

**SKAGIT METROPOLITAN PLANNING ORGANIZATION (SMPO)****SKAGIT/ISLAND REGIONAL TRANSPORTATION PLANNING  
ORGANIZATION (SIRTPO)****UNIFIED PLANNING WORK PROGRAM (UPWP)****STATE FISCAL YEAR (SFY) 2008****Preamble**

The focus of this SIRTPO 2008 UPWP is on outcomes. The UPWP is a tool to update and implement the Regional and Metropolitan Transportation Plans (RTP and MTP). These plans are supported by and implement the statewide plan and its elements, and the guidance provided by the Federal Highway and Federal Transit Administrations of the United States Department of Transportation (USDOT). Transportation planning must be integrated at all levels to be comprehensive.

**SMPO & SIRTPO Transportation Program Funding Sources for FY 2008**

Funding for the SFY 2008 program is from the Federal Highway Administration, the Federal Transit Administration, the Washington State Department of Transportation and federal matching funds from local contributions. Funds depicted in the UPWP are applied for with each UPWP submission and amended as necessary to reflect modifications to the work program.

Within the elements of the UPWP, the Skagit-Island Regional Transportation Planning Organization (SIRTPO) and the Skagit Metropolitan Planning Organization (Skagit MPO) address the guidance provided by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) and the Washington State Department of Transportation.

The FTA and FHWA guidance provides for consideration of projects and strategies that will:

- (a) Support the economic vitality of the metropolitan area especially by enabling global competitiveness, productivity, and efficiency.
- (b) Increase the safety of the transportation system for motorized and non-motorized users.
- (c) Increase the security of the transportation system for motorized and non-motorized users.
- (d) Increase the accessibility and mobility options available to people and for freight.
- (e) Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
- (f) Enhance the integration and connectivity of the transportation system, across and between modes for people and freight.
- (g) Promote efficient system management and operation.
- (h) Emphasize the preservation of the existing transportation system.

WSDOT emphases include:

1. **Continue implementation of regional transportation and growth management planning:** The Growth Management Act of 1990 authorized creation of Regional Transportation Planning Organizations (RTPO). The act provided a formal mechanism for local governments and the state to coordinate transportation planning for regional transportation facilities. State statutes (RCW 47.80 and Chapter 468-86 WAC) define the basic requirements and other allowable activities of RTPOs. The RTPO duties in RCW 47.80 are paraphrased below:
  - Prepare and periodically update a transportation strategy for the region.
  - Prepare a regional transportation plan.
  - Certify that the transportation elements of comprehensive plans adopted by counties, cities, and towns within the region reflect guidelines and principles that are consistent with the adopted regional transportation plan.
  - Where appropriate, certify that county-wide planning policies and the regional transportation plan are consistent.
  - Develop a six-year regional transportation improvement program in cooperation with the WSDOT, public transportation providers, and local governments in the region.
  - Designate a lead planning agency to coordination preparation of the regional transportation plan and to carry out the other duties of the RTPO.
  - Review level of service methodologies used by cities and counties to promote consistent regional evaluation of transportation facilities and corridors.
  - Work with cities, counties, transit agencies, WSDOT, and others to develop level of service standards or alternative transportation performance measures.

**In addition, for the 2007 – 09 state fiscal biennium, emphasis will be placed on the following:**

- Review and update the regional transportation plan to be consistent with county-wide planning policies, county, city, and town comprehensive plans, and the state transportation plans.
  - Review as appropriate and certify the transportation element of the comprehensive plans adopted by counties, cities, and towns within the region. Certification should reflect the RTPO guidelines and principles and be consistent with the adopted regional transportation plan and underlying policies. We strongly encourage an examination of land use and economic development in the local comprehensive plan as both may impact the regional and state transportation systems. The process of certification should include a transmittal of the review and certification to the WSDOT Region and Headquarters planning to promote ongoing coordination and consistency with the statewide plan.
2. **Washington Transportation Plan (WTP) development and implementation (on-going):** SIRTPO will use its proportionate share of the funds for long-range planning

consistent with the Investment Guidelines and Key Policy Recommendations of the WTP. Long-range planning examples could include:

- Prepare corridor plans or studies on facilities of statewide and regional significance.
- Participate in development, implementation, and statewide activities related to the Highway System Plan and other modal plans as appropriate.
- Coordinate efforts with neighboring RTPOs on common issues, such as identification of all-weather road systems.
- Collect, model, and analyze data applicable to the statewide plan, modal and issue plans, and the regional long range plan.
- Communicate with elected officials and conduct public involvement in support of the statewide plan, modal and issue plans, and the regional long-range plan.
- Funding augmentation for the activities in 1 above to continue implementation regional transportation and growth management planning.

