PRTPO TECHNICAL ADVISORY COMMITTEE MEETING

May 18, 2023 | 10:00 – 12:00
Zoom Meeting – Login Below

1. 10:00 – 10:05 **Welcome and Introductions**

2. 10:05 – 10:10 **Consent Calendar** — ACTION
   - *Approval of Agenda*
   - *Approval of Minutes from March 16, 2023 (Attachment)*

3. 10:10 – 10:15 **Election of TAC Officers** — ACTION
   At the end of March Ken Gill left his employment with Shelton, leaving the TAC without a chair. Steve Gray is currently the Vice-Chair. The TAC will elect officer(s) to complete the current term, through January 2023.

4. 10:15 – 10:45 **WSDOT "Complete Streets" in the Peninsula Region** — PRESENTATION
   This is a presentation and discussion about recent legislation requiring WSDOT to incorporate "complete street" considerations in projects costing $500,000 or more. Yvette Liufau from WSDOT Olympic Region will brief the TAC on what this means for WSDOT generally and for Olympic Region projects specifically.
   Yvette Liufau, Complete Streets Coordinator – Olympic Region

5. 10:45 – 11:15 **RTP Update – Kick-off Discussion** *(Attachment)* — DISCUSSION
   Over the next two years PRTPO will overhaul its Regional Transportation Plan. The budget dictates a streamlined, efficient planning process. That starts with understanding what worked and what didn't in previous processes, TAC member expectations and aspirations for this process and plan, and other factors that will help ensure this process is successful.

6. 11:15 – 11:25 **Preview of New Regional Mapping Tool** — PRESENTATION
   As a part of its Task 4 planning activities and in preparation for the RTP update getting started, PRTPO is developing some basic online mapping and infographic tools to increase understanding of regional characteristics and support basic queries of interest to PRTPO and its members. This is another look at that work.

7. 12:25 – 11:30 **2024-2029 Regional TIP Update** — BRIEFING
   Many members are in the process of developing their six-year Transportation Improvement Programs (TIP). This is an update about PRTPO's 2024-2029 Regional TIP development process and schedule.

8. 11:30 – 11:40 **Update on Census Urbanized Area Boundary Review** — DISCUSSION
   Since the TAC met in March the boundary review process got underway, with recommendations due to WSDOT by June 30th. This is a chance for members to discuss with each other their insights and experience with it to date.

8. 11:40 – 11:45 **Other PRTPO Updates** — BRIEFING
   These are quick updates on matters related to: PROTECT grant; Safe Streets for All grant; Polunsky briefing materials; other.

9. 11:45 – 12:00 **Member Roundtable** — ALL
   An opportunity to share information on activities and other topics of interest.

   12:00 **Adjourn**

NEXT TAC MEETING – July 20, 2023

Join Zoom Meeting
https://us02web.zoom.us/j/88149090481?pwd=b29FSEtJRWFXT2hmcUtRRERTUjRaUT09

Or by phone:
+1 253 215 8782 US (Tacoma). Meeting ID: 881 4909 0481 Pass Code: 4780

Peninsula Regional Transportation Planning Organization

TAC Meeting Summary

Meeting Location:

Remote Meeting via Zoom software per Washington Governors order #20-28-15 of the Open

Public Meetings Act and Public Records Act

March 16, 2023

Attendees

Technical Advisory Committee Members

Ken Gill – City of Shelton, Chair
Steve Gray – Clallam County, Vice Chair
Gary Abrams – Clallam Transit
Dick Taylor – Port of Shelton
Miranda Nash – Jefferson Transit
Jayme Brooke – Jefferson Transit
Paul Hampton – City of Forks
Michael Bateman – City of Poulsbo
Melissa Mohr – Kitsap County
Amy Asher – Mason Transit
Steffani Lillie – Kitsap Transit
Wendy Clark-Getzin – Jamestown S'Klallam Tribe
Kobree Glaser – Mason County
Arne Bakker – Port of Bremerton
Tracy Parker – Squaxin Island Tribe
George Mazur – WSDOT Olympic Region
Vicki Grover – City of Bremerton
Katie Cole – City of Sequim
Ryan Jeffries – City of Port Angeles
Jonathan Boehme – Port of Port Angeles

Staff/Guests

Thera Black, PRTPO Coordinator
Edward Coviello, PRTPO Coordinator

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Welcome & Introductions

TAC Chair Gill opened the meeting at 10:03 AM and initiated self-introductions.

