PRTPO TECHNICAL ADVISORY COMMITTEE MEETING

January 15, 2026 | 10:00 – 12:00
Zoom Meeting – Login Below

1.	10:00	**Welcome and Introductions**	
2.	10:05	**Consent Calendar** • *Approval of Agenda* • *Approval of Recap from March 20, 2025 (Attachment A)*	ACTION
3.	10:10	**National Highway Freight Program (NHFP) Call for Freight Projects** *(Attachment B)* *A call for freight projects from WSDOT was issued. Members were asked to submit projects via email for review at the TAC January meeting and for presentation to the Board for confirmation in February. This time is meant to review the submitted projects.*	ACTION
4.	10:30	**Unified Planning Work Program (UPWP) Update** *(Attachment C)* *The UPWP will go through its annual review in the spring to make sure it is up to date. This is typically the time to review the unfunded needs list in the appendix. This time is dedicated to members to make any suggestions in preparation for bringing this item to the Board.*	DISCUSSION
5.	10:50	**Human Services Transportation (HSTP) Proposals** *(Attachment D)* *The HSTP request for proposals was due January 9, 2026. The proposals were reviewed by a committee. If applicable, the TAC is asked to review the proposals and provide recommendations to the Board for their approval in February.*	ACTION Edward Coviello
6.	11:05	**Election of Officers** *Jayme Brooke and Marty Allen have been Chair and Vice-Chair, respectively, for two years. That term has now expired, and the TAC is asked to nominate and elect a Chair and Vice-Chair to serve the 2026-2027 term.*	ACTION
7.	11:15	**PRTPO Coordinator Updates** *Short updates to keep members apprised about matters of potential interest.*	BRIEFING
8.	11:30	**Member Roundtable** *An opportunity to share information on activities and other topics of interest to members.*	ALL

NEXT TAC MEETING – March 20, 2026

Join Zoom Meeting
https://us02web.zoom.us/j/81296656214?pwd=IdtWZAvbZk4MO6E8JC8Sfd8fRwRj5f.1
Or by phone: 253 215 8782 US (Tacoma). Meeting ID: 812 9665 6214 Pass Code: 4780

Meeting Recap

ATTACHMENT A

PRTPO TECHNICAL ADVISORY COMMITTEE
November 20, 2025
10:00 – 12:00
Via Zoom

Call to Order
Chair Jayme Brooke called the meeting to order at 10:01.

ATTENDEES

Technical Advisory Committee:

Clallam County	Steve Gray
Kitsap County	David Forte
Jefferson County	Eric Kuzma
City of Bremerton	Vicki Grover
City of Port Angeles	Tim Hayes
City of Poulsbo	Michael Bateman
City of Sequim	Meggan Uecker
City of Shelton	Aaron Nix
Port of Port Angeles	Katharine Frazier
Clallam Transit	Jason McNickle
Jefferson Transit	Jayme Brooke
Mason Transit	Amy Asher
Jamestown S'Klallam Tribe	Wendy Clark-Getzin
Skokomish Tribe	Marty Allen
WSDOT Olympic Region	Joe Calodich

Staff:
Thera Black, PRTPO Coordinator
Edward Coviello, PRTPO Coordinator, Lead Planning Agency

Other Attendees:
Ryan Clemens, WSDOT HQ
Shaara Ainsley, Long Live the Kings

Welcome and Introductions
Chair Brooke welcomed attendees and conducted introductions.

Approval of Consent Calendar

ACTION: Forte moved, and Asher seconded to approve the Consent Calendar. The motion passed unanimously.

Consent Calendar

- ***Agenda***
- ***Recap of September 18, 2025 Meeting***

Finalize the Complete Street Candidates

Coordinator Black explains that the complete streets candidates process started a year ago as a resource for the WSDO Olympic region when they were screening possible complete street treatments during non-capital projects valued at a million dollars. The WSDOT process looks at crash data and comprehensive plans, which allow areas in need to stand out in urban places. This is more difficult in rural areas, so this complete street candidates exercise is aimed to assist with the Complete Street Proviso. The locations for the candidates were identified at the October 2024 in-person retreat, which was further discussed in January about the candidate criteria. The first digital form of the candidates was shown in March and then tabled because of the work on the RTP. There were locations that needed more elaboration on their reason to be on the list. For instance, one location has a project in the area, which will most likely fix any issue instead of WSDOT fixing it during a paver. There are others that just need more local knowledge clarifications, and some that are corridor sections, which may need to highlight only certain locations. Kate Fauver from WSDOT Olympic Region is a contact for the complete street project and stated the process and criteria look good, but would add the question, "Do you think that this is a likely candidate for, you know, a likely Complete Streets candidate?" Coordinator Black responded, saying anything on this list is a likely Complete Streets candidate. This process is meant to be a list that shows locations that may not be apparent in the WSDOT screening process due to the nature of rural areas. Today's goal is to refine the list of candidates and gather some elaboration on their needs.

