

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

VIDEO CONFERENCE

MEETING MINUTES
September 10, 2020

PRESENT:

Cus Arteaga – Grandview
Mike Battle - HLA
Frank Brewer – City of Tieton
Bob Desgroseillier – Yakima
Todd Dorsett - City of Grandview
Shane Fisher – City of Sunnyside
Paul Gonseth – WSDOT
Dennis Henne, City of Union Gap
Ty Jones, City of Selah
Mike Meskimen, Gray & Osborne
Fred Munoz – City of Tieton
Phil Nugent – WSDOT
Matt Pietrusiewicz, Yakima County
Bill Preston, WSDOT

Ardele Steele, City of Zillah
Jase Testerman, Yakima County
Rocky Wallace, City of Toppenish
Gary Wirt – All Aboard Washington

YVCOG Staff:
Alan Adolf, Transportation Planner
Shane Andreas, Financial Specialist
Lynn Deitrick, Planning Manager
Tami Hayward, Financial Specialist
Jodi Smith, Communications Specialist
Jeff Watson, Senior Planner
Chris Wickenhagen, Executive Director

**CALL TO ORDER AND
INTRODUCTIONS**

TAC Vice Chair, Dennis Henne, called the September 10, 2020, meeting to order at 10:04 a.m. A quorum was present.

APPROVAL OF MINUTES

*July 2020 meeting minutes**

City of Toppenish made a motion to approve the minutes from the July 9, 2020 meeting. City of Zillah seconded the motion. The motion carried.

UNFINISHED BUSINESS:

*Commute Trip Reduction Program Update**

Alan Adolf, Transportation Program Manager

- Introduction of Jeff Watson, new CTR Program planner

Action: Information

2020 – 2023 M/RTIP Amendment Schedule & 2021-2024 M/RTIP (8:07)

Alan Adolf, Transportation Program Manager.

- October amendment will be final TIP amendment of the year.
- TIP amendment deadline is September 18th.
- 2021-2024 M/RTIP document is now on the web page for public comment and review ('21 Fiscal year) – 42 federal and regionally significant projects worth \$155 million. Doesn't include Yakima County or Yakima Transit.
- For those who aren't able to make the October TIP amendment, please submit by December 24th for the January 2021 TIP amendment.
- Review of STP Project List – each jurisdiction provided an update on the status of their listed projects. (11:00)

Action: City of Yakima moved for Moxee to obligate \$65,808 HIP funds for Morrier Lane. Yakima County seconded. City of Toppenish moved to reduce Moxee's allocated STP funds by \$65,808. City of Zillah seconded. Both motions carried.

2020 Regional Traffic Count Process Update and 2021 Traffic Count Jurisdictional Needs Assessment (36:10)

Alan Adolf, Transportation Program Manager

- Traffic counts are going well.
- Starting the 2021 season process – still looking at full-year availability.
- Evaluating the amount of counts we can do in 2021.
- Reminder that this is a new yearly program. Brainstorm on your needs.
- Working on developing annual limits for jurisdictions.

- Send Alan an email if you would like to request site counts.
- Final reports should be available toward the end of November.

Action: Information.

NEW BUSINESS:

September 2020-2023 M/RTIP Amendment (40:16)

Alan Adolf, Transportation Program Manager

- Public Comment Period: 8/26/2020 to 9/9/2020
- Two additions – both from Yakima Transit.
 - [Yakima Transit] ADDITION – Fixed Route Bus Improvements. Purchase of 19 Thermo King engine heaters and 19 solar panels for battery charging for fixed route buses in Yakima Transit’s fleet. \$89,760 in Federal “5339” Transit funds and \$22,420 in Local funds. Total Project Cost: \$112,180.
 - [Yakima Transit] ADDITION – Gillig Six (6) Bus Purchase. Purchase of 6 new 35-foot Gillig “Low Floor” busses for fixed route operations to replace six buses currently in service. \$2,400,000 in Federal “5339” Transit funds and \$600,000 in Local funds Total Project Cost: \$3,000,000.
- No comments were received.

Action: Motion made by City of Yakima and seconded by Yakima County for TAC Recommendation to Policy Board for Approval of September Amendment of 2020-2023 M/RTIP Document. The motion carried.

2020 UPWP Annual Report (44:08)

Alan Adolf, Transportation Program Manager

- The Annual Report Comment Period ran from 8/26/2020 to 9/9/2020
- The report covers the last UPWP, running from July 2019 to June 2020 and highlights everything we accomplished in the last year, including staff development, etc.

