

YVCOG
Transportation Technical Advisory Committee Meeting
311 N. 4th Street Conference Room, Yakima, WA 98901

VIDEO CONFERENCE

MEETING MINUTES

May 14, 2020

PRESENT:

Martin Casey, City of Sunnyside
Bob Desgrosellier, City of Yakima
David Dominguez, City of Union Gap
Joe Henne, City of Selah
Lance Hoyt, City of Toppenish
Mike Meskimen, Gray & Osborne
Bill Preston, WSDOT
Jeff Ranger, Town of Naches
Ardele Steele, City of Zillah
Jase Testerman, Yakima County

Rocky Wallace, City of Toppenish
Ryan Young, HLA

YVCOG Staff:

Alan Adolf, Transportation Planner
Mike Shuttleworth, Planner
Lynn Deitrick, Planner
Tami Hayward, Financial Specialist
Chris Wickenhagen, Executive Director

**CALL TO ORDER AND
INTRODUCTIONS**

TAC Chair Lance Hoyt called the May 14, 2020, meeting to order at 10:15 a.m.

APPROVAL OF MINUTES

*March 2020 meeting minutes**
(18:15)

Rocky Wallace made a motion to approve the minutes from the March 12, 2020 meeting. Jase Testerman seconded the motion. The motion carried.

OLD BUSINESS:

*Commute Trip Reduction Program
Update* (18:53)*

Mike Shuttleworth presented.

The 2020 Bi-Annual CTR survey is normally done in May, but this year it isn't really feasible to do that. According to WSDOT, the University of Washington is doing a state-wide COVID-19 mobility survey. The survey is site-specific. Will provide good information for the jurisdictions. Link to the [COVID-19 Mobility Survey](#)

Action: Information

*2020 – 2023 M/RTIP Amendment
Schedule and 2021-2024 M/RTIP
Kickoff (20:50)*

Alan Adolf presented.

June TIP amendments are due Friday, May 22nd. At this point, there have been no requests for June amendments.

Mr. Adolf reviewed the Federal Funding status report. We still have \$65,808 in carry-over HIP funds to expend before the end of fiscal year next year. Must be spent by rural jurisdictions (populations of 5,000 or less). We have several options: Zillah, Moxee, Mabton. The 2019 HIP funds all went to MPA Regions (larger than 200,000 population). 2020 funds have not yet been announced, but decisions have (apparently) been made.

YVCOG was originally looking at a 10% set aside on the \$4.3 million STP funds expected annually, but we have lowered that to 7% - this will go toward transportation planning activities (traffic counting program, modeling activities, etc.). No indication of any increase or decrease in STP funding.

Statewide – according to Stephanie Tax, there are no expected changes or waivers in terms of goals, STP or other federal funds. Statewide obligation targets for FY 2020 are currently sitting at about 38%, about the same as last year. Zillah has put us in a good spot as far as obligation.

We are in the process of getting ready for the upcoming M/TIP year. At this point we will still be required to do our update for the 2021-2024 window. Lynn will be learning how to do the STIP this year. Jurisdictions are required to have their 6-year transportation programs adopted in June or July. All TIPS are due in by July 31st which give COG the month of August to assemble those into the document. Transit agencies must have theirs turned in by August 31st. Document should be complete by September 7th of this year and reviewed by the TAC on October 8th.

Action: Information

**Regional Traffic Count Program
(34:40)**

Alan Adolf presented.

Phil Nugent has notified YVCOG that we are able to begin using some of the STP planning funds, prior to the end of the state fiscal year. Also preparing paperwork to kick it off for July 1st. We are finalizing the RFQ for potential counts later this summer. Please start putting together your requests for late summer/early fall counts - fill out the front page of the Traffic Count Site Form and submit to YVCOG by the end of May. It will then be included as part of the RFQ.

Action: Information

**2020 STB-G / TAP Grant Program
Call for Projects (37:21)**

Mr. Adolf provided information to those still working on their TAP grant.

The application deadline has been extended to May 22nd at noon. Applications will be reviewed prior to the June TAC meeting.

The \$250,000 maximum has been removed – there is no maximum. There is a total credit match. 13.5% match. You can separate STP and match in your application to show how it breaks down

Action: Information

**SFY 2021 UPWP Development
Update (39:32)**

Mr. Adolf reported that we had our federal and state review on April 30th. There were some minor modifications to the UPWP document this year. The main change you will see in next year's document is there will be a dramatic reduction of what we did the previous year. They want to concentrate more on what we will be doing in the future.

Only major changes in the tasks to be performed fall under program administration and data collection and analysis (pg. 17). Program management funds have been expanded due to additional staff. We have also expanded Data Analysis for traffic counts and modeling and updating our traffic model. Also considering some of that money going into a traffic feasibility study and CTR. Completed the Long-Range Transportation Plan. Did bring back HSTP. Will be having meetings with MPACT and will begin the Public Transportation Consolidated Grant Process in July. Still have Safe Routes to Schools, Complete Streets, performance measure activities, etc. Yakima Transit is finishing up their Transit Safety Performance Measures. We will include that in our process – will come before TAC sometime between Thanksgiving and Valentine's Day.

Currently in the 2nd year of the Federal PM 2 & 3 Performance Measures. Will continue to keep the 2018 targets previously adopted statewide. COVID is restricting agencies' ability to collect data.

Our funding is expected to stay the same for now (pg. 29). Due to reduction of vehicle travel and gas purchasing, the state is facing a \$100 million reduction in revenue per month. We could see significant reductions in RTPO planning funds in the next biennium.

