

## AGENDA

Transportation Policy Board

**Wednesday, October 12, 2016 7:00 a.m. – 8:30 a.m.**

Thurston Regional Planning Council

Conference Room A, 1<sup>st</sup> Floor

2424 Heritage Court SW, Suite A

Olympia, WA 98502-6031

1. **Introductions/Announcements**
  - *Rural & Tribal Transportation Grant Application Update*
  - *Executive Director Recruitment Update*
  - *Possible Update on Council Actions*Andy Ryder, Chair  
TRPC Staff
2. **Approval of Agenda**

**ACTION**  
Andy Ryder, Chair
3. **Approval of Meeting Notes from September 14, 2016 (Attachment)**

**ACTION**  
Andy Ryder, Chair
4. **Public Comment Period**
5. **7:15 – 8:00 Project Updates (Attachment)**

*At its September 2016 meeting, the Policy Board discussed regional projects and asked for updates on several projects. Jurisdictional staff will provide those updates and answer questions. The Board will then discuss options for supporting these projects, such as inclusion in the 2017 State Legislative Agenda.*

  - *City of Yelm – Yelm Byway*
  - *City of Tumwater – E Street & Deschutes Valley Trail*
  - *City of Olympia – Log Cabin Extension & Woodland Trail Feasibility Study Phase 4*
  - *City of Lacey – Diverging Diamond Video*

**BRIEFING & DISCUSSION**  
Karen M. Parkhurst  
Programs & Policy Director  
Jurisdictional & TRPC Staff
6. **8:00 – 8:25 Sustainable Thurston Report Card (Attachment)**

*Staff will brief the Policy Board on this new, online resource for tracking the region's progress toward meeting the goals of Sustainable Thurston.*

**BRIEFING**  
Michael Ambrogi  
Senior GIS Analyst
7. **Outside Committee Reports**

*At the discretion of the Chair, this may be covered in the after meeting summary.*

**BRIEFING**  
Doug DeForest

**Next TPB Meeting**  
November 9, 2016

**NOTE EXTENDED TIME**

**7:00 – 9:00 a.m.**

**Review of Project Proposals**

TRPC ensures full compliance with Title VI of the Civil Rights Act of 1964 by prohibiting discrimination against any person based on race, color, national origin, or sex in the provision of benefits and services resulting from its federally assisted programs and activities. For questions regarding TRPC's Title VI Program, you may contact the Department's Title VI Coordinator at 360.956.7575.

If you need special accommodations to participate in this meeting, please call us at 360.956.7575 by 10:00 a.m. three days prior to the meeting. Ask for the ADA Coordinator.

For TDD users, please use the state's toll-free relay service, 711 and ask the operator to dial 360.956.7575.

[ThurstonHereToThere.org](http://ThurstonHereToThere.org) is an easy-to-navigate website which includes information on carpooling, vanpooling, rail, air, bus, bike, walking, health, telework and flexible schedules, recreation, and school transportation. Please consider using an alternate mode to attend this meeting: bike, walk, bus, carpool, or vanpool. This facility is served by Intercity Transit Routes 43 and 44.

## MINUTES OF REGULAR MEETING

Transportation Policy Board  
September 14, 2016  
Thurston Regional Planning Council  
Conference Room A, 1<sup>st</sup> Floor  
2424 Heritage Court SW  
Olympia, WA 98502-6031

### Call to Order

Chair Andy Ryder called the meeting to order at 7:02 a.m.

### Attendance

#### TPB Members Present:

Martha Hankins, Citizen Representative  
Andy Ryder, City of Lacey (Chair)  
EJ Zita, Port of Olympia  
John O'Callahan, City of Tenino  
Nicole Hill, City of Tumwater (Alternate)  
Kevin Dayton, WSDOT, Olympic Region  
Tracey Wood, City of Yelm  
Doug DeForest, Business Representative  
George Carter III, State Government Representative  
(Alternate)  
John Suessman, North Thurston Public Schools

#### TPB Members Absent:

Cathy Wolfe, Thurston County  
Graeme Sackrison, Citizen Representative (Vice Chair)  
Debbie Sullivan, Intercity Transit  
Heidi Thomas, Nisqually Indian Tribe  
Clark Gilman, City of Olympia  
Confederated Tribes of the Chehalis Reservation (pending)  
Business Representative (vacant)  
Business Representative (vacant)

#### Staff:

Jared Burbidge, Veena Tabbutt, Holly Gilbert, Karen Parkhurst, Paul Brewster, Sarah Selstrom, and Tom Gow

#### Others:

Dennis Bloom, Intercity Transit  
Randy Wesselman, City of Olympia  
Martin Hoppe, City of Lacey  
Scott Davis, Thurston County  
Theresa Parson, Thurston County  
Tomy Mollas, Department of Enterprise Services  
Joel Carlson, Citizen  
JoAnn Schueler, WSDOT

### Introductions/Announcements

Members, staff, and guests provided self introduction.

