

**Final Document**  
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**2021**

**State Fiscal Year**  
**July 1, 2020 - June 30, 2021**

# **Unified Planning Work Program**



**Yakima Valley Conference of Governments**

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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

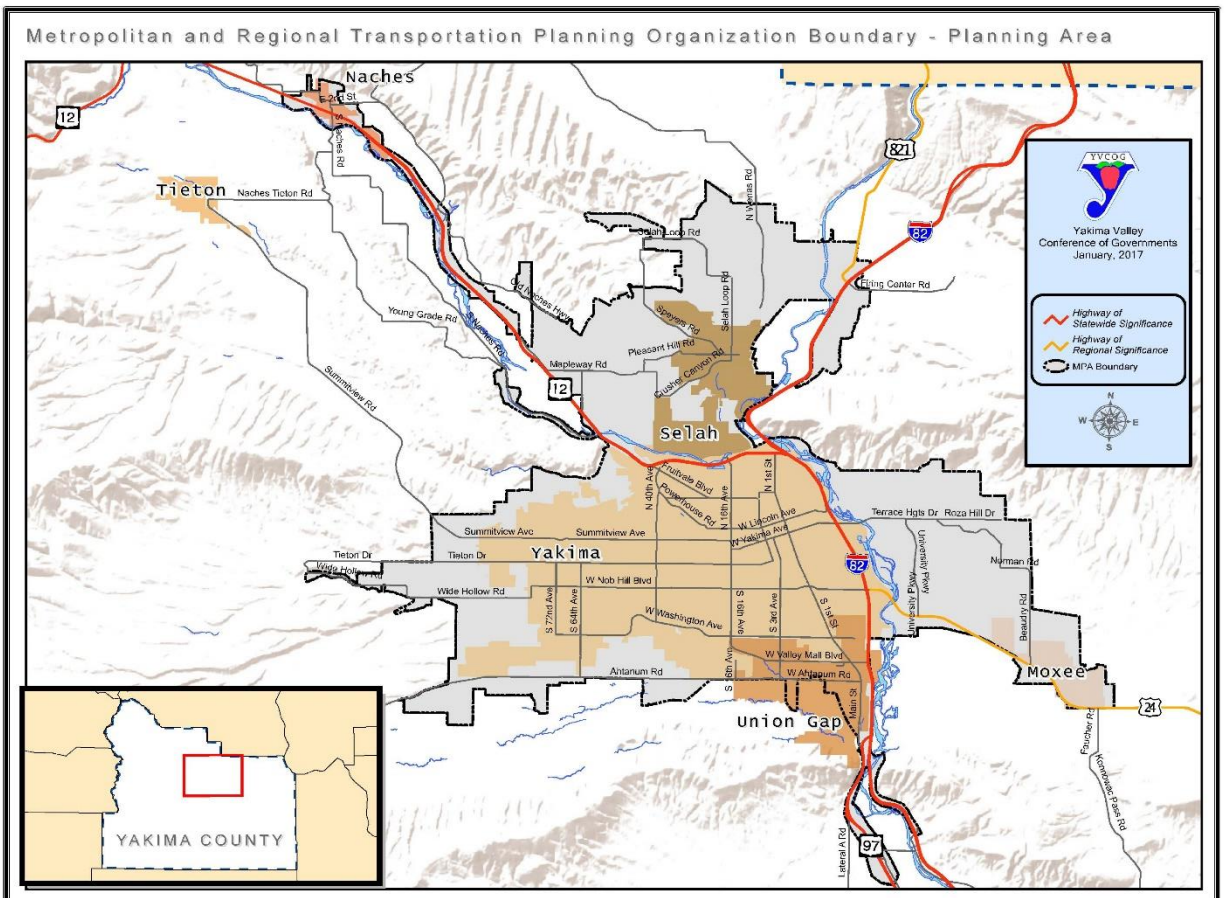
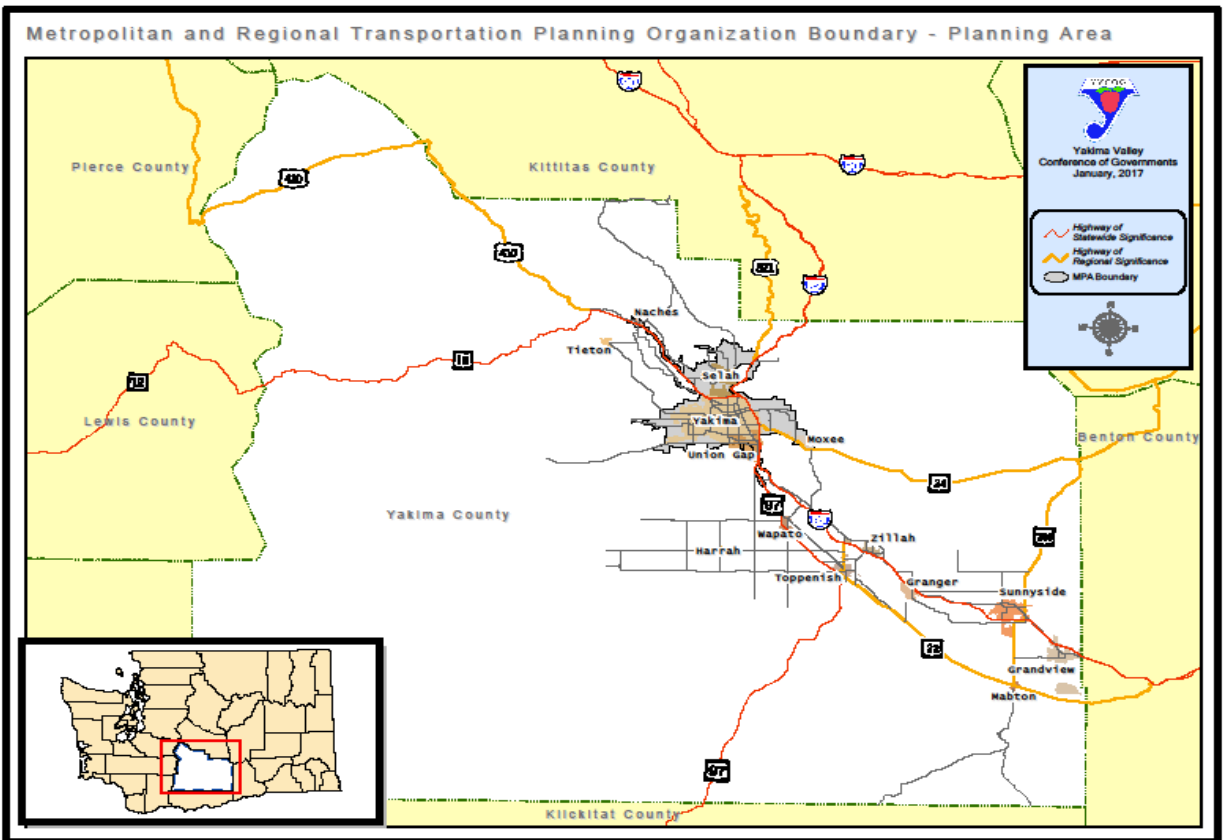
WA State Department of Transportation

