



The Regional Transportation Advisory Committee meeting will be held on **Friday, November 21, 2014**, from **9 a.m. to 11 a.m.**, in the **6<sup>th</sup> Floor Training Room 679**, Clark County Public Service Center, 1300 Franklin Street, Vancouver, Washington.

## A G E N D A

- I. Call to Order and Approval of October 17, 2014 Minutes, Action
- II. 2035 Regional Transportation Plan, Final Plan Recommendation, Action
- III. 2015 Southwest Washington Regional Transportation Council Draft Work Program – Discussion \*
- IV. Other Business
  - A. RTAC Members
  - B. RTC Staff
    - a. TIB Project Selection – November 21, 2014

*\*Materials available at meeting*

*Served by C-TRAN Route 3 or 25  
If you have special needs, please contact RTC*

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An advisory committee to:

**Southwest Washington Regional Transportation Council**

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**Regional Transportation Advisory Committee (RTAC)  
Meeting Minutes  
October 17, 2014**

**I. Call to Order and Approval of Minutes**

The meeting of the Regional Transportation Advisory Committee was called to order on Friday, October 17, 2014, at 9:00 a.m. in the Public Service Center 6<sup>th</sup> Floor Training Room, 1300 Franklin Street, Vancouver, Washington by Chair, Matt Ransom, RTC Executive Director. Those in attendance follow:

Gary Albrecht	Clark County
Brian Carlson	City of Vancouver
Rob Charles	City of Washougal
Mike Clark	WSDOT
Tony Cooper	City of La Center
Lynda David	RTC
Bob Hart	RTC
Mark Harrington	RTC
Mark Herceg	City of Battle Ground
Bryan Kast	City of Ridgefield
Colleen Kuhn	Human Services Council
Chris Malone	City of Vancouver
Matt Ransom	RTC
Dale Robins	RTC
Dan Swensen	City of Vancouver
Shann Weishaar	RTC

Matt Ransom, RTC Executive Director, asked for any changes or corrections to the September 19, 2014, meeting minutes.

MIKE CLARK, WSDOT, MOVED FOR APPROVAL OF THE SEPTEMBER 19, 2014 MEETING MINUTES, AND CHRIS MALONE, CITY OF VANCOUVER, SECONDED THE MOTION. THE MOTION WAS UNANIMOUSLY APPROVED.

**II. City of Vancouver Evergreen Highway Trail – Scope Change, Action**

Dale Robins, RTC, reported the City of Vancouver is requesting to modify the scope of the grant for the Evergreen Highway Trail from a Shared Multi-Use Path to a Pedestrian Trail. The original proposal was a 10 foot shared multi-use path but due to constraints they are now proposing an 8 foot pedestrian trail with some 6 foot sections. The expectation is that all projects will be built as described in the grant submittal, but when this is not possible that there are three steps needed for processing a scope change. These steps include the granting agency demonstrating that the requested change is consistent with the adopted long-range plan, that the public has been provided an opportunity to be informed and the technical documentation of the change is provided to RTAC. Dale did check with some other MPO's to see how they handle these changes and found that Spokane takes the changes to their technical and Board meetings, they don't use any other steps and Puget Sound Council specifically states that scope changes will not be approved.

Chris Malone; City of Vancouver, noted that this scope change is not being cost driven but that there are some environmental constraints they have run into with creek crossings and trees they are trying to preserve. There are a lot of different stakeholders (neighborhood associations and environmental agencies) that have an interest in this project being constructed. Though this solution may not be an ideal solution it is the best compromise. Chris also stated that even though there are some locations where the trail is 6 foot the majority of the trail will remain 10 foot sections with quite a bit of 8 foot sections. Dan Swensen, Engineering Design Manager for the City of Vancouver, did mention that through the public involvement process there is a coalition of people in the area of the trail that are supporting this scope change.

