PRTPO EXECUTIVE BOARD MEETING

August 21, 2026 | 10:00 – 12:00

Zoom Meeting – Login Below

1.	10:00 – 10:05	**Approval of Agenda** **Consent Calendar** • *Approval of Agenda* • *Approval of Minutes from June 12, 2026 (Attachment A)* • *2026 Annual UPWP Report (Attachment B)*	ACTION
2.	10:05 – 10: 15	**SFY 2026 Q4 Invoice Approval** *(Attachment C)* PRTPO expenses differ this calendar year because the staff does not include a consultant. There is room to reconfigure the expenses for this biennium.	ACTION
3.	10:15 – 10:20	**Additional Funding: ADA Compliance** WSDOT has announced an additional $40,000 in available funds. Staff is requesting funds to conduct a review of the documentation and website for ADA compliance. Specifically, requesting $12,500. The UPWP lists $10,000. The $12,500 request includes a 25% contingency. Board is asked to confirm support for this request.	DISCUSSION
4.	10:20 – 10:35	**Human Services Transportation (HSTP) Update** *(Attachment D)* *The HSTP has been underway; a presentation about the process and timeline was provided at the previous TAC and Board meeting. The consul*tant will present the current findings.	DISCUSSION
5.	10:35 – 10:55	**2027-29 Consolidated Grants Process** *(Attachment E)* *This fall, PRTPO will participate in WSDOT's Consolidated Grants process by reviewing and grading proposals from this region. The TAC will provide suggestions for Board approval in October.*	DISCUSSION
6.	10:55 – 11:35	**2027 Transportation Outlook Legislative Folio Messages** *Board members will discuss the message to ensure it best reflects PRTPO legislative priorities for 2027. Usually, a transportation outlook group drafts a version for the Board. With the in-person April meeting focusing on our typical needs and mobility management, staff is inquiring: does the Board want a new group convened, or for staff to draft an outlook?*	ACTION
7.	11:35 – 11:45	**PRTPO Coordinator Update** *Short updates to keep members apprised about matters of potential interest.*	BRIEFING
8.	11:45 – 12:00	**Public Comment Period** *This is an opportunity for any member of the public to address the Executive Board.* **PRTPO Member Updates** *Information sharing among members on topics of general interest to the region and its partners.*	
9.	12:00	**Adjourn**	

<u>Other Attachments</u>
2026 Transportation Outlook

Greg Brotherton, Chair

Mike French, Vice-Chair *Amy Asher, Secretary*

Next Executive Board Meeting – October 16, 2026 – 10:00 – 12:00

Poulsbo City Hall Council Chambers at 200 NE Moe Street, Poulsbo, WA 98370

Human Services Transportation (HSTP) Approval

Transportation Outlook 2027

Join Zoom Meeting

https://kitsaptransit.zoom.us/j/82002583309?pwd=10MS9aJIb1nKSiCvdF5acbuWztTgi3.1

Or by phone: 253 215 8782 US (Tacoma). Meeting ID: 820 0258 3309 Passcode: 583717

PRTPO Members

Clallam County

Jefferson County

Kitsap County

Mason County

Bainbridge Island

Bremerton

Forks

Port Angeles

Port Orchard

Port Townsend

Poulsbo

Sequim

Shelton

Clallam Transit

Jefferson Transit

Kitsap Transit

Mason Transit

Port of Allyn

Port of Bremerton

Port of Port Angeles

Port of Shelton

WSDOT Olympic Region

Jamestown S'Klallam Tribe

Lower Elwha Klallam Tribe

Makah Nation

Skokomish Tribe

Squaxin Island Tribe

www.PRTPO.org

To our legislators in the 23rd, 24th, 26th, and 35th Districts,

Your work at the state level is shaping our work at the regional level. Your leadership is propelling the retrofit of outdated highway corridors into complete streets for all modes of travel. And your support for funding programs that sustain rural transit makes possible vital long-distance services connecting the North Olympic Peninsula and Mason County with ferries and Seattle-area destinations. Unparalleled coordination between WSDOT, tribes, and other partners is restoring fish passages across the region. The Peninsula Region, like the State, has come a long way. But we can do better. We can make travel safer, more reliable, and efficient for all – faster and cheaper – with a bit more upfront regional collaboration.

Complete streets connect communities.
Complete planning supports complete streets.

Whether it's a local street connecting neighborhoods and businesses or a state highway connecting communities, there are multiple transportation partners. Complete streets that work for all modes of travel start with complete planning for all modes of travel. It's a multimodal way of thinking about travel, from planning through implementation – and not just for Complete Street projects. For example, the practical design of fish passage projects can do more than improve salmon habitat with little or no additional cost when active transportation and transit access are upfront considerations. And addressing all modes of travel when permitting highway access requests in urban growth areas minimizes the need for costly retrofits later. A complete planning approach accounts for as-yet unfunded needs, leaving the door open for future improvements without escalating costs for unnecessary rebuilds. Tight budgets compel us to be even more strategic in making highways safer for all modes of travel. Adopting a complete street mindset throughout WSDOT and local programs can accelerate our shared multimodal aims and generate more bang for the limited bucks available.

Here are three things we need your help with to support strategic complete street efforts.

Clarify Shared Street Regulations - Washington's new Shared Streets law allows cities to designate a different kind of public street that prioritizes pedestrian access in mixed traffic environments, similar to streets in the Pike Place Market. As the first state in the nation to adopt such a law, our members need clear legal and design guidance to take advantage of this opportunity.

> *PRTPO's request: Direct WSDOT to expedite development of local agency guidelines for the implementation of new Shared Streets legislation.*

Assess Impacts of Hood Canal Bridge Lift-Operations – SR 104 and SR 3 connect the Kitsap and Olympic Peninsulas via the Hood Canal Bridge. Unpredictable bridge closures to allow passage of leisure sailboats severely impact the reliability of transit-ferry connections and impose costs on commerce and residents alike. In 2023, more than half of all bridge closures were for large yachts; that is more than for all Navy and commercial vessels, combined. Yet no WSDOT analysis of the operational and economic impacts of Hood Canal Bridge closures exists. WSDOT needs a little funding to conduct the critical analysis we need to engage the Coast Guard about simple updates to federal policies governing bridge closures for sailboats.

PRTPO's request: Provide $150,000 to WSDOT Olympic Region Multimodal Planning for an analysis of traffic, economic, and community impacts of Hood Canal Bridge lift practices for recreational vessels. Implications for World Cup congestion are significant since boating volumes will increase.

Support Regional Corridor Planning – Retrofitting outdated highway corridors will take a generation or more, with investments by multiple state and local agencies over time. Coordinated corridor-wide approaches are key to complete planning processes. They increase predictability and efficiency for all, ensuring individual actions over the next 10-15 years add up to highly functional, multimodal corridors. The SR 305 corridor study is a good example of how a coordinated multi-agency approach yields increased predictability for project sponsors, resulting in practical, cost-effective multimodal strategies for corridor mobility. We've included a short a list of regionally significant corridors where modest investments in coordinated corridor studies can accelerate the design and delivery of good projects at a lower cost to taxpayers. The potential to coordinate with analysis of Hood Canal Bridge operations makes the SR 104/SR 3/Hood Canal Bridge study our top priority.

PRTPO's request: Earmark $1 million for an SR 104/SR 3/Hood Canal Bridge corridor study engaging communities and transportation stakeholders on both sides of the Hood Canal Bridge to identify policies, operational strategies, and capital needs that increase travel-time reliability and person throughput, and reduce congestion impacts on highways and surrounding communities.

While our focus this year is on complete planning for complete streets, we value your efforts in securing and protecting funding for regionally significant improvements such as the SR 3 Freight Corridor in Belfair and SR 3 improvements in Gorst, SR 305 corridor safety and mobility improvements, East Sequim improvements along US 101, SR 112 stabilization efforts, and ferry system improvements. These are big projects with far-reaching, long-term impacts. We continue to advocate for their timely completion and monitor their progress.

Finally, we watch with interest the coordinated transit planning efforts underway for the 2026 World Cup. PRTPO supports logistical planning and collaboration among transit providers that not only meets mobility needs next summer, but which yield lasting benefits for the traveling public and our local economies long after the matches are over. PRTPO stands ready to facilitate communication and coordination among our members in support of these efforts.

Your Regional Transportation Partner

Peninsula RTPO is your partner in meeting statewide transportation goals in the Peninsula region. PRTPO is where our 27 cities, counties, tribes, transit agencies, ports, and WSDOT Olympic Region come together to forge a common direction and tackle tough problems the region faces. Our effectiveness as your regional partner in supporting this coordination is limited only by the resources available to us for this important work. We continue to urge the Legislature to shore up base funding for RTPOs to enable at least one full-time staff to support our work, especially for rural regions such as PRTPO that receive no supplemental federal planning funds. We welcome the chance to talk with you further about this.

We appreciate your interest and support for priority regional concerns and look forward to working with you to support mobility across the Peninsula Region and beyond.

Peninsula RTPO Key Contacts
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PRTPO Coordinator, LPA	Edward Coviello	edwardc@kitsaptransit.com	360.824.4919

PRTPO 2026 *Transportation Outlook*

REGIONAL CORRIDOR STUDY NEEDS	Transportation Stakeholders	LD#	Planning Funds
SR 104 / SR 3 Hood Canal Bridge Corridor *From SR 19 to Port Gamble on SR 104 and from SR 104 to SR 305 on SR 3* The SR 104 corridor connects the North Olympic Peninsula to the Kitsap Peninsula and SR 3 via the Hood Canal Bridge. Closures of the Hood Canal Bridge to accommodate marine traffic - Navy and commercial vessels as well as large recreational yachts - create backups that impact communities on both sides of the bridge. This corridor study will identify roadway improvements that mitigate congestion effects on adjacent neighborhoods and bridge policies that alleviate effects of recreational marine traffic on highway users. This study complements WSDOT's Hood Canal Bridge operational analysis and economic	WSDOT, Kitsap County, Jefferson County, Jefferson Transit, Clallam Transit, Kitsap Transit, Coast Guard	23rd, 24th	$1,000,000
SR 117 Truck Route *From US 101 to Marine Terminal Drive* Ramp configuration at the intersection of SR 117 (Tumwater Truck Route) and US 101 precludes freight access to or from the east, forcing heavy trucks to go through downtown Port Angeles for port terminal access. The preferred SR 117 route cuts through residential neighborhoods and past schools. This corridor study will entail freight analysis and identify complete street treatments needed to mitigate effects of that traffic on adjacent communities. It augments city efforts to enable full directional access at the SR 117/US 101 interchange, which will afford freight traffic a more direct and unencumbered route to and from the	WSDOT, Port Angeles, Port of Port Angeles, Clallam Transit, Clallam County	24th	$250,000
North Kitsap Peninsula *Including SR 104 (SR 3 to Kingston), SR 307 (SR 104 to SR 305), & SR 3 (SR 104 to SR 305)* North Kitsap Peninsula is served by three geographically constrained highway corridors that play critical roles in connecting the Kitsap and Olympic Peninsulas with the Seattle metropolitan area. Planning for SR 305 has been completed, but a coordinated approach is needed for the remaining three corridors serving this area, whose traffic volumes point to their regional significance. SR 307 in Poulsbo is carrying about 20,000 trips daily, though Poulsbo itself is only 12,300 in population. Geological constraints limit connectivity and alternate routes, underscoring the need for a coordinated strategy to improve reliable multimodal mobility.	WSDOT, Kitsap County, Poulsbo, Kitsap Transit, Jefferson Transit, Port Gamble S'Klallam Tribe	23rd	$500,000

REGIONALLY SIGNIFICANT PROJECTS WE'RE TRACKING

US 101 / Simdars Bypass [$30 million Move Ahead WA funding commitment]

This project will improve safety and mobility on US 101 and area streets by constructing the missing ramps of the Simdars interchange and adding a new frontage road with street connections and roundabouts. Planning and preliminary design is complete.

SR 3 / SR 16 Gorst Area Safety and Multimodal Mobility Improvements [$82.5 million Move Ahead WA funding commitment]

A NEPA Planning & Environmental Linkages study is engaging communities, tribes, the Navy, and other stakeholders in developing and assessing a range of alternatives which will lead to a preferred alternative for improving safety, mobility, active transportation, and system resliency. The Legislature appropriated $82.5 million which covers planning, preliminary engineering, environmental review, ROW acquisition, and some near-term improvements. It does not cover construction costs for major long-term improvements.

SR 305 Safety and Mobility Improvements [$40.3 million Connecting WA funding commitment]

A coordinated approach to corridor planning to improve safety and mobility on SR 305 between the Bainbridge Island ferry terminal and Hostmark Street in Poulsbo resulted in an agreed upon list of measures. Poulsbo's SR 305 roundabout at Johnson Parkway opened in 2024, followed by WSDOT roundabouts on SR 305 at Adas-Will, Agatewood, and West Port Madison. Design is underway for three fish passage projects, and Totten Road and Day Road improvements, but additional funding will be required to complete all these projects.

SR 3 Freight Corridor [$66.9 million Connecting WA funding commitment]

This project will construct a new freight corridor from SR 302 in Mason County to SR 3 at Lake Flora Road in Kitsap County, relieving freight and regional through-traffic in downtown Belfair and increasing travel time reliability. Preliminary engineering and design is complete, as is environmental. Right-of-way acquisition is underway. This project will also enhance system resiliency by providing an alternate route if SR 3 is disrupted. This project is fully funded through a $66.9 million *Connecting WA* funding commitment.

SR 104 Kingston Ferry Terminal Traffic Improvement [$18.4 million Move Ahead WA commitment]

This project will realign SR 104 to move inbound ferry traffic to the north couplet (NE 1st Street). The realignment will provide 2 eastbound and 1 or 2 westbound (TBD) lanes from the WSF loading area to vicinity Iowa Ave., sidewalks, intersection improvements at Iowa/1st and Iowa/Main St., stormwater, illumination, restriping and signage of Main St. to two-way traffic and bike lanes, restriping of SR 104 mainline and associated signal work as need to support rerouting of traffic and bikes, and ferry toll booth relocation and associated holding area

Olympic Discovery Trail / US 101 Safety Project [$9.6 million commitment]

This project will make US 101 safety corridor improvements from milepost 270.7 to milepost 271.4, for Connecting Tribal Communities.

Minutes of Meeting

ATTACHMENT A

PRTPO EXECUTIVE BOARD
June 12, 2026
10:00 – 11:15
Via Zoom
Meeting video available on YouTube

CALL TO ORDER

Vice-Chair French called the meeting to order at 10:00.

