

AGENDA

Transportation Policy Board

Wednesday, January 11, 2017 7:00 a.m. – 8:30 a.m.

Thurston Regional Planning Council

Conference Room A, 1st Floor

2424 Heritage Court SW, Suite A

Olympia, WA 98502-6031

- | | | |
|-----|---|---|
| 1. | Introductions/Announcements/Updates | Andy Ryder, Chair
TRPC Staff |
| 2. | Approval of Agenda | ACTION
Andy Ryder, Chair |
| 3. | Approval of Meeting Notes from December 14, 2016 (Attachment) | ACTION
Andy Ryder, Chair |
| 4. | Public Comment Period | |
| 5. | 7:15 – 7:25 Update | UPDATE |
| 6. | 7:25 – 7:35 2017 TPB Meeting Schedule (Attachment)
<i>Consistent with the Bylaws, the TPB sets its meeting schedule at the January Meeting.</i> | ACTION
Karen M. Parkhurst |
| 7. | 7:35 – 7:45 Regional Transportation Improvement Program (RTIP) Amendment 17-02 (Attachment)
<i>The Policy Board will consider a recommendation to the Regional Council on requests from WSDOT and Thurston County.</i> | ACTION
Holly Gilbert |
| 8. | 7:45 – 8:05 TRANSIT – Intercity Transit: Vanpool/Ride Sharing Programs (Attachment)
<i>As part of the Policy Board’s continuing transit discussion, Intercity Transit will provide a briefing on their vanpool program and how they help people “share the ride.”</i> | BRIEFING
Karen M. Parkhurst
Carolyn Newsome
Intercity Transit |
| 9. | 8:05 – 8:20 2017 State Legislative Session (Attachment)
<i>Staff will provide an overview of transportation issues before the Legislature.</i> | BRIEFING
Karen M. Parkhurst |
| 10. | 8:20 – 8:25 Preparing for February Election of Officers (Attachment)
<i>The TPB holds elections in February. Staff will review the process.</i> | BRIEFING
Karen M. Parkhurst |
| 11. | Outside Committee Reports
<i>At the discretion of the Chair, this may be covered in the After Meeting Summary.</i> | BRIEFING
Doug DeForest |

Next TPB Meeting:
February 8, 2017

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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 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
December 14, 2016
Thurston Regional Planning Council
Conference Room A, 1st Floor
2424 Heritage Court SW
Olympia, WA 98502-6031

Call to Order

Chair Andy Ryder called the meeting to order at 7:00 a.m.

Attendance

TPB Members Present:

Scott Lindblom, Thurston County (Alternate)
Graeme Sackrison, Citizen Representative (Vice Chair)
Martha Hankins, Citizen Representative
Debbie Sullivan, Intercity Transit
Andy Ryder, City of Lacey (Chair)
Clark Gilman, City of Olympia
John O'Callahan, City of Tenino
Pete Kmet, City of Tumwater
JoAnn Schueler, WSDOT (Alternate)
Tracey Wood, City of Yelm
Doug DeForest, Business Representative
George Carter III, State Government Representative
(Alternate)
John Suessman, North Thurston Public Schools
Jonathan Stephenson, City of Rainier

TPB Members Absent:

Heidi Thomas, Nisqually Indian Tribe
Confederated Tribes of the Chehalis Reservation (pending)
EJ Zita, Port of Olympia
Business Representative (vacant)
Business Representative (vacant)

Staff:

Jared Burbidge, Karen Parkhurst, Paul Brewster, Holly Gilbert, Sarah Selstrom, Michael Ambrogi, and Tom Gow

Others:

Randy Wesselman, City of Olympia
Dennis Bloom, Intercity Transit
Karen Messmer, Intercity Transit
Emily Bergkamp, Intercity Transit
Carolyn Newsome, Intercity Transit
Brandon Hicks, Citizen
Sophie Stimson, City of Olympia
Michelle Swanson, City of Olympia
Chris Hawkins, Thurston County Public Health

Introductions/Announcements

Members, staff, and guests provided self introduction.

Boardmember Kmet arrived.

Executive Director Recruitment Update

Senior Planner Holly Gilbert briefed members on the status of recruitment efforts for the Executive Director. The Executive Director Recruitment Committee interviewed semi-finalist candidates and selected three candidates for the Council to interview on January 6, 2017. The committee indicated all candidates were extremely qualified with the selection of three finalists very difficult. The three candidates include Patrick Pittenger from Carson City, Nevada; Norman Wright from Broomfield, Colorado; and Mark Daily from Olympia. The consultant is scheduled to complete background references on the candidates prior to the January TRPC meeting and urges others not to conduct independent research on the candidates.

Boardmember Sullivan arrived.

The January 6 TRPC meeting has been extended to accommodate the interviews and final selection of a candidate during an executive session. On January 5, a stakeholders' forum at TRPC is scheduled from 4:30 p.m. to 6 p.m. to meet the candidates and participate in a question and answer period. Forms will be provided for submission of any input, which will be provided to the Council. Prior to the forum, a TRPC employee forum will be held with the candidates. Notice of the candidate forum will be forwarded to all stakeholders.