Member Clark-Getzin states she likes the suggestion to remove projects that we know are funded and are part of the project delivery plan for WSDOT. She asks if there is an extent of reality that we should probably keep projects in that they have scheduled for two biennia out, three? Where do we draw the line? Coordinator Black responds that during staff discussions about the candidates, it was noted that most of them are trial projects or shoulder corridors. The idea was to pull those projects into another type of map, as this dashboard or tool is used for screening only, and they may get lost in the complete street dashboard.

Joe Calodich suggests the trail projects and ODT crossings or gaps to stay in the dashboard as it would provide additional attention to the ODT projects because if we are doing a capital project and there's a point where the ODT's crossing a state highway, that's something that WSDOT would. Especially, the ones crossing a state route. Coordinator Black asks for clarification on whether the corridor SR110 from US 101 down to La Push is intended to be an ODT segment with a new facility on the shoulder, like a widening, and asks if that kind of project that Joe is mentioning should stay on the dashboard, as it could have complete street value.

Member Gray states that, in terms of points 20, 24, 34, and 35 on the complete street list, they are all related to ODT connections from Forks to La Push, and 20 is also related to Forks wanting more accessibility from downtown Tillicum Park area to the Kalau River Park. Then, the country is working on, with a PRTBO Transportation Alternative Grant to try to get a Separated pedestrian-bicycle bridge crossing at the park all the way up to 24, which is a crossing. He agrees to keep it on the dashboard because, although the trail is not ready to be built, they are proceeding with design, and we are actively pursuing acquisition of a trail corridor between 101 and La Push, and have started preliminary designs with the federal highways, and the highway corridor is not very safe. Most of the corridor between 101 and La Push, we are trying to separate from the highway. He can share correct locations, like the movement of 35.

Coordinator Thera mentions that the points can be moved by the TAC, but she will do a follow-up on the pinch points in the corridor.

Coordinator Coviello mentions a roundabout planned for State Route 303 and Central Valley Road in Kitsap County and asks if the county would like to identify that location for a complete streets review. Member Forte responds that that type of thing doesn't fall within the scope of these, as it is a major improvement, and the county has questions about the WSDOT roundabout. Coordinator Coviello agrees that Kitsap Transit has questions, too.

Coordinator Black explains that the provided list of candidates in the agenda packet has some highlighted that she wants to discuss further. She will leave the trail projects on the list and confirm that the locations of current points are in the correct spot, shorten the corridors like 035 on SR 110, and distinguish the right-of-way if possible. She was informed by Port Angeles that it is okay to remove CC029, which is all going to get subsumed in that SR117, SR101 interchange project, and then also the 037, the Marine Drive, which's not on a state highway, so that will not fall under the state's complete streets parameters.

Member Hayes mentions there is one location along Marine Drive, at the northern terminus of SR117, which actually has the Olympic Discovery Trail along the port and the marina property, which he thinks would need some improvements, but does not know if it is considered a priority for the group. Coordinator Black documents the location and clarifies that PRTPO is not doing any prioritization of these locations. This is really intended to be a communication tool to help improve coordination between WSDOT and local agencies.

She explains that originally, there was discussion on expanding the process, but at this point, it is best to keep it focused on the complete streets mission, the requirements of WSDOT.