ATTENDEES

Executive Board:

Clallam County	Mike French
Kitsap County	David Forte
Mason County	Amy Asher
Port Townsend	Fred Obee
Sequim	Rachel Anderson
Bremerton	Vicki Grover
Poulsbo	Michael Bateman
Port Angeles	Timothy Hayes
Jefferson Transit	Nicole Gauthier
Kitsap Transit	John Clauson
Clallam Transit	Navarra Carr
Port of Allyn	Judy Scott
Jamestown S'Klallam Tribe	Wendy Clark-Getzen
Lower Elwha Klallam Tribe	Susan Matthews
Makah Nation	Jeff Bartlett
WSDOT Olympic Region	Joe Calodich

Staff:
Amna Parson , PRTPO Coordinator
Edward Coviello, PRTPO Coordinator

Others in Attendance:
Thera Black, PRTPO HSTP Consultant
Will Habel, Clallam County
Oran Root, Kitsap County
Presenter Ainsley Ainsley, Long Live the King
Ed Stern, Poulsbo

Introductions

Vice-Chair French calls the meeting to order at 10:02. He instructs attendees to introduce themselves. With no further introductions, Vice-Chair French confirmed that all attendees had been acknowledged before moving on with the meeting.

Consent Calendar

Vice-Chair French asked if the agenda should be approved and whether any changes were needed; hearing none, Member Root made a motion to approve, and Member Asher seconded. The agenda was unanimously approved. Next, the group turned to the consent calendar, which included approval of the previous meeting's minutes and the third-quarter invoice for 2026. Staff noted that the budget remained in good shape, with some savings likely due to the transition from contract staff to in-house staffing. Coordinator Coviello added that expenditures were still under 50 percent at the mid-year point, an unusual but positive position. With no further discussion, Judy Scott moved to approve the consent calendar, and John Clauson seconded the motion.

> **Member Root moved, and Member Asher seconded to approve the agenda as it remains. The motion passed unanimously. Member Scott moved, and Member Clauson seconded, to approve the consent agenda and the February 20th minutes. The motion passed unanimously.**
>
> **Consent Calendar**
> - ***Approval of Agenda***
> - ***Approval of Minutes from June 12, 2026***

SFY 2025-2026 Unified Planning Work Program Adoption

Staff explained that the UPWP is reviewed at the midpoint of each biennium to ensure it remains current. Although two potential updates had been discussed earlier, only one change ultimately moved forward: adding an ADA compliance consultant to the project list. This addition reflects the requirement for all agency documents to meet ADA standards by 2028. The update was highlighted in red within the meeting packet, and no other modifications were proposed.

Vice-Chair French noted that many jurisdictions are already navigating similar ADA mandates, acknowledging the workload they create for local clerks. With no questions from the Board, Member Clark-Getzin shared that the Technical Advisory Committee supported the clarification.

> **Member Clark-Getzin moved, and Member Scott seconded, to adopt the revised 2025–2026 Unified Planning Work Program. The motion passed unanimously.**

Human Services Transportation (HSTP) Update

Staff provided the briefing because Consultant Black was unavailable. They explained that the Human Services Transportation Plan is updated every four years as part of a federal requirement administered through the state. Although PRTPO is not a direct federal grantee, Washington State relies on regional transportation planning organizations to develop local HSTPs, which are then combined into a statewide submission. This approach ensures that local needs—not just state-level assumptions—shape funding priorities. The plan serves as a key tool for identifying transportation needs across the four-county region, particularly for nonprofit organizations that provide essential services such as rides to medical appointments and day programs. Much of the rural transit service in the region is supported by Human Services Transportation funding, which helps pay for vehicles

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and operations. Once the updated plan is completed this fall, it will generate a list of project requests that the state may fund to maintain or expand these critical services.

Staff reported that stakeholder meetings will take place next month in each county to gather updated information. Early themes emerging from the process include rising transportation costs, which have become a significant barrier for many residents, and the need for stronger coordination between public transit agencies and human service providers. The plan's online story map is also being refreshed with help from Flow Analytics, the GIS consultant for the Association of Washington Cities. Many data links from the previous version had broken, so the team is rebuilding the site with more stable connections and updated demographic information from the American Community Survey. A draft plan is expected to come before the Board in August, followed by public feedback and revisions. Final adoption is planned for October, with submission to the state targeted for late November—well ahead of the December deadline. The Technical Advisory Committee will rank project proposals, and the Board will finalize the list in December before it is forwarded to the state for funding consideration.

Staff also noted that Kitsap County participates in both the PRTPO and Puget Sound Regional Council processes. While Kitsap Transit has not recently applied for HSTP funding, local human service organizations still can, and their applications will be reviewed alongside those from the other counties. Vice-Chair French observed that the timeline includes ample buffer in case any part of the process falls behind, and staff confirmed that this was intentional.

Member Clark-Getzin asked for clarification about the timeline leading up to the October adoption of the Human Services Transportation Plan. Specifically, she wanted to confirm whether a general public comment period would be included once the draft plan is released. Staff confirmed that public comment is planned for September, following the Board's review of the draft in August, similar to the RTIP process.

Member Clark-Getzin also asked about the list of stakeholders being interviewed by Consultant Black and whether additional names should be suggested. Staff welcomed further recommendations and noted that, based on earlier Board direction, school districts have been added as new stakeholders for this update—an expansion from past practice, since schools approach transportation differently but play an important role. Member Clark-Getzin raised another concern related to a recent issue involving a Thurston County human services provider that had not been included in the previous plan. She asked how gaps like that might be addressed. Staff acknowledged the situation and said there is a methodology for handling such cases, though the details were not immediately at hand. Member Clark-Getzin offered to email Consultant Black directly with her thoughts and said she would copy staff on the message.

With no further questions, Vice-Chair French thanked staff for presenting the update in Consultant Black absence and wished her a quick recovery, noting her strong commitment to the group. Staff echoed that she had been disappointed to miss the meeting but was encouraged to rest.

Before moving on to the next agenda item, staff paused to revisit the earlier discussion about the UPWP update. They reminded the Board that the newly added ADA-related project—updating the website and associated documents for accessibility—would require funding. WSDOT's Tribal and Regional Planning division is preparing to make $40,000 available statewide for rural RTPOs, and staff asked whether the Board wished to pursue that funding to cover the ADA compliance work. They explained that specialized firms are needed to review documents, identify accessibility gaps, and guide the necessary updates. Comparable RTPOs have spent

between $8,000 and $10,000 on similar work. Because the funding will be awarded on a first-come, first-served basis, staff recommended applying as soon as the opportunity opens.

Board members agreed the proposal made sense. Member Asher noted that, given the small statewide funding pool and the fact that the ADA work must be completed regardless, this project was an ideal candidate. Vice Chair French added that starting early is wise, as many jurisdictions have learned the hard way that ADA compliance becomes more complicated the longer it is delayed. Staff confirmed they were seeking a formal motion authorizing them to apply for the funding and proceed with the ADA project.

Member Clark-Getzin moved, and Member Asher seconded, to direct staff to pursue WSDOT's available funding for the unfunded UPWP project related to ADA compliance. The motion passed unanimously.

Transportation Alternatives

Coordinator Coviello provided an overview of the program. He explained that the Transportation Alternatives Program is a federal funding source administered through the Federal Highway Administration and distributed by the state. The funding supports non-motorized transportation projects such as bike paths, pedestrian improvements, and Safe Routes to School initiatives.

Under the current federal transportation bill (IIJA), the PRTPO region—excluding Kitsap County, which participates through PSRC—receives just over $300,000 annually. With accumulated funds, the region currently has about $1.38 million available. The last call for projects occurred in 2024, resulting in four funded projects across Jefferson County, Port Townsend, Port Angeles, and the Jamestown S'Klallam Tribe.

Due to inflation and rising construction costs, two of those project sponsors—Jefferson County and the Jamestown S'Klallam Tribe—requested additional funding to complete their projects. Jefferson County sought $255,000 for bike and pedestrian improvements on SR-19 (Rhody Drive), while the Tribe requested $335,000 for the Carlsborg Crossing segment of the Olympic Discovery Trail.

Coordinator Coviello noted that WSDOT Local Programs supports these adjustments and emphasized the importance of timely project delivery. If projects are not obligated by the end of the federal fiscal year, Washington risks returning unused funds to the federal pool. Approving the additional funding would help ensure the projects move forward and keep the dollars within the state rather than being redistributed elsewhere. The Technical Advisory Committee reviewed both requests in detail and unanimously recommended approval. If the Board agrees, staff will update the State Transportation Improvement Program (STIP) so the projects can be obligated in the July or August amendment cycle, allowing construction to proceed on schedule.

Coordinator Coviello added that although approving the requests would reduce the region's available balance, annual allocations of roughly $330,000–$350,000 continue to replenish the fund. He also noted that the IIJA authorization expires on September 30, and Congress typically extends transportation funding through continuing resolutions until a new bill is passed. With that background, Vice-Chair French invited questions or discussion before the Board considered the TAC's recommendation to approve the additional funding.

> **Member Scott moved, and Member Carr seconded, to approve the additional funding requests for Jefferson County and the Jamestown S'Klallam Tribe, allowing both projects to move forward. The motion passed unanimously.**

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Before transitioning, Member Clark-Getzin took a moment to thank the executive Board for supporting the Carlsborg project. She offered to give a brief visual update, but technical issues prevented her from sharing her screen. Staff suggested she email the images instead, and Member Clark-Getzin agreed.

Vice-Chair French provided additional context for the benefit of the group: the Carlsborg project addresses a significant safety issue where a trail crosses a rapidly developing roadway at a non-perpendicular angle. The Jamestown S'Klallam Tribe identified the problem early, stepped forward to lead the design work, and has been driving the project forward. He emphasized that the project is highly valued in Clallam County, especially by the Trails Advisory Committee, and expressed appreciation both to the Tribe for its leadership and to the Board for supporting the funding request.

Long Live the King Presentation

Vice-Chair French noted that several members had been involved in earlier discussions with Long Live the Kings (LLTK), an organization working on innovative concepts for the future of the Hood Canal Bridge, and expressed enthusiasm for the update. He then welcomed the presenter, Presenter Ainsley.

Presenter Ainsley explained that although she had presented to the TAC in November, this was her first opportunity to brief the Executive Board. She acknowledged that some members—particularly Vice-Chair and Member Clark-Getzin—had seen the material multiple times, but she wanted to ensure everyone had the full context. She emphasized that LLTK is not a transportation organization but a long-standing nonprofit dedicated to restoring wild salmon and steelhead and supporting sustainable fisheries. Their work increasingly intersects with major infrastructure projects, including the I-5 corridor near the Nisqually estuary and, for the past decade, the Hood Canal Bridge. LLTK also operates two research hatcheries, one of which is located in Lilliwaup on Hood Canal.

Presenter Ainsley began her presentation by describing the underwater structure of the Hood Canal Bridge from the perspective of a juvenile fish. The top 15 feet of the water column is blocked by a continuous wall of concrete pontoons spanning roughly 85 percent of the canal's width, depending on tides. For small out-migrating salmon and steelhead—some only a few inches long—this creates a significant barrier. She explained that for many years, it was assumed fish simply swam beneath the bridge. However, research led by NOAA scientist Megan Moore revealed that young steelhead were becoming delayed and disappearing near the bridge. In some years, up to 50 percent of the juvenile steelhead reaching the structure were lost—an alarming figure for a species listed under the Endangered Species Act. Presenter Ainsley noted that this mortality rate is comparable to the cumulative loss experienced by steelhead migrating through the entire Snake and Columbia River dam system. She showed an example of a tracking map illustrating a juvenile steelhead spending several days circling back and forth near the bridge, struggling to find a way around. Some eventually make it through; many do not.

Member Oran Root asked whether predators were responsible for the high mortality. Presenter Ainsley acknowledged the question and said she would address the causes in detail in upcoming slides, noting that the issue is multifaceted.

She then described how, in response to the early findings, NOAA, the Port Gamble S'Klallam Tribe, and LLTK convened a broad coalition of state, federal, tribal, and local partners. This group formed a management committee for policy guidance and an assessment team of technical experts conducting on-the-ground research. More recently, a Project Steering Team was created to guide the conceptual re-envisioning of the bridge.

Presenter Ainsley concluded by summarizing the core problem: juvenile salmon and steelhead travel near the surface, encounter what is essentially a massive underwater wall, and become disoriented as they search for a passage around the structure.

She explained the physical and biological factors that make the Hood Canal Bridge such a challenging obstacle for juvenile salmon and steelhead. As the young fish search for a way around the massive underwater pontoons, they encounter strong eddies created by the bridge's cross-pontoons near each shoreline transition. These swirling currents trap floating debris—and they also disorient the fish. Many juveniles, after nearly reaching open water, are spun around and pushed back toward the bridge. Predators, especially harbor seals, have learned to take advantage of this behavior. The eddies and delays create ideal hunting conditions, and seals patrol the length of the bridge, corralling fish into vulnerable positions. Presenter Ainsley noted that while other predators may be present, research shows seals are responsible for much of the mortality. Artificial lighting on the bridge further amplifies the problem: seals are visual hunters, and the lights allow them to feed at night when they normally would not. This combination—physical delay plus concentrated predation—explains the extremely high loss rates observed in juvenile steelhead. Presenter Ainsley confirmed that this addressed the earlier question from Member Oran Root.

She then shifted to the broader effort to find solutions. Phase 1 of the project focused on identifying and understanding the problem. After that, the Hood Canal Bridge Assessment Team recommended testing near-term mitigation strategies to help fish navigate past the bridge. Those efforts are ongoing, but the team also concluded that mitigation alone cannot fully solve the issue. Because of the bridge's design, it will always create delays for surface-oriented fish. Given the decades of investment in salmon and steelhead recovery in Hood Canal, the idea that the bridge itself remains a major barrier is deeply concerning. The team therefore determined that the long-term solution must be a redesigned bridge—one that does not obstruct surface water or create conditions that lead to predation.

Presenter Ainsley emphasized that all bridges eventually reach the end of their lifespan, and the Hood Canal Bridge is uniquely complex: a floating structure in a tidal marine environment, one of only a handful in the world, and equipped with a draw span. Its maintenance and operational costs are high. With that reality in mind, LLTK and its partners want to ensure that when the time comes to rebuild, the region is prepared with concepts that benefit both fish and the surrounding communities. The current phase of the project has two goals: to improve fish survival at the existing bridge through near-term measures and to explore whether a redesigned bridge could eliminate impacts to fish while better serving local communities.

To support this work, the Port Gamble S'Klallam Tribe secured NOAA Fish Passage funding to develop a conceptual design—an extremely early, high-level vision, well under 5 percent design. The effort includes two major components: a community needs assessment and a conceptual engineering exploration. The community needs assessment was completed last fall by HDR, to understand what residents, travelers, and local governments would want from a future bridge. The conceptual engineering exploration is currently underway by COE, an international bridge engineering firm with experience on large, complex projects, to imagine what a new bridge could look like if designed to support both ecological and community needs.