Boardmember Kmet asked whether information about the three candidates would be provided prior to the forum. Planner Gilbert advised that the consultant plans to provide some additional materials; however, the forum format includes an introduction by each candidate and information on their background and interest in the position.

Boardmember Hankins arrived.

Chair Ryder inquired about the identity of members on the Executive Director Recruitment Committee. Administrative Assistant Sarah Selstrom reported committee members include Virgil Clarkson, Karen Messmer, Tom Oliva, Nathaniel Jones, Cynthia Pratt, Alan Vanell, Everett Gage, Michael Cade, Bill McGregor, and Sandra Romero.

Council Actions Update

Programs and Policy Director Karen Parkhurst reported the Council acted on the funding proposal for transportation projects recommended by the Board. Following the Board's meeting, Thurston County agreed to reduce its funding request to afford sufficient funds for the remaining projects. Subsequently, all projects were funded as recommended by the Board. TRPC plans to send out letters to all project sponsors on the rules and specifications required for receipt of federal funds.

Boardmember Kmet thanked Boardmember Lindblom (Alternate), Chair Ryder, and staff for working on the issue to resolve the funding shortage.

Approval of Agenda

Boardmember DeForest moved, seconded by Boardmember Sackrison, to approve the agenda as published. Motion carried unanimously.

Approval of Minutes from November 9, 2016

Boardmember Sackrison, seconded by Boardmember Stephenson, to approve the November 9, 2016 minutes as presented. Motion carried unanimously.

Public Comment Period

There were no public comments.

Update – City of Olympia Bicycle and Pedestrian Strategies

Director Parkhurst introduced Michelle Swanson, Senior Program Specialist with the City of Olympia.

Ms. Swanson updated the Board on two programs in the City of Olympia for pedestrians and bicyclists. For the Neighborhood Pathways program, the City invited neighborhood associations and service groups to submit projects that create shortcuts for people walking and biking or that improve existing pathways. Because many streets in Thurston County cities were constructed during the post-war period, they are often not well connected. Without a well-connected street system, pedestrians and bicyclists must often travel farther to reach destinations. Building shortcuts or improving existing shortcuts makes it easier for people to choose to walk or bike to their destinations.

Ms. Swanson shared a map of a pathway connection scheduled for completion next year. Without the pathway, pedestrians and bicyclists must travel an additional 1.2 miles to enter the Chehalis Western Trail. The pathway connects the trail to Ensign Road and is located near high-density housing, medical facilities, and senior housing. Eighty-two residents from a nearby senior housing facility signed a petition requesting the pathway. In the section of the Chehalis Western Trail extending from 26th Avenue to Martin Way (1-1/2 miles), no public, paved connections exist to the trail.

Since 2013, the Neighborhood Pathways Program has built or improved four pathways.

Another pathway project completed last year connected the Olympia Woodland Trail to the Indian Creek neighborhood. During that project, Ms. Swanson realized that the region was entering a new phase in the evolution of its *Rails to Trails* efforts: ensuring travelers have access to trails. When the trails were rail lines, railroads restricted public access for safety. Today, to increase public safety, more connections are required to access the trails so more people will use them, as well as enabling access to trails for emergency response.

In areas of the City with a well-connected street grid, the City is building a new type of bike infrastructure called a Bike Corridor. Other cities refer to these as bike boulevards or neighborhood greenways. Bike Corridors are located on streets with less traffic and slower actual travel speeds. Signs and pavement markers are added along the route with changes to intersections at busy streets to increase accessibility and ease for pedestrians and bicyclists. As this is a new type of infrastructure for the region, Olympia launched a pilot project to demonstrate how a Bike Corridor operates and to solicit feedback from City residents. Part of the pilot project was constructed using temporary materials, such as painted rather than concrete bulb-outs. Rollout of the project was coordinated through a robust public outreach effort. Feedback reflects the community wants more Bike Corridors. Next steps in the program include making the pilot project permanent and selecting the next Bike Corridor project.

During public outreach, requests were also received for protected bike lanes on busy streets by including a physical barrier between the bike and travel lanes. The City will plan where those types of bike lanes should go as part its Transportation Master Plan, a two- to three-year project scheduled to begin in 2017.

Boardmember Gilman added that the Neighborhood Pathways Program has enabled an opportunity for neighborhood associations to submit proposals. The Bicycle Pedestrian Advisory Committee (BPAC) reviews and vets each proposal, affording engagement from many in the community and creating discussions on different cut-throughs and pathways. Many of the pathways are identified as important routes to schools and other services. The Bike Corridor pilot cost approximately \$350,000 and generated good community feedback. The program also included permanent improvements to a crossing on Plum Street.