Joe Calodich clarifies that there aren't complete streets dollars, per se, so all of these projects would need to be attached to some other capital project that WSDOT's working on, and when WSDOT screen for complete streets, one of the key requirements is being in a population center – kind of a city limit, a designated place, an urban growth area, tribal reservations or tribal trust land. So, he thinks there are a couple of locations on this list that are outside of a population center, and wouldn't be screening those for complete streets, even if there's an active transportation need there, that is not something that would be addressed through a Complete Streets project, because that would be missed by the screening process. An example of this is locations on ST 110. Coordinator Black explains that previously, it was determined that these locations would be seen differently because the rural areas have historical clusters of activities and have been approaching this process by looking at the current land use that generates walk, bike, and transit activities that are not accommodated. For instance, Jefferson has been pursuing resources to get some crossing improvements in Brennan, not an incorporated place, but there are state parks there that are generating a lot of pedestrian activity on the shoulders of the road, and there are a few little businesses there, and it is a heavily traveled corridor, especially in the summer months and on the weekends. The goal was to call out places that WSDOT might miss because they are not incorporated but generate trips.

Joe Calodich states that WSDOT only looks at cities, as well as what we call population centers, so census-designated places, various kinds of unincorporated centers where people live, so in the case of Brennan, it's a census-designated place, so it would be looked at as a complete street in that location. But there are a handful of locations on the list provided in the agenda that are outside those areas because they are rural. Examples are Clallam Bay, the vicinity of Forks, and Brennan, which would be covered by Complete Streets.

DRAFT

Coordinator Black asks for any locations that Joe Calodich thinks should be reviewed. Member Forte mentions that this sounds different than how this exercise was presented. He recalls it being more of a context-sensitive design, not a complete streets concept using the prompt: Are there some areas on the interstate That you can identify that have significant safety conflicts, or potential safety conflicts for pedestrians and bikes, that can be done that can be completed with small fixes, non-capital investments. He remembers it being an extension of the complete streets. Coordinator Black agrees and states that this was approached under the Complete Streets budget proviso, knowing there is no extra funding, but identifying locations where there is conflict between motor vehicles and active transportation, whether a capital improvement is needed or a smaller mitigation – crosswalk, reduced speed, signage – that could reduce the conflict after it is reviewed.

Chair Brooke, notify that the time for the item is also out. Coordinator Black summarizes the discussion, stating that WSDOT wants us to leave trail crossing or trail intersect projects on the list, even though they're projects elsewhere, and to use the census-designated places in the review to determine whether they should remain on the list after discussing them with the relevant member. Then the list will be shared with the TAC again. She explains that the Squaxin Island Tribe project can be removed because funding has been secured, the submarine drive location can be relocated from the SR117-101 location since it is subsumed as a part of a major interchange retrofit, and calls out that location at 117 and the ODT crossing on the north end.

Member Clark-Getzin states she has fixed the location for CC039, saying it's a level 3 because there's an awkward crossing where the box culvert is used to cross the highway underneath, but few people are aware. She mentions that Cc23 seems relevant to this conversation, that it's a DOT project, and that there are three different locations between intersections, like the Barnes Creek location.

She mentions that JC036 should remain on the list as it is an ODT crossing and on a state highway, SR-20. She clarifies that the connection to Mill Road and another lateral road does not connect and needs to when ODT is completed, and that the project is to retrofit and remove the intersection, and WSDOT is only looking at it as a roundabout. She wants the location to be clarified and corrected to be moved to SR-20.

Coordinator Black notates the change and notes that the locations came from the tabletop exercise, using sticky notes, and asks the member to clarify the locations and their significance. She encourages members to continue to update the locations.

RTP Consistency Review

Coordinator Black states that the cities and counties are all doing a major update or periodic update to their comprehensive plans, and the PRTPO had to certify, and we did this back in early Summer, that the county-wide planning policies of all four counties are consistent with the RTP, and that the RTP is consistent with them. That's as required under the Growth Management Act. As part of that process, we developed principles and guidelines, as required under RCW 4780, to present the big issues we're looking at and examples. Then we knew that after the RTP was completed, we would return to focus on this comprehensive plan review, which is separate from the countywide planning policies. And in that case, the countywide planning policies and the RTP need to be consistent with each other. The consistency review for the comprehensive plans assesses whether they are consistent with the RTP and countywide planning policies.

DRAFT

In July, those principles and processes were discussed, and the TAC was interested in the results of that consistency review before it went to the Board. Also, if possible, deal with any flagged issues with it before it gets to the TAC. Over the summer and fall, Coordinator Black has been reviewing all comprehensive plans across the entire region. Kitsap partners need to comply with both PSRC's consistency review process and PRTPOs; the PRTPOs do not look at half the stuff that PSRC does.