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...”

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).

Lead planning agencies receive dedicated Federal Highway Funds known as Planning Funds (PL) and transit planning funds known as 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).

## **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 36.70A](#)), 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](#).

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.

## **Funding**

State funding for the RTPO is passed through 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.

## **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 2021 (July 1, 2020 through June 30, 2021). 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 2021. The state and federal grant amounts shown are based on WSDOT estimates provided to each lead planning agency.

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

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 31 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.

On October 1, 2020, People For People began new “Valley Shuttle Route 201” that provides transit service three times per day between Mabton, Grandview and Sunnyside, Monday through Friday. The “201 Route” provides transit service to Mabton for the first time and links to the core Community Connector Route.

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” & “Route 201” (Mabton/Grandview/Sunnyside)	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 2021 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. Federal and State Emphasis Areas

### Federal Emphasis Areas

The Federal Highway Administration and Federal Transit Administration would like MPOs to place an emphasis on the performance based planning requirements, including developing data and targets, as well as reflecting Performance-Based Planning and Programing and Transportation Performance Management in the Transportation Improvement Program, Metropolitan Plan, and overall transportation planning process.

### State Emphasis Areas

The following emphasis areas have been identified by WSDOT as areas MPOs and RTPOs are requested to dedicate time and/or resources towards during state fiscal year 2021.

### Planning Collaboration

WSDOT will be developing multiple statewide plans during SFY 2021. MPOs and RTPOs are requested to set aside resources to collaboratively develop and/or review the plans. Plans and efforts expected to be developed during SFY 2021 include (but are not limited to):

- Highway System Plan
- Multimodal Investment Strategy
- Statewide Public Transportation Plan
- Statewide Human Services Transportation Plan
- Statewide Cooperative Automated Transportation (CAT) Policy Framework
- Practical Solutions / Complete Streets Planning
- Title VI Planning, Training and Reporting
- Comprehensive Planning
- Tribal Consultation and Planning
- Data Acquisition, Analysis, & Reporting

### **3. 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 or services not previously included in the work element with WSDOT participation in the selection process prior to approval of contracting.
  - *Current contracted consultants include CenterPoint Language Services (interpretation services) and Eco Resource Management Systems Inc. [ERMS] (traffic demand modeling services).*
  - *Planned contracted consultants include a yet-to-be selected traffic counter provider*
- 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.

### **4. Tribal Participation in RTPO**

In accordance with the 2019 Engrossed House Bill 1584, signed by Governor Jay Inslee, YVCOG has been active in promoting greater tribal participation in YVCOG's RTPO planning processes. In August 2019, the YVCOG Transportation Policy Board issued a formal written invitation the Yakama Nation to become a voting Transportation Policy Board Member. This invitation must be offered every two (2) years. *Note: As of this document's adoption, the Nation has not formally accepted membership into the RTPO.*

YVCOG, the Yakama Nation, and its various departments have long been active participants and partners in numerous ongoing projects, programs, and committees including:

- YVCOG MPO/RTPO Technical Advisory Committee
- YVCOG (Facilitated) Mobilizing Public Access to Countywide Transportation (MPACT Committee) – HSTP / Transit Planning
- Driving Rural Yakima County's Economy (DRYVE) Committee – Transportation Advocacy Committee for rural Southern Yakima County, Including the Yakama Nation
- Yakama Nation Transportation Safety Committee (YVCOG is an invited participant).
- Yakama Nation led “Heritage Connectivity Trail” Committee – Tasked to develop bike/ped routes between communities within the boundaries of the Yakama Nation intended to eventually link to the Yakima Greenway system to the north and the Grandview-Sunnyside-Prosser Trail to the east.
- Yakama Nation (hosted) events for YVCOG to share transportation planning projects (Title VI, and Public Participation Plan outreach)
- WSDOT (Facilitated) Workshops (pre-construction reviews, transportation (project) planning, corridor sketch activities, multi-modal/economic impact charettes, etc.)