Chair Ryder asked how the City budgets for pathway proposals. Ms. Swanson said the funds for the Neighborhood Pathway Program are through a private utility tax passed by voters in 2004 to fund parks and pathways. Funding for sidewalks and pathways is usually about \$1 million annually. During the life of the program, approximately \$100,000 to \$175,000 has been appropriated for the Neighborhood Pathways Program.

Boardmember Hankins commented that one of the bike corridor routes was not a regular route she used. However, after traveling the route by bicycle, she finds the corridor to be very nice.

Boardmember Kmet asked about the need to acquire right-of-way, such as the connection at the end of Ensign Road. Ms. Swanson replied that the City is working on acquiring right-of-way at the end of Ensign. Boardmember Kmet noted that acquisition of right-of-way can often be a roadblock. Ms. Swanson said one of the steps involved in the program is assessing the need for either an easement or right-of-way for pedestrian and bicycle use. A major component of the project can include negotiating with adjacent property owners. However, each pathway project is different and has its own set of complexities and other factors.

Boardmember Kmet commented that separated bike lanes were common in the region over 20 years ago, but jurisdictions eliminated them because of maintenance difficulties. He asked how the City of Olympia plans to address those issues under the new program. Ms. Swanson said the City has only recently begun considering protected bike lanes. The City began receiving feedback from the 2015 Bike Commuter Contest requesting separated bike facilities. The concept of separated bike lanes was also raised during the City's outreach process for the Bike Corridor Program. Best practices for separate facilities have evolved since initially introduced in the nation. Today, jurisdictions have better design guidance. Other cities have constructed separated facilities and addressed many of the problems that were previously encountered. Boardmember Kmet asked about the configuration of the facilities, such as a curb between the travel and bike lane or a two-way bike lane on one side of the road. Ms. Swanson said the configuration is dependent upon the context of the street. Typically, it wouldn't include a two-bike facility except for one-way streets with few intersections. In Europe, they're transitioning away from two-way facilities in most cases. Protected bike lanes would likely include some form of separation beyond a curb as different designs are evolving quickly across the country. Other cities are piloting many types of separations. However, separated bike lanes usually entail more than a curb and include some form of buffer between the travel and bike lane. Boardmember Kmet inquired about the availability of narrow street cleaning equipment to maintain bike corridors. Ms. Swanson said some cities have specific street cleaning equipment. The City of Seattle uses flexible posts enabling cleaning of bike corridor lanes by regular street sweepers.

Chair Ryder asked whether the next Bike Corridor project has been identified. Ms. Swanson said staff is working with the BPAC to review information from the public outreach process. Based on the feedback, the committee will prioritize and forward some recommendations to the City.

TRANSIT – Intercity Transit: Dial-a-Lift Services

Director Parkhurst introduced Emily Bergkamp, Dial-a-Lift Manager, Intercity Transit. During the update of the Regional Transportation Plan, the Board discussed the region's aging population, veteran population, people with disabilities, and others who need traveling assistance. Ms. Bergkamp's presentation covers programs offered by the agency.

Ms. Bergkamp outlined the presentation agenda and noted the information would focus on the people who are served by the agency rather than the type of service, as the goal of the agency is to provide accessible services to people, especially those with disabilities.

The American with Disabilities Act (ADA) – passed in 1990 – protects the rights of the approximately 54 million Americans with disabilities. Approximately one in five individuals living in the United States has a

disability impacting their activities of daily living. This population equals the size of the states of Florida and California combined. Most people have friends or relatives with disabilities and understand some of the struggles they face when traveling. Ms. Bergkamp displayed a photo of one of the nation's first civil protests for equal access on a bus.

The ADA could be viewed as a continuation of the Civil Rights Act of 1964 and applies discrimination law to transit service. Section 504 of the Rehabilitation Act of 1973 prohibits any agency receiving federal funds from discriminating against people with disabilities. Intercity Transit has been committed to providing accessible service since 1981; predating ADA, as the community recognized the importance of providing accessibility for all residents.

Intercity Transit developed an ADA-compliant Plan in 1992 for both fixed route and paratransit service. Some of the requirements for transportation providers include:

- Accessible facilities
- Accessible vehicles
- Equivalent access to demand response services
- Complementary paratransit service within three-quarters of a mile of a fixed route

Each day, approximately 10,000 Americans turn 65. In the United States, the over-65 population is projected to increase 77% by 2045 with one-third of those over 65 having some type of disability. These include chronic health issues. The agency has often encountered up to three generations of the same family using Dial-a-Lift or some type of accessible service. In Thurston County, the age-based forecast projects 20% of the population to be 65 or older by 2030. This influx of people no longer capable of driving won't likely have familiarity with transportation options, such as riding the bus, DAL service, or other types of accessible transportation options. Humans outlive the ability to drive by seven to ten years, meaning that most adults will face that situation at some time in their life. Many older adults do not have familiarity with public transportation as a primary transportation mode, which speaks to the need within the region to educate people on available transportation resources.

