



Fiscal Year 2014 Annual report

(July 1, 2013 to June 30, 2014)

Longview-Kelso-Rainier MPO

Southwest Washington Regional Transportation
Planning Organization

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This document is a report on the regional transportation planning activities carried out by the Cowlitz Wahkiakum Council of Governments on behalf of the Southwest Washington Regional Transportation Planning Organization (SWRTPO) and the Longview-Kelso-Rainier Metropolitan Planning Organization (MPO) in FY 2014; July 1, 2013 through June 30, 2014. Work performed for the MPO, and the Cowlitz, Pacific and Wahkiakum County portions of the RTPO is conducted by CWCOG staff. Work performed in Grays Harbor County is conducted by the Grays Harbor Council of Governments and work performed in Lewis County is conducted by the Lewis County Transportation Strategy Council. The staff of these RTPO organizations coordinates regularly with CWCOG staff on regional issues.

MPO Activities

LEAD AGENCY: COWLITZ-WAHKIAKUM COUNCIL OF GOVERNMENTS

Program Administration

- **Program Administration:** Program administration is a core function with the purpose of providing administrative support required to manage and coordinate the overall MPO transportation planning program. The same duties and functions performed are required to manage the SWRTPO as well. The activities include office and personnel management, staff activities, training, conferences, clerical support, administrative documents, record keeping, and coordination. All duties are performed by CWCOG staff.
- **Planning Coordination & Outreach** – CWCOG Staff facilitates the Cowlitz Area TAC on a monthly basis. CWCOG staff also participates in regional meetings related to multi-modal transportation, such as Cowlitz On The Move, and the new Healthy Living Collaborative for Southwest Washington, and others. CWCOG staff attends board meetings of the River Cities Transit. CWCOG staff has internal transportation staff meetings as well as coordination meetings as needed with WSDOT staff. CWCOG participates regularly in the statewide MPO Coordinating Committee meetings and shares results from those meetings with MPO/RTPO stakeholders. COG staff responded to an FHWA survey of MPOs. Staff has also coordinated with the Cowlitz Tribe regarding STP and TAP funds, the Coordinated Human Services Transportation Plan, and the Fire and Ice Scenic Loop.
- **Governance** – Reviewed MPO organizational structure, bylaws, Interlocal agreements, documentation and self-certification to develop a strategy for improvements to increase clarity over lines of responsibility and member engagement. Reviewed approach with CWCOG director

and CWCOC Executive Committee. Strategy approved by Executive Committee with execution to occur during FY 2015. Provided a power point presentation to the Cowlitz Area TAC and the CWCOC Policy Board regarding MPO/RTPO functions and the UPWP.

- **Title VI Planning** – CWCOC staff began a comprehensive update of the agency Title VI plan and anticipates completion and adoption of the plan during FY 2015, along with the LEP Plan. Staff consulted with WSDOT Title VI experts regarding MPO and RTPO Title VI plans and responsibilities. CWCOC plans to integrate the Title VI Plan update with all CWCOC programs supported by federal funding streams. The 2009 Public Involvement Plan was reviewed to determine its compatibility with the Title VI Draft Plan. Staff also completed the required Title VI annual reporting for submittal to WSDOT.
- **FY 2014 Unified Planning Work Program:** CWCOC staff completed MPO elements of the Fiscal Year 2014 Unified Planning Work Program, which was adopted by CWCOC Board during its June 23, 2014 meeting. Staff worked closely with WSDOT planning staff to develop a more robust planning document for 2015. Staff also coordinated with WSDOT, FHWA and FTA as well as MPO transit and regional RTPO partners for the annual UPWP program review.
- **MPO Area Transportation Improvement Program (TIP) and Obligation and Closure Report:** Staff developed the 2014-2017 TIP and continually works with local jurisdictions and WSDOT staff to amend the STIP as needed. There continue to be fewer amendments during the fiscal year as a result of the efforts of both WSDOT and MPO staff to communicate effective programming of the TIP document at the local level. Staff also completed the FY 2013 Obligation and Closure report. The report outlines all projects that have had federal funding obligated or projects that have been closed in FY 2013 for the MPO area.
- **Legislative Activities** – CWCOC staff attended a Senate Transportation Committee Listening Session. Attended legislative meetings held in Olympia and Kelso as well as a “2014 Legislative Wrap Up” session in Longview hosted by the Chamber.