## II. Major MPO/RTPO Accomplishments

### 1. SFY 2020 Accomplishments

For any deliverable with a “Final” date annotated, the document can be found on the YVCOG website: [www.yvcog.org](http://www.yvcog.org). The following tasks identified in the SFY 2020 UPWP have been accomplished or, significant tasking has been accomplished during SFY 2020 for the following UPWP categories:

1. **SFY 2020 Unified Planning Work Program (UPWP) for July 1, 2019, through June 30, 2020**

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 2020*

*Final June 17, 2019*

*YVCOG UPWP SFY 2020 (Amendment 2019-1)*

*Final December 16, 2019*

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 2019*

*Final September 16, 2019*

*2019 Self-certification*

*Final September 16, 2019*

*Title VI Annual Report*

*Final February 19, 2020*

*2019 Obligation/Closure Report*

*Final March 16, 2020*

3. **Develop 2020-2023 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:** *2020-2023 Metropolitan and Regional Transportation Improvement Program*

*Final October 21, 2019*

**4. Developed 2019-2022 and 2020-2023 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:**

*2019-2022 Metropolitan and Regional Transportation Improvement Program Amendments*

- |                       |                      |
|-----------------------|----------------------|
| • July Amendment      | Final July 15, 2019  |
| • August Amendment    | Final None Performed |
| • September Amendment | Final None Performed |
| • October Amendment   | Final None Performed |

*2020-2023 Metropolitan and Regional Transportation Improvement Program Amendments*

- |                      |                                 |
|----------------------|---------------------------------|
| • January Amendment  | Final January 15, 2020          |
| • February Amendment | Final February 19, 2020         |
| • March Amendment    | Final March 16, 2020            |
| • April Amendment    | Final April 20, 2020            |
| • May Amendment      | Final May 18, 2020 (Projected)  |
| • June Amendment     | Final June 18, 2020 (Projected) |

**5. 2020 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.

**Delivered:**

- |   |                         |
|---|-------------------------|
| • 2020 Title VI Annual Report (Feb 2019 – Feb 2020) | Final February 19, 2020 |
| • 2020 Title VI Assurances (DOT Order No. 1050.2A)  | Final March 16, 2020    |

**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 2019.

**Delivered:** *Yakima Valley Regional ITS Architecture Annual Update* Final December 16, 2019

**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.

**Delivered:**

- *Signed Contract with WSDOT to fund the Yakima Valley Transit Feasibility Study to begin in January 2020* *December 16, 2019*

**8. 2019 Public Participation Plan (PPP) Update and Implementation**

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.

YVCOG practices developed during PPP process were used during development of 2020-2045 Metropolitan & Regional Transportation Plan (Long Range Plan) during the fall of 2019 and winter of 2020.

**Delivered:**

- *Updated Public Comment Period framework (from 15 to 30 days for M/RTIP Document)*
  - *Provided English & Spanish Online/Hard Copy Transportation Survey for 2020-2045 Long Range Plan via in-person (meetings), email, internet, webpage, mass-media, and scannable (QBR) postcards linking survey webpages*
- 2019 Public Participation Plan Update Adoption *June 17, 2019*
  - 2020/45 MRTP Public Participation Activities *Oct 2019-Mar2020*

## 9. **2020-2045 Metropolitan and Regional Transportation Plan Update**

The Metropolitan and Regional Transportation Plan (M/RTP – aka “**2020/45 Long Range Plan**”) 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. Next update scheduled to begin in 2023 for the 2024-2045 update.

### **Delivered:**

<i>2020/45 Long Range Plan Transportation Survey (Bilingual)</i>	<i>Jan 1 – Feb 17, 2020</i>
<i>2020/45 Public Involvement Events</i>	
▪ <i>Community Center (Grandview, WA)</i>	<i>January 22, 2020</i>
▪ <i>Yakima Greenway (Yakima, WA)</i>	<i>January 27, 2020</i>
▪ <i>YVCOG Offices, (Yakima, WA)</i>	<i>January 28, 2020</i>
▪ <i>Yakima Community College (Yakima, WA)</i>	<i>January 29, 2020</i>
▪ <i>Community Center (Zillah, WA)</i>	<i>January 30, 2020</i>
<i>2020/45 MRTP SEPA Review &amp; Determination of Non-Significance (DNS)</i>	<i>February 3, 2020</i>
<i>2020/45 MRTP SEPA Comment Period (No Comments)</i>	<i>Feb 5 – 19, 2020</i>
<i>2020/45 MRTP Public Comment Period</i>	<i>Feb 5 – Mar 5, 2020</i>
<i>2020/45 MRTP AQ Conformity Interagency Review</i>	<i>March 13, 2020</i>
<i>2020/45 MRTP Document (Adopted by Policy Board)</i>	<i>March 16, 2020</i>
<i>2020/45 MRTP AQ Conformity Approval Letter</i>	<i>March 20, 2020</i>

## 10. **Federal Functional Classification Requests**

YVCOG reviewed and processed one federal functional classification request for Yakima County. 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 1 functional classification request for a member jurisdiction.*

- *Yakima County (South Naches Road)* *July 15, 2019*

## 11. **WSDOT/YVCOG/Yakima (City) Transit “314” Mutual Responsibilities Agreement**

This agreement memorializes a multi-agency cooperative planning process and to satisfy the requirements of 23 CFR 450.314 and defines the processes for cooperation, communication, and exchanging information among the parties to advance the metropolitan transportation planning processes including specific provisions for cooperatively developing and sharing of information related to financial plans that support the metropolitan transportation plan (MTP), the metropolitan transportation improvement program (TIP) as MTP and TIP are defined in 23 CFR 450, and the annual listing of obligated projects.