We are looking at a potential budget of \$1.3 million for SFY 2021 to cover all planning activities, staffing, and services we provide to jurisdictions at no cost.

Projects listed in Unfunded Needs could, at least partially, be funded the STP planning funds, as the TAC and Policy Board would deem appropriate.

Action: Motion by Rocky Wallace and seconded by Jase Testerman for TAC Recommendation to Policy Board for Adoption of SFY 2021 UPWP and submittal to WSDOT. The motion carried.

NEW BUSINESS:

May 2020-2023 M/RTIP Amendment (49:25)

There were two amendments for May – The 1st was an addition by Union Gap S. 10th Avenue bridge replacement - PE, right-of-way, and construction, were all secured through federal bridge funds. Just under \$1.3 million project. The 2nd was a revision by WSDOT for SR97 / SR22 intersection signal and illumination upgrades. Overall cost of the project is \$950,840.00.

Action: Motion by Jase Testerman and seconded by Ardele Steele for TAC Recommendation to Policy Board for Approval of May Amendment of 2020-2023 M/RTIP Document. The motion carried.

2020 CMAQ Grant Program Call for Projects (52:00)

There are \$684,487 in CMAQ funds available for a for Call for Projects. Applications will go out later this afternoon.

The maximum award amount is \$500,000. Unlike TAP, there is a \$13.5% match for CMAQ.

Eligible projects must be within the CO and PM10 boundaries – basically City of Selah, most of the City of Yakima, most of the City of Union Gap and certain unincorporated areas of Yakima County. Moxee and Naches are outside of the PM10 boundary.

May 29th is the initial deadline to submit a description of your project. Formal applications are due June 24th. Projects will be prioritized before the July TAC meeting. Should be approved by PB on July 20th, and award letters would go out shortly after.

Action: Information

Federal Transit Administration (FTA) Certifications and Assurances Agreements (58:36)

Chris Wickenhagen presented.

Ms. Wickenhagen introduced the Federal Transit Administration Certifications and Assurances Agreement. This is our annual certification, showing we are compliant with their requirements for this funding type.

YVCOG is requesting TAC to recommend to Policy Board for approval.

Action: Motion by Rocky Wallace and seconded by Joe Henne for TAC Recommendation to Policy Board for Approval of 2020 FTA Certifications and Assurances Agreements. The motion carried.

Executive Director Update (10:54)

Ms. Wickenhagen notified the TAC that she is meeting remotely, each week, with our elected officials and administrators, to discuss re-opening our cities in a strategic manner, so that we are all on the same page. Asking questions of Yakima Health District, the Emergency Operation Council, we have MRSC discussing utilities, there's going to be discussion of the CARES act, which is a reimbursement program. There are specific forms, and they will be mailed out. She is reaching out to various agencies to collect data on how this will affect our health and the health of our local economy.

Action: Information

**Transportation Program
Manager Update (1:00:00)**

Mr. Adolf provided an update on our MPO/RTPO funding. He stated that we are not in any kind of sanctioning period, and our funding looks overall to be stable.

There will be no redistribution of STP funds in August ...

There has been discussion at WSDOT regarding whether it is necessary for the MPO's to work in an office setting, or if funds could be saved by working mainly from home.

The loss of gas tax revenue could affect WSDOT's ability to match federal funds.

Joint Transportation Committee (JTC) has been putting together the highway systems plan document.

Mr. Adolf participated in an All Aboard Washington (AAWA) meeting Saturday. They are joining AORTA (Oregon version of AAWA) who is working with Idaho to extend Portland AMTRAK service to Boise. This could assist our efforts in trying to bring passenger rail back to Central Washington via Pasco with possible connections to Boise. There is a conference scheduled for July 11th in Yakima, if restrictions have been lifted ... otherwise it will be a video conference.

Action: Information

**WSDOT State & Regional
Update (1:10:50)**

Bill Preston stated that most local agencies haven't skipped a beat due to staff working from home. He has been as busy as he has ever been since coming to WSDOT. WSDOT will probably remain teleworking until July.

DRYVE/TRANS-Action meeting scheduled for next week via ZOOM. YCDA will be hosting.

WSDOT's Fabrication department has opened back up. Operations are almost normal.

Contractors are incurring additional costs because of COVID-19. Costs are eligible, but most of the projects don't have the funds to pay them. The responsibility of the workers is on the contractor. The advice Local Programs have given is that it's the contractor's responsibility to adhere to the governor's back to work proclamations. It is the agency's responsibility to ensure the projects are following the guidance – the agency is the police.

Action: Information

Member Updates

Project updates were presented by Union Gap, City of Yakima, Yakima County, Zillah, Selah, and Toppenish.

Action: Information

Next TAC Meeting:

June 11, 2020, next TAC meeting.

Other Business

None.

Public Comment

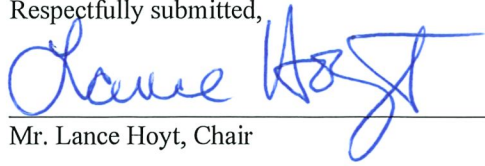
Joe Henne commented that he really likes these virtual meetings.

Adjourn

Chairman Lance Hoyt adjourned the meeting at 11:36 a.m.

(Continued on Page 5)

Respectfully submitted,



Mr. Lance Hoyt, Chair

Date signed: _____

6/11/2020

Attest:



Alan Adolf, Transportation Manager

Date signed: _____

June 11, 2020