**ROB CHARLES, CITY OF WASHOUGAL, MADE A MOTION TO RECOMMEND TO THE RTC BOARD OF DIRECTORS APPROVAL OF THE CITY OF VANCOUVER EVERGREEN HIGHWAY TRAIL PROJECT SCOPE CHANGE. TONY COOPER, CITY OF LA CENTER, SECONDED THE MOTION AND IT WAS UNANIMOUSLY APPROVED.**

### **III. Human Services Transportation Plan 2014 Update, Action**

Lynda David, RTC, said the Human Services Transportation Plan (HSTP) had previously been brought to the RTAC in January, June and August when the background to the Plan and elements of the Plan were reviewed. Lynda pointed out the HSTP does cover all three counties in RTC's region; Clark, Skamania and Klickitat. She explained it is the draft section on Clark County that is attached with the RTAC Memo. RTC is asking for action by RTAC to recommend RTC Board adoption of the 2014 HSTP update. Dale Robins, RTC, has taken the Klickitat and Skamania sections to their respective Transportation Policy Committees for their approval.

The plan addresses special transportation needs and how transportation can be provided to certain segments of the population, such as the elderly, people with disabilities, low income population, youth who cannot drive, veterans and rural residents who are unable to provide their own transportation. The Plan also has to support grant applications that go forward from this region for statewide competitive grant funding. Along with adopting the plan the Board will need to adopt a set of ranked projects. There will be a meeting next week including three counties to address project applications and which projects should be ranked as A's, B's or C's that will go forward from this region. Since the last RTAC presentation on the HSTP update, the Department of Transportation has reduced the number of ranked projects our region can submit. RTC will be able to submit 5-A's, 5-B's, and 4-C's. Changes were made by WSDOT due to the additional MPO recently established in Washington State covering the Walla Walla region and the addition Okanagan County now being treated as a sole County with its own minimum allotment of ranked projects to submit.

Lynda reviewed Chapter 2 which addresses the Clark County region highlighting population growth, convening of stakeholders to discuss special transportation needs, existing transportation services available, and gaps and potential strategies to resolve the service gaps. Lynda pointed out that C-TRAN and C-VAN do not cover all of Clark County. The Human Service Council (HSC) gets involved in brokering transportation services for this region, so people can call the HSC and request transportation. Since the HSTP was last updated in 2010 there has been a significant amount of surveying done on special transportation needs which will be addressed in the Plan's Appendices. The region will be, at a minimum, trying to maintain existing services.

Matt Ransom, RTC, asked Colleen Kuhn, Human Services Council (HSC), for her input on the HSTP update. Colleen thanked staff for the comprehensive work they did including outreach to the community which was very helpful. The Accessible Transportation Coalition Initiative (ATCI) group that formed in 2011 and continues to meet has been beneficial in the 2014 HSTP development. Colleen pointed out the HSTP update addresses a huge need in Clark, Skamania and Klickitat counties with insufficient funds to address all of the identified needs. The HSC has applied for funding a Mobility Manager because the term of the HSC's current AmeriCorps VISTA staff member who has been working on this program expires in summer 2015. Currently, Nick Ford, the VISTA worker, has been researching a "1-Call, 1-Click" transportation resource center for the region which would be able to provide web-based information and printed materials to support special needs transportation. The goal would be to staff phones to help individuals who need transportation services and direct them to the most appropriate service. Lynda David noted that the Draft HSTP is on RTC's website for a 30 day public comment period that ends on the day of the RTC Board meeting, November 4, 2014.

MIKE CLARK, WSDOT, MADE A MOTION TO RECOMMEND RTC BOARD ADOPTION OF THE HUMAN SERVICES TRANSPORTATION PLAN 2014 UPDATE AND THE PROJECT RANKING; ROB CHARLES, CITY OF WASHOUGAL, SECONDED THE MOTION AND IT WAS UNANIMOUSLY APPROVED.

