreach options.
- Participation of the YVCOG Executive Director and Transportation Program Manager on any Steering or Technical Committees.
- Additional staff participation on any related ad-hoc committees.

To perform these tasks, YVCOG must also perform the following associated tasks between the cities of Union Gap and Sunnyside:

- Research existing local, county, and regional plans to consolidate previously identified trails needs.
- Develop and conduct additional surveys for public participation comments.
- Identify sites, corridors (open space, levees, irrigation canals, power transmission, surplus road right-of-way, etc.), and points of interest and trailhead locations.
- Identify potential linkages between the county trail system and existing public recreation lands owned by USFS, WDFW, DNR, BLM and others to support planning/development efforts for trail connection to those public recreation lands.
- Support trails planning and development within established jurisdictions of Yakima County, and linking community trails to broader county-wide trails system including privately developed trails like STAY (Single Track Alliance of Yakima).
- Partner with non-profits and other entities to develop trails and to support funding and development of the Lower Valley Trail.
- Support stakeholders in the planning and development of trails and linkages.
- Consider trail corridors on both side of the Yakima River.
- Participate in financial feasibility analyses including: identifying funding options, and cost analysis for trail construction.

C. Anticipated Products: Work products which are anticipated as part of this project include, but are not limited to:

- Results from public outreach efforts and stakeholder groups regarding preferred corridors and pathway design features.
- An inventory of existing trails between Union Gap and Sunnyside.
- Identification of at least two possible trail corridors, and develop preliminary cost estimates, including right of way acquisition and construction costs.

D. Agency Responsibilities: YVCOG staff will be responsible for attendance at meetings, review of

materials, research and development of discussion items, and reporting to the Transportation TAC, Transportation Policy Board, WSDOT, and/or other MPOs/RTPOs as appropriate.

E. Estimated Cost: \$80,000.

F. Relationship to Other Work Elements: This planning activity related to Data Collection and Analysis, Annual Reports, Human Services Transportation Plan, Long-range Plan, and Metropolitan and Regional Transportation Improvement Programs. If not funded, the region loses a valuable opportunity to participate in a multi-modal transportation planning effort that has the potential to improve and enhance access and opportunities for all populations in the Yakima region.

4: Comments and Document Changes During Initial Review Period

Suggested Edit	How Comment was Addressed
Recommend Suggestion #1	
Joe Henne, Public Work Director (Selah)	• Added reference (page 18)
April 11, 2019 Technical Advisory Committee Meeting – Verbal Comment	
“Include change of contracting traffic counting services into Major Activities #2 “Data Collection	
Recommend Suggestion #2	
Linda Howell, WSDOT Public Transit	• Corrected language (page 17)
May 19, 2019 - Emailed Comments	
“Page 7, correct Coordinated Public Transportation” to “Transit”	
Recommend Suggestion #3	
Kerri Woehler, WSDOT HQ (UPWP Review Team)	• Updated participation section to include suggested comments.
May 23, 2019 - In person review	
Page 7, Remove WTC Plan, Aviation System Plan, Corridor Sketch, and Statewide Travel Demand Model, Add Human Services Transportation Plan (HSTP) to “participation in WSDOT planning activities.	
Recommend Suggestion #4	
Gabe Phillips, Mgr., WSDOT Tribal & Regional Planning Office (UWPW Review Team)	• Corrected references to WSDOT Planning Office to “WSDOT Tribal & Regional Planning Office”.
May 23, 2019 – In person review	
Correct WSDOT office name to WSDOT Tribal & Regional Planning office	
Recommend Suggestion #5	
Group, UPWP Review Team	• Corrected revenue (page 27) and budget summary (page 28) funding titles wording corresponds.
May 23, 2019 – In person Review	
Ensure Estimated Revenue Summary and Planned Budget Summary funding program titles match	
Recommend Suggestion #6	
	• N/A

This appendix will be where all review comments are recorded as the preliminary DRAFT is reviewed by WSDOT, FHWA, FTA, and all MPO/RTPO members.

Yakima Valley
Metropolitan and Regional Planning Organizations

State Fiscal Year 2020
UNIFIED PLANNING WORK PROGRAM
(Amendment 2020-1)

WHEREAS, the Yakima Valley Conference of Governments (YVCOG) is the federally designated Metropolitan Planning Organization, (MPO), for the Yakima Valley region, as well as the state-designated Regional Transportation Planning Organization (RTPO) as required in accordance with the following authorities --

1. 23 CFR Section 450,
2. 23 USC Section 134 and 49 USC Section 5303
3. RCW 47.80,
4. WAC 486; and,

WHEREAS, the YVCOG is therefore responsible for budgeting state and federal funds to fulfill transportation planning tasks according to and guided by these cited authorities; and

WHEREAS, the YVCOG has developed a work program for the period July 1, 2019 to June 30, 2020 (State Fiscal Year 2020) that includes funding from Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and Washington State Department of Transportation (WSDOT) using the anticipated funding amounts provided by these agencies; and

WHEREAS, the work program identifies work tasks and products to be completed in order to fulfill the federal and state transportation planning responsibilities of an MPO and RTPO; and

WHEREAS, the YVCOG has been authorized by the YVCOG Transportation Policy Board to augment funding to expand work plan capabilities and services, requiring the amendment to the Unified Planning Work Program.

NOW, THEREFORE, BE IT RESOLVED, that the Yakima Valley MPO/RTPO Policy Board hereby amends the *State Fiscal Year 2020 Unified Planning Work Program* for the Yakima Valley Metropolitan and Regional Transportation Planning Organizations.

Signed this 16th day of December 2019.

James A. Restucci, Policy Board Chair
Yakima Valley Metropolitan & Regional Transportation Planning Organization

ATTEST

Chris Wickenhagen, Executive Director
Yakima Valley Conference of Governments