**Delivered:** *[GCB 1370] YVCOG 314 Agreement* *December 16, 2019*

## **12. 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) Active Transportation Plan Deep Dive Network Analysis Workshop (GotoWebinar) July 9, 2019
- (AmericaWalks) Partnering for Engagement: Accessibility of Public Spaces (GotoWebinar) July 17, 2019
- Yakama Nation Tribal Safety Committee July 31, 2019  
August 29, 2019  
January 30, 2020
- AQ Quarterly Conformity “Check-in” Teleconference August 5, 2019
- (WSDOT) Practical Solutions Roundtable (Union Gap, WA) August 22, 2019
- MPO/RTPO/WSDOT Quarterly Coordinating Committee Meetings (Various Locations) August 26-27, 2019  
November 4-5, 2019  
February 24-25, 2020  
May 11-12, 2020
- Yakima Greenway Board of Directors (Ex-Officio) July 23, 2019  
August 26, 2019  
September 23, 2019  
October 28, 2019  
November 25, 2019  
December 23, 2019  
January 27, 2020  
February 23, 2020  
April 20, 2020  
(March Meeting) Suspended (COVID-19)
- Yakima Bikes and Walks Committee August 27, 2019
- (WSDOT) Grants Program Advisory Committee (GPAC) Workshop (Union Gap, WA) September 12, 2019
- (FHWA) Talking Freight – Delivery by Drone: Examining Benefits, Impacts, & Regulations (Webinar) September 18, 2019
- (WSDOT) ACE Quarterly Call – Complete Streets Leadership Academy (Webinar) September 19, 2019
- People for People Valley Shuttle (“Route 201) Sub-Committee Meeting(s) – (Grandview, WA) September 24, 2019  
November 18, 2019  
January 23, 2020  
April 28, 2020
- (AASHTO) Freight Rail Study Support Services – Understanding & Addressing Freight Rail Needs (Webinar) October 16, 2019
- (AMPO) – 2019 Assoc. of Metropolitan Planning Organizations Conference (Baltimore, MD) October 21-24, 2019



- *2019 Infrastructure Assistance Coordinating Council (IACC) Conference (Wenatchee, WA)* *October 22-24, 2019*
- *Yakima Valley Emergency Management Volcanic Ash Hazzard Assessment Product Meeting* *October 29, 2019*
- *(WSDOT) 5<sup>th</sup> Annual WSDOT Innovations & Partnerships in Transportation Conference (Tacoma, WA)* *November 21, 2019*
- *(WSDOT) Obligation Authority (OA) Committee (Seattle)* *November 24, 2019*  
*February 3, 2020*
- *Washington State Rail Plan Review (Webinar)* *December 10, 2019*
- *National RTAP – FTA Outreach to Tribes on Government* *January 7, 2020*
- *(WSDOT)TDM Technical Committee (GoToMeeting)* *January 8, 2020*
- *(WSDOT-SCR) SR 24 Integrated Scoping Committee (Union Gap, WA)* *February 4, 2020*
- *Yakama Nation Heritage Connectivity Trail Committee* *November 19, 2019*  
*February 11, 2020*  
*February 21, 2020*
- *Recreation & Conservation Office (RCO) 2020 Grants Webinar on RCO Funding Board Grants Programs* *February 13, 2020*
- *(WSDOT – SCR) Practical Solutions Multimodal Lab (E-W Corridor & I-82 Capacity Projects) – (Union Gap, WA)* *March 3, 2020*
- 
- *(WSDOT) Data and Tools (Webinar)* *March 17, 2020*
- *(WSDOT) Investment Strategy Interview* *March 31, 2020*
- *(AmericaWalks.org) Unusual Bedfellows: Expanding & Developing New Different Partnerships (webinar)* *April 15, 2020*
- *(WSDOT) Active Community Environments / Target Zero Plan Qtrly Webinar* *April 22, 2020*
- *(WSDOT) TIP Managers User Group (TMUG), (Ellensburg, WA)* *May 3, 2020*  
*(Postponed – COVID-19)*
- *All Aboard Washington (AAWA) Webinar* *May 9, 2020*
- *National Assoc. of Regional Councils (NARC) 2020 National Conference (Detroit, MI)* *June 7-10, 2020 (Pending)*

### **13. 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.

In April 2019, YVCOG began a staff contacted / equipment rental program that gave jurisdictions the option to either contract with YVCOG staff to perform counts as it has historically done or rent the counting equipment to perform counts by jurisdictional staff. YVCOG staff still preps and download the counters and provides data to the jurisdictions.

Beginning in January 2020, YVCOG will contract traffic counting activities out to a private contractor, allowing of more potential service to the jurisdictions.

**Delivered:** *Performed 16 individual traffic counter station requests for two-member jurisdictions.*

#### **14. WSDOT / MPO Performance Measurement Coordination & Targeting**

YVCOG, 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. 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. Approved by policy board in July 2018, 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.

*Note: [WSDOT indicated that (due in part to the COVID-19 Pandemic) mid-performance period target adjustments will not occur in 2020 but will remain on schedule for 2022 – April 30, 2020 UPWP Review]*

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

• 2020 MAP-21 YVCOG MPO Region Safety Targets	January 15, 2020
• 2021 MAP-21 YVCOG MPO Region Safety Targets	January 2021(Projected)
• 2020 Public Transportation Agency Safety Plans Targets	Winter 2021 (Projected)
• 2022 MAP-21 Statewide Bridge Condition Targets	Summer 2022 (Projected)
• 2022 MAP-21 Statewide Pavement Condition Targets	Summer 2022 (Projected)
• 2022 MAP-21 Regional & Statewide Targets for Congestion Mitigation & Air Quality (CMAQ) Program	Summer, 2022 (Projected)
• 2022 MAP-21 Statewide Person-Mile Reliability Targets	Summer, 2022 (Projected)
• 2022 MAP-21 Statewide Truck Travel Time Reliability Targets	Summer, 2022 (Projected)

#### **15. Metropolitan Planning Area (MPA) Boundary Adjustment**

Transportation Policy Board worked through a necessary adjustment to the MPA boundary to be in agreement with the 2010 Census designation of the Yakima Urbanized Area. The adjustment was a two-step approach with YVCOG and WSDOT coming into agreement. The MPA boundary adjustment to expand the boundary to cover the entire area of Yakima County was approved by YVCOG's Transportation Policy Board.