### **III. Regional Transportation Plan Update, Status Report and Release for Public Comments, Action**

Lynda David, RTC, said she would characterize this Regional Transportation (RTP) update as a housekeeping effort to ensure continued consistency between federal, state, regional and local transportation plans and policies. Lynda began by reminding RTAC members of some of the changes since the December 2011 RTP was adopted. These changes include passage of the new federal transportation act, MAP-21, in July 2012 which focusses on performance-based transportation system planning and target setting. The transportation Urban Area Boundary changed in 2013 which affects funding amounts coming to the region as well as the federal functional classification system. A map showing this updated boundary is in Chapter 3 of the draft RTP update. Another significant change is that the Washington State Office of Financial Management (OFM) came up with new population forecasts in August 2012 with a reduced 2035 forecast. The updated RTP uses the mid-range OFM forecast for year 2035. Also, Lynda pointed out that Clark County is currently working on a Comprehensive Plan update. RTC wants to move this RTP adoption forward with the anticipation that the RTP will be updated again in sync with an updated County Comp Plan.

Lynda emphasized the significance of the RTP's project lists because projects must be identified in the RTP before they can be programmed for funding in the Transportation Improvement Plan (TIP). The most updated lists are provided in the October RTAC packet.

Lynda went on to review the draft Plan chapters. Chapter 1 sets the policy framework and also introduces the administrative and legislative framework for the RTP. There is not a lot of change from the 2011 Plan but the RTC Board's policy interest on Economic Development and Finance is noted. Coincidentally, the Washington Transportation Plan, currently underway, also focuses on these policy areas.

Chapter 2 sets the stage for the Transportation Plan in terms of Demographics and Land Use. Again, there is not a lot of change since the 2011 Plan. There are tables showing growth and what is important in terms of demographics and transportation, including the age profile of the community, the household size and types of households and the growth in vehicle numbers and licensed drivers. Web links to further information will be provided wherever possible in the RTP, such as the demographic profile for Clark County put together by Mark Harrington, RTC, which is available on the RTC website. Chapter 3 includes the Regional Transportation System (RTS) and future performance of the system from analysis of the regional travel forecast model output.

Mark Harrington, RTC, gave a Power Point presentation highlighting some of the regional travel forecast model analysis results including transportation system performance. Presentation graphs included trips generated, system lane miles, transit service hours and congested lane miles during PM peak including what congestion might be with a No-Build 2035 future compared with results from the RTP's 2035 transportation system with investment in the RTP's identified list of projects. There was discussion of the forecasting process, congestion and cross-river transit. Mark noted that the RTP regional travel forecast model will likely be updated for the Comprehensive Plan expected to be adopted in June 2016.

Bob Hart, RTC, went over Chapter 4, the finance plan. Based on the forecast of current law revenues, there is the need for new funding to support a financially constrained RTP. Bob described some of the key information regarding current revenue sources including the continuation of the federal transportation authorization at current levels, revenues available for capital projects from the state gas tax and local revenue sources. The financial plan assumed a new transportation revenue equivalent of 4.5 cents a gallon which is consistent with tax increases by the state legislature over the last 20 years. There was a workshop RTC had with agency Public Works Directors to help nail down local agency preservation and maintenance costs into the future to determine the amount of locally generated revenue that would be available for capital projects in the RTP. The chapter also describes the need to have a fiscally constrained plan that balances revenues and costs, which is required by the provisions of MAP-21. Lynda suggested adding a graph that indicates the balance of costs, current revenue and new revenue assumed, as the Feds will need to see the revenue shortfall has been addressed and passes the fiscal constraint test.

Lynda said RTC is aiming to have all the updated RTP chapters and appendices completed by October 27<sup>th</sup> to release for the required 30-day public comment period and have a final plan to take to the Board for possible approval at the December 2 RTC Board meeting.