Approval of the March 16th 2023 TAC Agenda and the January 19th 2023 TAC Meeting Minutes (Consent Calendar)

The TAC approved, with a motion and seconded.

SFY 2024-25 UPWP Unfunded Activities

Coordinator Black presented the UPWP for the next biennium to the TAC and specifically Appendix A, the unfunded project / activities list. The list raises the readiness of the listed projects / activities to move forward as soon as funding is available. The Board can direct which projects / activities can be drawn from when funding is available.

She asked for feedback from the TAC about the draft list found in Appendix A.

Member Bateman explained the engineering lighting standards and the challenges with the current standards. The legal implications are often used during litigation efforts. Mid-block crosswalks are

especially difficult without proper lighting. Is the TAC interested in this? Member Clark – Getzin shared local examples of the difficulty in installing crosswalks to link non-motorized trails, etc. Member Boehme explained the challenges of the lack of consistency in the guidelines. Much discussion followed. Coordinator Black indicated this will be added to the list of Unfunded Needs for Board consideration.

Member Clark-Getzin noted that a comprehensive inventory be looked at to help members with their ADA (Americans with Disabilities Act) transition plans.

Coordinator Black suggested that a freight route inventory / study be conducted to gather data to support local freight projects in the Region.

The intercity bus grant opportunities may present value in the Region as there are intercity services in the Region. Discussion followed but there was not strong interest in pursuing intercity bus travel data as a part of that program.

Scoping Considerations for an Overhaul of the Regional Transportation Plan (RTP)

The Board has directed the PRTPO staff to update the RTP in the next biennium. The update would completely overhaul the current Plan with public participation. The current Plan was completed under WSDOT's leadership in 2018-19. The PRTPO staff recommends that the RTP be formatted to integrate with the UPWP and be easily updated. Staff and the PRTPO members would focus on updating the goals and policies to reflect the current climate. The Plan could link the RTIP and HSTP more clearly.

Member Clark-Getzin noted the value in revisiting the Plan and looking for ways to improve it. A more strategic plan approach might be better suited to the region. Member Mohr agreed on the value of a new format but noted that there should be agreement early on among members about expectations and to gather insights from earlier planning processes. Member Mazur provided feedback on the travel demand model efforts of the past, noting it would not have much value for this Region.

Transportation Level of Service (LOS) was discussed and the guidelines that govern this requirement. The RTP is concerned with LOS on regionally significant facilities and Highways of Statewide Significance. Modeling is not necessary for this evaluation in a rural region such as this. Member Clark-Getzin noted the importance of LOS and concurrency in managing growth.

Preview Beta Dashboard for Regional Profile

Coordinator Black previewed the GIS data dashboard being developed for the Region's members. Much of the data is the American Community Survey data from the US Census. She acknowledged concerns that some tribes may have about the quality of Census data for their communities. This is something she will seek feedback on from members.

The dashboard will have demographic and socio-economic data as well as transportation data. The dashboard is designed for use in supporting member grant applications, outreach, and local understanding. It is meant to be intuitive and easy to use, even by non-technical users.

Member Mazur commented that information on housing will be helpful. There seem to be disconnects between housing projected in comprehensive plans and the current housing inventory. His planners

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need to understand how real projections are. They are also concerned with EJ issues. Staff will work to include housing information and some basic EJ information, and will try to link with the state EJ analysis tools.

Member Mohr noted that the source of data should be identified. Coordinator Black noted that the source and year will be included in the citations. She added the data will be available for download to support further analysis by users.