Action: Yakima County moved that the TAC Recommend to Policy Board for approval to submit 2020 UPWP Annual Report to WSDOT. City of Yakima seconded the motion. The motion carried, with one vote against.

2021 Intelligent Transportation Systems (ITS) Annual Plan Update (46:05)

Alan Adolf, Transportation Program Manager

- This process is performed each year.
- No significant changes to the architecture in the last several years.
- Will be doing and update with administrative edits, and if anyone needs anything additional put into the update, let Alan know.
- Will be sending out the request forms in the next week or two.

Action: Information

2020 Metropolitan Planning Organization (MPO) Self-Certification (48:00)

Alan Adolf, Transportation Program Manager

- Will go before Policy Board next week
- This is the confirmation that we are complying with all MPO criteria, in order to receive federal funds.

Action: Information

2020 CTR/TDM Survey Process / Wheel Options Update

Alan Adolf, Transportation Program Manager

- DOT is proposing CTR survey cycle will end 7/1/2021
- Survey is still required of everyone who has done it in the past.
- Surveys will probably begin in the spring.
- Fall Wheel Options and Rideshare contests – normally held in October – are being postponed due to COVID-19 complications.
- Stepping back from our existing work plan, but we are going to look at a new way of listing CTR businesses and recruiting any other businesses that could benefit from CTR and TDM. Consider making changes to a program that hasn't been changed in 25 years.

Action: Information

MPACT – Consolidated Grant Application Process Status (55:30)

Alan Adolf, Transportation Program Manager

- Public Transportation Consolidated Grant update webinar will be hosted by WSDOT today at 1 p.m. This webinar is exclusively for the Yakima region and will be presented by Linda Howell.
- Because of COVID-19, the consolidated grant processes for public transportation funding have been delayed by 1.5 to 2 months.
- Prioritizing projects meeting will probably be pushed back to about a week before Christmas.
- Deadline for application submittal has also been pushed back.

Action: Information

Executive Director Update (57:04)

Chris Wickenhagen, YVCOG Executive Director

- The Policy Board is considering making April 1st the internal deadline date for obligating funds (beginning in 2022), in order to help ensure our region does not lose funds.
- Looking at ways to shorten the TAC meeting. We want to make sure you get the information you need, but do you want all of that information discussed at every meeting? A lot of information on agenda that doesn't require Action. Would you be interested in receiving a newsletter with the information, or do you prefer to discuss the information each month?
- While we are meeting online, do you want us to continue sharing documents at the meeting, or would you rather click on the document links yourself?
- Still meeting with elected and Health District because of COVID. Numbers look great, but Governor has frozen every phase – no one is moving forward. Commissioners are working with the Governor's office to try to get more businesses open. Email Chris or Commissioner Baker. You can also go to the YV Open Safe website.

Action: Information

Transportation Program Manager Update (1:02:10)

Alan Adolf, Transportation Program Manager

- In February, the TAC and PB approved expanding the boundary of the Transportation management area from the Greater MPO to cover the entire County and sent a letter and resolution to the Governor. The letter is still sitting on the Governor's desk, but we are treating it, in our documents, as if it has already been signed. Our documents no longer break out RTPO and MPO funding, we now combine them. On STIP software, click 'inside the MPO' on all projects.
- Asked for ideas on how TAC members would like to improve meetings – online or in person – how could meetings be shortened, etc.?

Action: Information

WSDOT State & Regional Update

No update at this time.

Action: Information

Member Updates

The following jurisdictions provided updates:

- Yakima
- Toppenish
- Zillah
- Yakima County
- Grandview
- Union Gap
- All Aboard Washington

Action: Information

Next TAC Meeting:

October 8, 2020, next TAC meeting.

Other Business

Alan mentioned that the MRTIP is available on the YVCOG webpage for review. Not able to share a paper copy at this time. If anyone is willing to put a blurb on their city webpage regarding the opportunity to comment on the MRTIP, please let Alan or Jodi know and they will provide information that is webpage compatible. Comments must be posted by October 7th.

Public Comment

None.

Adjourn

Vice Chairman Dennis Henne adjourned the meeting at 11:24 a.m.

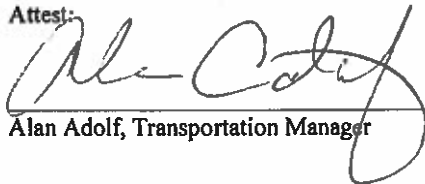
Respectfully submitted,



Mr. Lance Hoyt, Chair

Date signed: 10.8.2020

Attest:



Alan Adolf, Transportation Manager

Date signed: 10/8/2020