# PENINSULA RTPO UNIFIED PLANNING WORK PROGRAM

**STATE FISCAL YEAR 2026-2027**
**(July 1, 2025 – June 30, 2027)**

**AMENDMENT 1**

**APPROVED BY THE PRTPO EXECUTIVE BOARD**
**June 12, 2026**

**PENINSULA REGIONAL TRANSPORTATION PLANNING ORGANIZATION**

# RESOLUTION 01-2026

## *Approving Amendment #1 to the SFY 2026-2027 UPWP for the Peninsula Region*

### Recitals

WHEREAS, the Peninsula Regional Transportation Planning Organization (PRTPO) is the designated Regional Transportation Planning Organization (RTPO) for the Peninsula region and is in good standing with the Washington State Department of Transportation (WSDOT) in its agreements and certifications; and

WHEREAS, WSDOT requires a current Unified Planning Work Program (UPWP) that describes what work will be accomplished with designated state RTPO planning funds prior to use of those funds for regional planning purposes, to be amended if the budget changes or shifts between tasks; and

WHEREAS, PRTPO's UPWP Development Policy requires Executive Board review of the UPWP midway through the biennium with adjustments as needed to ensure consistency between the approved budget and authorized work program activities; and

WHEREAS, the PRTPO Executive Board has reviewed and provided direction on proposed changes to the work program and budget, which were subsequently reviewed by WSDOT; and

WHEREAS, adjustments needed to rebalance the budget between tasks mid-biennium are accomplished by an amendment to the approved two-year UPWP.

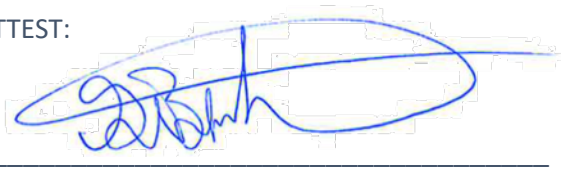
NOW, THEREFORE, BE IT RESOLVED BY THE EXECUTIVE BOARD OF THE PENINSULA REGIONAL TRANSPORTATION PLANNING ORGANIZATION:

THAT the budget and work program identified in Amendment #1 to the Unified Planning Work Program for SFY 2026-2027 be approved as per the attached document; and

THAT the Lead Planning Agency and Lead Fiscal Agency are authorized to file the necessary revisions with the WSDOT and continue to administer the work program on behalf of PRTPO.

APPROVED, this 12th day of June 2026.

ATTEST:



Greg Brotherton, Chair

ATTEST:



Mike French, Vice-Chair

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## PRTPO 2025 Officers

**Lindsey Schromen-Wawrin, Chair**
*City of Port Angeles*

**Ben Thomas, Vice-Chair**
*Port Townsend*

**Gary Anderson, Secretary**
*Port of Bremerton*

www.PRTPO.org

# BACKGROUND

The Unified Planning Work Program (UPWP) describes how state funds will be used for regional transportation planning purposes. As the Regional Transportation Planning Organization (RTPO), Peninsula RTPO receives state funds to support a continuous, cooperative, and comprehensive regional transportation planning process across the four-county Peninsula region. This section describes state laws that govern the activities of RTPOs and provides a brief overview of the region. The next section describes the work PRTPO intends to accomplish in SFY 2026 and 2027.

## Regional Transportation Planning Organization Responsibilities

RTPOs were established in 1990 as part of a new statewide focus at that time on coordinated planning and growth management. Regional transportation planning, coordinated with local land use and transportation planning and decision-making, is an important tenet of the Growth Management Act. The Legislature directly appropriates funding for RTPOs to carry out the regional transportation planning program.

Statutory requirements for RTPOs are found in RCW 47.80 and WAC 468.86. Those provisions establish clear roles for Regional Transportation Planning Organizations which are carried out in the work programs they conduct:

- Develop and maintain a minimum 20-year regional transportation plan that reflects locally adopted land use plans and growth strategies, and which considers all modes of travel and all system users. The long-range plan must be consistent with statewide transportation goals in RCW 47.04.280. It must include strategies for achieving the plan's vision and goals and identify funding resources to carry out the recommended strategies.

- Develop and maintain a Coordinated Human Services Transportation Plan that supports mobility needs of the region's population that have special transportation needs. This is updated every four years and serves as the foundation for Consolidated Grants funding recommendations.

- Ensure consistency between local comprehensive plans and the regional transportation plan, and between the regional plan and countywide planning policies. This includes consistency between local, regional, and state level of service standards. It builds on and strengthens on-going coordination and collaboration between the region's transportation partners.

- Produce a six-year Regional Transportation Improvement Program (RTIP) based on those developed by local jurisdictions, transit agencies, and WSDOT.

- Identify projects to receive Transportation Alternatives program funding and prioritize Consolidated Grants funding candidates that support coordinated human transportation services.