Kitsap adoption was done late last year or early this year, while the other three counties have a deadline not until the end of this year, and then, with a six-month extension, some of them might even go until June. With counties being on different schedules, she reviewed what she could at the stages they were at. Each approach is different for the comprehensive plans and does not have a general review process, as the plans can be all in one plan or can be separated into a few plans. She has found some issues, such as updates occurring during the RTP update and using previous information. She was looking for all those things in the principles and guidelines that we discussed in July, plus a few other things that we have to look at because we're an RTPO, and the RCW particularly states to look at in local comprehensive plans. Two plans are not complete – Bainbridge Island and Sequim – which will be reviewed once they are, and we do not see any big changes coming from them. She does state there are some inconsistency issues due to the very different approach to its comp plan update this time around including in the transportation element such as they had adopted, level of service F for all facilities, in the city which is inconsistent with the RTP and are using 2009 traffic study to forecast future demand for system, didn't have project list, and didn't have a financial forecast. The goal of changing the level of service is not to widen their roads if there is congestion in the future to focus on active transportation and transit. It's not PRTPO's role to get too far involved in some of that stuff, and the Commerce GMA requirements are more rigorous and can identify bigger issues. She is working with Port Townsend on the review.

Coordinator Thera is seeking A, looking to have a discussion about that, if there are any questions, and B, looking for a recommendation. She asks if the TAC would like to recommend that the 10 of 13 plans are okay to be approved by the Board, while the others are being developed and reviewed?

Member Clark-Getzin, Clallam County, is ready for anyone to review the November drafts. She is reaching out to the county to review the proper draft of the transportation element. Coordinator Black states she found the transportation element in the county code and the Clallam sub-area plans, which actually went into much more specific detail for those areas. She had some corrections to the county code and looked them up in the November draft. This review helped her understand the communities better, and Member Clark-Getzin will use her work to help review the element.

Member Bateman asked whether there was anything that stood out in the Plans that everyone could learn from? Coordinator Black responded that the technical language in the plans can be difficult to understand for the public to read, but is required by the RCW.

Chair Brooke read the recommended action that TAC recommend the Executive Board find the updated comprehensive plans of the following agencies to be substantially consistent with the RTP, Clallam County, Jefferson County, Kitsap, Mason, Bremerton, Forks, Port Angeles, Port Orchard, Poulsbo, and Shelton, and the TAC also recommend looking for a motion to recommend the Executive Board find the updated Comprehensive plan of Port Townsend to be conditionally consistent with the RTP pending resolution of specified concerns prior to adoption.

DRAFT

Member Clark-Getzin asked that Port Townsend be removed from the list and whether Clallam County will be requesting an extension, as they are still conducting public hearings and coordination efforts. Member Gray disagrees and states that the transportation element/chapter of the drafted plan is consistent with the RTP. Member Clark-Getzin thinks the plan is not at a point to be approved, as it's still being developed. Chair Brooke clarifies that the motion recommends finding them substantially consistent. If the majority of the plan is consistent, I would say that the motion on the table is valid if Clallam County is substantially consistent with the RTP.

> **ACTION: Bateman moved, and Allen-seconded to approve TAC recommend the Executive Board find the updated comprehensive plans of the following agencies to be substantially consistent with the RTP, Clallam County, Jefferson County, Kitsap, Mason, Bremerton, Forks, Port Angeles, Port Orchard, Poulsbo, and Shelton, and the TAC also recommend looking for a motion to recommend the Executive Board find the updated Comprehensive plan of Port Townsend to be conditionally consistent with the RTP pending resolution of specified concerns prior to adoption. Other yes and Member** Clark-Getzin, opposed Port Townsend conditional, as Conditional is not fully defined, it would be best to make it at a later date, and that's what we're here for, to go back and review things when they're ready.

Coordinator Coviello interjects to state that Thera has been driving the PRTPO for the past 6 years, and he can't really express in words, with the time that we have, how to thank all the guidance and keeping this group together and advancing it, evolving the PRTPO in so many ways into a very functional. Coordinator Black states that she hopes the TAC understands that when you all speak together with one voice, you have a really big voice. Each of your communities by themselves might be really small, but those things where you're in agreement and can speak together in one voice. It's a big voice, and you can get good things done for your constituents, your communities. Hopefully, this leaves you on a good path forward to do that.