Presenter Ainsley noted that this conceptual work is not a proposal for construction, but rather a proactive effort to be ready when the bridge eventually requires replacement. She continued by explaining that the conceptual design effort is guided by a dedicated project steering team—a small, focused subgroup of the larger management committee. She emphasized how valuable this team has been, especially for helping her navigate the transportation and infrastructure aspects of the project, given her background in fisheries.

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She clarified what "conceptual" means in this context, noting that the term can be interpreted in many ways. In this case, the goal is not to design or build a new bridge, but to explore whether a future bridge could meet two sets of needs: community needs, identified through a structured outreach process and fish and environmental needs, identified through a decade of scientific assessment.

The conceptual work also includes outlining a very preliminary sense of potential timelines and funding needs—but Presenter Ainsley stressed repeatedly that this is not a step toward construction. Any actual bridge design or replacement decision would remain entirely within WSDOT's authority. She then described the community needs study conducted by HDR. LLTK and HDR staff engaged in extensive outreach across the region: attending farmers markets, riding the Kingston–Edmonds ferry to talk with travelers, visiting libraries and community centers, and hosting a public webinar. They also met with community-based organizations, state and federal agencies, three counties, and four tribes with usual and accustomed fishing rights in Hood Canal.

HDR developed an unbranded outreach campaign under the theme *"Let's Talk About a Better Bridge,"* intended to spark early, informal conversations rather than advocate for any specific outcome. The online survey associated with the campaign received 614 voluntary responses over the course of a month. As expected, most respondents were regular bridge users from the Olympic Peninsula. Survey results reflected familiar concerns. The overwhelming priority for respondents was reducing delays caused by bridge openings—both scheduled and unannounced. Only a small percentage of respondents used the bridge for commuting; most crossed it for personal errands, appointments, or shopping. About 45 percent of respondents were aware of the bridge's impacts on fish, and roughly one-third expressed concern about those impacts. When asked what would be important in a potential future bridge design, respondents emphasized two themes: fewer or no bridge openings, to reduce travel delays, and keeping the bridge in roughly the same location and size, to minimize construction impacts. Presenter Ainsley noted that none of these findings were surprising, but they provided a valuable foundation for the conceptual engineering work now underway.

Presenter Ainsley continued by sharing what Long Live the Kings heard during their listening sessions with community members, organizations, agencies, and tribes. Much of the feedback echoed the survey results but added deeper context. Across all groups, the Hood Canal Bridge was described as a *lifeline* for the Olympic Peninsula—essential for daily travel, commerce, cultural access, and emergency services. Tribal natural resource departments emphasized the severe impacts on salmon and fisheries, while tribal members also stressed how heavily they rely on the bridge for essential travel.

Bridge openings—both scheduled and unplanned—were a universal frustration. Participants raised concerns about delays for emergency vehicles, transit reliability, and the general unpredictability of closures. Many also expressed a desire for a more bike- and pedestrian-friendly crossing. State and federal agencies highlighted the extensive permitting requirements that any major infrastructure project would face. WSDOT staff noted the high operations, maintenance, and preservation costs associated with the current floating bridge—something the general public often doesn't realize. Upcoming maintenance work will likely bring those costs into sharper public focus. On social media, people frequently voiced concerns about potential tolls or taxes associated with any future bridge replacement.

Presenter Ainsley then described the conceptual redesign work being carried out by COE. Their portfolio includes a world-record-setting bridge in Turkey and the Mersey Gateway in the UK—projects that balanced community benefits with environmental protection. COE's role here is to produce a very high-level visual concept of what a future Hood Canal Bridge *could* look like if designed to meet both community and ecological

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needs. She emphasized that COE is working only with existing data—no new field studies—and will clearly document the assumptions and data gaps. Their deliverables will include:

- A conceptual visual representation of a possible bridge
- A description of design constraints and data needs
- A rough estimate of construction duration (likely 10+ years including permitting)
- Preliminary cost and benefit considerations

Presenter Ainsley reiterated that this work does *not* replace WSDOT's formal processes. Instead, it is intended as a proactive tool—something that can help the region be ready when the time eventually comes to consider a replacement bridge.

She closed with an overview of next steps. The technical reports from HDR and COE—hundreds of pages each—will be distilled into a concise, public-facing document of about ten pages, designed to be accessible and visually engaging. Long Live the Kings hopes to publish this summary by spring 2027, creating a resource for future public engagement, decision-making, and interagency coordination.

Vice-Chair French thanked Presenter Ainsley for the presentation and noted how valuable it was to have both the Navy and WSDOT involved in the steering committee. Their participation helped keep the group grounded and prevented time being spent on ideas that were not feasible. He also praised the breadth of public outreach conducted throughout the process. He then opened the floor for questions. Member Clark-Getzin echoed Vice-Chair French's comments, emphasizing how valuable the stakeholder group had been. She noted that the mix of elected officials, agency representatives, and tribal partners created a strong, collaborative team. Even the Coast Guard and Navy representatives—who initially joined to provide technical constraints—benefited from hearing community perspectives and became active contributors. Member Clark-Getzin added that this collective understanding will be essential as the region prepares for future conversations with WSDOT.

Member Clark-Getzin also raised a question: how long can the current Hood Canal Bridge remain viable before maintenance costs outweigh its usefulness? She pointed out that the bridge's age and complexity make this a critical issue. Presenter Ainsley responded that this question has emerged as one of the most important next steps. She explained that WSDOT has difficulty pinpointing a single lifespan estimate because the bridge is effectively two different structures. The west half was rebuilt in the 1980s after sinking in the 1970s, while the east half was replaced in 2009. Some pontoons from earlier decades were reused, meaning the structure contains components of varying ages. Because WSDOT has never needed to define an end-of-life timeline, no clear estimate exists today. She noted that major maintenance is already scheduled—such as an $81 million girder replacement project beginning in the next few years—and that ongoing operations are costly. The draw span requires near-constant staffing, and the bridge's unique design means replacement parts cannot simply be ordered off the shelf. Vice-Chair French agreed, recalling recent repair work where the bridge could not be closed due to its essential role, underscoring how unusual and challenging the structure is. Presenter Ainsley added that WSDOT has historically focused on maintaining the existing bridge because doing so meets their core goals: keeping traffic moving and the crossing operational. Only through this grassroots, multi-agency effort has the idea of a redesigned bridge begun to surface as a long-term consideration. She emphasized that comparing the cost of maintaining the current bridge versus building a new one—especially one without a draw span—will be a key future question.

Member Clark-Getzin then invited reactions from members who had not been involved in the process. Member Anderson shared her mixed feelings. Her initial reaction was enthusiastic—"save the fish!"—but she quickly

thought of her close friend who works on the bridge. She reflected on how deeply the bridge is woven into the lives and livelihoods of people in the region, and how difficult change can be, even when it brings benefits. She noted that while some people embrace change, others find it unsettling, and any future decisions will need to balance many human factors. Presenter Ainsley acknowledged Member Anderson's concerns, expressing deep appreciation for the bridge crews who have supported LLTK's research. She reassured the group that any future bridge replacement would be a long-term process. Even under ideal circumstances, COE estimates 11–13 years before a new bridge could be completed, and the existing bridge would need to remain operational throughout most of that period. In reality, she said, this is a generational effort—something that might unfold over the course of her career, not something that would happen quickly.

Vice-Chair French closed the discussion by noting that even relatively simple bridge replacements in the region, such as the Elwha River bridge, took five years. The Hood Canal Bridge, he said, is "not simple," underscoring the scale and complexity of any future undertaking. Vice-Chair French noted that the group might have more thoughts after taking time to digest the information—and perhaps, in the coming months, LLTK would have early conceptual imagery of a potential future bridge to share.

Presenter Ainsley emphasized that one of their biggest challenges ahead is communicating clearly with the public. She stressed the importance of helping people understand that the conceptual bridge work is meant to spark conversation, not signal imminent construction. She welcomed any suggestions from Board members on how best to frame that message so it is productive rather than alarming. Vice-Chair French offered feedback, praising LLTK's outreach efforts and suggesting that a legislative briefing might be an important next step. Since any future decision about replacing or maintaining the bridge ultimately rests with state lawmakers, he encouraged LLTK to think about how to present their findings in a way that resonates with legislators. Presenter Ainsley agreed, noting that LLTK already maintains two-page briefing materials and will need to update them as the conceptual work progresses.

Member Bateman added his perspective, commending LLTK for recognizing the long timelines inherent in major infrastructure projects. He shared that a project in Poulsbo currently under construction began its planning phase in 1992—an example of how today's work often sets the stage for future generations. He encouraged LLTK to stay the course, noting that progress only happens when people are willing to start the long process. Presenter Ainsley appreciated the encouragement and acknowledged the tension she feels as a fish biologist watching steelhead populations decline year after year. She said LLTK is doing everything possible to support the species in the near term while also laying the groundwork for long-term solutions. Member Bateman reiterated that persistence is essential, and that without early groundwork, big changes never happen.

Vice-Chair French closed the conversation by highlighting how effectively LLTK has communicated the broader co-benefits of reimagining the bridge. While LLTK approaches the issue from a fish and ecosystem perspective, many community members think first about traffic delays, unpredictable openings, and the impacts on local roads—especially in Kitsap County, where backups can last all day. He emphasized that successful long-term projects require a shared vision, and LLTK's work is helping build that foundation.

Presenter Ainsley credited partners like Christine Rolfs for encouraging the community needs assessment, which has been essential in aligning ecological goals with community priorities. She reiterated that any future bridge redesign will only happen if the community supports it, and LLTK's role is to help illuminate where those interests overlap.

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Vice-Chair French thanked Presenter Ainsley for the presentation and encouraged Board members to reach out to her directly with further questions. As the presentation concluded, staff requested a copy of the slides for posting, and Presenter Ainsley agreed to share them. The Board thanked her once more before moving on to the next item on the agenda.

PRTPO Coordinator Update

The Board moved on to the PRTPO Coordinator Update. Coordinator Parson began with several administrative reminders. She noted that she had already emailed Board members requesting completion of the annual risk-management form, which includes confirming required trainings such as OPMA compliance and workplace harassment prevention. These trainings do not need to be completed through PRTPO—trainings completed through members' home jurisdictions also satisfy the requirement. She also asked members to review the updated resource manual, which now includes a revised list of Executive Board and TAC representatives. Because several changes had occurred recently, she requested that members double-check their listed contacts and notify her of any inaccuracies, including email corrections.

Coordinator Parson then reflected on the recent regional retreat, describing it as a success. Participants appreciated the chance to meet in person, network, and discuss regional challenges in a more relaxed setting. She shared that there is an opportunity to hold another retreat next April at the Jamestown S'Klallam Tribe facilities, using the same funding source as this year. She asked whether the Board supported moving forward with planning for an April 16, 2027 retreat. Board members responded positively. Vice-Chair French endorsed the idea, noting the value of in-person connection. Amy Asher thanked Member Clark-Getzin and the Tribe for hosting and supporting the event. Member Clark-Getzin added that they would be glad to welcome the group again next year. Coordinator Parson then raised a broader proposal: establishing a regular cadence of in-person meetings twice a year—one in the spring and one in the fall. The fall meeting, tentatively in October, could be held at Kitsap Transit and might include invitations to state legislators to increase engagement. Vice-Chair French supported the idea, observing that while virtual meetings are efficient, in-person gatherings build relationships and strengthen regional collaboration. Michael Bateman offered the City of Poulsbo's council chambers as an alternative meeting location if needed. Staff agreed that alternating venues could be beneficial. Hearing general support, Coordinator Parson confirmed she would proceed with planning for annual in-person meetings in both spring and fall, in addition to the April retreat.

Coordinator Coviello reported that WSDOT's State Freight Planning Office had notified RTPOs that the State Freight Investment Plan will be updated later this year. As part of that process, RTPOs are being asked to review and update their designated critical freight corridors in both urban and rural areas. A webinar on the update process is scheduled for Tuesday the 16th at 9 a.m., and Coordinator Coviello shared that he had already forwarded the information to TAC members and would be attending himself. He explained that maintaining accurate freight corridor designations is important because it positions jurisdictions to compete for freight-related funding—particularly for improvements to key intersections, bridges, and other freight-dependent infrastructure. He noted that Washington is making a strong push to modernize its freight planning to support economic growth. Member Clark-Getzin asked whether the update was coming through FMSIB or WSDOT directly, and Coordinator Coviello clarified that it was from WSDOT.

Coordinator Coviello continued to explain that WSDOT is also developing an update to the Statewide Multimodal Transportation Plan. As part of that process, the state is polling RTPOs to schedule a meeting sometime between June 22 and July 22. The purpose of the meeting is to gather regional priorities directly from RTPO Board members. He shared the poll link in the chat and encouraged participation, noting that it would be

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especially valuable for at least one elected official from the region to attend. Coordinator Coviello said he plans to participate himself and will bring the PRTPO's legislative priorities document as a reference. He invited Board members to let him know if there are additional priorities they want him to raise.

Secretary Asher asked whether there was a limit on how many PRTPO members could attend. Coordinator Coviello replied that there was no stated limit, but suggested that the Board might want to designate one or two representatives—or one per county—to ensure clear messaging. He added that elected officials often do not attend these statewide planning meetings, so PRTPO participation would be especially meaningful. Member Clark-Getzin asked whether the multimodal plan was different from the state's public transportation plan. Coordinator Coviello confirmed that it was: the multimodal plan covers roads, transit, and non-motorized transportation, whereas the public transportation plan is more narrowly focused.

Coordinator Coviello then explained that during a meeting with WSDOT Tribal and Regional Planning earlier in the year, the state expressed concern about how PRTPO had been incorporating the Regional Transportation Improvement Program (RTIP) into the Regional Transportation Plan (RTP). In recent years, PRTPO had been attaching the RTIP project list to the RTP annually. While this approach was intended to keep the RTP current, WSDOT felt it was not the appropriate method for updating a long-range plan.

Coordinator Coviello noted that the process had also been labor-intensive for staff, requiring coordination between the TAC and the Executive Board each year. WSDOT recommended that PRTPO return to the traditional approach: updating the RTP on a regular cycle rather than modifying it annually through RTIP attachments. He began to explain the implications of this change and the adjustments PRTPO would need to make going forward.

Coordinator Coviello continued by explaining WSDOT's recommendation regarding the relationship between the Regional Transportation Plan (RTP) and the Regional Transportation Improvement Program (RTIP). In recent years, PRTPO had been attaching the RTIP project list to the RTP annually, effectively merging the two documents. WSDOT Tribal and Regional Planning staff expressed discomfort with that approach and asked PRTPO to return to the traditional structure:

- The RTP remains the long-range guiding document, outlining goals, policies, and regional priorities.
- The RTIP remains a standalone, short-range programming document updated annually.
- Staff ensures that RTIP projects are consistent with RTP goals, but the RTP does not need to list every RTIP project.