**MIKE CLARK, WSDOT, MADE A MOTION TO RECOMMEND RELEASING THE PLAN FOR PUBLIC COMMENT. ROB CHARLES, CITY OF WASHOUGAL, SECONDED THE MOTION AND IT WAS UNANIMOUSLY APPROVED.**

#### **V. 2015 Southwest Washington Regional Transportation Council Draft Work Program: Discussion**

Matt Ransom, RTC, said he wanted to share what RTC is planning to take to the Board for the 2015 Work Program identifying planning focus areas in the upcoming year where time or resources will be spent. The focus areas for 2014 include freight transportation and logistics. Also, RTAC members will be involved in reviewing and updating the TIP's competitive grant criteria, taking a look at the TIB banding process and other ranking systems. On the policy side, RTC will be

working on MAP-21 implementation, transportation system performance measurement and target setting. On the policy front relating to grant review criteria, RTC will look at adopting a Complete Streets Policy. RTC will also work with affected local jurisdictions to address potential updates to the Commute Trip Reduction (CTR), demand management, requirements. Matt asked RTAC to let him know of any transportation studies or projects that RTC should be aware of, especially if RTC's technical assistance would be needed.

## **VI. Other Business**

### **A. RTAC Members**

- a. Chris Malone informed RTAC that he had attended an ADA Transition Plan meeting as part of the APWA conference. It was made clear that the feds are starting to put the pressure on the state to ensure local jurisdictions are complying with ADA Transition Plans. There was mention that the state will be meeting with local agencies in 2015 to see what transition plans they have in place and provide assistance for the smaller agencies that do not have one. Also discussed at the conference was how to get ADA compliance projects to rank higher in the MPO TIP evaluation process to take advantage of MPO funding opportunities. Chris announced the City of Vancouver is having a ground breaking ceremony for the I-205/18<sup>th</sup> Street Interchange Project on October 28<sup>th</sup> @ 10:30 a.m. at the dead end on NE 14<sup>th</sup> Street.
- b. Matt Ransom announced that Colleen Kuhn, Human Services Council, was appointed as a TIB Board member for a 4-year term. Colleen said the TIB Board had been looking for applications from representatives of special needs populations so she applied. She will be attending her first meeting in Mukilteo in November. Colleen is excited to be a part of this and provide a voice for special needs populations.

### **B. RTC Staff**

- a. Dale Robins, RTC, provided copies of the adopted 2015-2018 Transportation Improvement Program. Any needed TIP amendments can be submitted for the December RTAC meeting.
- b. Matt provided the project profile completed for the Aspen Avenue @ 18<sup>th</sup> Street crosswalk in the City of La Center as an example of what is provided to the RTC Board. Matt reported the Board had a very positive response to the project profiles.
- c. There will be an RTAC sub-committee formed to start updating the TIP policy and project evaluation criteria.
- d. Bryan Kast notified RTAC that the City of Ridgefield will be having a ribbon cutting ceremony for the new 86-space, paved, Ridgefield Junction Park-n-Ride on October 30<sup>th</sup> at 3:00 pm. Matt said this would be another good project summary to take to the Board even though it is not funded through RTC.

The meeting adjourned at 10:50 a.m. The next meeting will be on Friday, November 21, 2014.



## MEMORANDUM

**TO:** Regional Transportation Advisory Committee  
**FROM:** Lynda David  
**DATE:** November 14, 2014  
**SUBJECT:** **2035 Regional Transportation Plan, Final Plan Recommendation, Action**

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### INTRODUCTION

Over the past year, RTAC has considered elements of the Regional Transportation Plan (RTP) update. At the November RTAC meeting, a draft of the 2014 RTP update will be presented and RTAC members will be asked to recommend RTC Board adoption of the 2014 RTP update. Federal rules require regular Plan updates to ensure the region's continuing receipt of federal transportation dollars. The 2014 update to the RTP is needed to continue to fulfill requirements of the current federal transportation act, MAP-21, and to maintain consistency between state, regional, and local plans.