Data Management

- **GIS Mapping** – CWCOC staff facilitates the monthly meetings of the Cowlitz GIS Users Group. Staff coordinated a November “GIS Day” meeting and requested Cowlitz GIS to consider sharing street data being created as part of the enhanced 911 GIS System with local transportation planners. Staff participated in WSDOT’s ALPACA Beta Testing for online GIS. CWCOC staff maintains the data catalogue and mapping for the MPO area.
- **Sidewalk Mapping** – CWCOC partnered with Cowlitz on the Move (COTM), a healthy lifestyles coalition, to map the existing sidewalk network in the Longview/Kelso area for the purposes of identifying connectivity and recreation opportunities. CWCOC staff completed the editing of sidewalk data in ArcMap by assigning functional classification values to each line segment and developed a power point of the data and methodology for presentation to the Cowlitz Area TAC.

CWCOG staff created a “Mapbook” atlas of sidewalk locations for a meeting of Cowlitz On The Move member, and created an ArcGIS Online interactive map of sidewalk locations.

- **Urban Area Model Update** – Staff provided travel demand model to consultants for the Washington Way/15th Avenue projects and to support SR 432 Concept Study and Woodland’s Scott Avenue Reconnection Project. Provided input for WSDOT meeting on SR 432 Modeling Analysis Scope Review. Provided employment forecast for SR 432 corridor. Staff continues to update the urban area model with current vehicle counts and will eventually add bike and pedestrian counts. This may lead to a robust model capable of modeling multi-modal needs. Staff maintains a working relationship with a consultant to perform quality control for the regional travel model. The travel demand model is frequently used to predict traffic pattern resulting from proposed developments and/or street projects.

MPO Planning Activities

- **Metropolitan/Regional Transportation Plan (M/RTP) Update:** This document was adopted in 2009 and the MPO portion will expire in mid-November 2014; therefore, an interim update is planned to extend the effective date until a comprehensive update effort can be completed in 2015. Staff has researched requirements that will have a direct bearing on how the update is conducted and consulted closely with WSDOT and FHWA on achieving compliance.
- **STP Fund Management** - CWCOG staff work closely with the MPO Area Technical Advisory Committee, staff from the non-MPO cities, and Cowlitz County regarding management of Surface Transportation Program funds allocated to CWCOG for Cowlitz County. A significant level of staff support was dedicated to:
 - Assisting jurisdictions with the development and application of project prioritization criteria;
 - Ensuring timely obligation of funds to achieve compliance with Obligation Targets;
 - Assisting jurisdictions with appropriate reporting of expenditures to maintain good project standing.

Urban projects active during FY2014 include the SR 432 Highway Improvements and Rail Realignment Concept Development Study and Kelso West Main Street Realignment project. Rural funds were allocated to Cowlitz County for reconstruction of Hazel Dell Road. Castle Rock held a ribbon cutting to celebrate the completion of the reconstruction of Front Avenue NW.

Cowlitz County met its FY 2014 Obligation Authority Target. The MPO TAC has historically made recommendations for project selection based on consensus, with final project selections are made by the CWCOG Board. The 2015 STP cycle will entail application of selected criteria in project evaluation.

- **Transit Agency Coordination** – CWCOG staff Assisted MPO transit agency with grant application for ITS infrastructure. Our agency maintains a close relationship through regular

participation in River Cities Transit Board meetings. CWCOC staff is monitoring the new 314 agreement that is being negotiated with RTC, CTRAN, WSDOT and FTA to determine how to proceed during FY 2015 with a 314 agreement with River Cities Transit.