- Collaborate with local, regional, state, federal, and tribal partners as appropriate to support efforts that benefit the regional and statewide multimodal transportation system.

- Create opportunities for public education and engagement in developing and carrying out a regional transportation program.

- Ensure coordination and cooperation with Indian tribes.

It is up to each RTPO to determine the right approach and balance of activities to fulfill its requirements in ways that make sense for their region, budget, and circumstances.

## State Emphasis Areas

In addition to statutory requirements, PRTPO's work program includes annual emphasis areas identified by WSDOT. These include opportunities to participate in statewide planning activities WSDOT will undertake over the next biennium that may be of interest to PRTPO and with potential benefit to the region and its members.

WSDOT requests that RTPOs allocate resources for the following activities this biennium:

- ☐ Support WSDOT HQ in its review of RCW 47.80 requirements
- ☐ Make public documents available online *(complete and on-going)*
- ☐ Support WSDOT in carrying out HEAL Act requirements
- ☐ Support local Comprehensive Plan update processes
- ☐ Support WSDOT in scoping an update to the Statewide Multimodal Transportation Plan
- ☐ Support WSDOT Active Transportation Planning Division activities where applicable
- ☐ Support WSDOT Public Transportation Division's update to the Statewide Public Transportation Plan
- ☐ Support WSDOT Rail, Freight, and Ports Division planning activities where applicable
- ☐ Support WSDOT updates to the Federal Functional Classification System
- ☐ Support WSDOT Olympic Region in compiling data for its Transportation Asset Management Plan reporting

PRTPO will participate in these processes as appropriate given the relevance of activities to PRTPO's work program and the organization's budget and staffing capacity. The Executive Board will determine participation as planning opportunities present themselves.

## UPWP Development Process

The UPWP development and annual amendment process begins in the 3rd quarter of the state fiscal year with published guidance from WSDOT. PRTPO then develops its UPWP through a collaborative process involving its Executive Committee and Executive Board, Lead Planning Agency and Lead Fiscal Agent, WSDOT Tribal and Regional Integrated Planning Office, and WSDOT Olympic Region.

Schedule and major milestones for PRTPO's SFY 2026-2027 UPWP development:

| Task or Milestone | Date |
|---|---|
| Executive Board Kick-off of SFY 2026-2027 UPWP | February 21, 2025 |
| Executive Board Review of Draft UPWP | April 18, 2025 |
| WSDOT Review of Draft UPWP | April 22, 2025 |
| Executive Board Adoption of SFY 2026-2027 UPWP | June 20, 2025 |

UPWP Amendment Process:

PRTPO's UPWP Development policy stipulates that the two-year UPWP will be amended midway through the biennium, to recalibrate the budget for Year 2 of the biennium.

An amendment to the adopted UPWP is also warranted when there is a substantive change to the budgeted work to be accomplished. There are two principal reasons why the UPWP may be amended outside of the mid-biennium update.

a. A substantial redirection of the work program is needed within the existing budget to respond to factors that were not anticipated in the current work program, and which should not wait for a subsequent UPWP update or amendment cycle to proceed.
b. PRTPO receives an increase in work program funding for additional activities within the current SFY.

In all cases, the Executive Board will consider a proposed amendment and take formal action to approve any change before forwarding the amended UPWP to WSDOT for approval.

## Description of the Region

Regional transportation planning activities described in this UPWP are for the four-county Peninsula region that includes all of Clallam, Jefferson, Kitsap, and Mason Counties. The map in Figure 1 illustrates the Peninsula region with its geographic complexities and significant proximities.

*Figure 1: Map of the Peninsula Region*




The Peninsula region had an estimated 2020 population of 446,810 people. About 32 percent of the region's population lives in incorporated jurisdictions, with the other 68 percent living in unincorporated rural areas. The region's largest city is Bremerton (pop. 41,750); the smallest is Forks (pop. 3,680).

The Peninsula region encompasses lands of ten Indian Tribes. Five of those tribes have an active Interlocal Agreement with PRTPO: Jamestown S'Klallam Tribe, Lower Elwha Klallam Tribe, Makah Nation, Skokomish Tribe, and Squaxin Island Tribe. PRTPO regularly invites the other five to join the organization and welcomes their participation in regional planning activities where interested.

Large parts of the region are in national lands. Olympic National Park and Olympic National Forest, combined, account for 37 percent of the entire land area of the Peninsula region. Naval Base Kitsap and its numerous facilities are also located throughout Kitsap and Jefferson County.

Kitsap County is the only county in Washington formally located within two different RTPOs: the highly rural Peninsula RTPO and the highly urban Puget Sound Regional Council. This reflects the important gateway role of Kitsap County in linking the Olympic and Kitsap Peninsulas with the Seattle metropolitan area and I-5 corridor. Kitsap County connects rural communities and businesses to metropolitan opportunities and connects people in those highly urban areas to rural recreational, cultural, tourism, and environmental opportunities throughout the region.