Intercity Transit offers a Travel Training Program to individuals to help them learn how to use fixed route bus service. Although many people are eligible to use DAL based on their disability, the fixed route system offers more frequent service, flexibility, spontaneity, and destinations than does DAL's somewhat restrictive service. All Intercity Transit fixed route buses can accommodate customers in wheelchairs, provide ramps, and are equipped with on-board voice and text announcements for each stop for vision or hearing impaired customers. The agency's bus drivers are Passenger Service and Safety Certified operators providing quality customer service to all customers. Each operator completes six weeks of training with some training focused on obtaining a commercial driving license (CDL). The training also focuses on sensitivity to an individual's needs. Training helps to increase awareness about different disabilities and ways to interact with customers, as well as information about hidden disabilities and health issues.

Intercity Transit's 2015 DAL Customer Service Satisfaction Survey revealed a 95% satisfaction rating. DAL drivers provide a high level of customer service along with call takers who schedule DAL trips.

The Travel Training Program promotes community outreach with travel trainers promoting training opportunities throughout the communities. During travel training, individuals learn everything necessary to ride a bus, including planning the trip, how to pay the fare, and assistance in identifying any barriers from the person's front door to the nearest bus stop. Mobility device training helps those individuals who may be a new user of a power mobility device (scooter or wheelchair) to board and disembark from a bus safely. Customers can even practice boarding and disembarking on all the different Intercity Transit buses. This on-the-ground experience increases confidence by allowing them to practice without other customers watching. Travel training focuses on seniors, youth participating in transition programs, and people using powered-mobility devices.

Because of mechanical difficulty, Ms. Bergkamp described – rather than screened – a video of a travel trainer's session with a customer who recently lost her vision. (Staff sent the link in the After Meeting Summary: <https://youtu.be/5v7K-CBnScE>)

The agency's Bus Buddy Program includes a new partnership with Catholic Community Services. The program uses seasoned bus rider volunteers to provide support to new bus riders. Catholic Community Services has the expertise and experience in recruiting and vetting volunteers. The two organizations work together to recruit experienced bus riders to volunteer for up to six hours a month in exchange for a monthly bus pass. A good example of the program: a sight-impaired customer who had problems traveling to and shopping at a grocery store. She took advantage of the Bus Buddy Program by having a bus buddy accompany her to the grocery store to help with grocery bags. Although, the customer is eligible to use DAL service, the goal is transitioning clients to fixed route service when possible because of the extraordinary cost differences between DAL and fixed route service and the greater freedom of movement.

Ms. Bergkamp shared an example of her father, who lives in a skilled nursing facility off Yelm Highway in Lacey. He was diagnosed with Muscular Dystrophy early in her life. She watched her father lose his mobility over the years and finally ending up in a wheelchair rather than walking her down the aisle at her wedding. Her father provided an incredible gift to her of being mindful of people within the community who do not have access and struggle to meet day-to-day needs, which speaks to why she has a passion for working in accessible programs.

DAL is a federally mandated service for people whose disability prevents them from accessing fixed route service. The disability can be permanent or temporary. Recertification is required every three years as conditions can change. Intercity Transit DAL service is provided within three-quarters of a mile from most bus routes and one and a half miles around the Amtrak Station and along the City of Yelm route. DAL is a shared ride service with similar trips grouped together.

Customers must apply for DAL services and Intercity Transit processes those applications within 21 days after receipt. The Agency also offers an appeals process in the event of denial. Eligibility is based on a disability preventing the person from accessing a fixed route bus. Some examples include: the inability to board, ride, or exit a fixed route bus without assistance; the inability to deploy a ramp at the person's bus stop; or the disability prevents travel to and from the bus stop under certain conditions, such as a person with Macular Degeneration. A person with that condition can often see better during the day and may use fixed route service and then use DAL at night. Other clients may use DAL during inclement weather or during the winter months. Temporary use of DAL is available to those individuals recovering from conditions such as knee or hip replacements or a stroke.

Clients can book a DAL trip up to five days in advance or within 24 hours for next day service. Intercity Transit does not deny service if clients call within the timeframe, however Intercity Transit negotiates within an hour of the desired ride time. Clients can schedule DAL trips by phone seven days a week from 8 a.m. to 5 p.m. during weekdays and from 9 a.m. to 4 p.m. on Saturdays and Sundays. Intercity Transit has an online booking feature as well. Reminder calls are provided to clients the evening before rides are scheduled.

In 2015, 162,000 DAL trips were provided representing a 5 percent increase from the previous year. From 2015 to 2016, the increase in DAL trips was approximately 3 percent. Most DAL customers are fully eligible for service. Intercity Transit can also perform functional assessments if there are questions about a person's ability to use fixed route service based on the information provided in the application.

In 2015, Intercity Transit's travel trainers assisted DAL clients in using fixed route service for 4,300 trips. The cost avoidance for those trips was substantial because DAL service is expensive.

Ms. Bergkamp reported DAL is a support system to a larger accessible transportation system. Most people, as they age, will reach a time they are no longer able to drive. It's important to learn how to use the bus with the assistance of Intercity Transit to help provide direction and the necessary tools to maintain mobility through life.