Hood Canal Bridge Ecosystem Impacts Assessment

Shaara Ainsley begins her presentation about Long Live the Kings. She states that Long Live the Kings is a salmon conservation organization. Our mission is to restore wild salmon and steelhead and support sustainable fishing in the Pacific Northwest for almost 40 years next year. She explains the project and its elements: the floating concrete pontoons are back-to-back adjacent, and float in the top 15 feet of the water surface, and so it is basically like a solid concrete wall for 83% of the width of the canal underwater, in the top 15 feet. National Oceanic and Atmospheric Administration researcher Megan Moore found that because of the structure of the Hood Canal Bridge, up to 50% of the young steelhead that make it to the bridge don't survive past – which is a very startling number when it comes to fish migration. In 2015, local, state, federal, and tribal governments and nonprofits came together to look at the problem of low survival, try to understand it, and then look for solutions, and that is the Hood Canal Assessment. There are two different groups that are part of the assessment: There's a larger body called the Management Committee, which is represented by many of your organizations and governments, and that includes tribes, counties, the local government council, which is the Hook and Accordant Council, and then state and federal agencies. This management committee offers guidance throughout the assessment process, and then there's an assessment team that is technical researchers looking at solutions.

DRAFT

During the first phase, they examined what was happening at the Hood Canal Bridge to understand why fish, particularly steelhead, were dying there. They discovered that seals were using the barrier to corral the young steelheads that were swimming close to the surface and eating them since the bridge provided lighting.

After Phase 1, the assessment team put out some recommendations and a report, and they recommended testing some near-term solutions to address the structure of the bridge, the current bridge, some guidance structures, seal deterrence, and things like that. But they also concluded that we can only do so much to mitigate the current bridge's impact. It will still delay fish, and in the long term, their recommendation is to consider a redesign of the bridge to make it more ecosystem-friendly. With the high maintenance of the bridge, they want to maintain ideas to assist in the maintenance and future redesign.

Now in Phase 2 of the project, the Port Gamble S'Klallam Tribe has received funding from the NOAA Fish Passage Program to examine several issues. The first was actually funded through state funding over the past couple of years, and that's looking at ways that we can do near-term mitigation to significantly increase steelhead survival past the current bridge. That's ongoing work that has been, in the past, supported by the state, and is now kind of the tail end of that, which is supported through the fish passage grant. The second is identifying whether a redesigned bridge could eliminate impacts to steelhead salmon and also better serve people. there's two elements to that. There's a need for a study to understand the community's needs and concerns around the bridge, and then for a bridge engineering firm to develop some creative, high-level, very high-level conceptual design alternatives. They have assembled a project steering team – including Jefferson, Kitsap, and Clallam – to help guide this process, and this is, in effect, a subgroup of the Assessment Management Committee.

The conceptual design of the bridge raises the question of whether a new bridge could address both community and ecosystem needs. Given the existing information about the Hood Canal Bridge, is there any feasibility of considering an alternative design that could address these needs? And could they provide us with an initial sketch of what that would look like, including a construction timeframe and funding needs? What benefits would it have for the community and the ecosystem? And what kind of information would we need to gather to really verify whether this is feasible? WSDOT is a partner in this project, but it is not taking any official steps toward bridge design and construction. Norway has been an example of bridges for the conceptual design, as it has similar ecosystems. The example has a stay bridge big enough for big vessels to use instead of a draft bridge attached to a floating bridge.

The community needs a study component of this; HDR began over the summer and is ongoing. And right now, they are wrapping up They just finished a survey of community needs, and they're wrapping that up, and they're beginning reporting next month. Hosted events, community events, listening sessions, and interviews. The goal was to understand who uses the bridge, what they are looking for, and who else we need to be talking to in the future.

Member Hayes asks what population level we're talking about for the fish. Presenter Ainsley explains that there is no conclusive number, but among the populations they can assess, they are in steady decline, even though the area should promote population growth, while the seal population is increasing, as they are able to eat the steelhead population at a higher rate. Member Allen mentions that he has personally seen salmon unwilling to cross the bridge and asks whether they have studied other types of salmon as well and why they might not like crossing under the bridge. Presenter Ainsley explains that young tag cannot be tagged and closely studied, so

they are researching older fish, and there are many reasons why the bridge is affecting the fish from going under the bridge. She encourages people to reach out and ask questions. She shared her information in the chat: sainsley@lltk.org (206) 382-9555 x27.