## Regional Transportation Planning Organization Structure

PRTPO is governed by a 27-member intergovernmental body comprised of four counties, nine cities, four transit agencies, four port districts, and five Indian Tribes plus WSDOT Olympic Region. PRTPO was reconstituted as an independent organization on July 1, 2019, after 29 years of administration by WSDOT Olympic Region. Appendix B lists the PRTPO member organizations with active Interlocal Agreements.

PRTPO's Executive Board is the decision-making body and is comprised of elected officials and senior staff from member organizations. It is advised on a wide range of topics by a Technical Advisory Committee. If needed it may convene an advisory Transportation Policy Board. An Executive Committee made up of the Chair, Vice-Chair, and Secretary provides direction and coordination in collaboration with the Lead Planning Agency and Fiscal Agent between the Board's bi-monthly meetings.

Kitsap Transit is the designated Lead Planning Agency for PRTPO and is responsible for delivering the regional work program as directed by the Executive Board and established in the UPWP. Kitsap Transit staff are supported in this effort by contracted staff providing PRTPO Coordinator services.

Jefferson Transit is the Fiscal Agent for PRTPO and is responsible for accounting and invoicing functions for the organization.

## Lobbying Activities

PRTPO work program activities do not include lobbying. However, if any lobbying activities were to occur outside of those eligible activities conducted as a part of regular activities as described in Title 23 and Title 49 and in RCW 42.17A.635, PRTPO would file a certification and disclosure form as required by federal and state law and use local funds.

# PRTPO SFY 2026-2027 WORK PROGRAM

PRTPO's Unified Planning Work Program supports an on-going and open process of collaboration and coordination that advances regional objectives. The SFY 2026-2027 UPWP is organized into four Work Elements:

1. Program Administration
2. Transportation Planning
3. Regional TIP
4. Board-Directed Activities

Each Work Element includes one or more activities and associated tasks, described in detail in the section that follows. A summary of the Work Elements and the funding budgeted to conduct that work is summarized in the table below.

## SFY 2026-2027 UPWP Financial Summary

**Funding Source:** WSDOT
**Funding Amount:** $273,695 SFY 2026-2027 RTPO Funds
$85,000 SFY 2026-2027 WSDOT Funds for HSTP
**Work Performed by:** PRTPO Lead Planning Agency with contracted staff support and Lead Fiscal Agent, as directed by the PTPO Executive Board

***SFY 2026-2027 UPWP Budget and Funding by Work Element***

| PRTPO Work Element | STATE 2026 RTPO Funds | STATE 2027 RTPO Funds | STATE HSTP Planning Funds | TOTAL 2026-2027 UPWP BUDGET |
|---|---|---|---|---|
| 1. Program Administration | $100,647 | $90,000 | | $190,647 |
| 2. Transportation Planning | $27,000 | $37,648 | $85,000 | $149,648 |
| 3. Regional TIP | $9,200 | $9,200 | | $18,400 |
| 4. Board-Directed Activities | $0 | $0 | | $0 |
| **TOTAL** | **$136,847** | **$136,848** | **$85,000** | **$358,695** |

## Work Element 1 - Program Administration

Program Administration activities provide the on-going administrative services, accounting, and program management functions that support the overall regional transportation planning program. All work is directed by the Executive Board and administered by the Executive Committee.

**Program Administration Summary:**

| | |
|---|---|
| Estimated Cost: | $190,647 |
| Funding Source: | SFY 2026-2027 RTPO Funds |
| Work Performed By: | PRTPO Executive Committee<br>PRTPO Executive Board<br>PRTPO Technical Advisory Committee<br>Lead Planning Agency with Contract Staff<br>Fiscal Agent |

**Program Administration Activities:**

**1.1 Organizational Support**

- Biennial by-laws review *(biennial)*
- Maintain policies and procedures *(on-going)*
- Annual appointments *(annual, January-February)*
- Executive Board support – Resource Manual, new member orientations, etc *(on-going)*
- Monitoring state and federal legislation affecting PRTPO and the RTPO process, or having a regionally significant effect on its members *(on-going)*
- Distribute information and resources to members on potential transportation funding opportunities or other support *(on-going)*

Deliverables:

- Updated by-laws (if needed)
- Updated policies and procedures (if needed)
- Updated PRTPO Resource Manual (annually and as warranted)
- Other products or resources derived from PRTPO support (TBD)

**1.2 Meeting Support**

- All administrative, logistical, and communications aspects of meeting support for the Executive Committee, the Executive Board, and the Technical Advisory Committee *(on-going)*

Deliverables:

- Meeting agenda packets and presentation materials, meeting records

**1.3 Public Information and Communications**

- General public involvement and education *(on-going)*
- Respond to inquiries from the public and media *(as needed)*
- Website updates and content development, maintenance, and security *(on-going)*
- Maintain public records *(on-going)*
- Make public documents available online *(on-going)*

Deliverables:
- Website platform and content
- Correspondence
- Public Records

**1.4 Work Program Management**
- UPWP development and budget monitoring *(3rd quarter, with on-going monitoring)*
- UPWP Amendments *(Q4 SFY 2026 and as needed)*
- UPWP Annual Report of Performance and Expenditure *(September)*
- Work Program coordination *(on-going)*

Deliverables:
- UPWP amendments (as needed)
- SFY 2025 and SFY 2026 UPWP Annual Report of Performance and Expenditure
- SFY 2028-2029 UPWP

**1.5 Accounting**
- Accounting and invoicing *(on-going)*
- Audit preparation and participation *(as needed)*

Deliverables:
- Monthly invoices
- Quarterly WSDOT invoice and progress reports
- Annual program audits

**1.6 Administrative Expenses**
- Insurance, legal services, legal notices, software licenses, membership fees, technical services, web platform, cost recovery, audits *(annual on-going)*

Deliverables:
- Varies by expense item

**1.7 Title VI Compliance**
- Title VI monitoring and compliance *(on-going)*

Deliverable:
- Response to Title VI Complaints *(as needed)*

**Estimated Level of Effort:**

| | SFY 2026 | SFY 2027 | 2-Yr Total |
|---|---|---|---|
| **1. Program Administration** | **$ 100,647** | **$ 90,000** | **$190,647** |
| *1.1 Organizational Support* | *$ 38,000* | *$ 30,000* | *$ 68,000* |
| *1.2 Meeting Support* | *$ 28,647* | *$ 25,000* | *$ 53,647* |
| *1.3 Public Information & Communications* | *$ 2,000* | *$ 2,000* | *$ 4,000* |
| *1.4 Work Program Management* | *$ 5,000* | *$ 6,000* | *$ 11,000* |
| *1.5 Accounting* | *$ 1,500* | *$ 1,500* | *$ 3,000* |
| *1.6 Administrative Expenses* | *$ 25,000* | *$ 25,000* | *$ 50,000* |
| *1.7 Title VI* | *$ 500* | *$ 500* | *$ 1,000* |

## Work Element 2 – Transportation Planning

Transportation planning activities encompass the planning and on-going coordination, collaboration, and consultation needed to identify issues and opportunities, develop regionally determined strategies, provide regional direction and leadership on priority matters, and produce periodic updates to plans or guiding documents. This UPWP supports PRTPO's priority planning objectives for the 2026-2027 biennium, onboarding of a new PRTPO Coordinator and a refresh of the Human Services Transportation Plan. All work is directed by the PRTPO Executive Board. Implementation details for activities are developed by the Board as a part of its work program delivery process and reflect budget constraints, other activities underway, and circumstances or opportunities available at that time.

**Transportation Planning Summary:**

| | |
|---|---|
| Estimated Cost: | $149,648 |
| Funding Source: | SFY 2026-2027 RTPO Funds and PTD Planning Funds |
| Work Performed By: | PRTPO Executive Committee<br>PRTPO Executive Board<br>PRTPO Technical Advisory Committee<br>Lead Planning Agency with Contract Staff |

**Transportation Planning Activities:**

**2.1 Long-range Regional Planning**

- Compile New RTP Project List *(Q2 in SFY 2026, 2027)*
- Complete the RTP Biennial Currency Review *(Q2 SFY 2027)*
- Support Multimodal Level of Service Coordination with WSDOT and Local Partners *(as warranted)*
- Maintain Data Portal and Mapping Tools *(ongoing, based on need and available resources)*

Deliverables:

- Updated RTP Project List and Online Map
- 2027 RTP Biennial Review Documentation and potential RTP amendment
- Meeting materials, communication pieces, maps, and data sets
- Executive Board and TAC meeting materials

**2.2 Coordination and Collaboration**

- RTPO and Regional Coordination
  - MPO/RTPO Coordinating Committee meetings *(quarterly)*
  - Rural RTPO Coordination meetings *(quarterly)*
  - Coordination with WSDOT TRIP re: RTPO policies *(as warranted)*
  - Collaboration and Coordination with Other Regions *(as warranted)*
- WSDOT Coordination

  Participate in WSDOT planning activities as appropriate and feasible within the budget:
  - Peninsula Region Joint Operations Group Coordination Meetings *(TBD)*
  - Public Transportation Division activities including update of statewide Public

Transportation Plan *(SFY 2026-2027)*
- Active Transportation Planning Division activities *(as warranted)*
- Rail, Freight, and Ports Division planning activities *(as warranted)*
- Olympic Region Transportation Asset Management reporting *(SFY 2026)*
- Update of Federal Functional Classification *(as warranted)*