Boardmember DeForest admitted he had no idea about the array of services offered by Intercity Transit. He questioned the potential weak link in the system in terms of customers experiencing trouble reaching DAL customer service by telephone. Ms. Bergkamp replied that another requirement under the ADA is established thresholds for answering calls for service. Within three minutes, 95 percent of all calls must be answered, and 99 percent of all calls must be answered within five minutes. Intercity Transit recently upgraded its phone system. Statistics show that Intercity Transit is doing a good job in maintaining on-hold times and ensuring calls are answered below the thresholds. Most calls are answered within 90 seconds. During the telephone upgrade, staff reviewed the call flow and options callers select. If the customer is calling after hours, the first option is the ability for the customer to talk to the dispatcher. The agency limits the number of options on the telephone to ensure a streamlined process.

Chair Ryder inquired about the hours of DAL service. Ms. Bergkamp said that in both law and practice, DAL service must correspond with fixed route service. However, most clients travel during daytime hours.

Boardmember Kmet said he also didn't realize Intercity Transit provided so many services. He asked whether bus buddies and trainers receive payment for their service. Ms. Bergkamp replied that the travel trainers are Intercity Transit employees while bus buddies are volunteers who receive a monthly bus pass.

Boardmember Kmet recalled a coworker who was picked up by DAL at the end of the business day. He asked whether it's possible to use DAL to travel to and from work each day. Ms. Bergkamp said many DAL clients have standing rides, such as standing medical appointment or a job. Intercity Transit offers a standing reservation so clients do not need to call in daily.

Boardmember Hankins asked about the extent of the region's population residing outside the DAL service boundary that does not receive DAL service. Ms. Bergkamp responded that at one point, Intercity Transit had a larger service area but shrunk the boundary many years later. The region offers many other services providing options to people, such as the Rural & Tribal Transportation Service administered by TRPC, service through the Senior Center provided by funds from the Area Agency on Aging for transportation to residents living outside the agency's service area. Another option for county residents residing outside the service area includes qualifying for DAL service once the person travels to a location within the service boundary. Catholic Community Services also offers a volunteer driver program, which provides rides to people who can access passenger vehicles.

Senior Planner Paul Brewster reminded the Board of its approval of Intercity Transit's project submittal of \$330,000 to upgrade 63 bus stops to improve accessibility to bus stops and buses.

Ms. Bergkamp added that the agency has a Stops and Zones Committee responsible for reviewing problematic bus stops weekly. Intercity Transit focuses on those types of issues as barriers to fixed route service that can contribute to an increase in the number of customers using DAL service. Efforts focusing on making the system more accessible decrease the demand for DAL service.

Chair Ryder shared information on his personal experience with the challenges of a family member who needs paratransit service. His mother suffered a stroke and because she used a wheelchair, she relied on DAL for transportation. The region has a tremendous asset. However, DAL does require planning at least a day in advance. He thanked the agency for providing the service.

Director Parkhurst added that the Rural & Tribal Transportation Service also provides complementary paratransit service (DAL). All providers work together in the community to remain informed about other

services and share that information with those needing the service. She also reminded the Board that because TRPC is a Regional Transportation Planning Organization, they rank projects submitted to Washington State Department of Transportation's Consolidated Grant Program. TRPC ranked the agency's Bus Buddy Program and RT as A projects. Ms. Parkhurst also commented that travel training is available to anyone. As part of the region's Commute Trip Reduction Program, employees at worksites can receive travel training to learn how to use the bus. Paratransit services are critical for the region because of the expense associated with private transportation alternatives.

Director Parkhurst said the presentation is part of the continuing series on transit and rail. In January 2017, members will hear about Intercity Transit's Vanpool Program from Program Manager Carolyn Newsome.

Thurston Thrives – Tools for Improving Access to Trails

Director Parkhurst introduced Chris Hawkins, Thurston County Public Health. Mr. Hawkins updated the Board on Thurston Thrives' Community Design Action Team and a new initiative promoted by the team.

Several years ago, the Thurston County Board of Health and Thurston County Public Health initiated Thurston Thrives. Since that time, Thurston Thrives has evolved into a public/private partnership in the community with the goal of improving the health of Thurston County residents. Part of that effort focuses on increasing possibilities and ways to promote physical activity, which is essential to long-term health. Mr. Hawkins acknowledged members of the action team who were in the room, including Director Parkhurst, Mayor Kmet, Karen Messmer and Michelle Swanson.

Thurston Thrives established a Community Design Action Team to focus on creating conditions in the community to help people become more active. Thurston Thrives was recently recognized as a finalist in the "Healthy Cities and Counties Challenge" through the submittal of an application last spring for the Active Design for a Healthier Community project. The finalist status was awarded through a cooperative effort between the AETNA Foundation, American Public Health Association, and the National Association of Counties. The project includes completing an analysis of trail corridors in Thurston County as an essential piece for creating an active environment for residents with a goal to increase accessibility to trail corridors from residences and worksites in areas of high density housing and employment. The project adds access points along trail corridors and makes improvements to existing access points to increase usage of the trail system.