- **Urban Area Designation** – CWCOC staff worked with the Cowlitz Area TAC members to review the Urban Area designation using the 2010 Census Data. Some small adjustments were made and presented to the CWCOC/MPO Board for adoption. Staff will work with WSDOT through the process of securing gubernatorial approval of the revised boundaries during FY 2015.
- **Intelligent Transportation Systems (ITS)** – Staff researched ITS data requirements and other ITS plans across the state in order to determine the need/extent of a ITS plan for the region. Staff participated in webinars and a state training on ITS. At present, CWCOC staff is relying on the ITS plan developed by Southwest Region of WSDOT. Reached out to RTPO transit agencies to gather ITS information for WSDOT ITS planning.
- **WSDOT Planning** – Staff provided data requested by WSDOT Aviation Division and coordinated with Southwest Region on bicycle/pedestrian planning. Staff also provided comments on the proposed State Rail Plan and participates in the state Transit Plan Council meeting. Transportation staff also participated in the Washington Transportation Commission stakeholder roundtable discussion held in Vancouver. Staff also participates in the statewide MPO/RTPO Coordinating Committee meetings. In addition, CWCOC staff has consulted with WSDOT planning staff on a variety of matters over the past year, due to the transition that CWCOC has experienced in agency staff.

Special Projects

- **SR 432 Highway Improvements and Rail Realignment Study:** A Request for Proposals was issued and Parsons Brinckerhoff was on board by June 2012 to help develop a scope of work and project timeline (Phase 1). A contract to implement the scope of work was executed in November 2012 (Phase 2). Between January and June of 2013 the consulting team conducted ground reconnaissance and completed the data collection and analysis for rail and highway needs. From June 2013 through June 2014, the consultant team worked on concept development to identify a suite of project concepts to address safety, mobility, capacity and congestion. CWCOC staff assisted with public outreach to meet Title VI requirements, staffing of public meetings, participating on the project Technical Advisory Committee and the Executive Committee, and provided on-going project management. Staff also assisted in the development of a TIGER VI Planning Grant application for funds to complete Plans, Specifications & Estimates.

A grade-separated intersection at SR 432 (Industrial Way) and SR 433 (Oregon Way) was selected as the Tier 1 concept that will move forward to the engineering/environmental compliance phase. A set of Tier 2 concepts was also identified, but have independent utility and can move forward as desired by the facility owner. Another set of Tier 3 “Market-Based” concepts was also identified. These projects will likely move forward from the private sector based on market demands. The

final deliverables for the Concept Development Study will be prepared and submitted during the first quarter of FY 2015. Following acceptance of these documents, an amendment to the Local Agency Agreement will be sought to close out the study phase. A local partner agency will submit a Local Agency Agreement to WSDOT to be the lead agency for taking the Tier 1 concept through the engineering phase. CWCOG staff served on the Technical Advisory Committee as well as lead agency for project management for the Concept Development Study.

- **Scott Avenue Reconnection Study** – CWCOG staff participated as a Technical Advisory Committee member during the concept development phase of the Scott Avenue Reconnection Project. A series of concepts were vetted using criteria, with a preferred alternative as the outcome. Due to cost concerns, this was revisited by city staff and the second preferred alternative was selected by City Council to move forward into the engineering/NEPA/SEPA phase.
- **Rail Coordination/Collaboration** – Met with city of Kelso officials for the Kelso to Martin’s Bluff – Blakeslee Junction Rail Project and attended the Open House for the project in April. Efforts to eliminate at-grade rail crossings in Kelso, Woodland and Longview will continue.
- **Great Streets Concept for Longview and Kelso** – Efforts to implement the Great Streets Concept for Longview and Kelso (formerly referred to as the Transportation Systems Plan) continues through a partnership between CWCOG staff and Cowlitz County Health and Human Services Department. CWCOG staff assisted Cowlitz on the Move in the planning for a Complete Streets Forum to promote implementation of the Great Streets plan. Work on non-motorized and multi-modal transportation efforts continue into FY 2015. Transportation staff are involved in the Active Community Environments planning effort for Cowlitz communities, funded through a Kaiser Community Fund grant.
- **Hazel Street Railroad Overcrossing - Kelso** – CWCOG staff continues to work closely with City of Kelso staff to pursue funding to complete the federal and state environmental documentation for the preliminary crossing alternative. The environmental documentation for the project is estimated to cost approximately \$1 million.