**Delivered:** *Letter and Resolution for adjustment of MPA boundary to all of Yakima County* February 19, 2020

*Note: Governor's approval expected during Summer 2020.*

#### **16. Continued MPO/RTPO Operation During COVID-19 Global Pandemic**

Predicting Governor Inslee's "Shelter at Home" order, YVCOG transitioned daily operations from its downtown office location to a telecommute-based operations in staff's residences. All YVCOG were/are able to retain connection with server files, perform internet-based video and teleconference meetings and communications

**Delivered:** *Instituted an "All-Staff" Telecommute Capability to comply with state-mandated sheltering guidelines* March 19, 2020

### **17. Transportation Alternative Program (TAP) Grant Subcommittee and Grant Award**

Created YVCOG Technical Advisory Committee subcommittee to update and develop new TAP Grant Programs Call for Projects to re-award carryover TAP funds and award funding for new FY 2020 & 2021 Funding Years. Last call for projects were performed in 2016 - 2017 for FY 2016, 2017, 2018, and 2019 funds, with all jurisdictions completing their projects by the summer of 2020.

<b>Delivered:</b>	<i>TAP Subcommittee Meetings</i>	<i>August 8, 2019</i> <i>February 11, 2020</i> <i>May (Pending – COVID-19)</i>
	<i>Letter of Intent Process (9 Submittals)</i>	<i>Nov 14 - Dec 5, 2019</i>
	<i>Call for Projects (Application Window)</i>	<i>Mar 12 – Apr 24, 2020</i>
	<i>Award Grant Funds for Projects</i>	<i>May 18 – 20, 2020</i>

### **18. 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 who primarily serve LEP populations have indicated that YVCOG invest resources to reach this disadvantaged population group.

YVCOG continues to approach and utilize internet based public outreach platforms such as survey monkey, and "MetroQuest & Social Pinpoint"-type systems to make public access to YVCOG plans and studies more accessible to LEP populations. When possible, YVCOG utilizes both professional translators and local Spanish social service agencies to translate various documents to address potential dialect and reading level factors when approaching LEP populations.

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. A greater effort to engage with LEP-based agencies and share civic-based interactions between programs may help to involve LEP populations to participate more willingly and freely in public feedback opportunities as they arise.

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.

### **19. Staff Reduction and Expansion**

YVCOG experienced significant staff reductions to begin SFY 2020 (July 2019) that included the loss of Executive Director, Larry Mattson, Associate Planner Brian Galloway and other agency program and support staff. This reduction required the reclassification of remaining staff and the termination of the "Assistant Director" position when Christina Wickenhagen was promoted to Executive Director. YVCOG Staff ensured all active UPWP elements were performed during this vacancy. In early 2020, following reorganization and funding efforts, some positions were opened.

<b>Delivered:</b>	<i>Christina Wickenhagen Hired as Executive Director</i>	<i>July 2019</i>
	<i>Lynn Dietrich hired as Senior Planner</i>	<i>February 2020</i>
	<i>Shane Andreas hired as Financial Specialist</i>	<i>March 2020</i>

# **I. SFY 2021 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 2021 UPWP tasking, or accomplish significant tasking associated with each of the UPWP categories:

1. Program Administration
2. Data Collection and Analysis
3. Develop SFY 2021 UPWP (July 1, 2020 through June 30, 2021), and Annual Reports and Updates.
4. Develop a 2021-2024 Metropolitan and Regional Transportation Improvement Program (M/RTIP), and 2020-2023 and 2021-2024 M/RTIP Amendments
5. Human Services Transportation Plan Review / 2021-2023 Public Transportation Consolidated Grant Process
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	\$389,837
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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.
- Certify that the transportation elements of comprehensive plans adopted by the counties, cities, and towns within Yakima County Region, as updates require.
- 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 (Highway System, Statewide Public Transportation, HSTP, etc.).
- Utilize contracted on-line public "open house" software to improve general and LEP-population public participation efforts
- 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 (CMAQ), and walking/biking activities as they relate to transit services.

**Deliverable (Staffing)** – Hiring of additional transportation planning staff as appropriate to perform and complete transportation planning activities

**Deliverable (Public Participation)** – Obtain contracted on-line public “open house” software contractor for improved public participation and outreach

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

**Timeframe (TAP):** March - August 2020

**Timeframe (CMAQ):** April - August 2020

**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 (TAP):**

- |  |                         |
|--|-------------------------|
| • Announce Formal Call for Projects (TAP)      | <i>April 2020</i>       |
| • TAC Prioritization and Policy Board Approval | <i>May 2020</i>         |
| • Award Letters                                | <i>May 2020</i>         |
| • Obligation of Awarded Funds                  | <i>June/August 2020</i> |

**Schedule (CMAQ):**

- |  |                         |
|--|-------------------------|
| • Announce Formal Call for Projects (CMAQ)     | <i>May/June 2020</i>    |
| • TAC Prioritization and Policy Board Approval | <i>July 2020</i>        |
| • Award Letters                                | <i>July 2020</i>        |
| • Obligation of Awarded Funds                  | <i>July/August 2020</i> |

<b>2</b>	<b>Data Collection and Analysis</b>	<b>\$218,310</b>
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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.

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 January 2020, YVCOG began developing plans to contract traffic counting activities to a private contractor, allowing of more potential counter sites for member jurisdictions. This will be an annual program activity

In SFY 2021 and beyond, 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/RFQ 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”-type data resources systems, as available following WSDOT review during SFY 2021
- 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 through YVCOG, MPO/RTPO Joint, and/or WSDOT-led or sponsored database access activities*
- Continually review plans to identify and collect missing data needed for MPO/RTPO planning*
- Continue [privately contracted] Countywide Traffic Counting Program as an annual activity for member jurisdictions.*
- Maintain 2018 travel demand model, coordinate with contractor and jurisdictions for developing update of model in 2021/2022.*

**Timeframe:** July 2020 through June 2021, and beyond as applicable.

**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 (Countywide Traffic Count Program – Consultant TBD by RFQ in 2020):**