2020 Census Urbanized Area Boundary Adjustments

Coordinator Black provided an overview of the Census Boundary adjustment process from the decennial census efforts. There are seven federal urbanized areas (UA) in the Region. Local agencies need to review the new boundaries and recommend revisions. The resulting changes will be in place for a decade.

Member Mohr reported that the more she looks at this the more questions it raises for her. She shared information on the FHWA urban vs. rural definition, and explained the implications for local agency project development, stormwater standards, functional classification and funding eligibility. She reported that WSDOT will invite people to a meeting to learn how the review process works. It is the responsibility of local agencies to coordinate their own boundary review processes and report any revisions to WSDOT by June 30. WSDOT will then inform the FHWA of the outcomes.

It was not clear that all the members received this information from WSDOT. Coordinator Black reported that she will share the information received from WSDOT with the TAC. Member Clark-Getzin recalled that ten years ago, jurisdictions encountered challenges and unanticipated issues in their reviews. She noted that the TIB grant program may be impacted as well as federalized local roadways. A link of the functional classification map was shared with the TAC. This displays roadways that are eligible for federal aid (https://www.wsdot.wa.gov/data/tools/geoportal/).

Coordinator Black indicated this will come back to the TAC for their updated discussion in May.

Other PRTPO Updates

Coordinator Black shared upcoming meeting information in the Region.

She shared that the Federal Funding Swap Pilot Program is moving forward at the state level. This will allow local members to defederalize projects and is a pilot at this time. There is $25 million statewide. The program is for the rurally designated counties and jurisdictions within.

The STBG and TA funding allocations were sent by Local Programs recently and the need to meet the funding targets is still in place.

Board member Anderson from the Port of Bremerton requested an opportunity to look at the potential for hydrogen energy to help electrify heavy transportation uses. She will look for a chance to organize a a working session to further understand the potential for this energy source in meeting vehicle electrification needs in rural areas.

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Member Roundtable

Member Clark-Getzin noted that grant funds for road safety audits is available. The Tribe received a 2022 safety grant. Also, Steve Roark from WSDOT is meeting with local staff around the Region to coordinate on upcoming construction and closures. She reminded members of challenges they will face with the upcoming Hood Canal bridge closures planned for this summer.

Chair Gill announced that he is moving on from Shelton and heading to another position. A new Chair will be needed to fill the position. He also reminded members that Nancy Huntley offer useful STIP training, in case anyone needs help with that software program and what is required.

Member Bateman provided an update on the Highway 305 and Johnson Rd roundabout.

Member Parker announced that the Squaxin Island Tribe will be developing an electrification implementation plan funded by a grant program. The Tribe led an effort that secured funding from Commerce for transportation electrification plans for Squaxin Island Tribe, Skokomish Tribe, and Jamestown S'Klallam Tribe. They will be developed with support from the WSU Green Transportation program.

Member Brooke advised that Jefferson Transit will take possession of its first electric bus soon and the charging infrastructure is in place.

Member Lillie reported that the R99 fuel is a good alternative fuel for disaster planning as it can integrate with existing diesel infrastructure. The R99 fuel reduces emissions greatly. Kitsap Transit is also studying the feasibility of a hydrogen fueling facility.

Coordinator Black offered to provide an overview of the equity analysis websites to help with grant applications.

Adjourn

11:42 a.m.

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DISCUSSION ITEM

To: PRTPO Technical Advisory Committee
From: Thera Black, PRTPO Coordinator
Date: May 11, 2023
Subject: **New Regional Transportation Plan Kick-off Discussion**

REQUESTED ACTION:

No action is requested though TAC insights are needed and encouraged.

Background

In March the TAC discussed the feasibility of developing a new Regional Transportation Plan (RTP) within the next two-year work program with existing PRTPO resources. Such a plan would be slimmed down and converted to an online format that is easy to maintain and keep current over time. It would not entail travel demand modeling. PRTPO's budget would necessitate a streamlined and efficient process, with the aim of better integrating this core product of the regional planning process more fully into the rest of the work program.