Release of Request for Proposal (RFP) for the 2026 Human Services Transportation Plan (HSTP)
Coordinator Coviello states it has been almost 4 years, believe it or not, since the last Human Services transportation plan was completed. This new Human Services Transportation Plan will be the largest dollar amount for the PRTPO, with $85,000 in state funds to hire a consultant to help us develop it. He is seeking the TAC's recommendation that this be brought to the Board in December so the staff can release a request for proposals (RFPs) on the PRTPO website, and then we have a list of vendors. Hopefully, in January, the staff can provide the names of those selected. Additionally, he also likes to ask for a member of the TAC to participate in the review of the RFPs now or in a week. He hopes to start the project in March and have a draft plan by the August Board, using the existing ArcGIS map for the update. Next fall, it's the consolidated grants they can think about now. Initial volunteers are Arron Nix and Jaime Brooke.

> **ACTION: Nix moved, and Bateman seconded to approve the release of Request for Proposals for the 2026 Coordinated Human Services Transportation Plan. The motion passed unanimously.**

Approval of 2026-2031 Regional Transportation Improvement Program (RTIP) Amendment #1
Coordinator Coviello explains that last month, the Executive Board, at your recommendation, approved the RTIP for 26 through 31. Staff at PRTPO submitted projects with secured funding to local programs for inclusion in the statewide transportation improvement program. That program just went out for public review this morning. In the meantime, PRTPO received a request from Jefferson Transit for an RTIP amendment to add 12 additional projects. These projects are all planned, but it's important for Jefferson Transit to include them in the RTIP. To help support their public participation and grant awarding processes with the FTA, and also with Ouacha Public Transition. He is seeking approval to share the amendment with the Executive Board.

> **ACTION: Bateman moved, and Asher seconded to approve Amendment #1 of 2026-2031 Regional Transportation Improvement Program (RTIP). The motion passed unanimously.**

PRTPO Coordinator Updates
Coordinator Black explains WSDOT has sent out to all cities and counties a notice of a call for projects for, National Highway Freight Program funding, and they do this about every four years. The process is that local agencies will submit their projects to WSDOT through PRTPO. Similarly to the consolidated grants process. Ideally, bring this information to the TAC in January and to the Board in February. These projects are not going to be small freight projects. They need to be able to obligate by 2031 or 2032. It'll be federal funding, 13.5% match. She is hoping Port Angeles is going to apply. The county, Bremerton, and the Port of Bremerton, which might have some likely projects, have to go through the PSRC process.

Coordinator Coviello stated that in October, the Executive Board confirmed that the 2026 PRTPO in-person retreat will be on April 17, hosted by the Jamestown S'Klallam Tribe at Red Cedar Hall. He adds that the 2026 schedule for the Executive Board and TAC meetings is attached to the agenda; however, the June Board meeting will be moved due to a conflict with Juneteenth.

Coordinator Black mentions the October meeting. The executive board directed her to draft a letter, signed by Lindsey, requesting support from Senators Murray, Cantwell, and Representative Randall to ask the Coast Guard to implement temporary restrictions on when the bridge will open to recreational sailboats during the World Cup. So, asking for temporary support there so that transit and other providers can have a little bit more

predictability during a time of extreme crunch. She has heard from all three federal legislators and is now in correspondence with the Coast Guard bridge manager for District 13. It looks like PRTPO will be able to affect restrictions on when the bridge opens for sailboats, given that it takes about an hour and has a significant impact.

Member Updates

Member Clark-Getzin mentions that the DOT Blinn Bundle, Culvert, and Junction projects are coming to an end. You'll notice fewer people on the side of the road, from Johnson Creek all the way out to Miller Peninsula, and they will keep the 35-mile-per-hour zone going for quite some time until they're completely done. She learned from my DoD quarterly meeting, beware of orange construction trailers, because they're the ones that, with the new law, have a 360 camera on them to catch anyone speeding during work hours in a work zone, and that comes January 1st, there will be no more waiver of that first warning. It will go straight into a penalty ticket.

Coordinator Coviello thanks the TAC for help with the 2026 transportation outlook, which will be used at the next Board meeting, and hopes other legislators, like Representative Nance, will confirm within the next weeks.