- Traffic Count Data Collection (as requested) *Apr – Oct, ongoing, each CY*
- Regular Data Collection Activities (see below) *Ongoing, as needed*
- Review Traffic Demand Model Data Update Opportunities *Ongoing, as needed*
- Coordinate with WSDOT on Performance Measurement tracking data updates, as available. *Ongoing, as needed*
- Begin 2021 Base Year Traffic Demand Model Needs Review *July – August 2020*
- Jurisdictions request 2021 CY Count Needs / Formulate total countywide counter order request *August – September 2020*
- Coordinate and develop counter program (contractor availability, cost for 2021 contract) *September 2020 - January 2021*
- Finalize contract and pre-counting season coordination *February-March 2021*
- 2021 Counter Program *April – October 2021*

**Schedule (Traffic Modeling – Eco Resource Management Systems, Inc.):**

- Traffic modeling activities (as requested by jurisdiction) Jan - Dec, ongoing, each CY

3	Develop SFY 2022 UPWP for July 2021 through June 2022 / Annual Title VI / CY Obligation / CY Self-Certification / Obligation & Closure Report / ITS Plan Updates	\$86,721
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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 FAST Act Performance Measure and Target Setting activities throughout SFY 2021 (having approved 2018 “PM2 and PM3” Performance Measures during the summer of 2018 and 2020 safety targets in January 2020). 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 2022 UPWP, Annual UPWP Report for SFY 2020, Title VI Annual Report, 2020 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 (2021 UPWP):** December 2020 through June 2021

**Timeframe (Annual Reports and Updates):** July 2020 through June 2021

**Timeframe (Performance Measures):** 2021 Safety Performance Measures (targets) are projected for approval in February 2021. PM2 and PM3-level performance measure activities are projected for the 2021 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:**

- Regular Planning and Annual Reports Preparation *Ongoing*
- SFY 2021 UPWP Approval *June 2020*
- FAST Act Performance Measures Confirmation *(If needed) September 2020*
- 2020 Self -Certification *September 2020*
- SFY 2020 Annual UPWP Report *September 2020*

- Title VI Annual Report (New Sept/Aug Timeline) *October 2020*
- Annual ITS Update *November 2020*
- 2021 MAP-21 Safety Performance Measures/Targets *February 2021*
- FTA / Public Transportation Agency Safety Plans (PTASP) *February 2021*  
*(Regional Transit Safety Performance Targets)*
- CY 2020 Obligation & Closure Report *March 2021*
- SFY 2022 UPWP Preparation and Draft Submittal *March 2021*
- SFY 2022 UPWP Approval *May 2021*



4	Develop 2022-2025 Metropolitan & Regional Transportation Improvement Program (M/RTIP) / Develop 2021-2024 MTIP/RTIP Amendments	\$86,721
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MPO/RTPO 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 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:** 2021-2024 *Metropolitan and Regional Transportation Improvement Program*, 2020-2023 *Metropolitan and Regional Transportation Improvement Program Amendments*, and 2021-2024 *Metropolitan and Regional Transportation Improvement Program Amendments*

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

**Time Frame (2021-24 M / RTIP):** October 19, 2020

**Time Frame (2021-24 M / RTIP) Amendments:** January-October 2021

**Lead:** Transportation Program Manager

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

**Approval:** WSDOT, FHWA, and FTA

**Schedule:**

- 2020-2023 M/RTIP Amendments [Monthly, as needed] July – October 2020
- 2021-24 M/RTIP Update July – September 2020
- 2021-24 M/RTIP Approval October 2020
- 2021-24 M/RTIP Amendments January – June 2021

5	Jurisdictional Planning and Assistance for Safe Routes to Schools (SRTS) / Compete Streets (CS) and Performance Measures (PM 1-2-3) Activities	\$46,251
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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, downtown 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, 2020 thru June 30, 2021

**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*

6	Human Services Transportation Plan Review / 2021-2023 Public Transportation Consolidated Grant Process	\$1,000
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In December 2015 the special needs transportation coalition was brought under direct control of the YVCOG. The coalition was officially recognized as an advisory committee for the Transportation Policy Board. Through the summer of 2016 the rebranded Mobilizing Public Access to Countywide Transportation (MPACT) committee updated the Coordinated Public Transit Human Services Transportation Plan 2018 and coordinated the 2019-2021 Consolidated Grant Call for Projects regional ranking process. The ranking process culminated in a regionally ranked A, B, and C list of projects submitted to WSDOT in November 2018.

MPACT will review components of the 2018 HSTP Document for possible impacts to the Yakima County Regional Transit Feasibility Study Process (Task 7)

**Deliverable:**

- *Committee Review of 2018 Human Services Transportation Plan's impact on Regional Transit Feasibility Study.*
- *2021-2023 Consolidated Grant Call for Projects Regional Ranking Results*

**Timeframe:** Now through June 2021

**Lead:** Executive Director or Transportation Program Manager

**Support:** MPO/RTPO staff, YVCOG staff, Policy Board, MPACT Committee, and coordination with WSDOT, transportation providers, social service providers, public transportation stakeholders, and local membership jurisdictions.

**Approval:** WSDOT and FTA

**Schedule:**

- MPACT Committee Coordination Meetings (As needed) *April 2020 – June 2021*
- 2021-2023 Biennium Consolidated Grant Call for Projects *July 2020*
- 2021-23 Cons. Grant Application Development and Eligibility Period (Applicants & WSDOT) *July – September 2020*
- YVCOG Region 2021-23 Consolidated Grant Prioritization *October 2020*
- YVCOG Policy Board Approval of 2021-23 Prioritization List *November 2020*
- Submit 2021-23 Prioritization List to WSDOT *December 2020*

7	Yakima County Regional Transit Feasibility Study – Phase 1	\$116,750
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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 (*as required*)

**Schedule:**

- MPACT, CTR, & Transportation Provider (Study) Meetings *July 2019 - Completion*
- Strategy Development and project introduction *July 2019 - Dec2019*
- Integration of 2018 HSTP and 2020/45 MRTP data in study *Oct 2019 - Mar 2020*
- Research, partnership development, and case study activities for best practices, needs/barriers/resources, and financial and technically feasible solutions *Mar 2020 – Dec 2020*
- Development of Feasibility Study Report *Feb 2021 – Apr 2021*
- Public Review / Policy Board Approval of Study Report *May 2021 – June 2021*

8	Commute Trip Reduction (CTR) Enhancement and Transportation Demand Management (TDM) Program Activities	\$336,851
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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 2018 to improve communication and promote "best practices" between participating businesses and agencies.