Since the existing Metropolitan Transportation Plan (MTP) was adopted in December 2011 there have been a number of changes that need to be reflected in an updated RTP. These changes include passage of Moving Ahead for Progress in the 21st Century (MAP-21) and the move toward performance monitoring and targeted transportation investment to improve transportation system performance. Other changes that need to be reflected in the Plan update include: designation of a federal primary freight network and update to the National Highway System to include local principal arterials under MAP-21, update to the transportation Urban Area Boundary (UAB), Washington Office of Financial Management (OFM) 2012 update to the population forecasts for Counties in Washington State, and updated growth forecasts resulting from the beginning of Clark County's Comprehensive Plan update.

This 2014 RTP update has focused on updating the 2035 population and employment forecasts based on Washington Office of Financial Management's (OFM's) population forecast published in August 2012, review of RTP Goals with particular emphasis on finance and economic development goals, incorporating a 2014 updated safety assessment, and update to other modal plan elements. An update to the financial plan chapter was carried out and an updated list of projects is incorporated into the draft Plan. As with past RTPs, the Plan maintains consistency between state, regional and local plans.

The draft 2014 RTP is available for review on RTC's web site at <http://www.rtc.wa.gov/programs/mtp>.

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## **RTP DRAFT**

Key elements in the 2014 RTP include:

- MTP Framework, Purpose and Goals (Chapter 1)
- 2035 Horizon Year and Demographic Forecast (Chapter 2)
- 2035 Travel Demand Forecast (Chapter 3)
- Designated Regional Transportation System (Chapter 3)
- Regional Transportation System Needs, Projects & Strategies (Chapters 3, 5 and Appendix B)
- Financial Plan (Chapter 4)
- Safety Assessment (Chapter 5)
- Modal Elements, including freight, transit, pedestrian and bicycle (Chapter 5)
- Determination of Conformity with Air Quality State Implementation Plan (SIP) (Appendix C)

RTAC members are asked for assistance in reviewing the draft Plan and any suggestions for edits are welcome.

## **RTP REGIONAL TRAVEL FORECAST MODEL**

Summary results from the Regional Travel Forecast Model are provided in Chapter 3 of the draft RTP. Results include: 1) average weekday person trips by trip purpose, 2) distribution of trips (intra-Clark County and cross river), and 3) percentage of congested lane miles within Clark County during the P.M. peak hour comparing base year 2010, no-build 2035 and 2035 with RTP transportation projects and strategy improvements made.

## **RTP REGIONAL TRANSPORTATION SYSTEM IMPROVEMENTS**

At the past three RTAC meetings, the draft list of transportation projects has been reviewed. The project listings, both RTP regional and local system, are now included in Appendix B of the Plan (the most recent version is attached which includes edits suggested by local jurisdictions since the last RTAC meeting). Regional projects only are also included in Chapter 5 of the Plan. These regional projects are part of the RTP's Designated Regional Transportation System (largely comprised of state highways, principal arterials and some minor arterials). Projects are compiled from the collective lists of projects identified in local jurisdictions' Capital Facilities Plans as part of the comprehensive planning process, in addition to state Highway System Plan (HSP) projects and C-TRAN identified capital projects. The project list forms the basis for network definition in the regional travel forecast model as well as the basis for the RTP's Financial Plan.

Criteria for projects include safety considerations, support for economic development envisioned in the twenty-year Comprehensive Growth Management Plan for Clark County, congestion and

concurrency considerations as a result of system performance analyses conducted by WSDOT, RTC and local jurisdictions. In addition, the RTP also describes the need for key pedestrian and bicycle projects, safety, operational, system management, and demand management improvements.

The project listings are very important for local jurisdictions and transportation agencies because projects must be identified in the RTP before they can be programmed for federal funding in the region's Transportation Improvement Program (TIP). Again, please check that your jurisdictions' projects are accurately reflected.