- Local and Intra-regional Collaboration
  - Work with local agencies to coordinate planning efforts and demonstrate consistency between local and regional plans and strategies *(on-going)*
  - Support communications, maintain resources, and facilitate the cooperative efforts of PRTPO members and their partners working to enhance the EV-readiness and resiliency of the region's transportation system *(on-going)*

Deliverables:
- Correspondence and materials
- Executive Board and TAC briefing materials, as warranted

**2.3 Tribal Collaboration**
- Work with tribal partners to support coordination between tribal and regional plans and strategies, especially during major updates of the Regional Transportation Plan or as requested by one or more tribes (*on-going)*
- Monitor state and federal policies that affect tribal coordination, planning, and funding considerations *(on-going)*
- Work with PRTPO tribal members to ensure available data on tribes is reliable and/or appropriately used in regional materials and planning processes *(on-going)*
- Promote on-going communications and build relationships with tribal partners and their allies across the region, and identify areas of potential collaboration and partnership for further follow-up *(on-going)*
- Maintain relations with the five non-member tribes and seek opportunities for collaboration *(on-going)*

Deliverables:
- Correspondence and materials
- Biennial invitations to non-member tribes to formally join PRTPO as voting members

**2.4 Human Services Transportation Planning**
- Complete an update of the Human Services Transportation Plan *(due Dec 2026)*
- Monitor funding and policy programs and maintain communications as appropriate with public transit, tribal transit, and human services transportation providers *(on-going)*

Deliverables:
- Updated Human Services Transportation Plan (Dec 2026)
- Data sets and mapping products

**2.5 PRTPO Transportation Outlook 2026 and 2027**
- Facilitate development of a coordinated list of priority regional concerns *(Q1 each year)*
- Produce an annual briefing paper of PRTPO transportation priorities *(Q2 each year)*
- Host an annual legislative forum to share regional priorities and identify areas for collaboration *(Q2 each year)*
- Respond to legislative and other inquiries on the briefing paper and its priorities *(on-going)*
- Coordinate with members in monitoring and supporting PRTPO's priorities *(on-going)*

Deliverables:

- PRTPO *Transportation Outlook* 2026 and 2027 legislative folios
- Executive Board, TAC, and Subcommittee meeting materials

**2.6 Regional Grants Administration**

- Monitor obligation and project delivery of Transportation Alternatives awards *(on-going)*
- Conduct Consolidated Grants prioritization process *(Q2 SFY 2027)*
- Complete annual Transportation Alternatives program status report for WSDOT *(December)*

Deliverables:

- Prioritized list of candidates for the Consolidated Grants process
- Completed WSDOT Public Transportation Division Consolidated Grants submittal form
- Executive Board and TAC meeting materials

**Estimated Level of Effort:**

| | SFY 2026 | SFY 2027 | 2-YrTotal |
|---|---|---|---|
| **2. Transportation Planning** | **$ 72,000** | **$ 77,648** | **$ 149,648** |
| *2.1 Long-range Planning* | *$ 8,500* | *$ 11,148* | *$ 19,648* |
| *2.2 Regional Coordination and Collaboration* | *$ 10,000* | *$ 10,000* | *$ 20,000* |
| *2.3 Tribal Collaboration* | *$ 2,500* | *$ 2,500* | *$ 5,000* |
| *2.4 Human Services Transportation Planning* | *$ 45,000* | *$ 40,000* | *$ 85,000* |
| *2.5 PRTPO Transportation Outlook* | *$ 5,000* | *$ 5,000* | *$ 10,000* |
| *2.6 Regional Grants Administration* | *$ 1,000* | *$ 9,000* | *$ 10,000* |

## Work Element 3 – Regional TIP

PRTPO must compile a six-year Regional Transportation Improvement Program (TIP) based on the six-year TIPs developed by cities, counties, tribes, and WSDOT. Amendments may be needed throughout the year to add new projects or make changes to existing projects.

**Regional TIP Summary:**

| | |
|---|---|
| Estimated Cost: | $15,000 |
| Funding Source: | SFY 2026-2027 RTPO Funds |
| Work Performed By: | PRTPO Executive Committee<br>PRTPO Executive Board<br>PRTPO Technical Advisory Committee<br>Lead Planning Agency with Contract Staff |

**Regional TIP Activities:**

**3.1 Develop and Maintain Regional TIP**

- Work with local agencies to compile a six-year Regional TIP (RTIP) *(1st quarter)*
- Develop RTIP documentation, financial plan and other report requirements *(1st quarter)*
- Advertise the draft RTIP for public review and comment *(1st quarter)*
- Prepare draft and final versions of the RTIP and briefing materials to support TAC review and recommendation, and Executive Board approval *(1st and 2nd quarters)*
- Develop amendment materials for the TAC, Executive Board, and WSDOT *(as needed)*