**3. Use of state transportation planning funds:**

- WSDOT is required to track the expense of all state transportation planning funds. In tracking these funds it is our goal to be able to show precisely what products are being produced by the RTPOs using state funds.
- RTPO Planning Funds will be used for the activities in 1 above.
- RTPO Long-Range Planning Funds will be used for the activities in 2 above.
- RTPOs may combine these funds into a UPWP work element when necessary to accomplish the desire outcome.
- We are requiring a clear description of the expenses identifying UPWP work elements and activities on or attached to Invoice Vouchers. A sample Invoice Voucher is at Attachment B.

**4. Implementing the work program and accomplishing tasks:**

- RTPOs may contract for services to accomplish tasks identified in the UPWP. The need for the consultant will be identified in the UPWP and approved by WSDOT before the consultant selection process begins.
- The SIRTPO is submitting a biennial work program that covers the period July 1, 2007, through June 30, 2009, in an effort to reduce the administrative load associated with creation of the UPWP.
- Amendments will be submitted as needed to keep the UPWP tasks on schedule.
- Contracts with consultants, where appropriate, will be amended into the UPWP and relevant UPWP Amendments will include a summary of the scope of work.

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A summary of SIRTPO and Skagit MPO revenue sources and projected expenditures follows. Please note that due to rounding errors, some columns may not add up to the totals:

Revenue Sources		Revenue Amounts	
FHWA		\$	271,096
	FHWA match	\$	42,310
Total FHWA		\$	313,406
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FTA		\$	54,876
	FTA match	\$	13,719
Total FTA		\$	68,595
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RTPO-S		\$	76,256
RTPO-I		\$	50,858
RTPO-LR-S		\$	57,204
RTPO-LR-I		\$	38,136
WSDOT/WSDOH (ACES)		\$	7,000
STP-R		\$	293,940
	STP-R match	\$	45,875
Total STP-R		\$	339,815
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NSCCP		\$	329,712
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Total, all sources and match		\$	1,280,982

## Reserved funds (carried forward from 2006):

STP-R	\$	714,840
RTPO	\$	115,720
MPO	\$	110,144
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Total, all funds and sources	\$	2,221,686

## Notes:

This UPWP is based on a two-year planning window, matching the 2007 - 2009 state biennium budget cycle.

STP-R revenues are exclusive of those budgeted for the 2007-09 biennium.

RTPO Revenue Sources are broken out here by sub-region. RTPO revenue sources appended with '-S' are spent within and prioritized by the Skagit sub-region of the RTPO, while revenue sources designated with a '-I' are spent within and prioritized by the Island sub-region of the RTPO.

## Metropolitan Planning Organization

**I. Regional Data Collection and Modeling Effort - \$ 109,022:** With current and anticipated growth in the region, the Skagit MPO recognizes that proactive and effective planning will require an effective program of coordinated data collection and transportation modeling. In addition to traditionally-recognized areas for attention such as traffic counts and distribution, data collection efforts will also incorporate development of information related to transportation security issues and transit systems management. In FY 2008, an expansion of the data program to incorporate regionalizing the pavement management system will be examined.

This element addresses federal guidelines a, b, c, d, f, g and h. This element addresses WSDOT emphases 1 and 2.

**II. Creation of the MPO Transportation Improvement Program (MTIP) - \$ 38,478:** The MPO TIP is required by federal law. It must be prepared at least every two years, and beginning with the next planning cycle, cover a period of not less than four years. The MTIP is approved by the MPO and the Governor. The frequency of the updates must be consistent with the development of the Statewide Transportation Improvement Program (STIP). Projects in the MTIP must come from the MPO Metropolitan Transportation Plan. The MTIP must include all federally funded and/or regionally significant projects. The MTIP must be financially constrained. Skagit MPO MTIP analyses include consideration of the identified FTA and WSDOT emphases.

This element addresses federal guidelines a, b, c, d, e, f, g and h. This element addresses WSDOT emphases 1, 2, 3 and 4.