Member Clark-Getzin hopes Representative Steve Therringer could come to the meeting, to thank him for his work as this could be his last legislative session.

Adjourn

There being no other business, Jayme adjourned the meeting at 11:57.

DRAFT

ATTACHMENT B

ACTION ITEM

To: PRTPO Technical Advisory Committee
From: Amna Parson
Date: January 8, 2025
Subject: **National Highway Freight Program (NHFP) Call for Freight Projects**

Overview:

WSDOT has notified the agencies of a Call for freight projects for the 2026 freight system plan, with an anticipated plan completion of Fall 2026. The National Highway Freight Program (NHFP) Regional Priority Freight Project Solicitation Advance Notice flyer is attached. It is only for cities, counties, and ports that are part of the national freight system, and the project must be on that system. Kitsap jurisdictions is a part of the PSRC process. We will need projects to prioritize by the January TAC meeting, so it can go to the Board for approval in February. We can forward the email from WSDOT to the TAC if you have not received the additional information.

Attachment:

- FIP Project Solicitation One-Pager

For More Information:

Amna Parson | 360.473.1132 | AmnaP@kitsaptransit.com

National Highway Freight Program (NHFP) Regional Priority Freight Project Solicitation Advance Notice

1. What are NHFP funds?

- The NHFP provides federal funds for projects that improve the efficient movement of freight.
- The NHFP supports a wide range of freight-related investments, including roadway improvements, intermodal facilities, freight rail enhancements, and eligible marine highway and waterway projects.

2. What does WSDOT do with NHFP funds?

- During federal fiscal years (FFY) 2021-2026, Washington received approximately $22.6 million per FFY in NHFP funding. Half of these funds were apportioned to state projects and the other half to local projects. Pending federal action, Washington assumes similar funding levels and project eligibility criteria for the FFY 2027-2032 period, including up to 30% of funding that would be eligible for intermodal projects.
- For the FFY 2027-2032 period, WSDOT will work with MPOs/RTPOs to identify regional priority freight investments that complement statewide needs. WSDOT will issue a Formal Project Solicitation notice in early November.

3. What will the Formal Project Solicitation notice include?

- The notice will provide details on an informational webinar and a public information website.
- The notice will also include the project submission form, instructions for submission, project examples, and details on project scoring criteria and process.

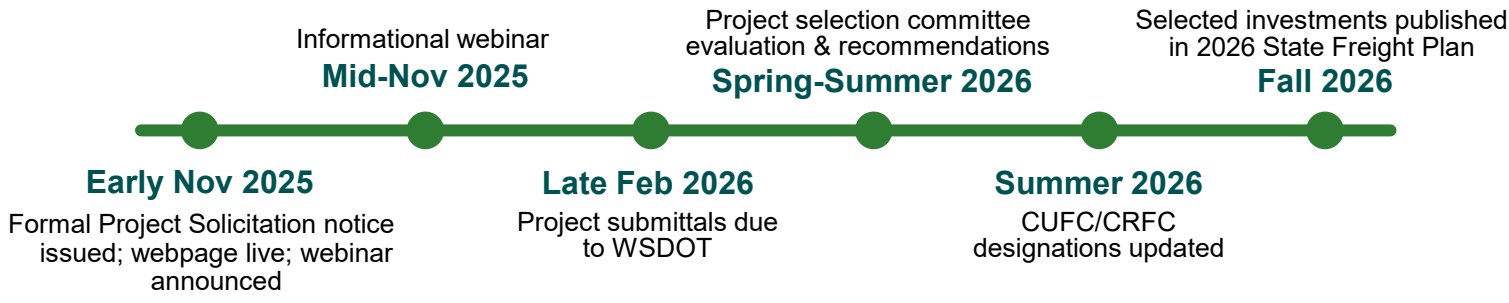
4. What are parameters for NHFP project submissions?

- Submitted projects must be eligible for NHFP funding. Current eligibility requirements are outlined in 23 U.S.C 167 (h)(5).*
- Project sponsors must ensure projects are ready for FFY 2027-2032 funding obligation and are documented in a formally adopted transportation or development plan. Per current NHFP requirements, the non-federal funding match is 13.5% for non-Interstate projects and 9.33% for Interstate projects.
- MPOs/RTPOs should submit projects as a consolidated list of regional freight investment priorities consistent with regional infrastructure priorities and planning processes, along with a completed submission form for each project.