Deliverables:

- Draft and Final 2026-2031 and 2027-2032 RTIPs
- Amendments as needed to the adopted RTIP
- Meeting materials and other products to support the TAC and Executive Board review and approval process

**3.2 Monitor Obligation Authority for Federally Funded Projects**

- Review OA reports from WSDOT *(quarterly)*
- Follow-up with project sponsors and PRTPO Executive Board *(as needed)*

Deliverables:

- Correspondence and meeting materials if needed

**Estimated Level of Effort:**

| | SFY 2026 | SFY 2027 | 2-Yr Total |
|---|---|---|---|
| **3. Regional TIP** | **$ 7,500** | **$ 7,500** | **$15,000** |
| 3.1 Develop and Maintain Regional TIP | $ 7,400 | $ 7,400 | $14,800 |
| 3.2. Monitor OA for Federally Funded Projects | $ 100 | $ 100 | $ 200 |

## Work Element 4 – Board-Directed Activities in SFY 2026-2027

In addition to the core work program activities described in Work Elements 1-3, PRTPO will undertake additional activities in SFY 2026-2027 as funds and staffing allow. Appendix A identifies priority unfunded planning needs PRTPO would like to pursue. These activities are separate from the on-going core functions described in Work Elements 1-3 and are dependent on funding. Several activities support the *Strategic Agenda & Action Plan* in the Regional Transportation Plan. Specific activities will be identified by the Executive Board and amended into this Work Element as funds are secured.

**Board-Directed Activities in SFY 2026-2027 Summary:**

| | |
|---|---|
| Estimated Cost: | N/A |
| Funding Source: | SFY 2026-2027 RTPO Funds |
| Work Performed By: | PRTPO Executive Committee<br>PRTPO Executive Board<br>PRTPO Technical Advisory Committee<br>Lead Planning Agency with Contract Staff<br>Others TBD |

**Board-Directed Activities in SFY 2026-2027:**

Specific work program activities to be undertaken will be identified and scoped by the Executive Board based on resources, timing, and other opportunities and constraints. Appendix A identifies some unfunded candidate activities that advance Regional Transportation Plan concerns. Specific activities will be indicated below through an administrative amendment to the UPWP.

**4.1 To Be Determined by Executive Board**

**Estimated Level of Effort:**

A budget for Board-Directed Activities will be established at the time work is approved by the Executive Board.

| | SFY 2026 | SFY 2027 | 2-Yr Total |
|---|---|---|---|
| **4. Board-Directed Activities in SFY 2026-2027** | **$ 0** | **$0** | **$0** |
| 4.1 TBD | | | |

## Other Planning Activities within the Peninsula Region

### WSDOT Olympic Region Planning

**Funding Source:** State and Federal
**Work performed by:** WSDOT Olympic Region staff in partnership with local, regional, and federal staff.

WSDOT Olympic Region prepares and adopts its own UPWP. Planning activities in this biennium are related to Tribal and Regional Coordination, and Preliminary Engineering activities. WSDOT Olympic Region has no corridor or sub-area studies budgeted for SFY 2026-2027.

**Tribal and Regional Coordination activities** entail WSDOT participation in the planning activities of PRTPO, local jurisdictions, and the federally recognized tribes within the region. Ongoing local and regional coordination activities include providing technical oversight, proactive collaboration, and expanded review for Comprehensive Plan Periodic Updates, annual amendments, and subarea plans in Clallam, Jefferson, Kitsap, and Mason counties as well as providing policy guidance regarding WSDOT's approach to implementing HB 1181, HB 1220 and SSSB 5412. WSDOT also provides enhanced technical and coordination support and oversight for PRTPO's RTP updates.

**Preliminary Engineering activities** this biennium include advancing the SR 3 Gorst Area Planning and Environmental Linkages (PEL) Study and pre-design projects for safety, preservation, and HEAL Act eligible capital projects, to further define community needs and project details at a conceptual/planning level of detail.

WSDOT's Multimodal Planning Office also leads pre-design studies for Fish Passage and a subset of other preservation and improvement projects in compliance with Washington State's Complete Streets requirements. Pre-design studies, which occur just prior to initiation of Preliminary Engineering, entail coordination with stakeholders and the general public to reach commitments on project features that meet state requirements and support local plan implementation. WSDOT planning staff coordinate with PRTPO and local agency planning staff during the course of all pre-design efforts.

# Appendix A: SFY 2026-2027 Unfunded Needs

PRTPO's Unified Planning Work Program is financially constrained by the state RTPO planning funds available each biennium to conduct this work. Additional regional transportation planning activities and products would benefit the region and its members if funds become available.