TAC members concurred with staff that this is feasible and desirable, though challenging with such constrained resources. Members advised that a strong foundation at the start would help ensure success, building on lessons learned from the past and clarifying expectations about the plan and process to come. It is exactly the right way to get this started. That is the purpose of this discussion – to tap member insights about previous plans and processes, discuss concerns and opportunities about the process we're about to embark on, and lay out expectations and any other factors we can anticipate now that you think will be critical to success later.

Planning to Plan

One of PRTPO's primary requirements as a rural RTPO is to maintain and periodically update a long-range regional transportation plan (RTP). The RTP supports coordination and consistency among the many different local, tribal, transit, and state plans and investments across the region. What the RTP must consider are spelled out in RCW 47.80.030[1], for those interested in the legislative intent. PRTPO has great flexibility in how it meets those requirements.

The current 2040 RTP was developed by WSDOT during the organizational transition in 2018-2019 and adopted by PRTPO in November 2019. While we were involved in its public review and adoption, it was developed before Ed and I began working with PRTPO in this capacity. Many TAC members were involved in its development and possibly even in earlier plans, with useful insights we want to consider before embarking on this new plan.

Understanding members' early expectations and clarifying what success looks like before setting off will help us get started on the right foot. We posed the following questions to the Board in April to help them frame their thoughts at this earliest stage of the planning process and share them here in hopes they help stimulate ideas for you.

- What will you look for in a good long-range regional transportation plan for the Peninsula region? What qualities will a good plan have? What will it minimize or avoid?

[1] PRTPO must comply with provisions of RCW 47.80 which spells out Regional Transportation Planning Organization responsibilities. Developing and updating a RTP is one of several requirements the RCW spelled out when it was written in 1990. The RCW language reflects that time period.

- How will you know if the planning process itself was successful?
- What pitfalls or risks should we keep an eye out for? What about unique opportunities this presents?
- Who is the target audience the RTP is speaking to? While the RTP will be responsive to the needs of a wide range of users, the tone and educational content will differ if it is "speaking to the public" versus directed to PRTPO members, to WSDOT, or even to legislators.
- Is it better to approach engagement as a modest running dialogue with the public and stakeholders throughout the process via online updates and engagement tools, or is it preferable to scope two big expansive outreach activities at key times?

Something that resonated among Board members in their discussion in April is the need for a historical narrative, a means of chronicling "how far we've come" even as the plan points to needs on the future horizon. That historical perspective provides important context for the region and members today, illustrating where PRTPO started from and accomplishments resulting from 30 years of regional collaboration and coordination.

There is also interest in future discussions around "PRTPO priorities" and what that means in the context of this plan and other on-going work program efforts like *Transportation Outlook* legislative priorities and the Regional Transportation Improvement Program. Integrating the RTP more effectively with the rest of the work program creates opportunities for thinking about priorities in new ways from the past, better defining and supporting long-range regional initiatives.

Board members did not delve deeply into the earlier plan and process in their discussion, perhaps because the TAC did the heavy lift with WSDOT in developing the draft while the Board was focused on transition efforts. We hope to learn what you found effective and what you'd do differently based on that experience, and your aspirations for this RTP.

Other Notes on the Upcoming Process

PRTPO has a budget of about $30,000 for this update plus 100 hours of GIS and data communication support through its GIS services agreement. That is the definition of a shoestring budget for an RTP update, but we are undaunted. We'll need to be hyper-efficient in the process and products produced but with realistic expectations, PRTPO can develop a new RTP that members recommend for adoption by June 2025 and find value in. TAC engagement is critical to that aim.

PRTPO is beginning this update on a foundation of good Board and TAC discussions over the last few years about priority regional issues and challenges that merit regional collaboration. This update is a chance to further those discussions, identify additional concerns relevant to the region, and provide momentum for some near-term priority interests that can guide future work program activities and strategies. We are not starting from scratch.