YVCOG's previous Executive Director had been a member the State's CTR Executive Board and 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 2020 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, 2020 thru June 30, 2021

**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:**

- |   |                                |
|---|--------------------------------|
| • Regular Jurisdictional Planning and Assistance  | <i>Ongoing, as requested</i>   |
| • Bi-annual [2020] 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 &amp; May 2020</i> |
| • Quarterly performance reports   | <i>Quarterly thru Jun 2020</i> |
| • CMAQ Call for Projects process  | <i>Jul-Dec 2020</i>            |

## IV. Financial Summaries

### 1. Estimated Revenue Summary

YVCOG's MPO/RTPO Estimated Revenues and Funding Sources for SFY 2021 (July 1, 2020 – June 30, 2021)	
SOURCE	AMOUNT
SFY 2021 FHWA PL Funding (13.5% match)	\$244,956
SFY 2021 FTA 5303 Funding (13.5% match)	\$55,658
MPO Federally Required Match	\$40,583
<b>Total SFY 2021 Federal planning funds anticipated to be available</b>	<b>\$341,197</b>

<b>SFY 2021 RTPO Planning funds (no match required)</b>	<b>\$100,894</b>
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Carry Forward SFY 2020 FHWA Funding	\$120,347
Carry Forward SFY 2020 FTA Funding	\$0
MPO Federally Required Match (13.5% match)	\$16,246
<b>Total SFY 2020 Federal planning funds available</b>	<b>\$136,594</b>

<b>Total MPO/ RTPO Available Funding for SFY 2021</b>	<b>\$578,685</b>
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Other Transportation Funding Sources	
<b>SFY 2021 STP (Planning Set Aside)</b>	<b>\$299,567</b>
<b>Local Match for SFY 2021 STP (Planning Set Aside)</b>	<b>\$40,442</b>
SFY 2021 Non-State/Federal Grants / Contracts / Consolidated Grant (\$50,000)	\$50,000
Consolidated Grant (\$10,000 Match)	\$10,000
Human Services Transportation Plan (Carryover)	\$1,000
SFY 2021 Commute Trip Reduction (CTR) Administrative Work Plan	\$78,610
SFY 2021 CMAQ – Commute Trip Reduction (CTR) Program Enhancement	\$254,682
<b>Total Estimated [Other] MPO/ RTPO Available Funding for SFY 2021</b>	<b>\$734,301</b>

<b>Total Estimated Revenues Available for SFY 2021</b>	<b>\$1,312,986</b>
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## 2. Planned Budget Summary

The chart below provides an estimated Budget Summary of the distribution of adjusted SFY 2021 planning funds for the MPO/RTPO.

### YVCOG's Transportation Estimated Budget for SFY 2021 MPO/RTPO Activities and Tasking

YVCOG's Transportation Estimated Budget for SFY 2021 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 2019 Carry Forward + Match	HSTP Funding / Consol. Grant	CTR - Work Plan Funding	CMAQ Program Enhance. Funding	Estimated Planning Budget
Program Administration	\$155,000.00	\$20,925.00	\$90,634.00	\$20,593.00	\$37,130.00	\$15,016.00	\$50,540.00	---	---	---	\$389,387.00
Data Collection and Analysis	\$65,000.00	\$8,775.00	\$61,239.00	\$13,915.00	\$25,088.00	\$10,146.00	\$34,149.00	---	---	---	\$218,310.00
Develop SFY 2021 UPWP / Annual Reports & Updates			\$36,743.00	\$8,349.00	\$15,053.00	\$6,087.00	\$20,489.00	---	---	---	\$86,721.00
Develop a 2020-2023 M/RTIP / Develop M/RTIP Amendments			\$36,743.00	\$8,349.00	\$15,053.00	\$6,087.00	\$20,489.00	---	---	---	\$86,721.00
SRTS/CS/PM Jurisdictional Assistance Activities			\$19,596.00	\$4,453.00	\$8,028.00	\$3,247.00	\$10,928.00	---	---	---	\$46,251.00
HSTP Activities & Planning / Consolidated Grant								\$1,000.00			\$1,000.00
Yakima County Transit Feasibility Study	\$50,000.00	\$6,750.00				\$10,000.00		\$50,000.00	---	---	\$116,750.00
Commuter Trip Reduction (CTR)	\$29,567.00	\$3,991.55							\$78,610.00	\$254,682.00	\$366,851.00
	\$299,567.00	\$40,441.55	\$244,956	\$55,658	\$100,351	\$50,583	\$136,594	\$51,000	\$78,610	\$254,682	\$1,312,442.00

## V. Membership

### 1. YVCOG MPO/RTPO Policy Board Members

#### *City of Sunnyside*

James A. Restucci, City of Sunnyside Council  
and Chairman

#### *Member at Large*

Sherry Raymond, Mayor, City of Selah

#### *Yakima County*

Norm Childress, County Commissioner

#### *People For People*

Madelyn Carlson, CEO

#### *City of Yakima*

Brad Hill, City of Yakima Council

#### *Area 1 Representative*

John Hodkinson, City of Union Gap Council  
and Vice Chairman

#### *Area 2 Representative*

Janice Gonzales, City of Zillah Council

#### *Area 3 Representative*

Bill Moore, City of Grandview Council

#### *WSDOT*

Todd Trepanier, SCR Region Administrator

#### *Yakima County Development Association*

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

#### *City of Grandview*

Cus Arteaga, City Administrator  
Todd Dorsett, Asst. Public Works Director

#### *City of Granger*

Jodie Luke, Public Works Director

#### *Town of Harrah*

Barbara Harrer, Mayor

#### *City of Mabton*

Laura Vazquez, Mayor

#### *City of Moxee*

Byron Adams, City Supervisor

#### *Town of Naches*

Jeff Ranger, Town Administrator

#### *City of Selah*

Joe Henne, Public Works Director

#### *City of Sunnyside*

Shane Fisher, Public Works Director

#### *City of Tieton*

Fred Munoz, City Clerk/Treasurer

#### *City of Toppenish*

Lance Hoyt, City Manager & TAC Chair  
Rocky Wallace, Public Works Superintendent

#### *City of Union Gap*

Dennis Henne, Public Works Director & TAC  
Vice Chair

#### *City of Wapato*

Jeff Schumacker, Public Works Dept.