**III. Public Participation and Accessibility - \$ 19,239:** The metropolitan transportation planning process requires the MPO to have a proactive public involvement and Title VI processes. This effort will track compliance with those processes.

This element addresses federal guidelines d, e, f, g and h. This element addresses WSDOT emphasis 2.

**V. North Sound Connecting Communities Project - \$ 310,000:** The North Sound Connecting Communities Partnership (NSCCP), or colloquially, 'the Farmhouse Gang', is an ad hoc organization comprised of elected and staff level representatives from the four northwestern Washington counties (Whatcom, Skagit, San Juan and Island), and the northern part of Snohomish County. The Farmhouse Gang addresses transportation issues of regional significance, and is facilitated by staff of the Skagit MPO. Through the acquisition of a \$1,000,000 earmark from Representative Rick Larsen, the Farmhouse Gang has the resources to examine several critical regional issues. Analyses include examination of security issues, demand for services, and revenue options and opportunities. Most elements of this program

will require extensive use of consultants. Expenditures will be made in the following areas over the next biennium:

- Transit and Passenger Rail \$160,000  
The transit and passenger rail committee is examining options for increased passenger rail service, cross-border transit opportunities, and how to support increased intercounty express transit service in the I-5 corridor.
- Non-Motorized \$ 25,000  
The Farmhouse Gang is examining opportunities to improve intercounty connectivity for non-motorized modes—bicycles and pedestrians.
- Passenger Ferries \$ 45,000  
Building on past NSCCP efforts, the Farmhouse Gang will examine more closely opportunities to establish passenger-only ferry service in the northern Puget Sound
- Freight \$ 80,000  
Over the next biennium, the NSCCP will examine freight movement in the NSCCP region, including waterborne, highway, and rail freight challenges and opportunities.

This element addresses federal guidelines a, b, c, d, f, and g. This element addresses WSDOT emphases 1, 2 and 4.

**VI. Special Transportation Studies - \$ 128,261:** These studies are not mandatory but are performed with the goal of identifying potential improvements to the transportation system in the Skagit MPO region. The SMPO expenditures in this activity will complement planned RTPO expenditures. For the 2007 – 09 biennium, the following projects have been identified:

- SR 5 (I-5) Comprehensive Corridor Needs Study: This effort will partner with WSDOT on an intersection-level analysis of I-5 from the Conway to north of Cook Road. This facility currently has a number of areas which are demanding attention, with issues including congestion, safety, security, maintenance and preservation, and infrastructure expansion among them. By undertaking a comprehensive analysis of these needs, we can choose an effective and logical prioritization process, ensuring the effective use of taxpayers' funding to address these needs in the appropriate sequence. In addition, information gleaned from this effort will help local jurisdictions make their own prudent decisions regarding allocation of scarce transportation resources.
- Non-motorized Transportation Data Development and Analysis: This effort will continue work underway to assess the state of non-motorized facilities in the region, in conjunction with WSDOT and the federal Centers for Disease Control. Included in this will be implementation of a trail counter program to procure data

regarding usage. In addition, the effort will also consider issues of safety and security.

- Mount Vernon Waterfront Area and Downtown Master Plan: The City of Mount Vernon is developing a master plan for the redevelopment of the Waterfront and Downtown area, including transportation, pedestrian and waterfront improvements. This project is funded with a Federal Transit Administration grant provided directly to the City, and is further delineated in Attachment 0606-A.

This element addresses federal guidelines a, b, c, d, e, f, g and h. This element addresses WSDOT emphases 1 and 2.



Skagit MPO Fund expenditures are anticipated to accrue as follows:

I. Regional Data Collection and Modeling Effort	\$ 109,022
II. MPO Transportation Improvement Program (TIP)	\$ 38,478
III. Regulatory Compliance	\$ 19,239
IV. North Sound Connecting Communities Project	\$ 310,000
<u>V. Special Transportation Studies</u>	<u>\$ 128,261</u>
Subtotal	\$ 605,000
<u>Reserved funds</u>	<u>\$ 106,713</u>
MPO Total	\$ 711,713

## **Regional Transportation Planning Organization (RTPO)**

**I. Skagit sub-RTPO Program Administration - \$ 65,000:** The activities in this work program element include applicable expenses-related administration, coordination, public information, intergovernmental coordination and meetings, travel expenses, overhead, equipment and supplies, report preparation, etcetera.