Southwest Washington Regional Transportation Planning Organization

LEAD AGENCY: COWLITZ-WAHKIAKUM COUNCIL OF GOVERNMENTS

SWRTPO Board of Directors

The SWRTPO Board of Directors typically meets in the fall for their annual meeting. In 2013 the Board met in Chehalis, Washington at the Veterans Memorial Museum. The meeting included presentations on:

- 2013-2016 Transportation Alternatives Program Funding & Proposed Policies
- White Pass Scenic Byway Update
- MAP-21 Freight Advisory Committee Report from Ashley Probart, FMSIB
- Charles Knudson, Senior Policy Advisor for Governor Inslee

RTPO Program Administration

- **Governance:** CWCOG staff prepared and delivered a presentation on “What is an MPO/RTPO” for each of our RTPO planning partners as well as the MPO Board. Interim Director visited each of the RTPO planning partners during spring and summer of 2014 to discuss the process for improvements to the governance structure. Reviewed RTPO organizational structure, bylaws and self-certification to develop a strategy for improvements to increase clarity over lines of responsibility and member engagement. Reviewed strategy with CWCOG director and CWCOG Executive Committee. Strategy approved by Executive Committee with execution to occur during FY 2015. Reviewed money agreement, Interlocal agreements and scopes of work for both Lewis and Grays Harbor County and coordinated with partners for scope updates.
- **Planning Meeting Coordination** – CWCOG Staff facilitates the monthly meetings of the Pacific County TAC and reports to the Pacific County COG policy board. CWCOG staff also participates in regional meetings related to multi-modal transportation, such as Cowlitz On The Move, and the new Healthy Living Collaborative for Southwest Washington, and others. CWCOG participates regularly in the statewide MPO/RTPO Coordinating Committee meetings and shares results from those meetings with stakeholders. COG staff also assisted with Regional Information Forums in Cowlitz and Wahkiakum counties and special meetings when requested.
- **Coordinated Human Services Transportation Plan:** Participated in WSDOT committee for Coordinated Human Services Transportation Plan template development.
- **Coordination of Planning:** CWCOG staff participated on on-going, regular meetings of the Pacific County TAC (facilitating role) and Pacific COG Board, Lewis County Transportation Strategy Council and staff coordination meetings, Grays Harbor COG staff coordination, White Pass Scenic Byway group, and planning with WSDOT and RTPO counties for a fall Washington State Rail Plan Workshop. Participated in statewide RTPO/MPO Coordinating Committee meetings and meetings of the Washington State Transit Plan Council, as that document begins the update process. Organized and coordinated the annual SWWRTPO Board meeting. Disseminated information to

RTPO partners regarding Safe Routes to School funds, Bike/Ped and Washington Traffic Safety Commission grants. Assisted the City of Kalama with identification of potential funding sources for transportation projects. CWCOG transportation staff joined the Southwest Washington Economic Development Commission (SWWEDC) in January to discuss coordination of the Regional Transportation Plan and the Comprehensive Economic Development Strategies, both of which are scheduled to occur over the next year. Coordinated preparation for the UPWP annual program review with WSDOT, FHWA and FTA officials and partner organizations.