### **RTP FINANCE PLAN**

One of the key federal requirements of an RTP is that it be "fiscally constrained" meaning there should be a reasonable expectation that revenues will be available to provide for the list of projects identified in the RTP and to support the operations and maintenance of the multimodal transportation system for the twenty plus year time horizon of the Plan. The RTP's finance plan is contained in Chapter 4 of the Plan and includes: (1) financial assumptions, (2) revenue sources and projections, and (3) cost estimates for transportation projects, transportation system maintenance and operations. A fuller description of transportation funding programs is provided in Appendix D of the Plan and Year of Expenditure (YOE) for forecast revenues and costs is addressed in Appendix E of the Plan.

### **AIR QUALITY CONFORMITY DETERMINATION**

Given the Clark County region's air quality status, the region no longer has to carry out regional air quality conformity analysis but the RTP does need to include a determination of conformity with the State Implementation Plan. The Determination of Conformity with the Air Quality State Implementation Plan is included in the RTP's Appendix C. The region's air quality status is also described in Chapter 5. In summary, the region, under the 8-hour federal standard, is now in attainment for Ozone and no longer needs to demonstrate conformity. In addition, the region is currently a CO maintenance area under a Limited Maintenance Plan (LMP) published by Southwest Clean Air Agency in 2007 and approved by the Environmental Protection Agency and is re-designated back to "attainment" status for CO.

On November 4, 2014, staff from the Environmental Protection Agency, Federal Highway Administration, and State Departments of Ecology and Transportation consulted with RTC on the air quality conformity determination for the 2015-2018 Transportation Improvement Program and a further consultation meeting is anticipated for the 2014 RTP update. The region's TIP must be based on a conforming RTP.

### **PUBLIC PARTICIPATION PROCESS**

Throughout 2014, there have been public outreach efforts to let the public know that the RTP is in the process of being updated and to solicit public comments. The public has been encouraged to participate in the 2014 RTP update and to comment on transportation elements via e-mail,

phone or mail. RTP information and RTC Board materials on the RTP have been made available through RTC's website. The draft 2014 RTP update was made available for a formal 30-day public comment period beginning on October 30, 2014.

RTC staff has sent out updates on the RTP's progress to Clark County and Vancouver neighborhood coordinators and has kept small cities informed through RTAC representatives. RTC hosted a round table discussion on regional transportation issues in collaboration with the Washington State Transportation Commission (WSTC) as part of the Washington Transportation Plan and Regional Transportation Plan update processes and made RTP update materials available at a September 8 Open House at the Downtown Vancouver Public Library also jointly hosted by the WSTC and RTC. An additional RTC open house is to be held in the Columbia Room of the downtown Vancouver Public Library on Wednesday, November 19, from 4:30 to 6:30 p.m. to allow public comment on the draft RTP update document.

Involvement of the public in regional transportation planning builds from local efforts with public meetings held by WDOT, C-TRAN and local jurisdictions to support development of local transportation plans and projects.

Monthly meetings of the RTC Board of Directors allow the public to comment on regional transportation issues in a formal setting. All comments at these meetings become part of the meeting record. The RTP update has been a regular agenda item at many of the RTC Board meetings during 2014.

#### **NEXT STEPS**

RTAC is asked to recommend forwarding the 2014 RTP update to the RTC Board for adoption at the December 2, 2014 RTC Board meeting, subject to any edits suggested by RTAC at the November RTAC meeting.

RTC's 2015 work program proposes continuation of the RTP's development with the Plan's implementation (see attached graphic showing the RTP's development process and subsequent implementation). Plan implementation will include reviewing 10-year priorities, updating modal elements, and implementation of MAP-21 requirements including transportation system performance measurement, monitoring and target setting resulting in targeted transportation investments.

Attachment: MTP Appendix B

# THE REGIONAL TRANSPORTATION PLAN: RTP DEVELOPMENT PROCESS AND SUBSEQUENT IMPLEMENTATION

Year

Years 2015 - 2019