**Submitted projects do not need to be on the existing National Highway Freight Network; for selected projects, WSDOT will update Critical Urban/ Critical Rural Freight Corridor designations as needed.*

For the formal solicitation, supporting material, other updates, and FAQs as they become available, please check WSDOT's NHFP webpage.

IMPORTANT: This notice is based on and assumes continued authorization of the *Infrastructure Investment and Jobs Act (IIJA)* and availability of NHFP funds for the FFY 2027–2032 period. IIJA expires on September 30, 2026. Future federal funding amount, eligibility, timelines, and funding levels are subject to change pending congressional reauthorization or other federal actions, including state legislative appropriation.



WSDOT

Contact:
Wenjuan Zhao
Wenjuan.Zhao@wsdot.wa.gov | 360-705-6990

ATTACHMENT C

DISCUSSION ITEM

To: PRTPO Technical Advisory Committee
From: Amna Parson, PRTPO Coordinator
Date: January 8, 2026
Subject: **2026 Unified Planning Work Program (UPWP) Update**

Requested Action:

No action is requested. This is a discussion about the UPWP update.

Background

The UPWP is updated annually to ensure the document is up to date after any changes to needs, and direction of the PRTPO. The usually reviewed section of the UPWP is Appendix A: Underfunded Needs. This appendix lists "important unfunded planning needs PRTPO or its partners would pursue with additional resources." The UPWP can be found at https://www.prtpo.com/s/PRTPO-SFY-2026-2027-UPWP_Final.pdf and the SFY 2025 UPWP Annual Report can be found at https://www.prtpo.com/s/SFY2025-UPWP-Annual-Report_PRTPO.pdf. Attached to this memo is Appendix A: Underfunded Needs.

Next Steps

The update will be mentioned at the next Board meeting. The TAC is asked to discuss any needed updates to the UPWP or its appendices.

Attachments:

- UPWP Appendix A: Underfunded Needs)

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

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 (26th) 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

ATTACHMENT D

ACTION ITEM

To: PRTPO Technical Advisory Committee
From: Edward Coviello
Date: January 8, 2025
Subject: **2026 Human Services Transportation Plan (HSTP) Proposals**

Requested Action:

Approve the recommendation for the consultant for the 2026 Human Services Transportation Plan (HSTP) provided by the committee

Background

The WSDOT Public Transportation Division (PTD) requires MPO/RTPOs to prepare a coordinated HSTP every four years. The PRTPO will develop the Plan with stakeholders, service providers, public transportation users, and the public. The PTD has provided the PRTPO with $85,000 of state funds to complete the 2026 HSTP.

The HSTP is a mechanism to assist with the awarding of grants through the State's Consolidated Grants Program which provides operating and capital funds for rural and urban transportation providers. The PRTPO ranks applications for the CGP every two years before sending the rankings to WSDOT PTD for final award.

The Federal Transit Administration (FTA) Circular 9070.1 G Chapter V (2)(b) provides federal guidance on HSTPs, including detailed instructions for developing your plan. The circular also includes four required elements of the HSTP:

1. An assessment of available services that identifies current providers (public, private, and nonprofit).
2. An assessment of transportation needs for individuals with disabilities and seniors. This assessment can be based on the experiences and perceptions of the planning partners or on more sophisticated data collection efforts, and gaps in service.
3. Strategies and/or activities to address the identified gaps and achieve efficiencies in service delivery.
4. Relative priorities for implementation based on resources, time and feasibility for implementing specific strategies/activities identified.

The Plan will identify regional priorities, which determine eligibility for funding under WSDOT's Consolidated Grant Program. The grant program includes funding from state and federal sources. Additionally, WSDOT uses HSTPs as an input for the Statewide Human Services Transportation Plan.

WSDOT PTD oversees the development of the HSTP in partnership with the PRTPO. The PTD has developed a guidebook to assist in preparing the Plan. The current Plan was last amended in December of 2024 and can be found at: https://www.prtpo.org/human-services-transportation-plan.

The RFP was posted on the PRTPO website following Executive Board approval. Proposals were due on January 9, 2026, and a committee reviewed the proposals to provide a selected recommendation – which is asked to be approved by the TAC and recommended to the Board.

For More Information:
Edward Coviello | 360.824.4919 | EdwardC@KitsapTransit.com