Programs and Policy Director Karen Parkhurst reported that TRPC intends to submit a grant application to continue the Rural and Tribal Transportation (RT) Service. The service, in operation since 2000,

provides transportation in the rural areas of Thurston County and connects to Intercity and Twin Transits. Ms. Parkhurst will contact members to secure the necessary match (cash or in-kind).

Interim Executive Director Veena Tabbutt announced the selection of a Karras Consulting to assist the Council in the recruitment of a new Executive Director, replacing Lon Wyrick who retired in July. The consultant will meet with the Council's subcommittee next week to define the timeline and process, with a goal to fill the position by the end of the year. The subcommittee will work with Chair Ryder to enlist TPB's assistance in developing a candidate profile.

Director Parkhurst reported on efforts to fill two Business Representative positions on the Board. She asked members to assist in the recruitment by identifying businesses and individuals that might be interested in applying. Ms. Parkhurst noted that Jerry Farmer expressed interest in serving on the Board; however, as Mr. Farmer previously completed a full term on the Board, the Chair and Vice Chair determined it would be appropriate for Mr. Farmer to reapply. Outreach will begin in the next several weeks.

#### **Approval of Agenda**

**Boardmember O'Callahan moved, seconded by Boardmember DeForest, to approve the agenda as published. Motion carried unanimously.**

#### **Approval of Minutes from July 13, 2016**

**Boardmember DeForest moved, seconded by Boardmember O'Callahan, to approve the July 13, 2016 minutes as presented. Motion carried unanimously.**

#### **Public Comment Period**

There were no public comments.

#### **Citizen Representative – Reappointment or Recruitment**

Director Parkhurst reported that Graeme Sackrison's term on the Board expires at the end of September 2016. She noted his interest in continuing to serve. The Board's bylaws stipulate no term limits. The Board is requested to consider the reappointment of Boardmember Sackrison or initiate recruitment to fill the position.

**Boardmember O'Callahan moved, seconded by Boardmember Suessman, to reappoint Graeme Sackrison to fill the Citizen Representative position for a 2-year term. Motion carried unanimously.**

#### **Regional Transportation Improvement Program (RTIP) Amendment**

Senior Planner Holly Gilbert briefed members on two proposed amendments to the 2016-2019 Regional Transportation Improvement Program (RTIP) for consideration of a recommendation to TRPC.

The RTIP is a four-year list of transportation projects updated annually. Today, the Board will consider a draft update of the RTIP. This agenda item, however, deals with amendments needed to meet federal and state requirements.

The Washington State Department of Transportation (WSDOT) requested the first amendment to the RTIP to add a new project to replace strip seal expansion joints on the I-5/Martin Way overcrossing bridge. Planner Gilbert noted after the TPB mail-out, WSDOT contacted TRPC to ask to change the name of the project from "I-5 Martin Way Overcrossing – Special Repair" to "I-5/Martin Way Bridge – Special Repair." The staff report includes the estimated project cost fund source.

The second amendment was initiated by the City of Rainier for the Binghampton Street Scape Project (Phase 1). The amendment is required because the project received an award of an additional \$33,333.00 in state funds this year, increasing the total project cost by \$73,208.00. Because the increase represents more than 30%, an amendment is required. The project description was also revised and the project was renamed to maintain consistency with the funding award language. Those changes do not affect the original scope of the project.

The Board is requested to recommend approval of the amendments to TRPC.

**Boardmember O'Callahan moved, seconded by Chair Ryder, to recommend TRPC approve the amendments as presented.**

Boardmember DeForest questioned WSDOT's budgeting process, as the proposed project replaces components reaching the end of their useful service life. WSDOT should have forecasted the need and included it as a regular budgeted item. Planner Gilbert said WSDOT's amendment moves the work earlier in the year.

JoAnn Schueler, WSDOT, advised that the project was included in the program over the next 48 months; however, deterioration of the components occurred at an accelerated rate.

Boardmember Suessman attested to the deteriorated condition of the expansion joints on the bridge because of the noise he encounters when crossing the bridge.

Boardmember Dayton said WSDOT has repaired many bridge expansion joints several times during the last six months. Many of the expansion joints have exceeded their useful service life. While WSDOT can repair the joints to extend service life for a limited time, the agency has programmed the worst joints for replacement.

**Motion carried unanimously.**

#### **Draft 2017-20 Regional Transportation Improvement Program (RTIP)**

Planner Gilbert reviewed the Draft 2017-2020 Regional Transportation Improvement Program. The Board is requested to recommend approval to the Council.