The project supports several objectives within the Community Design Action Team plan, as well as supporting Sustainable Thurston and other efforts by local governments to create more walkable communities. The information would be provided to local governments to facilitate change at the local level to help implement the project, increase accessibility to trail facilities, and boost walkability as expressed in their long-range plans.

Grant funds from the Healthy Cities and Counties Challenge provides \$10,000 during the first year to complete analysis on access points. Depending on progress, this grant also positions the region for a future and larger award. The region's application is the only one in the state and one of a few on the West Coast. The goal is to achieve substantial progress on the project by 2018 to improve the region's positioning for the larger awards.

Mr. Hawkins displayed a strategy map on Community Design, which articulates the objective of this project – to improve connections and increase convenience for access to trails. Another strategy is increasing the extent of trails and pathways in the region. Achieving some of that strategy considers the number of connections to the trail system to satisfy the overall goal of creating safe, abundant, and convenient opportunities for physical activity in the fabric of the community. The project has implications for improving places and helps fulfill a third objective of aligning codes within the regulatory framework to support a healthy community design.

The project on Active Design and the trail corridor analysis implements the objective of improving connections while providing useful information and implications for other objectives. The outcome should lead to increased use of the trail systems. The region has invested heavily in the regional trail system and has made improvements over time with the most recent funding opportunity attracting some projects of building connections and increasing the trail network. The next step is analyzing data in terms of how people access the trail system.

With assistance from TRPC, the effort includes the use of a web-based application for data collection that is available to project volunteers. Collected data includes existing or potential connections, conditions of the connection, concerns with respect to lighting, safety, ease of connectivity to nearby destinations, and other options that might present a lower cost solution. The data collection effort identifies the location of the connection, resulting in a GIS file available for different types of analysis. The effort, underway since fall 2016, focuses on urban areas in the north county. Once the information is entered, the data becomes part of a dataset affording details on each point of access.

Mr. Hawkins acknowledged the project by the City of Olympia to connect Ensign Road to the Chehalis Western Trail as an example of the intended change to the community environment. The City's project supports the Active Design for a Healthier Community project as it implements improvements desired across the whole region as part of the larger project. The goal is to include other local governments that are willing to work and support improvements to connectors along the trail network and to consider land use and development standards that would ensure that connections to the trail network is an automatic part of any new development proposal. For example, the City of Olympia has implemented some new development connectivity standards. As a result of those standards, a new development off Lilly Road must include new connections to the Chehalis Western Trail for future residents of the neighborhood.

Mr. Hawkins shared visuals of existing conditions of some connections. Many connections were created by people walking and creating a pathway. However, many pathways present challenges such as dark areas, steep slopes, drainage issues, or partial fence obstructions. Another component of the project is the installation of uniform signage along trails.

Karen Messmer commented on her involvement in the project and the City's connectivity program for many years. The data collection information can be combined with other data on housing, population, and other demographic information included within the Profile and available on TRPC's GIS system. This effort integrates data collection and combines it with TRPC's system affording the ability to examine any point and determine whether the connection would support a high concentration of seniors or low-income people who might benefit by having a connection to the trail. The City's program has essentially been generated by neighborhoods requesting a project. It might be possible to spend less public dollars and obtaining higher benefits for more people without necessarily requesting or asking them to be the generator of the connection. High value connections could be identified in the project. Many connections identified may be on public right-of-way already and could benefit a wide array of people by providing another transportation option for access to services. The data collection effort will provide more detailed information to jurisdictions.

Mr. Hawkins said the trails provide benefits for physical activity and recreation, as well as active transportation, offering another mode of travel in the community. Many of the trail corridors parallel urban corridors, which provide transit service.

Chair Ryder said the City of Lacey is also exploring trail corridors, especially a new trail corridor between Yelm Highway, Pacific Avenue, and Lacey Boulevard.

Director Parkhurst acknowledged Senior GIS Analyst Michael Ambrogi and GIS Coordinator Scott Carte for their efforts in creating the data collection application.

Business Representative Recruitment

Director Parkhurst reported three candidates have expressed interest in the Business Representative position. Over the last several weeks, staff has worked with the business community, Thurston Economic Development Council, local chambers, and local jurisdictional staff to solicit interest for application submittals. She asked members to share information on the vacancies and encourage interested applicants to apply to the Board because transportation is an important part of the business community.

2017 State Legislative Priorities

Director Parkhurst referred to the region's 2017 legislative packet. Separate pages in the packet provide another level of detail. The transportation issues are similar to the region's legislative agenda in 2016. One issue is the study for Interstate 5. Additionally, the South Sound Military Communities Partnership, local governments, and local chambers are pursuing funding for the I-5 study.