Coordinator Coviello said staff is happy to follow WSDOT's recommendation unless the Board feels strongly about continuing the previous practice. He encouraged members to think about it over the next couple of months as the new RTIP cycle begins.

Secretary Asher asked whether any grant programs require a project to be explicitly listed in the RTP. Coordinator Coviello explained that, in general, projects only need to align with the RTP's goals and policies, not be individually named. He described how, in his Kitsap Transit work, he ties grant applications to relevant policies in local comprehensive plans and the RTP. Only very large, regionally significant projects—like a future Hood Canal Bridge replacement—might warrant explicit mention in the RTP. Routine projects, such as road resurfacing, do not. Secretary Asher agreed that separating the documents makes sense, especially if it reduces staff workload and aligns with WSDOT guidance.

Public Comment Period

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The Board moved into the public comment period, with Vice-Chair French inviting any members of the public—either in person or online—to speak. Staff confirmed that no one was present in the room wishing to comment. Vice-Chair French then asked again if anyone attending virtually wished to provide remarks, but no public commenters came forward.

PRTPO Member Updates

The meeting moved into PRTPO member updates, with Vice-Chair French inviting Board members to share any transportation-related news from their jurisdictions. Member Clark-Getzin jumped in with a lighthearted request: could the Kitsap representatives give a "mini-FIFA update," referring to the World Cup activity in the region.

Coordinator Coviello and Coordinator Parson both provided updates, noting that Kitsap Transit staff had recently completed ambassador training in preparation for the influx of visitors expected during the tournament. Kitsap Transit is offering expanded late-evening ferry and bus service on match days to help move fans efficiently between Kitsap County and Seattle. Coordinator Parson added more detail about the broader tournament atmosphere. The first matches had already begun, and excitement was building—especially with the U.S. team playing that day. She described long lines at a Seattle waterfront viewing barge and noted that Kitsap's own fan zone in Bremerton was opening that evening. She also listed the Seattle match dates—June 15, 19, 24, 26, and July 2 and 6—and cautioned that downtown Seattle would see major transportation changes during those events. Coordinator Coviello confirmed that Kitsap Transit's enhanced service is specifically aligned with those match days and acknowledged the significant effort by staff and leadership to prepare. He expressed hope that both fans and the general public would appreciate the additional service.

Commissioner Oran Root offered strong praise for Kitsap Transit, noting the visible improvements and preparations around the ferry terminal. He thanked Coordinator Coviello, the Kitsap Transit team, and Executive Director John Clauson for their work supporting not only Kitsap County but the entire region, given Kitsap's role as a major gateway to the Olympic Peninsula. Vice-Chair French echoed the appreciation.

Coordinator Coviello then wondered aloud whether the World Cup might also boost ridership on the Clallam Transit 123 "Straight Shot" service and Jefferson Transit routes, given their connections to the broader region. As the World Cup discussion continued, Coordinator Coviello noted that it would be interesting to track whether the tournament leads to increased ridership on regional services like the Clallam Transit 123 "Straight Shot" or Jefferson Transit routes to Kingston and Poulsbo. These services act as gateways to the Olympic Peninsula, Port Townsend, Victoria, and other destinations, so any uptick could be meaningful.

Member Clark-Getzin added that, so far, she had not seen any noticeable increase in Airbnb prices in Clallam County or Port Angeles—something she expected might happen if tourism surged. She also highlighted that WSDOT is subsidizing an additional Dungeness Line express route from Port Angeles to SeaTac Airport for the summer. Operated by MTRWestern, this new express service is intended to support increased travel demand. Member Clark-Getzin asked if anyone knew more about how that service expansion came about.

Member John Clauson joined the conversation and shared his screen to show newly installed wayfinding signage at the Bremerton Transportation Center. The signage included clear directional signs for visitors; new electronic, ADA-accessible wayfinding kiosks that provide audible information for visually impaired riders; and updated transit center maps and markers. He explained that Kitsap Transit has outfitted several transit centers with these improvements in preparation for World Cup crowds. He also described the ambassador program: staff will be

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stationed at the Bremerton Ferry Terminal and on the transit deck during match days to help visitors find buses, hotels, ferries, and fan zones.

Vice-Chair French praised the effort, noting that the Puget Sound region appears to be far ahead of other U.S. host cities in preparing for large-scale World Cup events. He expressed appreciation for the coordination among agencies and the visible improvements that will benefit both visitors and residents. Commissioner Oran Root echoed the praise, thanking Kitsap Transit and Director Clauson for their leadership and preparation. He emphasized that Kitsap County serves as a major conduit to the Olympic Peninsula, making their work especially important for the entire region. After a few final comments, Vice-Chair French asked whether there were any additional member updates. Hearing none, the meeting moved toward adjournment.

Before closing, Coordinator Parson asked a quick administrative question: she needed to confirm who seconded the motion on UPWP Item 2 earlier in the meeting. Coordinator Coviello believed it was Navarra, and Coordinator Parson confirmed that for the record. Vice-Chair French and Member Clark-Getzin both joked that they were always happy to be listed as a second if needed.

With no further updates or business, Vice-Chair French thanked everyone for their participation and adjourned the meeting a bit early.

Adjourn
There being no other business, Chair Brotherson adjourned the meeting at 11:40.

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ATTACHMENT B

SFY 2026 ANNUAL REPORT

Of Performance and Expenditure

July 1, 2025 – June 30, 2026

Peninsula RTPO

UNIFIED PLANNING WORK PROGRAM

August 21, 2026

Introduction

This is the Annual Report of Performance and Expenditure for State Fiscal Year 2026, referred to here as the **Annual Report.** This 2026UPWP Annual Report recaps the expended RTPO budget and associated work program activities undertaken by PRTPO between July 1, 2025 - June 30, 2026, the status of that work, and an explanation of any variances between budgeted and actual expenditures. It reflects the work of PRTPO's Executive Board, Technical Advisory Committee, and Executive Committee as supported by the PRTPO Coordinators. PRTPO works with Kitsap Transit, its Lead Planning Agency (LPA) and Jefferson Transit, its Fiscal Agent (FA), to deliver the approved work program in accordance with its adopted policies and procedures.

Work program activities summarized here are described in PRTPO's Amended SFY 2025-2026 Unified Planning Work Program, or UPWP. This SFY 2026 Annual Report is for activities described in the second year of that UPWP, as amended by the Executive Board.

Details of the expenditures summarized here were reviewed and authorized by the PRTPO Executive Committee and Executive Board each quarter, in accordance with PRTPO's Invoice Reimbursement Policy. This Annual Report summarizes the details of those SFY 2026 quarterly invoices into a single annual statement of costs and services received, in compliance with state laws associated with the receipt and use of RTPO funds.

Annual Report Structure

This Annual Report is formatted to support state reporting requirements. It includes:

- A summary of expenses incurred by UPWP work program activity area with a budget narrative
- A summary by task of work undertaken in SFY 2026 with RTPO funds and its completion status

PRTPO's Revenue Source

PRTPO's work program activities are funded by state revenues appropriated by the legislature and administered by WSDOT for use in carrying out the adopted UPWP. PRTPO is reimbursed for its expenses by WSDOT when it submits approved invoices and documentation for its expenditures.

The Annual Report is part of PRTPO's on-going accountability to WSDOT and the public in the administration and stewardship of these planning funds.

SFY 2026 Financial Summary

SFY 2026 Work Element	Expenditures	
	Budgeted	Actual
Program Administration	$100,647	$70,931
Transportation Planning	$27,000	$21,735
Regional TIP	$9,200	$6,402
Other PRTPO Activities	$ -	$ -
Totals	**$136,847**	**$99,068**

Budget Narrative:

The SFY 2026-2027 UPWP is a two-year UPWP that corresponds to the state biennium budget. It was adopted in June 2025. It was amended in June 2026 to recalibrate the budget for the second year in light of first-year expenditures.

The PRTPO staff reviewed expenditures for the first SFY of the UPWP and noted a significant budget surplus. The PRTPO has spent $99,067 of an allocated budget of $273,695. This leaves an amount of $174,627 for SFY 2027. The unprojected surplus is the result of transitioning from contracted staff to lead agency-employed staff. This is a reduced hourly rate from $110 per hour in SFY 2025 to about $60-$70 per hour in SFY 2026.

Performing unfunded work elements in the UPWP can address the projected budget surplus.

Participation in Work Program Delivery:

Activities conducted in SFY 2026 involved active participation of PRTPO representatives on the Executive Committee, Executive Board, and Technical Advisory Committee. Activities involved WSDOT Headquarters and Olympic Region staff, and other stakeholders. Work was performed by the Lead Planning Agency and Fiscal Agent with support from contract staff.

SFY 2026 Program Administration Summary

Purpose:

Program Administration provides on-going administrative services, accounting, and program management functions that support the overall regional transportation planning program.

Scope:

Program Administration includes core administrative duties related to the support and meeting management of PRTPO Executive Committee, Executive Board, and Technical Advisory Committee as well as any ad hoc work groups or subcommittees appointed by the Board. It includes basic public information and communication activities, website maintenance, Title VI compliance, UPWP development and management, and the development and maintenance of organizational resources and policies. It also includes membership fees, licenses, services, and insurance, as well as administrative expenses associated with overhead costs.

Work Performed:

a. **Meeting Support:** Supported meeting functions of the Executive Committee, Executive Board, Technical Advisory Committee, and ad hoc working groups. ***(on-going)***

b. **Public Information and Communications**: Maintained PRTPO website and YouTube channel. Responded to public inquiries and requests for information. Prepared letters of support from the PRTPO Chair for member projects. ***(on-going)***

c. **Title VI Compliance:** Monitored for Title VI complaints (none received). ***(on-going)***

d. **PRTPO Support:** ***(on-going)***

   - Established PRTPO's legal services contract with new entity
   - Completed PRTPO biennial bylaws review process
   - Maintained "PRTPO Quick Start Guide" and conducted new member orientations
   - Completed annual appointments
   - Archived annual documents in 2025 Resource Manual
   - Prepared onboarding materials and support for PRTPO Coordinator transition
   - Responded to member requests for information and other needs

e. **UPWP Management:** Completed SFY 2026 UPWP Annual Report. Managed the SFY 2025 -2026 UPWP, monitored work program expenditures, and pursued state funding opportunities. Completed two UPWP amendments. ***(on-going)***

f. **Accounting:** Participated in SAO audit and responded to requests for information. Prepared monthly and quarterly invoices for Lead Planning Agency and Fiscal Agent. Managed expenses and disbursements. ***(on-going)***

g. **PRTPO Administration:** PRTPO administrative expenses for insurance, legal services, GIS support services, membership fees, web platform and domain, ArcGIS license, cost recovery, and audits ***(on-going)***

Deliverables:

- ☐ Meeting materials including briefs, presentations, and reports
- ☐ SFY 2026 Annual Report
- ☐ PRTPO 2026 *Quick Start* Guide
- ☐ 2025 PRTPO Resource Manual for archives
- ☐ Invoices and Budget Reports
- ☐ Annual Audit Report
- ☐ PRTPO Website and YouTube Channel
- ☐ Letters of Support
- ☐ Other Correspondence

SFY 2026 Transportation Planning Summary

Purpose:

Transportation planning activities encompass the planning and on-going coordination, collaboration, and consultation needed to identify issues and opportunities, implement regionally determined strategies, and produce periodic updates to plans or guiding documents.

Scope:

Activities were focused on the long-range Regional Transportation Plan update as well as other regional coordination activities. Planning activities are identified and directed by the Executive Board.

Work Performed:

a. **Long-range Planning: *(on-going work)*** SFY 2026 work was focused on completing an update of the RTP. This included:

- Completed “deep dive” reviews of priority concerns identified by the Board
- Adopted the 2026 RTP Project List
- Developed online template for the 2026 RTP Project List
- Developed an online, interactive format for the Regional Transportation Plan
- Developed a new *Strategic Agenda & Action Plan* highlighting policy maker concerns and potential activities for the RTP
- Completed an online data portal for presenting regional transportation system characteristics
- Completed a regional profile of demographic characteristics

- Engaged members in mapping and assessment of areas where local land use activities are generating transit, walk, and bike trips that are not well accommodated by the existing highway design, for further evaluation as candidates for complete street treatments
- Developed a *Complete Street Candidates* mapping tool in collaboration with TAC members and WSDOT Olympic Region, for further refinement and application
- Completed a public review of the draft RTP and responded to comments for the final draft
- Completed consistency review certifications of the countywide planning policies for Clallam, Jefferson, Kitsap, and Mason Counties
- Completed RTP biennial review and realigned schedule with that of the RTP update
- Worked with other RTPOs to develop legislative correspondence regarding the need for a more reasonable level of base program funding

b. **Regional Coordination and Collaboration:** ***(on-going)***

- **Local Agency Support**
  - Responded to questions and tracked down data and information for members
- **RTPO – MPO Coordination**
  - Participated in activities of the MPO/RTPO Coordinating Committee
  - Participated in activities of the Rural RTPO Work Group
- **WSDOT Collaboration**
  - Participated on the WSDOT Intercity Bus Program Update Stakeholder Advisory Group
  - Coordinated outreach and data collection among members for the Freight and Goods Transportation System update

c. **Tribal Cooperation:** Represented PRTPO at EV workshops hosted by tribal partners. Monitored resources for information and opportunities of interest to tribes. Completed biennial outreach to non-member tribes. ***(on-going)***

d. **Human Services Transportation Planning:** Participated in the Olympic Community of Health "Olympic Connect" kick-off event. Facilitated a briefing for the Executive Board retreat from the director of Olympic Community of Health. Established new service provider contacts through the Consolidated Grant process and made introductions with other partners. Maintained communications and helped connect service providers with transportation providers. ***(on-going)***

e. **PRTPO Transportation Outlook 2026:** Completed Transportation Outlook 2026 legislative brief. Convened annual legislative forum between regional policy makers and legislators. Responded to inquiries regarding 2026 issues and opportunities. ***(complete)***

f. **Regional Grants Administration:** Conducted a review and ranking of Consolidated Grant proposals for WSDOT and completed requisite paperwork for submittal to WSDOT. Supported applicants before and after the process. Monitored reports and direction from Local Programs and responded to requests for information. ***(on-going)***

Deliverables:

- ☐ Peninsula RTP-Online, the 2025 update to PRTPO's Regional Transportation Plan
- ☐ 2026 RTP Biennial Currency Review documentation
- ☐ 2026 RTP Project List
- ☐ Consistency Determination between RTP and Countywide Planning Policies (4 sets)
- ☐ Transportation Outlook 2026 folio and forum materials
- ☐ Meeting materials, work session videos, and correspondence

SFY 2026-2031 Regional TIP

Purpose:

Regional TIP efforts support development of a coordinated program of region-wide transportation investments by WSDOT and local and tribal members, based on their internally adopted six-year Transportation Improvement Programs.