The annual update reflects a new four-year period. The document derives from local six-year Transportation Improvement Programs (TIPS) and Intercity Transit's Transit Development Plan (TDP). The update identifies projects for inclusion in the State Improvement Transportation Improvement Program (STIP).

The update of the RTIP is a critical step in project implementation for local jurisdictions and Intercity Transit. Listing in the STIP makes these projects eligible for federal funding. The update process also promotes regional partnerships between jurisdictions, WSDOT, and Intercity Transit.

For inclusion in the RTIP, projects must have secure funding and meet one or more of the following criteria:

- Have federal funding
- Are WSDOT projects
- Are regionally significant, regardless of funding sources

Tables within the RTIP are based on the location of the projects. Table 4 includes twenty projects meeting the criteria and located inside the Metropolitan Planning Organization (MPO) boundary (urban

projects). Eleven projects located outside the MPO are classified as RTPO rural projects. These projects are shown in Table 6. Projects located within the cities of Rainier, Tenino, and Yelm, and the Town of Bucoda are included on the RTPO list. TRPC staff reviewed all projects for consistency with the Regional Transportation Plan (RTP). A summary table sorts RTIP projects by the RTP goal.

Appendix A contains 105 other projects from the TIPS and the TDP that do not meet the criteria. This listing in Appendix A enables public review of the full range of transportation projects, assists in identifying projects by each jurisdiction and Intercity Transit, and enables a streamlined amendment process should an Appendix A project receive funding.

The RTIP also demonstrates financial constraints for projects, consistency with the Growth Management Act (which requires coordination and consistency between transportation planning and local comprehensive plans), and demonstrates compliance with air quality standards.

The public comment period opened on September 9 and closes on September 23, 2016. The Council will review any public comments received. Note that the RTIP includes the WSDOT amendment for the bridge expansion joints under the new project name.

Boardmember DeForest expressed reservations about the document in terms of readability for the public. It appears to lack a summary explaining what the plan would accomplish and how the funds would be expended to accomplish the goals. Planner Gilbert noted that the Board received only an excerpt of the full document representing the tables. The document provides more commentary describing the intent and purpose of the document and projects.

Boardmember Zita pointed out how Table 4 includes a page for each project with an explanation of the project, cost of the project, and funding sources dedicated to the project. Some projects have more or less than the required funding.

Interim Director Tabbutt explained that some projects may appear to be underfunded because they are phased projects with additional funds required for future phases. The Table only includes the funded portion of the project. The document is specific, complies with state and federal requirements, serves the purpose of ensuring the region receives federal funding for projects, and could be difficult for a member of the public to comprehend.

Boardmember DeForest said the explanation speaks to his concern, as the average citizen would question why a project is either overfunded or underfunded. The document as presented invokes more questions.

Chair Ryder spoke to previous review processes of prior plans. The entire document was released for public review.

Boardmember Hankins asked about the nature of previous public comments. Planner Gilbert replied that typically the document receives no public comments. Interim Director Tabbutt offered additional clarification. All projects in the document have received a public review through local jurisdictions. All projects were included in local Transportation Improvement Plans or Intercity Transit's Transit Development Plan, which are also subject to public comment. TRPC's process is the second opportunity for public comment followed by an additional public comment period required at the state level. Additionally, all projects included in Tables 4 and 6 are funded and meet the criteria. Projects funded by local dollars are included in the Appendix.

Boardmember DeForest asked whether the projects are subject to the "use it or lose it" requirement. Interim Director Tabbutt replied that projects funded under the Surface Transportation Program (STP), Congestion Mitigation Air Quality, or Transportation Alternatives Program (TAP) are subject to the state's "use it or lose it" requirement. However, the document also lists other funding sources. Boardmember

DeForest asked whether the region has a list of contingency project in the event a project fails the readiness test. Interim Director Tabbutt advised that Senior Planner Brewster will brief later in the meeting on the call for projects and the importance of identifying contingency projects.

Planner Gilbert added that the amendment process affords an opportunity for approval of a contingency project.

Boardmember Dayton noted a spelling correction on Table 4 correcting "WSDOT Olympia Region" to reflect, "WSDOT Olympic Region."

**Boardmember O'Callahan moved, seconded by Boardmember DeForest, to recommend TRPC adopt the 2017-2020 RTIP. Motion carried unanimously.**

### **Thurston County Surface Transportation Program Fund Transfer**

Senior Planner Paul Brewster briefed the Board on the request by Thurston County to transfer STP funds between projects. He cited the analogy of remodeling a house – how during that process, one might discover unexpected damage necessitating an increase in the budget. Local jurisdictions often encounter a similar situation during transportation projects. During the recession, for example, project costs decreased substantially. However, the economic recovery has led to an increase in transportation projects costs, which speaks directly to Thurston County's request.