RTPO Data Management

- **GIS Data & Mapping Support** - Performed software upgrade to enable online capabilities that will allow CWCOG to fully utilize WSDOT’s Community Planning Portal and fulfill their data sharing requests. Coordinated a regional GIS meeting attended by WSDOT staff and GIS/transportation planners from all five RTPO counties to discuss on-line applications and how these can be utilized to support regional and state planning efforts. Attended an ESRI demonstration workshop with WSDOT GIS staff and RTPO GIS staff and participated in WSDOT’s Portal webinar. Obtained Freight Economic Corridor GIS data from WSDOT and combined this with SWWRTPO prioritized projects in ArcMap projects to use for preparing comments for WSDOT. Recreated ArcMap projects, reviewed commercial and industrial lands within SWWRTPO and commented as requested by WSDOT in statewide data request. Attended “GIS Day” hosted by WSDOT to learn about data sharing opportunities and agency online mapping services. Staff participated in a WSDOT statewide conference call regarding a statewide transportation model.

RTPO Planning Activities

- **NPRM Training/Meetings** – The Federal Department of Transportation been releasing Notices of Proposed Rule Making on a variety of topics—such as planning, safety, pavement, and congestion—intended to implement MAP-21 Performance Standards. Over the past year, staff attended numbers webinars, phone conferences and in-person meetings to discuss impact of proposed federal transportation performance measures on state and local programs.
- **Transportation Alternatives Program (TAP) Administration:** CWCOG staff administered the allocation of Transportation Alternatives Program funds throughout the RTPO region. Under MAP-21, the program has shifted from Enhancement to the TAP program and WSDOT retained administration of the Safe Routes to School (SRS) Program. CWCOG staff issued a Call for Projects in the fall and coordinated the project review and selection process using representatives from each of the five counties within the RTPO who scored each project against seven criteria. A total of \$1,289,703 was allocated among six projects.

Downtown Corridor Bike/Pedestrian Improvements	Longview	All	Urban/Any	TAP	\$630,000
Pt. Brown Avenue Pedestrian and Bicycle Design	Ocean Shores	PE	Rural/Any	TAP	\$205,000
Exit 49 Pedestrian Improvements	Castle Rock	PE	Rural	TAP	\$33,518

Exit 49 Pedestrian Improvements	Castle Rock	CN	Rural	TAP	\$229,568
Dune to Pond Trail	Long Beach	CN	Rural	TAP	\$190,300
Downtown Street Lights	Cathlamet	CN		STPE	\$1,227

- Coordinated Human Services Transportation Coordination Plan and Consolidated Transit Grants:** The four-year update to the Coordinated Human Services Transportation Plan (CHSTP) was begun in FY 2014. CWCOG staff developed a transit provider survey and administered the survey to identify needs as perceived by transit and other providers. A regional meeting to review demographic data and survey results was held in Chehalis in April. Initial planning for a user survey was underway by the end of the fiscal year. Staff is working closely with transit agencies, non-profits and tribes to identify needs and strategies that will assist in prioritizing applications for funding through the state Consolidated Transit Grant process. The draft CHSTP will be submitted by October 1 to WSDOT.
- Regional TIP:** The Regional Transportation Improvement Program (TIP) for the SWRTPO was adopted by the CWCOG Board September 26, 2013. The plan will be updated again in September 2014. CWCOG Staff continues to work closely with local jurisdictions and WSDOT staff in development of local 6-year TIPs and in amending the RTIP and STIP. CWCOG Staff also works to ensure local jurisdictions understand the purpose of the local TIP and how it relates to the Regional TIP and the Washington State STIP. CWCOG and RTC staff met with WSDOT officials at the Southwest Region office to discuss a possible programmatic approach to WSDOT projects in the STIP.
- FY 2014 UPWP:** CWCOG, Lewis County, and Grays Harbor COG Staff collaborated on the development of the FY 2015 Unified Planning Work Program, which was adopted by CWCOG Board during its June 25, 2014 meeting. Staff also coordinated the UPWP annual program review, which involves WSDOT, FHWA, FTA as well as MPO Transit and RTPO planning partners.
- Metropolitan/Regional Transportation Plan (M/RTP) Update:** This document was adopted in 2009 and the MPO portion will expire in mid-November 2014; therefore, an interim update is planned to extend the effective date until a comprehensive update effort can be completed in 2015. Staff has researched requirements that will have a direct bearing on how the update is conducted and consulted closely with WSDOT and FHWA on achieving compliance.
- Rail Coordination/Collaboration:** Provided data, staff support and meeting presentations to promote regional discussion of proposed Washington State Freight Mobility Plan. Coordinated with regional partners across Cowlitz, Lewis and Grays Harbor counties to combine input into the plan. Coordinated with RTPO partners on first/last mile freight routes and project submittals for the Washington State Freight Plan.