#### *City of Yakima*

TBD, Chief City Engineer (*Vacant*)

#### *City of Zillah*

Jim Simmons, Public Works Director and  
Ardele Steele, Planning and Community  
Development Director

#### *Yakima County*

Matt Pietrusiewicz, County Road Engineer  
Jase Testerman, Sr. Transportation Planner

#### *WSDOT South Central Region*

Paul Gonseth, Regional Planning Engineer

#### *Yakima Transit*

Alvie Maxey, Transit Manager  
Greg Story, Transit Asst. Manager

#### *Yakama Nation*

Al Pinkham, Engineering Planner

#### *Airport/ McAllister Field*

Robert Peterson, Airport Manager

### **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, 2020.

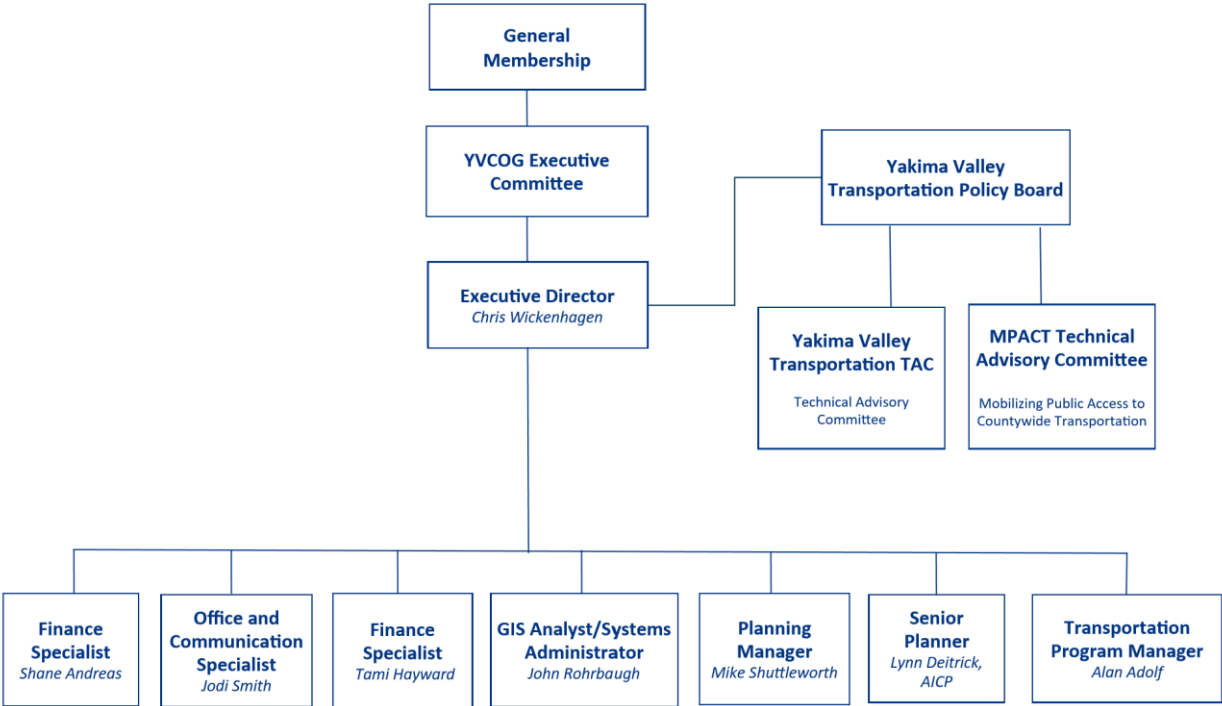
Airporter Shuttle	
ALTC	Employment Security Dept. / WorkSource
Catholic Charities	Medstar Transportation
Catholic Family & Child Services	North Star Lodge
Confederated Tribes and Bands	People For People
of the Yakama Nation	Pro-Tran (NEMT)
City of Union Gap	USDA
City of Selah	Wellness House
City of Yakima 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 2021 UPWP to WSDOT in 2021.

**4. YVCOG MPO/RTPO Staff (April 1, 2020)**



**2020  
Organizational Chart**



# **Appendix**

## **1: Anti-lobbying Section**

YVCOG as the MPO/RTPO lead does not anticipate engaging in any lobbying activities for SFY 2021. 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
- Catastrophic Transportation Planning
- Yakima Lower Valley Trail Feasibility Study – Phase 1

#### YVCOG Member (Lead)

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

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## **Regional Origins & Destinations Study – 2 Part**

- A. Purpose:** To allow YVCOG to initiate a regional origins and destinations study for the Yakima Valley for:
- Part 1: motorized traffic including freight and public transportation;
  - 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 2021

### **“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.

## UNFUNDED NEEDS FOR SFY 2021

### **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 2021 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 2021 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.

## UNFUNDED NEEDS FOR SFY 2021

### **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. 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. The study would complement current efforts by the Yakama Nation for their Heritage Trail Project that seeks to develop bike/ped facilities within communities inside the Yakama Nation Boundaries.

**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.

**D. Estimated Cost: \$80,000.**

**E. 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.