**II. RTPO Comprehensive Plan Certification - \$49,455:** As the lead agency for the RTPO it is the responsibility of the SMPO to comply with RCW 47.80.026 "Comprehensive plans, transportation guidelines and principles". Through this process the SMPO must certify that the transportation elements of comprehensive plans adopted by counties, cities, and towns within the region reflect the guidelines and principles as defined in RCW 47.80.02 6 are consistent with the adopted regional transportation plan, and, conform with the requirements of RCW 36.70A.070.

This element addresses federal guidelines d, e, f, and g. This element addresses WSDOT emphases 1, 2 and 3.

**III. Implementation of Regional Data Collection and Modeling Effort - \$ 105,091:** With current and anticipated growth in the region, the Skagit MPO recognizes that proactive and effective planning will require an effective program of coordinated data collection and transportation modeling. In addition to traditionally-recognized areas for attention such as traffic counts and distribution, future data collection efforts will also incorporate development of information related to transportation security issues. Towards that end, FY2005 began an implementation of that effort. In FY 2008, an expansion of the data program will include a regional pavement management system.

This element addresses federal guidelines a, b, c, d, e, f, and g. This element addresses WSDOT emphases 1 and 2.

**IV. Skagit County Surface Transportation Program (STP) Program Administration - \$18,545:** Federal STP funds are utilized for transportation projects. The RTPO will receive an allocation from WSDOT for approximately \$1,200,000. The Skagit MPO will monitor use of these funds on projects and track project development until completion.

This element addresses federal guidelines a, b, c, d, e, f, g and h. This element addresses WSDOT emphases 1 and 2.

**V. Public Participation and Accessibility - \$18,545:** The Skagit sub-RTPO has adopted the same public involvement and Title VI processes used by the Skagit MPO. This effort will track compliance with those processes.

This element addresses federal guidelines d, e, f, g and h. This element addresses WSDOT emphasis 2.

**VI. Regional Transportation Improvement Program (RTIP) - \$24,727:** As with the MPO the RTPO must also prepare and submit a Transportation Improvement Program. The RTIP will be developed in conjunction with member organizations, transit agencies and the WSDOT Regional Offices. The RTIP is a six-year document which proposes regionally significant transportation projects and programs and transportation demand management measures be programmed for funding. The program is a priority list of projects derived from the Regional Transportation Plan.

This element addresses federal guidelines a, b, c, d, e, f, g and h. This element addresses WSDOT emphases 1, 2, 3 and 4.

**VII. Special Transportation Studies - \$123,636 :** These studies are not mandatory but are performed with the goal of identifying potential improvements to the transportation system in the SIRTPO area. For FY 2008 the following projects have been identified:

- **SR 5 (I-5) Comprehensive Corridor Needs Study:** This effort will partner with WSDOT on an intersection-level analysis of I-5 from the Conway to north of Cook Road. This facility currently has a number of areas which are demanding attention, with issues including congestion, safety, security, maintenance and preservation, and infrastructure expansion among them. By undertaking a comprehensive analysis of these needs, we can choose an effective and logical prioritization process, ensuring the effective use of taxpayers' funding to address these needs in the appropriate sequence. In addition, information gleaned from this effort will help local jurisdictions make their own prudent decisions regarding allocation of scarce transportation resources.
- **Non-motorized Transportation Data Development and Analysis:** This effort will continue work underway to assess the state of non-motorized facilities in the region, in conjunction with WSDOT and the federal Centers for Disease Control.

This element addresses federal guidelines a, b, c, d, e, f, g and h. This element addresses WSDOT emphases 1 and 2.

RTPO fund expenditures are anticipated to accrue as follows:

I. RTPO Comprehensive Plan Certification	\$ 49,455
II. Regional Data Collection and Modeling Effort	\$ 105,091
III. Skagit County STP Regional Program Administration	\$ 18,545
IV. Regulatory Compliance	\$ 18,545
V. Regional Transportation Improvement Program	\$ 24,727
<u>VI. Special Transportation Studies</u>	<u>\$ 123,637</u>
Subtotal	\$ 340,000
<u>Reserved Funds</u>	<u>\$ 222,269</u>
Skagit Sub-RTPO Total	\$ 562,269