Thurston County received STP funds for the Rich Road Upgrade north of 87<sup>th</sup> Avenue to Normandy Street. The project was deemed construction-ready and the highest priority. The County wants to seek bids in early 2017 but needs additional funding to offset cost increases. The project crosses the Burlington North Santa Fe (BNSF) Railway mainline at Rich Road, requiring an additional easement to accommodate a larger replacement facility.

The funds transfer would be from the Maytown Road SW, Littlerock Road SW to SR 121 project and the Yelm Highway Meridian Road Intersection project.

The Rich Road upgrade project was awarded \$1,311,300 in STP funds in 2011. Thurston County has made progress and obligated preliminary engineering for the project. In 2014, the County acquired right-of-way and obtained environmental permits. The project is ready to move forward. The request is to transfer \$425,000 in STP funds from the previously mentioned projects.

TRPC awarded \$175,000 in STP funds to the Maytown Road SW, Littlerock Road SW to SR 121 project in 2013. The funds were only for the first engineering (design) phase of the project. During that period, the state initiated the new "use it or lose it" policy, creating more project constraints during the annual call for projects, which resulted in funding only single-phased projects. If projects were ready for construction, TRPC awarded them more construction funding. Thurston County received and obligated funds for both projects in 2013. If the transfer is approved, Thurston County would reimburse the Federal Highway Administration (FHWA) for funds used. Once federal funds are utilized for a project, the agency must comply with all federal oversight administration requirements for the life of the project. Essentially, it would be easier to use non-federal funds for the projects to move forward.

The Maytown Road SW, Littlerock Road SW to SR 121 project includes widening existing travel lanes and adding five-foot shoulders near the vicinity of the Littlerock Road Elementary School. The Yelm Highway and Meridian Road Intersection project has a history of traffic collisions. The project would reduce speeds and improve intersection control. Thurston County plans to pursue these projects. The request is to reallocate \$425,000 to the Rich Road Upgrade - 87<sup>th</sup> Avenue to Normandy Street project. It's likely Thurston County would submit another request for STP funds under the current call for projects to fully fund the project for construction next year.

TRPC received a briefing on this request at its last meeting. The Board is asked to consider Thurston County's request and forward a recommendation to TRPC for action on October 7, 2016.

**Boardmember Suessman moved, seconded by Boardmember Hill (Alternate), to recommend TRPC approve Thurston County's federal funding transfer.**

Boardmember DeForest asked whether the proposed Rich Road project is more important than the project proposed to improve safety around the elementary school.

Chair Ryder explained that during the obligation of federal funds, a timeline is initiated requiring the agency to meet long-term requirements because of the use of federal funds. He wasn't aware that it's possible to de-obligate funds. However, Thurston County is obligated to return the funds to the federal government, which speaks to the importance of utilizing those funds from the two projects. Planner Brewster added that Thurston County plans to coordinate closely with WSDOT Highways and Local Programs to de-obligate the funds.

Chair Ryder said it speaks to the importance of the region having some confidence that projects receiving federal funds move forward, otherwise the region would be faced with a similar situation of de-obligating the money and returning the funds.

Planner Brewster emphasized that the situation is a matter of timing in terms of the analogy of remodeling the house – in essence, Thurston County started remodeling the kitchen prior to remodeling the bathroom. The kitchen is ready to proceed while the bathroom is pending. The Rich Road project represents the kitchen project while the other two projects are the bathroom and closet remodeling projects.

Scott Davis, Thurston County, provided the Board with additional information. The Rich Road project increase is attributed to the expense associated with railroad crossings, which wasn't anticipated to be so costly. A small amount of federal funding has been expended on the other two projects. Thurston County is still in preliminary engineering for the Yelm Highway and Meridian Road Intersection project. The County applied for a Transportation Improvement Board (TIB) grant to fund construction and right-of-way acquisition. Thurston County planned to use County Road Administration Board (CRAB) funds from the Rural Arterial Program to fund construction for the Maytown Road SW, Littlerock Road SW to SR 121 project. However, those funds are not scheduled for some time based on programming. This change would still allow for construction within the original schedule of six to seven years. Both projects are important and Thurston County plans to advance the projects using different funding sources. While all three projects are important, Thurston County Public Works believes the Rich Road Upgrade project is the higher priority.

*Boardmember Zita left the meeting for another appointment.*

Chair Ryder inquired about the amount of federal funding expended to date. Theresa Parson, Thurston County, replied that approximately \$150,000 has been expended on right-of-way.

Chair Ryder said he always assumed that once federal funds are obligated, the jurisdiction must spend the funds or lose the funds. Mr. Davis said the county hasn't spent the entire amount because the requirement is to spend the funds regularly.

Boardmember O'Callahan asked what assurance the region has that the funds returned to the federal government would be available to the region to reallocate to the Rich Road project. Planner Brewster replied that should the Council approve the request; the next step is an RTIP amendment early in 2017 to reprogram the funds to the Rich Road upgrade project.

