



**STAFF REPORT/RESOLUTION**

**TO:** Southwest Washington Regional Transportation Council Board of Directors  
**FROM:** Matt Ransom, Executive Director *MR*  
**DATE:** April 26, 2016  
**SUBJECT:** **FY 2017 Unified Planning Work Program, Resolution 05-16-08**

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**AT A GLANCE - ACTION**

*The action requested is adoption of Resolution 05-16-08 to adopt RTC's FY 2017 Unified Planning Work Program (UPWP). RTC's UPWP is prepared annually as a requirement for the receipt of federal and state transportation planning funds and is consistent with RTC's calendar year 2016 Work Plan and Budget. The UPWP documents the transportation planning activities carried out to comply with federal and state requirements and provides a coordination function among jurisdictions planning within the metropolitan area.*

**INTRODUCTION**

The Unified Planning Work Program (UPWP) is prepared annually and documents the transportation planning activities to be carried out by RTC as the Metropolitan Planning Organization (MPO) for Clark County (within the Portland-Vancouver metropolitan area). Transportation planning activities are performed in response to the requirements of all MPOs outlined in federal regulations; United States Code (USC) Titles 23 and 49. RTC's FY 2017 UPWP (see attached document) covers a one year period from July 1, 2016 to June 30, 2017. The UPWP is consistent with RTC's calendar year 2016 Work Plan and Budget adopted by the RTC Board in December 2015 (RTC Board Resolution 12-15-20). In addition to describing upcoming transportation planning activities, the UPWP also details the funding sources and plan for implementation of the program.

The FY 2017 UPWP document outlines regional transportation planning activities focused in four major sections: (1) Regional Transportation Planning Program, (2) Data Management, Travel Forecasting, Air Quality, and Technical Services, (3) Regional Transportation Program Coordination and Management, and (4) Transportation Planning Activities of State and Local Agencies.

The UPWP must be developed by the MPO in cooperation with state Department of Transportation and transit operators. As a federally designated Transportation Management Area (TMA) serving the Clark County region (23 CFR § 450.308), the RTC's UPWP must include a discussion of the planning priorities facing the metropolitan planning area. The UPWP work tasks carry out the requirements of regional transportation planning per 23 CFR § 450.306(a), and the work program is constructed to describe who will perform the work, schedule for work completion, the resulting products, proposed funding and sources of Federal and matching funds.

## **POLICY IMPLICATION**

The UPWP is expected to reflect federal, state, and local transportation planning emphasis areas (PEAs). The Federal Highway Administration, the Federal Transit Administration, and Washington State Department of Transportation annually identify transportation PEAs to be addressed in the metropolitan and statewide transportation planning processes. The PEAs are outlined on pages x through xv of RTC's UPWP. Federal emphasis is on transition from MAP-21 to FAST Act implementation, regional planning cooperation to ensure cooperation and coordination across MPO boundaries, and "ladders of opportunity" to address transportation access to essential services, identifying transportation connectivity gaps to these services especially for those with low incomes. Implementation of the FAST Act continues to focus on establishing performance measures, performance monitoring and setting of transportation performance targets as established under MAP-21. Carrying out a metropolitan transportation planning program that meets the requirements of 23CFR 450.308 and 23CFR 420.111 is expected to continue. This includes addressing the eight federal transportation planning factors outlined on pages xii to xiii of RTC's FY 2017 UPWP.

### *Stakeholder Review*

The Regional Transportation Advisory Committee (RTAC) helps to develop the UPWP and has opportunity to review drafts throughout the development process. The RTC Board also had opportunity to review the draft document at its April 5 meeting.

The Portland-Vancouver metropolitan area is served by two MPOs; RTC serves the Washington portion of the region and Metro serves the Oregon portion. In a bi-state region, the MPOs must cooperate and coordinate development of their respective UPWPs (see attached Metro 2016-2017 UPWP). The draft UPWPs were jointly reviewed by the Federal Highway Administration, Federal Transit Administration, Washington and Oregon State Departments of Transportation at a meeting with RTC and Metro staff held on February 18, 2016.

Public notice of the draft FY 2017 UPWP was published on the RTC's website and no public comments have been received to date. The RTC's Regional Transportation Advisory Committee reviewed the proposed FY 2017 UPWP at the April 15 RTAC meeting and recommended RTC Board adoption.

## **BUDGET IMPLICATION**

The FY 2017 UPWP budget is consistent with and extends from RTC's 2016 Work Plan and Budget adopted by the RTC Board in December 2015. Annual revenue sources assumed in the FY 2017 UPWP include an estimated: \$578,000 in Federal Highway Administration (FHWA) PL funds; \$185,000 in Federal Transit Administration (FTA) funds; \$171,676 in state Regional Transportation Planning Organization (RTPO) funds; and \$142,250 of local funds (member dues). Final allocations by FHWA, FTA and the State will be set in Fall 2016, and RTC Member dues are collected in January of each year. Should the assumed funding allocations change significantly during the UPWP period, the Work Program will be amended accordingly.

**ACTION RECOMMENDED**

Adopt the FY 2017 Unified Planning Work Program and authorize the Executive Director to file applications for regional transportation funding, to execute grant agreements, and to file any assurances or required documentation relating to the FY 2017 UPWP.

**ACTION REQUESTED**

Adoption of Resolution 05-16-08, "Unified Planning Work Program for Fiscal Year 2017".

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2016,  
by the Southwest Washington Regional Transportation Council.

SOUTHWEST WASHINGTON  
REGIONAL TRANSPORTATION COUNCIL

ATTEST:

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Jack Burkman  
Chair of the Board

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Matt Ransom  
Executive Director

Attachments: RTC's FY 2017 UPWP  
Metro's 2016-2017 UPWP