Scope:

Managing the TIP entails developing a composite six-year report of local and WSDOT TIPs and managing amendments to the resulting RTIP throughout the year, as well as coordination with local agencies and WSDOT in managing the STIP, monitoring and responding to reporting requirements from WSDOT Local Programs and supporting local agency efforts in complying with their TIP requirements. PRTPO coordinates with WSDOT in administering the State TIP (STIP) and periodically conducts RTIP amendments in response to member requests.

Work Performed:

a. Develop and maintain a six-year RTIP: Developed and adopted the draft and final 2025-2030 RTIP, including public notice and review. Updated online RTIP mapping tool for use by local agencies in tracking and communicating about RTIP projects. Completed amendments as requested and worked with agencies to complete their STIP amendments. Maintained close coordination and communication with Nancy Huntley regarding the STIP and responded to member inquiries about projects in the RTIP and STIP. ***(on-going)***

b. Monitor Obligation Authority for Federally Funded Projects: Reviewed obligation status and provided information and coordination support to members. Responded to requests for information from Local Programs. ***(on-going)***

Deliverables:

- ☐ 2026-2031 Regional Transportation Improvement Program (RTIP) and amendments
- ☐ Online RTIP project review and mapping tool
- ☐ Correspondence and meeting materials

Other PRTPO Activities in SFY 2026

Purpose:

These activities are identified by the Executive Board to support regional work program priorities above and beyond the base program, as resources allow.

Scope:

Budget constraints precluded the Board from identifying any activities above and beyond the base work program in Tasks 1-3.

Work Performed:

N/A

Deliverables:

N/A

ATTACHMENT C

ACTION ITEM

To: PRTPO Executive Board
From: Amna Parson, PRTPO Coordinator
Date: August 13, 2026
Subject: **SFY 2026 4th Quarter Expense Voucher Approval**

REQUESTED ACTION:

Approve 4th quarter expenditures for the SFY 2026 Unified Planning Work Program in the amount of $24,687.

Overview

The PRTPO Executive Board is responsible for approving quarterly expenditures submitted to WSDOT for reimbursement. The attached invoice was prepared by the Lead Planning Agency and Fiscal Administrator, reviewed and authorized by the Executive Committee, and approved for inclusion on the Executive Board consent calendar.

The budget summary report is below.

Attachment:

- *SFY 2026 4th Quarter Invoice Reimbursement Package*

Work Program Element	SFY 2026 Budget	SFY 2027 Budget	Total 26-27 Biennium	Previous Expenditures	Current Expenditures	Remaining Budget
Program Administration	$ 100,647	$ 90,000	**$ 190,647**	$ 50,603	$ 20,328	**$ 119,716**
Transportation Planning	$ 27,000	$ 37,648	**$ 64,648**	$ 18,465	$ 3,269	**$ 42,913**
Regional TIP	$ 9,200	$ 9,200	**$ 18,400**	$ 5,312	$ 1,090	**$ 11,998**
Other PRTPO Activities	$ -	$ -	**$ -**	$ -	$ -	**$ -**
Totals	**$ 136,847**	**$ 136,848**	**$ 273,695**	**$ 74,381**	**$ 24,687**	**$ 174,627**

Acronyms:

RTPO	Regional Transportation Planning Organization
SFY	State Fiscal Year (July 1 - June 30)
TIP	Transportation Improvement Program
UPWP	Unified Planning Work Program

For More Information:
Amna Parson | 360.473.1132 | AmnaP@kitsaptransit.com

RTPO PLANNING INVOICE VOUCHER

Peninsula RTPO / Kitsap Transit
60 Washington Ave, Ste 200
Bremerton, WA 98337-1888

Vendor # 911209091

Agreement # GCC 1189

Invoice Date 7/31/2026

Billing Time Period
04.01.2026 - 06.30.2026

RTPO's Certification: I certify under penalty of perjury that the items and totals listed herein are proper charges for materials, merchandise or services furnished to the State of Washington, and that all goods furnished and/or services rendered have been provided without discrimination on the grounds of race, creed, color, national origin, sex, or age. I certify that I have authorized signature authority.

SIGNATURE edward coviello — 7/31/2026

TITLE Transportation & Land Use Planner

TOTAL RTPO REIMBURSEMENT requested this invoice **$24,686.83**

Allocation Authorized	$273,695.00
Biennium Expenditures-to-Date	$99,067.58
Allocation Balance	$174,627.42

WORK ELEMENT	DESCRIPTION	Previous Expenditures TO-DATE	CURRENT PERIOD EXPENDITURES	Biennium Expenditures TO-DATE
Program Administration	Salaries	$34,099.04	$15,066.54	$49,165.58
	Travel	$0.00	$300.51	$300.51
	Consultants	$0.00		$0.00
	Miscellaneous	$16,503.97	$4,960.74	$21,464.71
	Total	$50,603.01	$20,327.79	$70,930.80
Transportation Planning	Salaries	$18,374.17	$3,269.28	$21,643.45
	Travel	$0.00		$0.00
	Consultants	$0.00		$0.00
	Miscellaneous	$91.12		$91.12
	Total	$18,465.29	$3,269.28	$21,734.57
Regional TIP	Salaries	$4,257.00	$1,089.76	$5,346.76
	Travel	$0.00		$0.00
	Consultants	$0.00		$0.00
	Miscellaneous	$1,055.45		$1,055.45
	Total	$5,312.45	$1,089.76	$6,402.21
Other PRTPO Activities	Salaries	$0.00		$0.00
	Travel	$0.00		$0.00
	Consultants	$0.00		$0.00
	Miscellaneous	$0.00		$0.00
	Total	$0.00	$0.00	$0.00
	TOTAL RTPO Reimbursement	$74,380.75	$24,686.83	$99,067.58

RTPO	Peninsula RTPO /	GCC 1189
Billing Time Period	04.01.2026 - 06.30.2026	

TPO Reviewer	Date

RTPO UPWP ACTIVITY DETAIL

ACTIVITY Description - work completed during billing period - and STATUS to date

Program Administration

Meeting Support. Provided staff support for Executive Committee, Executive Board, and Technical Advisory Committee meetings. Support included agenda setting and coordination, development of staff reports and meeting materials, remote meeting hosting and logistics, participation in meetings, recaps, website updates, meeting videos posted online, correspondence and follow-up as needed. **Hosted in-person meeting for Executive Board and Technical Advisory Committee.** (on-going)

Public Information and Communications. Maintained PRTPO website, posting updated materials and meeting information. Maintained PRTPO's YouTube channel, posting content associated with work program activities. Developed letters of support for member grant applications. Updated and maintained distribution lists. Responded to inquiries and requests for information. (on-going)

Title VI Compliance. Continued to monitor for Title VI complaints; none were received. (on-going)

PRTPO Support. Responded to member requests for information. Provided letters of support as requested. Maintained PRTPO records and archives. Maintained on-going coordination and communication between lead agencies and Executive Committee and Executive Board. (on-going)

Work Program Management. Monitored budget and activities. (on-going)

Accounting. Completed regular accounting and invoicing activities. **Completed SFY 2026 Q4 invoicing and budget reports for PRTPO expenses.** (on-going)

Consultant/Misc/Travel:

Lead Agency 10% overhead administration charge

Transportation Planning

Long-range Regional Planning. Worked on RTP consistency reviews. (on-going)

Regional Coordination and Collaboration. **Attended the quarterly meeting of WSDOT's MPO/RTPO Coordinating Committee in person.** Participated in the quarterly Rural RTPO Work Group. (on-going)

Tribal Collaboration. Responded to requests for information and staff support. (on-going)

Human Services Transportation Planning. **Consultant continuted the development of the Human Services Transportation Plan has begun.** (on-going)

Transportation Outlook. **Prepared the development of the legislative forum 2026 draft portfolio.** (on-going)

Regional Grants Administration. Continued to monitor TA project obligations and closures and track progress on OA targets. (on-going)

Consultant/Misc/Travel.:

N/A

Regional TIP

Develop and Maintain Regional TIP. **Responded to member questions and supported STIP amendment activities. (on-going)**

Monitor Obligation Authority. **Monitored OA targets and project obligations and correspondence from Local Programs. (on-going)**

Consultant/Misc/Travel:

Other PRTPO Activities

N/A

Consultant/Misc/Travel.:

N/A

OTHER COMMENTS - Additional information to explain approved deviations or delays from original UPWP task descriptions

SIGNATURE	TITLE	DATE
edward coviello	Transportation & Land Use Planner	7/31/2026

RTPO PLANNING REIMBURSEMENT PROCEDURES

Attached in this file is an invoice and activity report for RTPO reimbursement.

You may submit a reimbursement request as often as once a month, but you must submit at least once each quarter. The following information on these forms is completed for you: name and address, agreement number, vendor number, UPWP work elements, allocations, total formulas, and the MPO match formula. You need to complete the shaded areas of the forms.

The INVOICE VOUCHER.

- Enter the Billing Time Period.
- Enter the Invoice Date - the date the invoice is submitted to WSDOT.
- Next to the UPWP Work Element, enter the description of the expenditure and the amount. The total expenditures and match amounts are formulas and will be updated as you enter expenditures.

In the certification section, enter the title of the authorizing signer and the date signed.

The ACTIVITY DETAIL.

- Enter the specific task(s) for each Work Element that had activity for this time period. The
- Include the status of the UPWP element in your activity - i.e. model is 50% complete, or ongoing admin support, etc.

Enter any other information that is pertinent to this billing and activity or any additional information to explain delays or deviations from original UPWP task descriptions in the OTHER COMMENTS box.

When the forms are complete, please print and sign them. Email a pdf file of the forms to "TPOfiscal@wsdot.wa.gov". There is no need to send the originals. Please be sure to keep the original and any backup information for your audit records.

Kitsap Transit

60 Washington Avenue Suite 200
Bremerton, WA 98337
Phone: (360) 478-6234

INVOICE

Invoice Date	**07/28/2026**
Invoice ID	**9026**
Amount Due: $51,252.83	Page 1

CUSTOMER	SHIP TO

JEFFERSON TRANSIT
63 4 CORNERS RD
PORT TOWNSEND, WA 98368

Please detach and return this portion with your remittance

Customer ID	Customer PO No.	Order Date	Shipped Via	FOB
188		07/28/2026		

Terms	Due Date	If Paid By	Deduct	Sold By
	07/28/2026		$0.00	

Item No.	Description	Qty	Unit	Unit Price	Discount	Extended Price
24100	PRTPO 4/1/2026 - 6/30/2026	1				$24,686.83
24101	PRTPO HSTP Study 4/1/2026 - 6/30/2026	1				$26,566.00

Subtotal	$51,252.83
Sales Tax	$0.00
Total	$51,252.83
Total Due	$51,252.83

Printed on 07/28/2026

Kitsap Transit
PRTPO
2026

	Jan 2026	Feb 2026	March 2026	1st Q 2026	April 2026	May 2026	June 2026	2nd Q 2026
Staff Salaries & Wages	$3,455.24	$4,290.23	$3,698.59	$11,444.06	$4,850.02	$7,182.35	$3,013.43	$15,045.80
Staff Fringe Benefit	$825.33	$1,004.81	$1,114.44	$2,944.58	$1,436.12	$2,232.72	$710.94	$4,379.78
Advertising	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Professional & Tech Service	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Other Contract Services	$0.00	$0.00	$4,933.00	$4,933.00	$10,395.00	$5,968.00	$10,203.00	$26,566.00
Operating Supplies	$300.00	$0.00	$0.00	$300.00	$280.26	$0.00	$321.64	$601.90
Third Party Recovery	$0.00	$0.00	($24,339.64)	($24,339.64)	$0.00	$0.00	$0.00	$0.00
Casuality Insurance	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Membership, Dues, and Subscription	$4,718.00	$0.00	$0.00	$4,718.00	$0.00	$0.00	$0.00	$0.00
Merit Plan	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total	**$9,298.57**	**$5,295.04**	**($14,593.61)**	**$0.00**	**$16,961.40**	**$15,383.07**	**$14,249.01**	**$46,593.48**

Total Salaries, Wages, and Fringe Benefits:	$19,425.58
Reimbursed Expenses for Travel thru Payroll:	$20.25
Expenses from Invoice Allocation Report:	$27,147.65
Total Base Eligible Costs:	$46,593.48
10% Charge Admin:	$4,659.35
Total Eligible Charges:	$51,252.83
HSTP Study Qualifying Work:	$26,566.00
Remaining PRTPO:	$24,686.83
Total:	$51,252.83
Variance:	-

Kitsap Transit
Invoice Expense Allocation Report

Vendor Name / Tax Identification Number	Transaction Date / Transaction Number	Description / Transaction Type	Status	Account Number	Account Description	Amount
3P TRANSPORTATION SERVICES						
3P TRANSPORTATION SERVICES	06/01/2026	PRTPO SERVICES FOR MA				
XXX-XX-1946	503	Invoice	Paid	10-50313-4102	Other Contractual Services	$5,968.00
	05/01/2026	PRTPO SERVICES FOR AP				
	502	Invoice	Paid	10-50313-4102	Other Contractual Services	$10,395.00
	07/01/2026	PRTPO SERVICES FOR JU				
	504	Invoice	Paid	10-50313-4102	Other Contractual Services	$10,203.00
					Totals for 3P TRANSPORTATION SERVICES:	*$26,566.00*
REGIONS BANK P-CARD						
REGIONS BANK P-CARD	04/27/2026	MPO-RPTO MTG - AMNA				
	CC-16905	Invoice	Paid	10-50404-4102	Operating Supplies	$65.00
	04/27/2026	MPO-RTPO MTG - AMNA				
	CC-16906	Invoice	Paid	10-50404-4102	Operating Supplies	$215.26
	06/19/2026	PRTPO WEBSITE SUBSCR				
	CC-17710	Invoice	Paid	10-50404-4102	Operating Supplies	$301.39
					Totals for REGIONS BANK P-CARD:	*$581.65*

Kitsap Transit
Invoice Expense Allocation Report

Criteria

Report name: Test
Include all Invoices
Include all Credit Memos
Include all Invoice dates
Include these Invoice post dates: 4/1/2026 to 6/30/2026
Include all Accounts
Include all Funds
Include all Classes
Include all Projects
Include all Vendors
Include all Invoice Attributes
Include all Credit Memo Attributes
Include all Account Attributes
Include all Project Attributes
Include all Vendor Attributes
Include all Funding Source(s)
Include these Department(s): 4102

3P Transportation Services

INVOICE

Date:	June 1, 2026
Client:	Kitsap Transit
Project ID:	PRTPO 25-012
Project Name:	HSTP Update
Billing Period:	May 1, 2026 – May 31, 2026
Invoice Number:	503

Bill To:
Kitsap Transit
Attention: Edward Coviello
60 Washington Street, Ste 200
Bremerton, WA 98337

Remit To:
3P Transportation Services
Attention: Thera Black
1905 Conger Avenue NW
Olympia, WA 98502

Professional services in delivery of the 2026 HSTP Update

Description	Hours	Amount
Task 1: Program Administration	4	$ 700
Task 2: Data Development and Documentation	6	$ 1,050
Task 3: Analysis and Evaluation	5	$ 875
Task 4: Plan Development	4	$ 700
Task 5: Engagement	12	$ 2,100
Total charge for professional services		$ 5,425
10% Overhead		$ 543
Total balance due for Invoice 503		**$ 5,968**

360.878.0353
thera@3ptransport.com
2103 Harrison Ave NW, # 2-733
Olympia, WA 98502

Thank you!!