CWCOG staff participated in the planning and organization of a Regional Rail Workshop with neighboring RTPO's Thurston Regional Planning Council and Southwest Washington Regional

Transportation Council, in partnership with Grays Harbor Council of Governments and WSDOT. The purpose of the meeting was to provide an opportunity for the public to attend and share ideas regarding passenger and freight rail. CWCOG staff also researched the FMSIB Call for Projects and provided information and assistance to local agencies.

- **Intelligent Transportation Systems (ITS)** – Staff researched ITS data requirements and other ITS plans across the state in order to determine the need/extent of a ITS plan for the region. Staff participated in webinars and a state training on ITS. At present, CWCOG staff is relying on the ITS plan developed by Southwest Region of WSDOT. Reached out to RTPO transit agencies to gather ITS information for WSDOT ITS planning.

Special Projects/Coordination

- **White Pass Scenic Byway (WPSB)** – CWCOG staff attends WPSB board meetings and participates in related activities the board is undertaking. This year, the staff had several in-person and telephone coordination meetings regarding work on the Fire and Ice Scenic Loop and how that relates to the WPSB. Staff is also working with the byway group as they update the corridor management plan. Activities are scheduled from January through August in the Roxy Theater in Morton. The Morton Depot has new Information Center funded by Scenic Byway funds. Additional grant funds have been obtained to install more gateway signage. They are embarking on a “Passport Program” and offer hospitality training once a year to businesses along the corridor. The board is working on developing a safety rest area and turn-off at the Mossyrock Dam overlook. Funded by a National Scenic Byway grant, the rest area will feature upgraded interpretive signing, restroom facilities, parking and viewing area. The project is in partnership with Tacoma Tower and Light, the owner of the dam.
- **Fire and Ice Scenic Loop** - Work continues on the Corridor Management Plan (CMP) for the Fire and Ice Scenic Loop. The consultant contract was terminated in fall of 2013 and the work was taken in-house. CWCOG staff has continued development of the CMP with field reconnaissance, GIS mapping, and drafting of plan elements. The Fire and Ice Scenic Loop Steering Committee has been scaled down to reflect key stakeholders, and is augmented by Technical Teams formed to identify improvement strategies for the corridor. The effort seeks to join two scenic byways that cross RTPO boundaries. Work will continue into first quarter of FY 2015.

COWLITZ COUNTY

- CWCOG staff continues to work with the rural cities to distribute STP funds.
- CWCOG staff is working with the City of Woodland as a member of the TAC for the Scott Avenue Reconnection NEPA/SEPA analysis. The project was completed during 2014 and has been selected by the city to move forward into the NEPA/SEPA engineering phase.
- Continued work to develop and implement smart growth and livability principles as outlined by the HUD-DOT-EPA Partnership for Sustainable Communities. Submitted a successful grant application for Smart Growth Implementation Assistance (SGIA), one of three in the nation

selected. CWCOG staff has met periodically with the City of Kelso, EPA headquarters and regional staff, HUD regional staff, and Strategic Economics to assist the city in developing a Smart Growth/Economic Development Strategy. A three-day workshop is planned for the fall of 2014 to gather strategies for the South Kelso neighborhood, Downtown, and the Talley Way industrial corridor.