**Motion carried unanimously.**

### **2017-19 Federal Funding – Call for Projects Process - Presentation**

Planner Brewster referred to the prior briefings provided to the Board in June and the Council in July. Typically, the next briefing would include more details for the Board's review to provide staff direction prior to forwarding a recommendation to the Council. However, Council acted to approve the process to enable the Council to approve projects in December 2016.

This call for projects consists of a total of \$8.8 million: \$6.63 million for Surface Transportation Program (STP) projects from 2017-2019, \$1.19 million for Transportation Alternatives Program (TAP) projects from 2017-2019, and \$1 million in Congestion Mitigation Air Quality Improvement Program (CMAQ) funds for projects between 2017 and 2018.

All funding sources require a minimum 13.5% non-federal match.

The Council approved the regional funding priorities which focus on safety, pavement and system preservation, and improved efficiency of the multimodal system, rather than adding capacity. Applicants do not need to meet all three regional funding priorities; however, projects meeting multiple priorities would likely receive more favorable consideration. TRPC uses a policy-based project selection process enabling local agencies to submit highest priority projects. The projects will be reviewed with an emphasis on how well they fulfill the goals and policies of the Regional Transportation Plan and how they may support the initiatives in Sustainable Thurston and other regional plans, such as the Healthy Kids Safe Streets Action Plan, the I-5 Action Plan, and the Regional Trails Plan.

Previously, the Board forwarded funding recommendations to the Council to include the Board's preferences for project funding like the "Bridging the Gap" project. In 2001, the Board recommended allocating \$500,000 for right-of-way for the project over the Martin Way, I-5, and Pacific Avenue crossings.

Initially, the region issued a call for projects for multiple years with an annual call for projects beginning in 2013. The region is re-implementing the multi-year project call for projects because of some advantages of saving revenue and funding larger projects. The process also maintains some of the procedural elements from the 2013 annual call for projects. In that cycle, larger projects with multiple phasing funded over a period of two or more years separately applied for each project phase. This allowed for more flexibility in programming project obligation and provides a list of contingency projects to fulfill any gaps in obligation targets.

The application materials will be posted and available on the TRPC website on Monday, September 19, 2016.

Traditional transportation partners include Thurston County, towns and cities, Tribes, and Intercity Transit. Traditional partners' primary mission includes maintaining and operating surface transportation facilities and public transportation services. Non-traditional partners consist of other organizations providing transportation services or administering transportation facilities, such as school districts, Port of Olympia, Department of Natural Resources, U.S. Forest Service, and non-profits providing public transportation services. To be eligible for federal funding, each non-traditional partner must have Certification Acceptance (CA) status prior to submission of a project application as approved by WSDOT. The application instructions clearly outline this requirement. Washington State Department of Transportation (WSDOT) Olympic region has often assisted smaller cities as their CA agency.

Within the \$6.3 million in STP funds, the Council has set aside an allocation of up to 5% or \$330,000 for non-traditional partner projects. Any surplus funds not allocated would be awarded to other applicants. Non-traditional partners cannot be direct recipients of federal funds even with alignment with a CA agency. Historically, the region worked with non-traditional partners because of the value they provide to parts of the region's transportation system. A recent good example: the Woodland Trail Greenway Association, a local non-profit, applied for funding to install milepost markers and wayfinding signage on

the Woodland Trail. To receive the federal funds, the Association worked with Thurston County Public Works. Thurston County agreed to sponsor the project and apply those funds to another county-awarded project in exchange for local revenue to fund the association's project. A local agency may request up to 20% of the cost of the project in exchange for the additional administrative overhead needed to comply with federal funding. This coordination applies to STP, TAP and CMAQ and has enabled the region to open the call for projects to non-traditional transportation partners.

Boardmember O'Callahan recalled previous 1996 process which resulted in funding for the Sandman Tugboat. It appears the process is reverting to that type of process and allocating funds to projects like the boat project. At that time, the Board was not particularly supportive of funding the Sandman, as the process didn't afford a choice for the Board because of the point system in place. He asked whether the proposal would reinstitute that process. Planner Brewster advised that at that time, project selection was based on points, which were assigned based on project attributes or characteristics, such as proximity to a transit stop. Projects like the Sandman are still eligible for TAP funding. The Board will scrutinize the projects to determine how the project meets the goals and policies of the RTP, as well as other policies. The Board will forward its recommendation to the Council.

Approximately \$1,194,000 in TAP funds is available county-wide, in a competitive process with no funding cap. In other words, an applicant could apply for the total available amount. However, TRPC does limit each applicant to three TAP applications. Historically, TAP has funded bicycle and pedestrian facilities. Ten percent or \$120,000 in TAP funds has been allocated to non-traditional partners. Any surplus funds not allocated would be awarded to other applicants.