BILLING REPORT – Invoice 503

Client:	Kitsap Transit
Project ID:	PRTPO 25-012
Project Name:	HSTP Update
Billing Period:	May 1, 2026 – May 31, 2026

Activity Breakout by Task Area

Program Management [4 hours]

- Coordinated with Kitsap Transit project team
- Project invoicing and administration

Data Development and Documentation [6 hours]

- Continued information collection and review
- Compiled update needs for GIS portal and met with FLO Analytics to review update strategy
- Continued compiling inventory of transportation services

Analysis and Evaluation [5 hours]

- Continue review and analysis of data and information resources

Plan Development [4 hours]

- Continued assembling content resources for plan refresh

Engagement [12 hours]

- Coordinated with WSDOT regarding Consolidated Grant information and engagement resources
- Continued correspondence and discussion with service providers and responded to questions about linkages between Consolidated Grants, the HSTP, and other transportation funding programs
- Compiled initial list of school district contacts and drafted outline of issues area to explore further with transit partners
- Maintained and updated PRTPO contact database

PROGRESS REPORT – PRTPO 2026 HSTP Update

TASK AREA	Percent Completion		Budget Expenditure	
	This Period	To Date	This Period	To Date
Project Management	13%	37.5%	$ 700	$ 2,100
Data Dev & Documentation	12%	62.0%	$ 1,050	$ 5,425
Analysis & Evaluation	11%	48.1%	$ 875	$ 3,784
Plan Development	5%	15.0%	$ 700	$ 2,100
Engagement	9%	26.6%	$ 2,100	$ 5,950
Overhead	9%	33.0%	$ 543	$ 1,936
Project Total	9%	33.0%	$ 5,968	$ 21,295

3P Transportation Services

INVOICE

Date: May 1, 2026
Client: Kitsap Transit
Project ID: PRTPO 25-012
Project Name: HSTP Update
Billing Period: April 1, 2026 – April 30, 2026
Invoice Number: 502

Bill To:
Kitsap Transit
Attention: Edward Coviello
60 Washington Street, Ste 200
Bremerton, WA 98337

Remit To:
3P Transportation Services
Attention: Thera Black
1905 Conger Avenue NW
Olympia, WA 98502

Professional services in delivery of the 2026 HSTP Update

Description	Hours	Amount
Task 1: Program Administration	4	$ 700
Task 2: Data Development and Documentation	15	$ 2,625
Task 3: Analysis and Evaluation	11	$ 1,925
Task 4: Plan Development	4	$ 700
Task 5: Engagement	20	$ 3,500
Total charge for professional services		$ 9,450
10% Overhead		$ 945
Total balance due		**$10,395**

360.878.0353
thera@3ptransport.com
2103 Harrison Ave NW, # 2-733
Olympia, WA 98502

Thank you!!

BILLING REPORT – Invoice 502

Client:	Kitsap Transit
Project ID:	PRTPO 25-012
Project Name:	HSTP Update
Billing Period:	April 1, 2026 – April 30, 2026

Activity Breakout by Task Area

Program Management [4 hours]

- Coordinated with Kitsap Transit project team
- Project invoicing and administration

Data Development and Documentation [15 hours]

- Collected and processed Census-based demographic and economic data and Washington State Department of Health, Office of Financial Management demographic resources, and WA Counts 211 data
- Continued compiling and developing resources pertaining to human services providers, their clientele and clientele service needs
- Began updating inventory of transportation services

Analysis and Evaluation [11 hours]

- Reviewed and compared data sources for trends over the last two HSTP development cycles, shifts in patterns associated with COVID impacts, and consistency between resources

Plan Development [4 hours]

- Began assembling content resources for plan refresh

Engagement [20 hours]

- Provided kick-off briefing to PRTPO Executive Board
- Corresponded with transportation and human services providers about the HSTP update and engagement opportunities, and began scheduling meetings for more detailed follow up and information gathering
- Began developing tools for use with providers to collect and assemble input
- Maintained and updated PRTPO contact database

PROGRESS REPORT – PRTPO 2026 HSTP Update

Task Area	Percent Completion		Budget Expenditure	
	This Period	To Date	This Period	To Date
Project Management	12.5%	25.0%	$ 700	$ 1,400
Data Development and Documentation	30.0%	50.0%	$ 2,625	$ 4,375
Evaluation and Analysis	25.0%	37.5%	$ 1,925	$ 2,909
Plan Development	5.0%	10.0%	$ 700	$ 1,400
Engagement	15.6%	17.2%	$ 3,500	$ 3,850
Labor Total	16.2%	23.8%	$ 9,450	$13,934
Overhead	16.2%	23.8%	$ 945	$ 1,393
Total Project	16.2%	23.8%	$10,395	$15,328

3P Transportation Services

INVOICE

Date: July 1, 2026
Client: Kitsap Transit
Project ID: PRTPO 25-012
Project Name: HSTP Update
Billing Period: June 1, 2026 – June 30, 2026
Invoice Number: 504

Bill To:
Kitsap Transit
Attention: Edward Coviello
60 Washington Street, Ste 200
Bremerton, WA 98337

Remit To:
3P Transportation Services
Attention: Thera Black
1905 Conger Avenue NW
Olympia, WA 98502

Professional services in delivery of the 2026 HSTP Update

Description	Hours	Amount
Task 1: Program Administration	4	$ 700
Task 2: Data Development and Documentation	7	$ 1,225
Task 3: Analysis and Evaluation	6	$ 1,050
Task 4: Plan Development	16	$ 2,800
Task 5: Engagement	20	$ 3,500
Total charge for professional services		$ 9,275
10% Overhead		$ 928
Total balance due		**$10,203**

360.878.0353
thera@3ptransport.com
2103 Harrison Ave NW, # 2-733
Olympia, WA 98502

Thank you!!

BILLING REPORT – Invoice 504

Client: Kitsap Transit
Project ID: PRTPO 25-012
Project Name: HSTP Update
Billing Period: June 1, 2026 – June 30, 2026

Activity Breakout by Task Area

Program Management [4 hours]

- Coordinated with Kitsap Transit project team
- Project invoicing and administration

Data Development and Documentation [7 hours]

- Conducted investigation into WA 2-1-1 data and methodologies, ALICE data applicability
- Reviewed data and analysis for (unfunded) Aberdeen-Olympia intercity bus route recommendation in Intercity Bus Program and public input for that element of process

Analysis and Evaluation [6 hours]

- Researched Dept of Health data sets regarding health care facilities, clientele demographics and services sought, and role of transportation as an indicator of health outcomes
- Began investigating the $1 billion Health Care Authority federal grant for the WA Rural Health Care Transformation Program, the recommended transportation strategies for behavioral health mobility needs, and mechanisms for the recommended “vehicle maintenance-as-a-service” funding model concept. Followed up with WSDOT Public Transportation Division staff and began compiling HCA information requests.

Plan Development [16 hours]

- Launched an online working draft version of the HSTP summary and began populating background sections
- Continued to assemble content for the official HSTP document

Engagement [20 hours]

- Met remotely, talked on the phone, and exchanged email correspondence with staff and representatives from the Health Care Authority’s Recovery Navigator Program, Lewis-Mason-Thurston Area Agency on Aging, Mobility for All, Dept of Health - Aging & Adult Care program, WSDOT Joint Operations Group coordinator for Peninsula region, WSDOT Public Transportation Division
- Maintained and updated PRTPO contact database

PROGRESS REPORT – PRTPO 2026 HSTP Update

TASK AREA	Percent Completion		Budget Expenditure	
	This Period	To Date	This Period	To Date
Project Management	13%	50.0%	$ 700	$ 2,800
Data Dev & Documentation	14%	76.0%	$ 1,225	$ 6,650
Analysis & Evaluation	13%	61.4%	$ 1,050	$ 4,834
Plan Development	20%	35.0%	$ 2,800	$ 4,900
Engagement	16%	42.2%	$ 3,500	$ 9,450
Overhead	16%	48.8%	$ 928	$ 2,863
Project Total	16%	48.8%	$ 10,203	$ 31,497

MPO-RTPO Coordination Meeting

Monday, May 11, 2026, 2:00-3:00 PM p.m.

HYBRID MEETING FORMAT

In-person, Vancouver WA

Meeting Location(s) TBD

Join Zoom Meeting
https://us06web.zoom.us/j/84266480302?pwd=TH3tKUrxhupRRuIEKwtbnzfeYGaH7N.1

Meeting ID: 842 6648 0302
Passcode: 895555

AGENDA

1. **Call to Order**
2. **Agenda Additions**
3. **Committee and Advisory Group Reports**
    a. Multi-modal Level of Service
    b. Other
4. **WA State Matters** (All)
    a. Legislative debrief (2026) & Outlook (2027)
    b. Other ??
    c. Other ??
5. **Federal Updates** (All)
    a. Obligation Targets – 2026 Strategy & Needs
    b. Federal Transp. Act Reauthorization
    c. SS4A –Grants
        i. Final NOFO – Applications due May 26:
6. **February Coordinating Committee Agenda Review**
7. **Member Updates** –
    a. Topics of general interest
8. **Other business**
    a. Bi-State Executive Director Retreat (WA/OR).
        i. September 9, 2026 (Location, Portland OR)
9. **Adjourn** (3:00 p.m.)

RTPO – COMMERCE Roundtable Agenda (see next page)

DRAFT

RTPO – Commerce Growth Mgt Services Roundtable Meeting

Monday, May 11, 2026, 3:00-4:30 PM p.m.

HYBRID MEETING FORMAT

In-person, Vancouver WA
Meeting Location TBD

Join Zoom Meeting
https://us06web.zoom.us/j/84266480302?pwd=TH3tKUrxhupRRuIEKwtbnzfeYGaH7N.1

Meeting ID: 842 6648 0302
Passcode: 895555

Purpose:

To convene a peer roundtable exchange between RTPO agencies and Dept of Commerce GMA Division regional planners, to advance shared understanding of scope of responsibilities for growth management plan review/certifications under relevant WA statutes.

Specific Objectives/outcomes:

- Share relevant statutes (RCW 36.70A and RCW 47.80) for Comp Plan review requirements
- Share current state of practice and case studies
- Roundtable discussion of key process and coordination opportunities

Meeting Agenda

1) **Welcome / Introductions**
2) **Agency / Statute Responsibilities**
    a. **GMA Comp Plan Statute Review**
        i. (focus on 36.70A and related GMA Comp Plan review guidelines)
    b. **RTPO Transportation Element Certification**
        i. (focus on 47.80 and related TE Certification guidelines)
3) **Current State of Practice and Methods**
    a. **GMA Comp Plan Review Case Study**
        i. (sharing a typical 36.70A Comp Plan review process case study(s), comment letter, format/themes, what staff focus on, etc.)
    b. **RTPO Transportation Element Review Case Study**
        i. (select RTPO to share current 47.80 TE Certification case study(s), methods/practices, what to focus on, Policy Board approvals, etc.)
4) **Roundtable Discussion (All)**
    a. share experience, ask questions, open ended dialogue
5) **Meeting Takeaways, Next Steps**

DRAFT

SHARING RESOURCES (IN DEVELOPMENT)

- GMA Regional Liaison Maps / Contact Info
  - https://deptofcommerce.app.box.com/s/m4luai6p5oq9cjs93oknr4bur2w256i8
- Commerce Regional - Planners Forums
  -
- Commerce Guidebooks:
  - Your Community's Transportation System guidebook
  - Other??
- Commerce GMA Review – Case Study Example(s)
  - Comment Letter example
  - Other??

- RTPO Map and Contact List
  -
- RTPO Transportation Element Certification - Case Study example(s)
  - Certification Guideance/Checklists (examples)
  - Staff Reports (examples)
  - Other??
- WSDOT Land Use & Transportation Planning portal
  - https://wsdot.wa.gov/engineering-standards/planning-guidance/land-use-transportation-planning
  - MM-LOS Interim Guidance
  - Other?

DRAFT

FY 2026 per diem rates for VANCOUVER, Washington

Change fiscal year: **or** New search

Daily lodging rates (excluding taxes) | October 2025 - September 2026

Cities not appearing below may be located within a county for which rates are listed. To determine the county a destination is located in, visit the Census Geocoder.

Primary destination	County	2025 Oct	Nov	Dec	2026 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Vancouver	Clark / Cowlitz / Skamania	$155	$155	$155	$155	$155	$155	$155	$155	$155	$155	$155	$155

155 x 150% = 232.50 /night

Meals and incidental expenses (M&IE) rates and breakdown

The M&IE total is the full daily amount for a single calendar day when that day is neither the first nor last day of travel. The amount received on the first and last day of travel equals 75% of the M&IE total. See M&IE breakdowns for information related to the individual meal amounts.

Primary destination	County	M&IE total	Breakfast	Lunch	Dinner	Incidental expenses	First and last day of travel
Vancouver	Clark / Cowlitz / Skamania	$86	$22	$23	$36	$5	$64.50

You're all set, AMNA!

Confirmation number: 55187392

We sent the details to A••••P@KITSAPTRANSIT.COM.

Hotel Information

Homewood Suites by Hilton Vancouver-Portland

701 S.E. Columbia Shores Blvd.
Vancouver, Washington 98661 USA
+1 360-750-1100

Stay Information

11 MAY MON – **12** MAY TUE

Check-in: 4 pm
Check-out: 11 am

Early check-in cannot be guaranteed. Contact the hotel to inquire about early check-in or late check-out.

1 room for 2 adults

1 King 1 Bdrm Ste Nonsmok - Non-refundable

Total room charge	$192.30
Total taxes	$22.96

Total for stay: $215.26

Payment VISA 5371 Dec 2026

Guest information

AMNA PARSON

Hilton Honors#: 2755485154

Guarantee policy

Full prepayment is required for this reservation, your credit card will be charged immediately.

If you use a debit/credit card to check in, a hold may be placed on your card account for the full anticipated amount to be owed to the hotel, including estimated incidentals, through your date of check-out and such hold may not be released for 72 hours from the date of check-out or longer at the discretion of your card issuer.