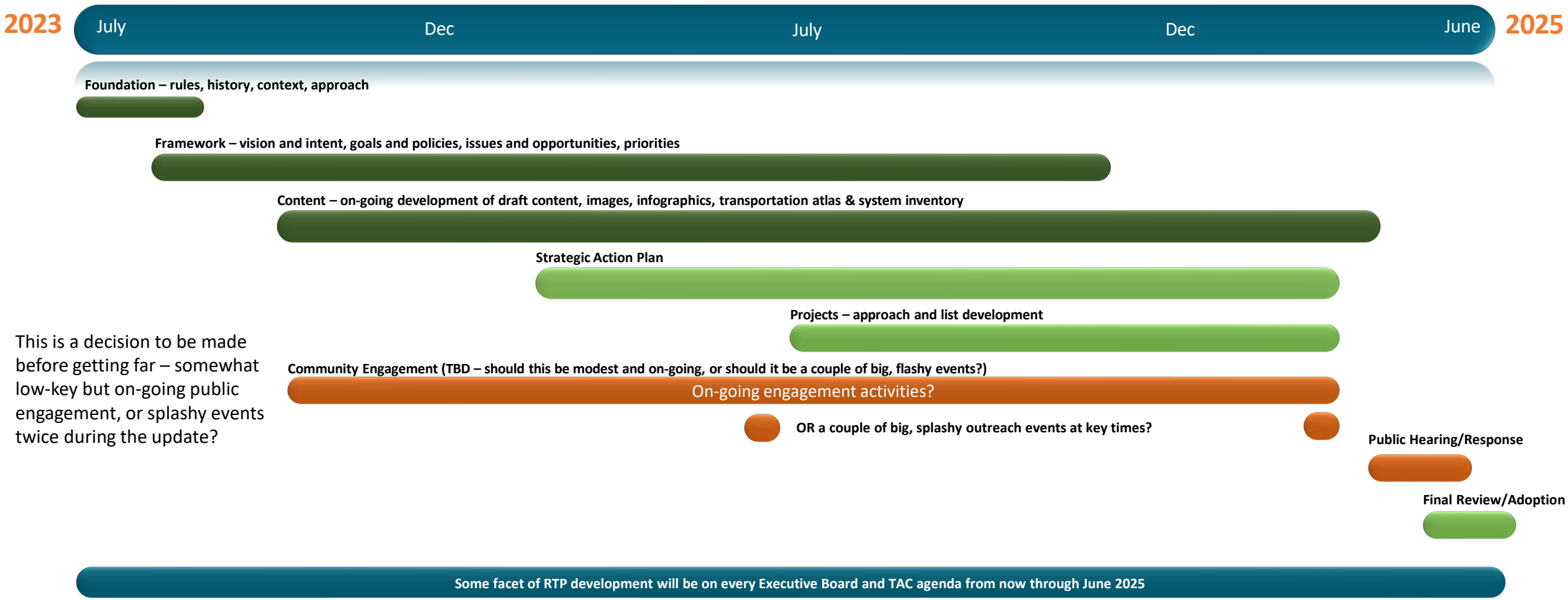
We also know that many PRTPO members will be working on their own Comprehensive Plan updates and system plans during this same time. Members face many of the same budget and staff constraints PRTPO faces. It will be a busy time. That underscores the need to find efficiencies and stay focused on core objectives. It also opens up new avenues for ensuring consistency and coordination between local, regional, and state planning processes.

We will almost certainly come across matters that cannot be addressed in this update as well as good ideas that are outside the scope of this work. We'll capture all of it and work to find good outlets for those things that don't really belong in the RTP itself but have value to the region or any of its partners.

Link to Current Plan
2040 Regional Transportation Plan

For More Information:
Thera Black | 360.878.0353 | TheraB@PeninsulaRTPO.org

PRTPO Work Plan for RTP Update
Preliminary Scoping Timeline
Major activity areas



This is a decision to be made before getting far – somewhat low-key but on-going public engagement, or splashy events twice during the update?