Listed below are important unfunded planning needs PRTPO or its partners would pursue with additional resources. They are derived from the PRTPO *Strategic Agenda & Action Plan* in the adopted RTP along with some standing programmatic concerns. Many of these activities are "next steps" PRTPO identified to help move the needle on some difficult regional issues. No priority is implied in the order of the list.

If a funding opportunity arises, the PRTPO Executive Board will determine which activity to pursue based on the specific funding opportunity, timing, and other factors. If the pursuit is successful, the activity and associated revenue will be amended into the SFY 2026-2027 UPWP. Any state RTPO funds allocated to these activities must be fully expended by June 30, 2027.

**A. Extend PRTPO's Annual Services Agreement with the AWC GIS Consortium**

As a member of the Association of Washington Cities, PRTPO obtains GIS services through an annual service agreement with the GIS Consortium. This is a flat fee for a certain number of hours of GIS support to assist PRTPO Coordinators in developing and maintaining online products. The contract schedule corresponds roughly with the state fiscal year; service contracts expire in SFY Q4.

This is a high value investment for PRTPO that extends the organization's capacity for member support and effective communications. A Tier 2 service agreement provides 45 hours of GIS service directed by PRTPO and any unused hours roll over to the following year.

*Estimated cost – $10,000/year*

**B. Convene Hood Canal Bridge Advocacy Group to Assess Operational Strategies**

Coast Guard policies govern when the Hood Canal Bridge is closed to allow recreational sailboats to pass. A fixed span at the east end of the bridge accommodates vessels up to 50' tall at high tide and 59' tall at low tide, but requests are regularly made for passage by yachts taller than that entering or leaving Hood Canal. Requests are random, but they accounted for more than half of all bridge-lifts in 2023. Travelers are unable to plan their trips to avoid these closures. It takes about an hour for WSDOT to stop traffic, open the bridge, wait for the yacht to clear passage, close the bridge, and reopen it to traffic. This creates congestion and economic impacts from Bremerton to Port Angeles. Growth in recreational marine traffic is expected to increase the frequency of these requests.

Washington State lawmakers secured a provision from the Coast Guard in 2012 restricting those closures at certain times during peak tourist season. The PRTPO Executive Board would like the Coast Guard to revisit its policies and further restrict when a pleasure craft can stop traffic on SR 104 for passage through. The Board would also like to build support for improvements on the east end to better manage traffic impacts on the surrounding community of these closures.

This activity will convene 2-3 work sessions intended to increase understanding of the implications of current policies and build support for a coordinated approach to the Coast Guard, as well as lay the groundwork for east end infrastructure improvements. PRTPO will convene a range of local, state and federal stakeholders to assess the need for policy changes that improve operational efficiency of the state highway system without undue impacts on the recreational boating

community and which increase predictability for motorists and sailors alike. The aim of these work sessions is to develop champions among those who are positioned to take this matter forward to the Coast Guard.

*Estimated cost: $10,000*

**C. Analysis of Traffic, Economic, and Community Impacts of Hood Canal Bridge-Lift Practices**

The SR 104 Hood Canal Bridge is a vital freight and passenger link between Central Puget Sound and communities and tribal lands throughout the Olympic Peninsula. Despite this, WSDOT has very little data regarding the effects of Hood Canal Bridge operations on travelers and the economy. Without reliable data and analysis of the impacts on traffic and the economy, it is difficult to have effective discussions with the Coast Guard and recreational boating community about bridge management operations. This is an unfunded WSDOT need with direct implications for PRTPO's ability to initiate meaningful dialogue with its state and federal partners. It is included here to indicate PRTPO support for this important but unfunded WSDOT planning effort.

*Estimated cost: $150,000*

**D. Explore Opportunities for Long-Distance Bus Service Around the Olympic Peninsula**

The unique geography of the Olympic Peninsula creates challenges to rural intercity connectivity for all travelers, but especially for transit riders. Transit on the US 101 loop around the Olympic Peninsula is provided by four different transit agencies – Mason Transit, Jefferson Transit, Clallam Transit, and Grays Harbor Transit – and the privately operated Dungeness Line. While cooperation between the agencies makes it possible for a person to eventually get from the west side of the Olympics to the east side, it is not convenient.

This activity will engage the four public transit agencies in an exploratory work session to assess the potential for a future scheduled service built on interagency coordination and collaboration, with a brief report out to the Executive Board. This is a preliminary exercise intended to assess feasibility and interest, to determine whether a more comprehensive technical study is warranted. If so, participants will help develop a high-level scope of work, cost estimates, and key considerations for a follow-up study, to support future funding pursuits.

*Estimated cost: $5,000*

**E. Promote Regional Cooperation to Improve Ferry Service Reliability**

In June 2025, the Executive Board will meet with Representative Nance (26$^{th}$) to tap his insights on state efforts to improve reliability of the Washington State Ferry system and considerations about future ferry opportunities. The Board will also meet in the future with Steve Nevey, director of Washington State Ferries. The intent is to identify specific meaningful steps that PRTPO can take to advance the reliability of and future growth in ferry service for the Peninsula Region. This placeholder reflects the Board's long-standing support for ferry service in the region.