Director Parkhurst encouraged members to participate in visits to legislators. Staff plans to contact members on upcoming appointments with legislators. The Board will receive regular updates on legislative issues during the session. The Governor's Budget was released earlier in the day and contains an aggressive education package. Director Parkhurst invited members to contact her concerning any bills of interest.

Outside Committee Reports

Boardmember DeForest reported the Puget Sound Regional Council Transportation Policy Board is focused on completing work programs.

Other Business

Chair Ryder thanked members for their service during 2016. He wished everyone a happy holiday.

Adjournment

With there being no further business, Chair Ryder adjourned the meeting at 8:25 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

DATE: January 4, 2017

SUBJECT: 2017 TPB Meeting Schedule

PURPOSE

To adopt the 2017 TPB meeting schedule.

Summary:

- TPB bylaws call for adoption of the annual meeting schedule at the January meeting.
- The Policy Board meets on the second Wednesday of each month from 7:00 a.m. to 8:30 a.m. Occasionally, due to holidays, the meeting dates shift. Depending on the agenda, the Board may also hold extended meetings (typically 7:00 a.m. to 9:00 a.m.).
- For the last several years, the TPB elected not to meet in August – consistent with TRPC scheduling.
- The draft schedule reflects current meeting times and no meeting in August.

REQUESTED ACTION

Act to set the meeting dates for the 2016 Transportation Policy Board meetings.

Attachment



Veena Tabbutt
Interim Executive Director

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PROPOSED 2017 TPB SCHEDULE

H HOLIDAY

 TRPC MEETINGS

 TPB MEETINGS

January

S	M	T	W	T	F	S
1	H	3	4	5	6	7
8	9	10	11	12	13	14
15	H	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	H	21	22	23	24	25
26	27	28				

March

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	H	30	31			

June

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July

S	M	T	W	T	F	S
						1
2	3	H	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September

S	M	T	W	T	F	S
					1	2
3	H	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	H	11
12	13	14	15	16	17	18
19	20	21	22	H	H	25
26	27	28	29	30		

December

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	H	26	27	28	29	30
31						



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ASSOCIATE MEMBERS:

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MEMORANDUM

TO: Transportation Policy Board
 FROM: Holly Gilbert, Senior Planner
 DATE: January 4, 2017
 SUBJECT: RTIP Amendment 17-02

PURPOSE

Discuss two proposed amendments to the 2017-2020 Regional Transportation Improvement Program (RTIP).

Summary:

- Two amendments have been requested to the 2017-2020 RTIP.
 - One amendment is from Washington State Department of Transportation (WSDOT) for the I-5/SR 510 Interchange – Reconstruct Interchange project. The amendment is to add federal dollars to the Preliminary Engineering (PE) phase.
 - The second amendment is from Thurston County for the Innovative Safety Program – High Friction Surfacing Treatment project. The amendment is to reflect that the project has recently secured funding, and also reflects a change in the project title, and description.
- These project amendments are consistent with the Regional Transportation Plan.

REQUESTED ACTION

Discuss the proposed amendments and make a recommendation to TRPC, which will consider taking action on the amendments in February.



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BACKGROUND

About the RTIP and STIP

The RTIP is a four-year programming document derived from the comprehensive six-year Transportation Improvement Programs (TIPs) that each local agency develops and adopts annually. In turn, the RTIP is used by the state to prepare the State Transportation Improvement Program (STIP).

The RTIP serves these main purposes:

- 1) It identifies a list of transportation projects that will be forwarded to the state for inclusion in the STIP. For federally funded projects, even if project funding has been awarded, it is not available to jurisdictions and agencies until the project is included in the STIP. To be included in the STIP, projects must be programmed for funding (funding-secured) in local Transportation Improvement Plans (TIPs) in the four-year period for both urban and rural areas and meet one or more of the following criteria:
 - a. Have federal funding
 - b. Are WSDOT projects
 - c. Are regionally significant, regardless of funding source.
- 2) It demonstrates financial constraint for the projects referenced above.
- 3) It demonstrates consistency with RCW 36.70A, Section 70 of the Washington State Growth Management Act requiring transportation planning to be coordinated and consistent with local comprehensive plans.
- 4) It demonstrates that regionally significant projects programmed for funding during the time period will not cause or contribute to any new violation of the federal air quality standards for particulate matter of 10 microns or less (PM₁₀), will not increase the frequency or severity of any existing violation of the standards, nor delay timely attainment of the standards.
- 5) It identifies other programmed and planned transportation projects adopted in local six-year Transportation Improvement Programs.

RTIP and STIP Amendments

Federal requirements stipulate that changes to the RTIP require an amendment to the original document, which then triggers an amendment to the STIP. This is important because a jurisdiction cannot proceed with a project for which it has been awarded federal money until the STIP is formally amended and approved by the federal agencies.

Depending upon the kind of change required of the RTIP, this amendment may be a “formal amendment” process or a streamlined “administrative modification.” TRPC’s amendment and modifying processes for the RTIP incorporates guidance provided by WSDOT on amending and modifying the STIP.