1 SEA ⇄ VAN Mon, May 11 | Tue, May 12 Revise Search $61

1

Trip Summary

Departure | Mon, May 11

Seattle, WA - King Street Station to Vancouver, WA

SEA VAN

Details

505 DEPARTS 8:55a → 2h 59m ARRIVES 11:54a

1 Coach Seat

Return | Tue, May 12

Vancouver, WA to Seattle, WA - King Street Station

VAN SEA

Details

518 DEPARTS 2:28p → 3h 9m ARRIVES 5:37p

1 Coach Seat

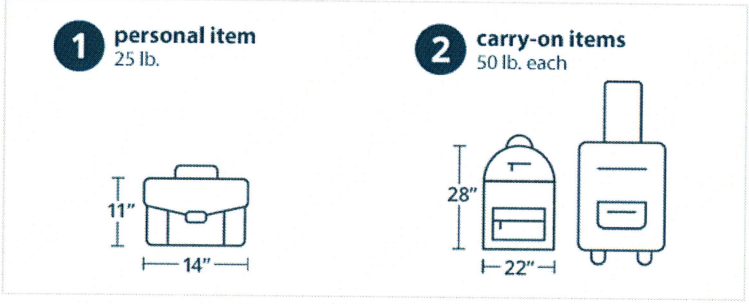
Additional Items

Prices shown are for the entire trip.

Bicycle
$10
10 Left
See Details - 0 +

Pet
$58
5 Left
See Details - 0 +

Baggage Allowances



One personal item (14x11x7 in., 25 lb.) and two carry-on items (28x22x14 in. 50 lb.) per passenger. Store personal items under the seat or in overhead luggage shelf. Carry-on bags must fit in the sizer at the station. Where accepted, two checked bags (75 linear inch, 50 lb.) per passenger. See all baggage guidelines and if your station accepts checked baggage (/at-the-station) .

Need Help?

Back CONTINUE

Cha ava pre ALT plus 1 to

Amna, you're all set.

We've emailed your purchase receipt and PDF ticket to amnap@kitsaptransit.com

CONFIRMATION

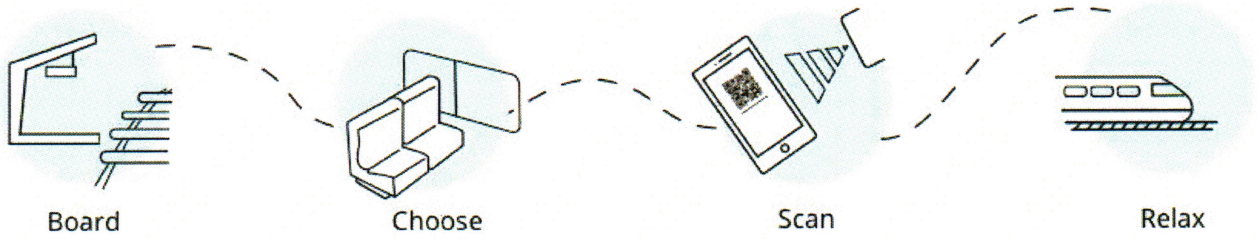
Res #: 010B10

Total: $65.00

View Details

Traveler 1

What's Next?



Departure Mon, May 11

Trip Tools

SEA	Seattle, WA King Street Station	VAN	Vancouver, WA USA

505 Amtrak Cascades

DEPARTS 8:55a

2h 59m

ARRIVES 11:54a

Details

1 Coach

UPGRADE

Return Tue, May 12

VAN	Vancouver, WA USA	SEA	Seattle, WA King Street Station

BidUp to Upgrade

Place a bid to upgrade your reservation to a premium service.

Check Eligibility



(/guestrewards/apply.html?atv=preferredmc-fnbo-confirmationpage&cmp=confirmationpage-dec2025-fnbocobrandbau-agr)

Baggage Info

Bring up to two carry-on bags and two checked bags (where checked baggage is available) all for free. Size/weight limitations apply. Baggage Details (https://www.amtrak.com/baggage)

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Need Help?

Invoice

#239186536

Charged on Thursday, June 18, 2026

ISSUED TO

Brian Rojo
60 washington ave., suite 200
bremerton, wa 98337
United States
Card Number •••• •••• •••• 4159

ISSUED BY

Squarespace, Inc.
225 Varick Street, 12th Floor
New York, NY 10014

Charges

All prices in USD.

Website Subscription: Business (Annually) - vuvuzela-orb-knke.squarespace.com Jun 18, 2026 - Jun 18, 2027	$276.00
Subtotal	$276.00
Discount	–
Sales Tax (9.2%)	$25.39
Due	$0.00
Paid	**$301.39**

From: Brian Rojo
To: Cindy Emel
Subject: FW: [EXTERNAL] Your website subscription is about to renew
Date: Friday, June 12, 2026 9:11:20 AM

FYI

From: Edward Coviello <EdwardC@KitsapTransit.com>
Sent: Tuesday, June 9, 2026 1:58 PM
To: Brian Rojo <BrianR@KitsapTransit.com>
Subject: FW: [EXTERNAL] Your website subscription is about to renew

Hi Brian,

The PRTPO website will renew on the 18th. I just want to make sure the credit card on file is still active. See below.

Ed

From: Squarespace <no-reply@squarespace.com>
Sent: Wednesday, June 3, 2026 5:53 AM
To: Edward Coviello <EdwardC@KitsapTransit.com>
Subject: [EXTERNAL] Your website subscription is about to renew

ACCOUNT STATUS

Thank you for using Squarespace.

As a reminder, your website subscription is set to auto-renew on June 18, 2026.
If you would like to keep your current plan, no further action is needed.

WEBSITE:
vuvuzela-orb-knke
vuvuzela-orb-knke.squarespace.com

WEBSITE PLAN:
Business - $276.00

CARD:
Visa ending in 4159

You can make changes from your billing panel. You can also contact Customer Support with any questions.

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Squarespace, Inc., 225 Varick Street, 12th Floor, New York, NY 10014

Squarespace Ireland Limited, Squarespace House, Ship Street Great, Dublin 8, Ireland

Docusign Envelope ID: CED07A88-540E-8EFA-83BD-5D93E6E6D336

2026 KITSAP TRANSIT TRAVEL EXPENSE REPORT (October 2025-September 2026)

NAME (Last, First, MI)	Parson, Amna A							Date June 2, 2026
Purpose of Trip (Be Specific) TO ATTEND MPO-RTPO COORDINATION MEETING								Department and GL Acct. No. 10-50997-4102 4102
List ALL Expenses	Weekday	Day	MONDAY	TUESDAY				TOTAL:
	MM/DD	Date	5/11/2026	5/12/2026				
City / State	City	From	BREMERTON	VANCOUVER				
City / State	City	To	VANCOUVER	BREMERTON				
		Miles	~~0~~	~~0~~				0
(Mileage=$0.725 per mile)		Amount	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00 $0.00
Seminar Registration Fee								$0.00
Air Fare								$0.00
Ferry Fare								$0.00
Parking & DOT Tolls								$0.00
Cabs & Shuttle Fare			11.45	8.80			20.25	~~$0.00~~
Car Rental								$0.00
Hotel Room			$215.26					$215.26
TRAIN			$65.00					$65.00
Per Diem M&I Amount : Refer to and attach the rate schedule from Tab 4 below								
Per Diem:			86.00	86.00				$172.00
Other- Explain:								$0.00
Other- Explain:								$0.00
Other- Explain:								$0.00
Other- Explain:								$0.00
Other- Explain:								$0.00
Other- Explain:								$0.00
								~~$452.26~~

Additional Details: 472.51

APPROVAL SIGNATURES

I, the undersigned employee, hereby certify under penalty of perjury that this is a true and correct claim for necessary expenses incurred by me and that no payment has been received by me on account thereof. I further certify that I have read and understand the Kitsap Transit Travel and Expense Policy.

Signed by: AMNA DocuSigned by: C23DBA78EFAC404... 6/2/2026 | 2:55 PM PDT

Signed (employee traveling): Steffani Lillie BF3E00B87C3B4B5... Date 6/2/2026 | 2:29 PM PDT

Director Date

Executive Director (if applicable) Date 6.9.26

Finance (Audit) Date

REIMBURSEMENT SUMMARY 472.51

TOTAL EXPENSES FROM ABOVE		~~452.26~~
LESS:	Cash Advance	172.00
	*Air Fare Purchased by KT	0.00
	*Seminar Fees paid by KT	
	*Deposits Made by KT	0.00
	*Rental Car Paid by KT	0.00
	*Other paid by KT	
*KT Credit Card/Payments ***see back***		280.26
To Kitsap Transit (Refund to Accounting) BALANCE DUE Employee		20.25 ~~0.00~~

Form Revised 04/28/2026 CE

*Please print tab 2 below (T&E Report 2 of 2) on back.

$20.25 pay to Amna CE 6/2/26

emailed docusign

Docusign Envelope ID: CED07A88-540E-8EFA-83BD-5D93E6E6D336

Kitsap Transit Credit Card Usage

Date	Vendor	Amt. Charged	Date	Vendor	Amt. Charged
4/23/26	Homewood Suites by Hilton Vancouver-Portland	215.26			
4/23/26	Amtrak	65.00			
	Last 4 of KT Card Used: ___	5371	✓	Total	$452.26 ✓
				(Enter amount on front, lower right)	

Additional Remarks or Payments previously made by KT: _____

Reimbursement to Anna:

Bus Fare	$3.00
Uber	$9.95
Parking	$3.60
Lime	$3.70
	$20.25

Docusign Envelope ID: CED07A88-540E-8EFA-83BD-5D93E6E6D336

LOST RECEIPT
CONFIRMATION AFFIDAVIT

REQUESTOR AMNA PARSON DATE 05/11/2026

AMOUNT OF MASTERCARD PURCHASE $ ~~20.25~~ 3.00 +TAX ☐ +FREIGHT ☐

DATE OF PURCHASE 05/11/2026 VENDOR VARIOUS

PURPOSE OF ITEM(S) PURCHASED OR BUSINESS MEAL & ATTENDEES

BUS FARE 1.50 & 1.50, TRANSPORTATION FOR TRIP TO VANCOUVER FOR MPO-RTPO MTG 5/11-5/12/2026

GL ACCOUNT(S) 10-50902-4107

FUND BUS ☑ FERRY ☐

I, Amna Parson & the undersigned, do hereby certify under penalty of perjury that the credit card transactions attached have been furnished, the services rendered, or the labor performed as described herein, and that the transactions shown are just due, and unpaid obligations against Kitsap Transit, and that we are authorized to authenticate and certify said transactions.

Last four digits of card used. PERSONAL CARD

Signed by: AMNA C23D5A78FFAC4D4...
SIGNATURE OF REQUESTOR

DATE 6/2/2026 | 2:55 PM PDT

Signed by: John W. Clauson E66A1083A2CA490...
SIGNATURE OF **JOHN W. CLAUSON**

DATE 6/5/2026 | 2:16 PM PDT

Docusign Envelope ID: CED07A88-540E-8EFA-83BD-5D93E6E6D336

[redacted]

Transactions

Transaction Date	Posting Date	Description	Reference Number	Account Number	Amount
		Purchases and Adjustments			
[redacted]					
		TOTAL PURCHASES AND ADJUSTMENTS FOR THIS PERIOD			$136.00
		Interest Charged			
05/20	05/20	INTEREST CHARGE ON [redacted]			[redacted]
05/20	05/20	INTEREST CHARGED ON [redacted]			[redacted]
05/20	05/20	INTEREST CHARGED ON [redacted]			[redacted]
05/20	05/20	INTEREST CHARGED ON [redacted]			[redacted]
		TOTAL INTEREST CHARGED FOR THIS PERIOD			$0.00

2026 Totals Year-to-Date	
Total fees charged in 2026	$0.00
Total interest charged in 2026	$0.00

Interest Charge Calculation

Annual Percentage Rate (APR) [redacted]

Type of Balance	Annual Percentage Rate	Promotional Transaction Type	Promotional Offer ID	Promotional Rate End Date	Balance Subject to Interest Rate	Interest Charges by Transaction Type
Purchases	[redacted]				[redacted]	[redacted]
Balance Transfers	[redacted]				[redacted]	[redacted]
Direct Deposit and Check Cash Advances	[redacted]				[redacted]	[redacted]
Bank Cash Advances	[redacted]				[redacted]	[redacted]

[redacted] Daily Interest Rate Type(s) Per Year x Daily Rate(s) may vary.

Bus $1.5

Bus $1.5

Transactions

Transaction Date	Posting Date	Description	Reference Number	Account Number	Amount	Total
		Purchases and Adjustments				
[redacted]						
05/12	05/13	UBER *TRIP HELP.UBER.COMCA	3295	3642	9.95	
[redacted]						
05/12	05/13	HOP*LOWTG4 PORTLAND OR	4712	3642	1.50	
05/13	05/14	COW PARKING KITT* 360-457-8454 WA	5269	3642	3.00	
05/13	05/14	HOP*TOKUNI PORTLAND OR	3540	3642	1.50	
05/15	05/15	LIME*RIDE REG LIME CA	8263	3642	3.70	
		TOTAL PURCHASES AND ADJUSTMENTS FOR THIS PERIOD				**$136.60**
		Interest Charged				
05/20	05/20	INTEREST CHARGED ON PURCHASES			0.00	
05/20	05/20	INTEREST CHARGED ON BALANCE TRANSFERS			0.00	
05/20	05/20	INTEREST CHARGED ON DIRECT/CHK CASH ADV			0.00	
05/20	05/20	INTEREST CHARGED ON BANK CASH ADVANCES			0.00	
		TOTAL INTEREST CHARGED FOR THIS PERIOD				**$0.00**

Bus $1.50

Bus $1.50

2026 Totals Year-to-Date	
Total fees charged in 2026	$0.00
Total interest charged in 2026	$0.00

Interest Charge Calculation

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account.

Type of Balance	Annual Percentage Rate	Promotional Transaction Type	Promotional Offer ID	Promotional Rate End Date	Balance Subject to Interest Rate	Interest Charges by Transaction Type
Purchases	26.49%V				$0.00	$0.00
Balance Transfers	26.49%V				$0.00	$0.00
Direct Deposit and Check Cash Advances	28.24%V				$0.00	$0.00
Bank Cash Advances	28.24%V				$0.00	$0.00

APR Type Definitions: Daily Interest Rate Type: V= Variable Rate (rate may vary)

Uber

May 11, 2026
8:12 PM

Thanks for riding, Amna

We hope you enjoyed your ride this evening.