Congestion Mitigation Air Quality Program (CMAQ) funds is a newer funding source and this may be last cycle that the region can qualify for CMAQ funds. Applicant projects must be expended within the Lacey/Olympia/Tumwater air quality maintenance area boundary. TRPC will likely receive proposals from Lacey, Olympia, Tumwater, Thurston County, and Intercity Transit. Eligible projects include Transportation Demand Management (TDM) programs including, Commute Trip Reduction, Safe Routes to School, Walk n Roll Program, lane channelization projects, roundabouts, electric or natural gas vehicle infrastructure, vehicle infrastructure communications, and the previously funded Smart Corridors project. Projects must impact air quality and congestion within the region. The same limits apply to non-traditional partners. TRPC also acknowledges the difficulty of non-traditional partners using this federal funding. Planner Brewster cited the complications and restrictions Lacey Fire District 3 encountered in their 2015 application for controlling idle emissions.

Boardmember Hill asked a question on behalf of Boardmember Kmet as to whether funds from the CMAQ program could be used for bus shelters as it supports the transit system, encourages more bus riders, and reduces vehicle emissions by affording safe and weather protected bus shelters. Planner Brewster said he believes bus shelters would be eligible. However, staff can confirm the eligibility with WSDOT Highways and Local Programs.

Boardmember Hankins commented on the importance of completing various transportation systems and gaps. As a recreational cyclist for many years, as well as a bicycle commuter, she has recently encountered difficulties in running errands on a bicycle because of the lack of connectivity in bicycling infrastructure, which creates a dangerous environment. She asked whether the funds could be used to connect some of the gaps, as well as whether the Board should consider that as a potential project. Planner Brewster advised that STP and TAP funds could be utilized, as well as CMAQ funds, depending on the project.

Planner Brewster outlined application details. Each application is approximately four pages. For multi-phased projects, TRPC requires separate applications for each phase of the project. Non-traditional partners must have secured CA. Non-traditional applicants are encouraged to contact TRPC and local agencies to consider the merits of the project compared to the obstacles of defederalizing the grant funding.

On Monday, September 19, local agencies and applicants can download application materials. Project applications are due by Friday, October 15 at 5 p.m. The Technical Advisory Committee (TAC) will review all submittals on October 20 to ensure compliance, project feasibility, costs, and eligibility. TAC often forwards a recommendation to the Council regarding project eligibility. The public comment period begins on October 24 and closes on November 4. On November 4, TRPC will receive a first briefing on the project proposals. The Board will review all proposals at its November 9 meeting and forward a funding recommendation to TRPC. TRPC will review the recommendation and select projects on December 7 with a goal to transmit award letters to local agencies and other applicants prior to the end of 2016. TRPC's action on December 2 includes an amendment to the adopted 2017-2020 Regional Transportation Improvement Program for inclusion of the projects.

Boardmember Dayton asked whether WSDOT can apply. Brewster advised that WSDOT is not eligible. He also noted that neither WSDOT nor MPOs can apply for TAP funding.

Boardmember Hill requested confirmation that the allocation of STP funds is based on the previous allocation process for jurisdictions and that TAP funds are considered a competitive process. Planner Brewster clarified that competition exists for all funding programs other than there is no funding limitation for the \$1.2 million in TAP funds.

Boardmember O'Callahan asked whether the City of Tenino could apply for funds for the Tenino Museum as the owner of the property. The City has approximately \$4,000 in funds and needs an additional \$15,000 to complete the project. He asked whether the project would be eligible for funding. Planner Brewster advised that it's dependent upon the project and its characterization.

Boardmember Suessman questioned whether propane is considered natural gas infrastructure. Boardmember Dayton said he believes it is. Planner Brewster offered to review the guidance for CMAQ funding.

### **Regional Projects - Discussion**

Director Parkhurst advised that the Board's November 9 meeting would be extended to two hours to allow time to review project proposals. She also noted, in response to Member O'Callahan's previous question that TRPC had recently sent information to Tenino City staff about another source of museum grant funds.

Director Parkhurst reminded the Board that in prior cycles, the Board and Council have set aside funding for specific regional projects, such as the Board's recommendation many years ago to allocate \$500,000 to the Bridging the Gap project. During the last round of CMAQ funding allocations, the Board also recommended the regional CMAQ Smart Corridors project to align signal timing and explore "extended green" options for transit. The Board has a history of considering projects of regional impact. She invited members to share ideas on regional projects.

Chair Ryder shared information on his conversations with other local mayors about congestion along the region's north/south corridors. The City of Lacey had a regional priority goal for the Log Cabin Road extension in Olympia as a major corridor to complete. It's likely the last major north/south corridor included in plans that hasn't moved forward. He contacted policymakers in Olympia to determine the status of the project. Should the Board agree to move the major connection forward, it likely would help prompt moving the project forward.