Both projects under consideration today require an amendment to the RTIP, which in turn will trigger amendment to the STIP.

Amendment Request

There are two requests to amend the 2017-2020 RTIP, requiring TRPC action. At your January meeting, you will discuss the amendments and make a recommendation to TRPC, which will consider taking action on the amendments in February.

Amendment requested by WSDOT Olympic Region

Project Title	I-5/SR 510 Interchange – Reconstruct Interchange
STIP ID #	300502C34
Reason for Amendment	Add \$6,700,000 in state funding to the Preliminary Engineering (PE) phase. This is to restore funding to the PE phase that was removed from the STIP prematurely during 2016 annual update based on the assumption that all the PE funds would be authorized. Only \$900,000 of the total \$7,600,000 was authorized in 2015. Therefore, this amendment is to add back the remaining \$6,700,000 PE funds that were not authorized previously.
Project Description	This project is looking at converting the existing interchange to a Diverging Diamond configuration.
Amount	This project has a total estimated cost of \$71,100,000, all of which are state funds. The revision triggers a formal amendment because it is above three million dollars, which is one of the criteria requiring an amendment.
Action	Add \$6,700,000 state funding to the PE phase.

Amendment requested by Thurston County

Project Title	<i>Amend project title to:</i> Innovative Safety Program – High Friction Surfacing Treatment <i>From current project title:</i> Innovative Safety Program
STIP ID #	WA - 09502
Reason for Amendment	The project has secured federal funding for the Construction (CN) phase, and is to obligate in 2017. The amendment will reflect a new total cost, the source of funding, and a revised title, description, and obligation date. This project is currently in Appendix A of the 2017-2020 RTIP, as a planned project to obligate in 2022, with a placeholder amount of \$1,000 in the PE phase. Now that funding has been secured, the amendment will reflect that all funding will be on the CN phase, and will move the project into the RTPO list of projects in Table 6 of the RTIP, allowing it to obligate in 2017.
Project Description:	<i>Amend project description to:</i> High friction surfacing treatments on various county roads. Includes related activities. <i>From current project description:</i> High friction surfacing at selected sites.
Amount	This project has a new total estimated project cost of \$2,040,000. The project will be funded by \$1,836,000 federal HSIP funds, and \$204,000 local funds. All funding will be on the CN phase and will obligate in 2017.
Action	Amend project title, description, phase obligation amounts, and expenditure schedule.

Public comment will be solicited and any received will be sent to TRPC in February.



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MEMORANDUM

TO: Transportation Policy Board

FROM: Karen M. Parkhurst, Programs & Policy Director

DATE: January 4, 2017

SUBJECT: Intercity Transit: Vanpool

PURPOSE

To better understand Intercity Transit's Vanpool program.

Summary:

- The "What Moves You" 2040 Regional Transportation Plan calls for the region to: "Invest in regional commuter vanpool programs to provide cost-effective, flexible alternatives to commuting in single-occupancy vehicles." (Goal 10 Public Transportation, Policy 10.c.)
- The Policy Board continues its in-depth discussions of Public Transportation with Vanpool Manager Carolyn Newsome discussing Intercity Transit's Vanpool Program.

REQUESTED ACTION

Discussion only.



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MEMORANDUM

TO: Transportation Policy Board

FROM: Karen M. Parkhurst, Programs & Policy Director

DATE: January 4, 2017

SUBJECT: 2017 Legislative Session

PURPOSE

To discuss regional Legislative Priorities and Issues before the Legislature.

Summary:

- In December, the Council finalized their legislative priorities for the 2017 State Legislative Session, recognizing that new issues will likely arise that impact the Region.
- Staff will provide an overview of the regional priorities and other issues of interest before the Legislature.
- The Legislature begins its Regular Session on January 9, 2017, which is scheduled to end on/by April 23, 2017.

REQUESTED ACTION

None. Discussion only.



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MEMORANDUM

TO: Transportation Policy Board

FROM: Karen M. Parkhurst, Programs & Policy Director

DATE: January 4, 2017

SUBJECT: 2017 Election of Officers

PURPOSE

To prepare for 2017 Chair and Vice-Chair Election in February.

Summary:

- TPB by-laws provide for the annual election of officers – Chair and Vice-Chair – at the February meeting. All voting members are eligible to serve as officers. The by-laws do not set forth term limits, nor require written nominations.
- The Chair presides at all meetings, coordinates with TPRC staff to set agendas, calls special meetings, sets meeting time and place in consultation with the membership, establishes committees as needed, and represents TPB before other groups. The Vice-Chair assumes these duties in the Chair’s absence.
- At the February 8, 2017 meeting, the TPB will take nominations from the floor and vote for Chair and Vice-Chair.
- The current Chair Andy Ryder and Vice Chair Graeme Sackrison have indicated their willingness to continue to serve.

REQUESTED ACTION

Prepare for February 2017 election of officers.



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