Total $9.95

Trip fare	$7.02
Booking Fee	$2.17
WA Driver Benefits Fee	$0.61
WA Driver Resource Center Fund Fee	$0.15

Payments

Apple Pay Visa ····6971 5/12/26 7:12 AM	$9.95

Trip details

UberX
1.44 miles, 4 minutes

8:15 PM
333 W Columbia Way, Vancouver, WA 98660, US

8:20 PM
701 SE Columbia Shores Blvd, Vancouver, WA 98661, US



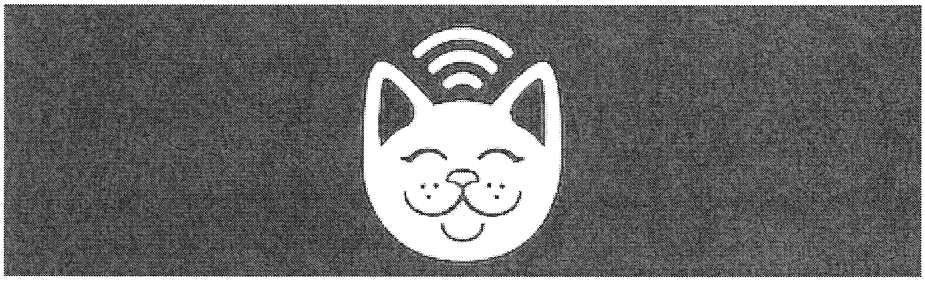
You rode with Daniel 4.93 ★

Unique Identifier: 359da029

When you ride with Uber, your trips are insured in case of a covered accident. Learn more

Want to review your trip history? My trips

From: donotreply@gopassport.com
Subject: Parking Receipt - Parking Kitty
Date: Jun 2, 2026 at 11:53:49 AM
To: amnaparson@hotmail.com



Thanks for paying for parking with Parking Kitty

Below is a receipt of your parking stay details:

Transaction Number: 785363196
Zone Number: 902283
Zone Name: WA-500
License Plate: WA D87979J
Start: Tue, May 12 2026, 12:24 PM
End: Tue, May 12 2026, 02:24 PM
Payment Info: Card ending in 3642
Parking Fee: $3.50
Convenience Fee: $0.10
Total Fee: $3.60

If you have questions about this parking transaction, please contact a customer service representative for the City of Vancouver, WA at

360-487-8650 or email
cityparkingservices@cityofvancouver.us .

Parking Kitty Team!

POWERED BY
Passport

Lime

Thank you for riding with Lime.

Summary

May 12, 2026 (6:00 PM - 6:05 PM)

Seattle, WA

Seattle, WA

Start Fee	$1.00
Riding - $0.47/min (5 min)	$2.35
Subtotal	$3.35
Tax	$0.35
Total	**$3.70**
Apple Pay	$3.70

*The remaining seconds on your ride time are charged as one minute.

Date of Issue: May 12, 2026

DISCUSSION ITEM

To: PRTPO Executive Board
From: Thera Black, 3P Transportation Services
Date: August 13, 2026
Subject: **2026 Human Services Transportation Plan Draft Review**

REQUESTED ACTION:
No action is requested. After public review a final 2026 update will come back to the Board for approval in October.

Overview
A draft 2026 update of the Human Services Transportation Plan (HSTP) is ready for review and outreach. This meeting is a chance for the Board to walk through the draft and provide any feedback before it goes out for public review.

As a reminder, PRTPO conducts a periodic update of the HSTP every four years. It is done in conjunction with WSDOT's Consolidated Grant program, where it plays important roles in project eligibility and statewide competitiveness. You will reference it late this year and again in 2028 in your evaluation and ranking of Consolidated Grant projects for WSDOT.

The HSTP is concerned with rural mobility, with a particular focus on the ability of those who don't drive to access essential services and the basic needs of life. The target demographics featured in the HSTP are seniors, people with disabilities, and people with low income. These three characteristics – alone or in combination - explain the vast majority of reasons why people lose their mobility or have marginal travel reliability at some point in their lives. We keep an eye on other characteristics that indicate the need for a little closer attention, too. Veterans are one such group, especially with the travel distance and complexity of trip-making to access so many VA services. Native Americans are another, with deep cultural and social characteristics that don't always align with non-tribal schedules and services.

Human Services Transportation
Our approach in this update cycle has been to lean into the existing regional Accountable Communities of Health (ACH) networks of health and human services providers and the community resources they bring to bear. In the same way that RTPOs bring together transportation partners from across the region, these ACHs bring together the wide range of public, private, tribal, and non-profit health and human service providers from across each ACH region. Their members represent the majority of destinations people are trying to reach when they need help with mobility –hospitals and healing centers, doctors and medical groups, senior services, food pantries and nutrition programs, recovery navigator programs, community action councils, work force training agencies, homeless support services, family welfare programs, housing services and shelters, government programs, and more.

Though transportation is not their remit, it is an issue human services providers confront regularly. Lack of reliable transportation causes people to miss appointments or not take advantage of resources or care that is available to them. This can have spiraling effects for the individual, family, and community. Joining together insights from transportation providers with those of human services providers helps us develop a more complete and nuanced understanding of barriers and service gaps than we've been able to compile previously. We are drawing from the collective experience of many thousands of residents supported by our transportation and human services partners, who understand in direct ways the barriers and gaps in service their clients navigate and sometimes fall through.

Unmet Needs and Barriers
The resulting Unmet Needs and Barriers in the draft HSTP update presents these as three kinds of related mobility issues:

- Those that individuals face trying to get where they are going
- Those that human services providers confront in helping their clients overcome mobility barriers
- Those that transportation providers navigate in delivering reliable mobility options that are convenient and affordable

This should be a fairly comprehensive summary of the issues that make rural mobility such a challenge, but if something relevant surfaces during the upcoming engagement we'll update the list.

Mobility Strategies

For many, the primary interest in the HSTP are the Mobility Strategies deemed suitable for sustaining or improving rural mobility in the Peninsula Region. That's because Consolidated Grant funds must be spent on projects that are consistent with and advance strategies identified in the HSTP.

To better support Consolidated Grant applicants and help them secure funding for projects that support rural mobility, I've organized the strategies by the five corresponding types of projects in that grant program: operations; mobility management; vehicle replacement and equipment/technology; small construction needs like bus stops; and planning. In my discussions with providers and applicants, I've emphasized the importance of reviewing this list and letting me know if there are any questions about eligibility and so far have encountered no disconnects between potential project proposals and recommended strategies.

In addition to strategies that align with grant funding opportunities, there are a small number of strategic mobility measures that would improve the ability of transit agencies and others to provide convenient, reliable transportation services. For example, measures to address the impacts of unpredictable Hood Canal Bridge operations on transit vehicles and their travel time reliability. These strategic measures may be particularly relevant for review by PRTPO members. Be sure you agree with them and are comfortable with how they are presented. You'll find them at the bottom of the Mobility Strategies tab or at the end of Chapter 5 in the report.

HSTP Format

There are a couple of things to highlight for you about the format of the HSTP.

As with other PRTPO documents, it has a public facing online component and a more administrative report component suitable for WSDOT submittal; the report includes some additional deliverables that WSDOT looks for but which don't add value to the public-facing information. That report will also be on the Resources page for download.

The online format is simple. It's not a storymap as envisioned but should easily maintain compliance with website accessibility standards. It is a bit bereft of images at the moment, but they present some formatting challenges and so will be added shortly. This really isn't a plan of interest to the general public so much as for stakeholders though, so aesthetics aren't quite as important as they are for plans primarily meant to engage citizenry. As with other PRTPO plans, we are aiming for a format that can be maintained and updated over time without undue effort and which supports other related initiatives where possible.

To that end, this 2026 update highlights the recent launch of Washington's Rural Health Transformation Program, a nearly $1 billion federally funded initiative to shore up rural health care systems across the state. We don't yet know what those funding programs will look like, but rural networks like Olympic Community of Health/Olympic Connect and CHOICE as well as tribal health centers will likely have some unique funding opportunities over the next 3-5 years. This update tries to make the case that sustaining locally available health services and increasing them where possible is a regional transportation concern. We already have unmet demand for long-distance travel to health care and other services; any further erosion of locally available services will drive more people out of the region for care and exacerbate the unmet regional demand for long-distance travel. The intent is to give any of our human services partners pursuing funding from this or other sources a reference they can cite in their applications as evidence of demonstrated need. Recognition by a regional plan, even if it's "just" the HSTP, can be helpful in grant processes.

Engagement

In some regards, engagement has been underway from the start. Discussions with transportation and human services providers have been helpful in understanding transportation issues from their varied perspectives. A human services provider poll is on the streets now, expanding that engagement to as wide a circle of providers as I can reach. This will help ensure the issues and strategies are complete and practical, as well as create some new opportunities for cross-sector communication and coordination.

A public poll will launch after the Board meeting. In addition to outreach through our regular means, I'll ask willing transportation and human services providers to share the online link with their client bases. Requests for information from trusted providers work best. The public poll is in part an opportunity to double-check that our unmet needs and barriers reflect public experience. In part it is also an education opportunity to be sure people are familiar with available resources like 211, that they know most transit services are fare-free, and give them an opening to ask for assistance in getting connected to transportation services.

Both polls will be open through early September. Responses will be used to refine the draft plan to address fresh insights and make clarifications as needed before presenting it to the Board for approval in October.

In addition, there are still online meetings coming up. They've evolved in response to the process, input, and competing schedules, and will occur in early-mid September:

- Transportation for Human Services – a joint gathering of transportation and human services providers to share the innovative array of transportation services that are currently available to connect residents with the care and services they need and identify information needs and resources that can help human services providers better connect their clients with the mobility support they need.
- Transportation for Tribal Health Access - this meeting will probe mobility needs unique to our tribal communities with a particular focus on access to health services on and off the reservation. It is envisioned as a meeting of tribal transportation and tribal health services staff along with our public transit agencies. It may point to some future opportunities for tribal-specific transportation services that better connect Tribes across the Olympic and Kitsap Peninsulas and increase access to appropriate services and cultural activities.
- Olympic Peninsula Service – this meeting will engage the public transit agencies on the Olympic Peninsula in a high level exploratory discussion about what an "Oly Pen route" might entail with timed connections around the Olympic Peninsula and whether it is an idea worth pursuing in more detail. This meeting will engage Mason, Jefferson, Clallam, and Grays Harbor Transits with room at the table if Squaxin Transit or others want to join the discussion.

I'll also continue to meet one-on-one with people during this process and follow up on a few outstanding things I want to pursue with our partners in case they have bearing on this update cycle.

Next Steps

I'll incorporate feedback from the Board discussion and then launch the public poll no later than August 24th. I'll brief the TAC in September on the input received from these activities and present them with the final draft plan for consideration and recommendation to the Board. The final draft will come to the Board for approval in October at which point I'll complete the submittal process for WSDOT. This will wrap up primary activities for the 2026 update.

As noted earlier, the HSTP is tied directly to the WSDOT Consolidated Grant process. In December you will make a recommendation to WSDOT on the ranking of Consolidated Grant proposals after the TAC's review in November. At that same meeting, you will take the simple action of amending those projects into the HSTP.

For More Information:
Thera Black | 360.878.0353 | thera@3ptransport.com

ATTACHMENT E

DISCUSSION ITEM

To: PRTPO Executive Board
From: Amna Parson, PRTPO Coordinator
Date: August 13, 2026
Subject: **2027-29 Consolidated Grants Process**

Requested Action:

No action is requested.

Background

The PRTPO was informed of the following information in early March.

WSDOT has completed regional ABC ranking allocations for the 2027-2029 biennium Consolidated Grant program. PRTPO has to submit the Regional Ranking Recommendation form 2027-2029 workbook by January 30, 2027. It is the responsibility of PRTPO to collect the final grant applications directly from applicants for review in the regional ranking. Some final applications will not be available until after WSDOT staff reviews the resubmissions due November 13.

Regional rankings and value
The PRTPO will assign an ABC ranking to projects submitted to the Consolidated Grant program. These rankings provide additional points during WSDOT's application evaluation.

Evaluation of applications for the 2027-2029 biennium will be the same process as the last biennium. The evaluation process will automatically award projects with an "A" ranking, assuming there are no fatal flaws and enough funding is available. Therefore, the values of ABC rankings are:

- A = Automatically awarded
- B = 25 points
- C = 12 points
- D = No additional points

PRTPO has the following ranking available:

			2025-2027 obligated rankings (4-year projects)				2027-2029 available rankings remaining			
	2025-2027 allocated rankings	2027-2029 allocated rankings	A	B	C	Total	A	B	C	Total
Peninsula (PRTPO)	22	22	2	1	0	3	6	6	7	19

Awarded two-year projects use ABC rankings from the current biennial allocation (i.e., 2027-2029) and have no effect on ABC ranking allocations for the next biennium (i.e., 2029-2031). ABC rankings used for two-year projects will reset in the next biennium. An example would be:

For More Information:
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- If the PRTPO had a total of 10, with 4 (A), 3 (B), and 3 (C). During the 2025-2027 Consolidated Grant program cycle, the PRTPO used its ABC regional rankings for two-year projects only and didn't use its ABC rankings for any four-year projects. As such, during the 2027-2029 Consolidated Grant program cycle, the number of regional rankings WSDOT will allocate to PRTPO will be the full amount (10) because XYZ RTPO didn't have any four-year awarded projects to subtract from its 2027-2029 allocation.

When WSDOT awards a four-year project, they subtract the ABC ranking associated with the project from RTPO's next biennial ABC ranking allocation. For example:

- If the PRTPO had a total of 10, with 4 (A), 3 (B), and 3 (C). During the 2025-2027 Consolidated Grant program cycle, PRTPO allocated two "A" rankings and three "B" rankings to five four-year projects. WSDOT subsequently awarded all the projects. In the 2027-2029 biennium, PRTPO must subtract two "A" rankings and three "B" rankings from its prior cycle ABC ranking allocations from the 2025-2027 four-year projects. As such, XYZ RTPO has the following ABC rankings for the 2027-2029 Consolidated Grant program cycle 2 (A), 0 (B), and 3 (C).

The following is an excerpt from the information needed for the ranking submission:

					TYPE OF PROJECT		Requested funds from WSDOT		
Legal Name of Organization	Doing Business As		Project Title	Project Description	Sustaining, Expansion, or New	Capital, Operating, Mobility Management or Planning Project	2027-2029	2029-2031	Project Grade assigned by RTPO/MPO (A, B, C, D)

Next Steps

After submitting the Consolidated Grants applications to WSDOT (due 9/9), the TAC is asked to download/save a PDF of the application and send it to PRTPO staff after your submission, because WSDOT does not provide copies of your applications until November and staff cannot access the portal. Staff will convert the applications to the PRTPO consolidated grants form that will be used to review projects for ranking. This will be shared with the TAC, and the full application will be on the PRTPO website. TAC will be asked to rank the projects personally and send an email with their ranking by 11/17, so staff can provide a snapshot of the rankings and focus the 11/19 TAC discussion on finalizing the ranking recommendation for the Board in December.

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