*Estimated cost: TBD*

**F. Convene a Regional Transportation Resilience Forum**

Each of the four counties in the Peninsula Region have Comprehensive Emergency Management Plans (CEMP), locally coordinated to help prepare each county for response, recovery, and continuity of services in the event of a disaster. The State itself has a plan. It is likely Olympic National Park has a plan, as well as State Parks, DNR, and others. Transportation is key to the response and recovery strategies in every plan. In a region with the geographic complexity and transportation vulnerabilities found in the Peninsula Region, it is worth ensuring there is awareness of and coordination between the various plans and their underlying transportation assumptions,

especially concerning seismic lifeline routes. Regional preparedness entails regional collaboration.

This forum will convene representatives within the emergency management divisions of the four PRTPO counties and associated transportation representatives, representatives from WA State and Western Federal Lands, and others for an initial assessment of the adequacy of transportation coordination between CEMPs, and between local, state, and federal land management agencies. It will consider if there are untapped coordination opportunities to enhance the resilience of vital transportation infrastructure. This work session will help the stakeholders determine what follow-up measures, if any, are warranted to improve the Peninsula Region's resilience through enhanced or innovative transportation planning activities and collaborations.

*Estimated cost: $7,500*

**G. Facilitate Coordinated Freight Data Collection Process for Local T-2 and T-3 Routes**

Some of Washington's important freight routes are on local facilities. Every two years WSDOT asks PRTPO to help coordinate an update of freight data for the local elements of the state's Freight and Goods Transportation System (FGTS), but only one of the region's local partners has the resources to collect or maintain such data. Small local agencies have difficulty obtaining this information, making them less competitive in freight funding opportunities.

If funded, this activity would entail a coordinated effort to collect baseline data for all of the region's local T-2 routes (there are 5) and a select number of priority local T-3 routes for use in updating the FGTS. This would support future updates for a few biennia until such time fresh data could be collected again. Importantly, it would advance local efforts to address key freight mobility issues affecting their communities, ports, and businesses and provide the information needed to compete more effectively for project funding. This data collection effort may be of potential interest to WSDOT or others, enhancing coordination and data collection opportunities.

*Estimated cost - $25,000 - $50,000+*

**H. Pursue Additional Program Funding to Enhance PRTPO Planning Capacity**

In 2024-2025, the Executive Board considered its work program requirements and organizational aims against the regular RTPO funding it receives from the legislature and determined that base program funding is inadequate. An increase in funding is needed to better carry out its work program and fulfill its role as a regional partner. PRTPO joined with the other 16 regions in an unsuccessful bid to secure a legislative increase in base funding. The experience suggested that alternate approaches may be more fruitful going forward. Two such approaches include a coordinated programmatic effort focused just on funding for rural RTPOs, as well as one that seeks a legislative earmark or planning grant for a specific PRTPO need or activity. Any such effort to secure additional funding will take some advance planning and resources to support the necessary coordination.

*Estimated cost - $5,000*

**I. Review of PRTPO Documentation and Website for ADA Compliance**

As a public entity, PRTPO must comply with ADA requirements, including adherence to the Web Content Accessibility Guidelines (WCAG), to ensure that all public activities, communications, and planning efforts are accessible and equitably conveyed. With WSDOT advancing a statewide initiative to promote digital accessibility compliance, many regional agencies have already sought consultant support to update websites, identify accessibility gaps, and implement corrective measures. As PRTPO staff continue reviewing the organization's website, documents, and internal procedures, it has become clear that the breadth and technical complexity of digital accessibility—ranging from document remediation to ongoing web

compliance—would benefit from specialized external expertise. This project proposes securing consultant assistance to help PRTPO achieve and maintain full digital accessibility compliance and strengthen its long-term capacity in this area.

*Estimated cost - 10,000*

# Appendix B: PRTPO Members




**PRTPO Members**

*Clallam County*
*Jefferson County*
*Kitsap County*
*Mason County*

*Bainbridge Island*
*Bremerton*
*Forks*
*Port Angeles*
*Port Orchard*
*Port Townsend*
*Poulsbo*
*Sequim*
*Shelton*

*Jamestown S'Klallam Tribe*
*Lower Elwha Klallam Tribe*
*Makah Tribe*
*Skokomish Tribe*
*Squaxin Island Tribe*

*Clallam Transit*
*Jefferson Transit*
*Kitsap Transit*
*Mason Transit*

*Port of Allyn*
*Port of Bremerton*
*Port of Port Angeles*
*Port of Shelton*

*WSDOT Olympic Region*

**PRTPO Organizational Structure**