Boardmember Wood advocated for completing the Yelm Bypass project in south county. This project is included in the state transportation package, but funding is many years out. Instead of initiating another project, he suggested the Board should focus on completing the Yelm Bypass project.

Chair Ryder agreed that the Yelm project is important. The Board should contact legislators and convey the importance of the project as a priority for the region. However, both projects likely entail two different discussions because the funding programs are limited for the Yelm project. Boardmember Wood suggested that as a Board, it's important to acknowledge that the project has been in planning and was initiated, but has stalled – resulting in a “bypass to nowhere.” As the Transportation Policy Board for the region, it's important to promote a project that's already incurred an investment. Continual delay of the project will only continue to increase project costs.

Boardmember DeForest acknowledged the importance of both projects but noted that following the conclusion of “Bridging the Gap,” the Board agreed a trail project in Tumwater should be the next regional trails priority. He suggested the Board should receive a briefing to consider whether it should be of focus for funding.

Planner Brewster recalled that in early 2008, the Board recommended the completion of the Woodland Trail corridor from Eastside Street west to Capitol Lake as the next regional trail priority project. The City of Olympia completed a Woodland Trail Feasibility Study for Phase 4 from Henderson Avenue to the western shore of Capitol Lake. The study identified several alternatives and a preferred alternative. The next step called for a geotechnical evaluation of the slope located on the west side of Capitol Boulevard to determine the feasibility of constructing a trail.

Boardmember Wood questioned the priorities of a trail rather than the Yelm Bypass. Chair Ryder agreed the bypass is important; however, the limited amount of funding from the programs would entail obligating those funds for many years to complete the project. The Board should focus on applying pressure on the Legislature to fund the project, which has been identified as important for the region.

Boardmember Wood advocated for a potential regional project focusing on legislative action for project funds.

Director Parkhurst advised that the Council will soon finalize their 2017 legislative package. For the past several years, the package including “finishing projects” as part of the message. Boardmember Wood stressed the importance of pursuing efforts to ensure legislators recognize the project has been sitting too long.

Boardmember Hill referred to recent transportation analysis and planning within Tumwater's Brewery District. Approximately 70% of the motorists exiting I-5 at Custer Way are continuing to Yelm Highway. The City of Tumwater's E Street connection between Capitol Boulevard and Yelm Highway could expedite that traffic. The City recognizes funding source limitations, but would like to advance the conversation in terms the importance of the connection to the region to reduce congestion.

Chair Ryder agreed the two projects impacting congestion through the major corridor are the Log Cabin Road Extension project and the E Street Connection project. However, the difference between the two is the cost, considering that the City of Olympia has completed design of the preferred option for the Log Cabin extension. He inquired as to the policy direction moving forward should the Board agree the Log Cabin Road extension is important.

Planner Parkhurst described how the Board – in the past – had recommended an allocation of some portion of funds for a specific project. Timing is a consideration and it could entail staff providing additional details on all four of the projects in terms of costs and status of the projects. It could require a special meeting to meet the short timeframe. Chair Ryder agreed and recommended contacting each jurisdiction (Tumwater, Lacey, Olympia, and Yelm) to request the status of projects (design level/cost/funding need).

Boardmember O'Callahan expressed uneasiness with the discussion because of the previous history. Senator Swecker had agreed to assist in the passage of a 5 cent a gallon tax increase to help fund the Yelm Bypass project. He questioned how those funds were expended.

Boardmember Dayton clarified that the increase in gas tax was allocated to pay bonds for a list of projects. All projects on the list have been or will be completed. The gas tax will be used to pay for bonds for the next 20 years. Each transportation package includes a specific list of projects that have been delivered. Phase 1 of the Yelm Bypass was funded. The next funding allocation is not available until 2021 based on the delivery schedule. However, WSDOT is ready to proceed should funding become available.

The Board supported the Chair's prior recommendation for staff to obtain current information on each of the four projects. Director Parkhurst advised of the potential to schedule a special meeting.

#### **Outside Committee Reports**

Boardmember DeForest reported he was unable to attend the last meeting of the Puget Sound Regional Council Transportation Policy Board because of a personal emergency. He listened via telephone to the discussion of potential fatal flaws in Sound Transit's ST3 program. Sound Transit admitted that completion of projects won't necessarily reduce traffic on freeways, but would accommodate future growth. Some members expressed opposition while most policymakers support the plan.

#### **Adjournment**

With there being no further business, Chair Ryder adjourned the meeting at 8:33 a.m.

---

Andy Ryder, Chair



**MEMBERS:**

- City of Lacey
- City of Olympia
- City of Rainier
- City of Tenino
- City of Tumwater
- City of Yelm
- Confederated Tribes of the Chehalis Reservation
- Nisqually Indian Tribe
- Town of Bucoda
- Thurston County
- North Thurston Public Schools
- Olympia School District
- Intercity Transit
- LOTT Clean Water Alliance
- Port of Olympia
- PUD No. 1 of Thurston County

**ASSOCIATE MEMBERS:**

- Lacey Fire District #3
- Puget Sound Regional Council
- The Evergreen State College
- Thurston Economic Development Council
- Timberland Regional Library

**MEMORANDUM**

TO: Transportation Policy Board

FROM: Karen M. Parkhurst, Programs & Policy Director *KMP*

DATE: October 5, 2016

SUBJECT: Regional Projects

**PURPOSE**

Hear project updates from jurisdictions and continue regional project discussion.

**Summary:**

- At its September 2016 meeting, the Policy Board discussed regional projects and how the region can support funding to move these forward.
- In the past, Policy Board and Council have occasionally highlighted regional projects for funding through TRPC's Call for Projects. Examples include the Bridging the Gap Trail project and Smart Corridors (exploring signal timing coordination and extended green for transit).
- Discussion included the following projects: Olympia portion of the Log Cabin Extension and Woodland Trail Phase 4, Yelm Byway (Loop), and Tumwater's E-Street and Deschutes Valley Trail.
- Jurisdictional staff will provide updates and the Policy Board will continue their discussion on how to best support these large regional projects. That could include support for project applications in the current Call for Projects or state/federal legislative work.

**REQUESTED ACTION**

Discussion and direction to staff.



Veena Tabbutt  
Interim Executive Director

2424 Heritage Court SW  
Suite A  
Olympia, WA 98502-6031  
360-956-7575  
360-956-7815 Fax  
www.trpc.org



**MEMBERS:**

- City of Lacey
- City of Olympia
- City of Rainier
- City of Tenino
- City of Tumwater
- City of Yelm
- Confederated Tribes of the Chehalis Reservation
- Nisqually Indian Tribe
- Town of Bucoda
- Thurston County
- North Thurston Public Schools
- Olympia School District
- Intercity Transit
- LOTT Clean Water Alliance
- Port of Olympia
- PUD No. 1 of Thurston County

**ASSOCIATE MEMBERS:**

- Lacey Fire District #3
- Puget Sound Regional Council
- The Evergreen State College
- Thurston Economic Development Council
- Timberland Regional Library

**MEMORANDUM**

TO: Transportation Policy Board

FROM: Michael Ambrogi, Senior GIS Analyst *MA*

DATE: October 5, 2016

SUBJECT: Sustainable Thurston Report Card

**PURPOSE**

To receive an overview of the *Sustainable Thurston Report Card*, a new TRPC website aimed to track the region's progress towards meeting the goals of Sustainable Thurston.

**Summary:**

- The *Sustainable Thurston Report Card* is a new, online resource for tracking the region's progress towards meeting the goals of Sustainable Thurston.
- The *Report Card* is the successor to *Regional Benchmarks for Thurston County*, last published in 2008.
- Learn more at [www.trpc.org/ReportCard](http://www.trpc.org/ReportCard)

**REQUESTED ACTION**

None. This is for your information.



Veena Tabbutt  
Interim Executive Director

2424 Heritage Court SW  
Suite A  
Olympia, WA 98502-6031  
360-956-7575  
360-956-7815 Fax  
[www.trpc.org](http://www.trpc.org)

## BACKGROUND

TRPC is pleased to introduce the *Sustainable Thurston Report Card*, an online resource for tracking the Thurston region's progress towards meeting the goals of the Sustainable Thurston planning process, including eight of the priority goals and target set for 2035.

Since 1996, TRPC has tracked the Thurston region's progress towards meeting the goals outlined in the 1990 Growth Management Act in *Regional Benchmarks for Thurston County*. The *Report Card* is the successor to *Benchmarks*, with an added focus on metrics for sustainability.

### Report Card Contents

The *Report Card* includes 30 measures of sustainability grouped into six categories: Community, Economy, Opportunities & Choices, Investment, Environment, and Transportation. Each measure includes information on what's being measured, why it's important for sustainability, an assessment of how the region is doing, and information on how we can improve our trajectory.

Of the 30 measures, the outlook for a sustainable future is:



#### **Sunny, future looks bright**

The region is going a great job in meeting its sustainability goals on 7 measures



#### **Partly Sunny, future uncertain**

It is uncertain whether the region will meet its sustainability goals on 13 measures.



#### **Stormy, concerns for the future**

The region is not meeting its sustainability goals on 10 measures.

Each measure also includes interactive charts, downloadable data, and links to relevant projects and resources.

## CONCLUSION

Learn more about what the Thurston Region is doing well to become more sustainable — and what we can do better — at [www.trpc.org/ReportCard](http://www.trpc.org/ReportCard).