GRAYS HARBOR COUNTY

Oversight and Administration: Administration of the Grays Harbor County region of the SWRTPO including the preparation and administration of budgets, contracts, monthly and annual reports. Developed Title VI plan/policy and forwarded to WSDOT.

Special Projects

- ***Port of Grays Harbor***
 - Developed an Interlocal agreement for assisting port with consultant management
 - Met with WSDOT Local Programs staff for project pre-planning/staging and assisted in development of letters with project information for dissemination to businesses within the project area, and set up an in-house project file and tracking system. Developed Scope of Work and RFP to secure consultant and created a project website. Selected project consultant and negotiated contract. Presented the project at the Vision 2020 Annual Meeting. Officially changed project name to ***East Aberdeen Mobility Project***. Finalized consultant contract and submitted to WSDOT for approval to proceed.
 - Participation in ongoing meetings for the East Aberdeen Grade Separation Alternatives Study. (Privately funded study through the Port of Grays Harbor to identify options for emergency vehicle access to the Olympic Gateway Plaza along US 12.)
- ***Seabrook Trail***
 - Assisted the Seabrook community in securing release of funds appropriated for trail planning within the WA Department of Commerce.
- ***Coordinated Human Services Transportation Plan***
 - Coordinate with transit and transportation providers to collect data and assess needs for CHSTP.
 - Request data from Chehalis and Quinault tribes.
 - Coordinate regional stakeholders meeting to review Provider Survey results and demographic data.
- ***Region-Wide***
 - Grays Harbor Transit Authority
 - Assisted in the development of the annual Transit Development Plan
 - Biking Assessment
 - Participated in ongoing meetings regarding the bikeability of Grays Harbor

- CONNECT Grays Harbor is a follow up on the Active Living Program and bike route inventory from 2013. Met with Catherine Corkey, project manager at WA Dept. of Health to explore how GHCOG can assist with on-going facilitation of this effort.
- Developed a report to update functional classification for Grays Harbor County and the City of Elma.
- Met with city of Aberdeen, WSDOT and GHCOG to assess route jurisdiction transfer and various traffic calming recommendations in downtown Aberdeen.
- Responded to requests for data and areas of interest for development along SR 109.
- Participated in project review and selection for the Transportation Alternatives Program.
- Provided a presentation on transportation planning and projects within Grays Harbor at the SWWRTPO Annual Meeting.
- Attended Complete Streets workshop in Longview
- Attended International GIS Day at the state capitol
- Provided member jurisdictions with notification of bike/pedestrian funding opportunities
- Met with Chehalis Tribe to assist with a Safe Routes to School grant application
- Created a "TIP 101" presentation for use with GHCOG members and conducted a class on April 16th.
- Presented Grays Harbor transportation activities at the annual meeting of the Columbia Pacific Resource Conservation and Economic Development District.
- Assist Grays Harbor County to program bridge funds.
- Provided a white paper on transportation funding to Oakville and assisted in understanding Transportation Benefit Districts and Local Improvement Districts.
- Attended the Active transportation Summit in Portland.
- Attended MPO/RTPO Coordinating Committee meetings in Seattle.
- Participated in the Washington Transportation Commission meeting in Vancouver.
- Participated in FLAP webinar.

- **Rail & Freight**

- Participated in Regional Rail workshop planning phone conference with WSDOT, CWCOG, Lewis County and TRPC. Provided rail crossing report to SWRTPO in response to request for information.
- Developed protocol on processing revisions to truck freight data on surface streets in member jurisdictions for the Freight and Goods Transportation System update; contacted members with FGST routes to determine if updates are needed.
- Completed the Freight Data query and updated the levels of tonnage listed for specific roadways
- Attended the State Rail Plan meeting.
- Completed project submission applications for the Washington State Freight Mobility Plan for:

- Gateway Mall Access Improvements
 - US 101 Intelligent Transportation Systems (ITS)
 - Maintenance Priority – Complete Seismic Upgrades to area bridges
 - Tri-City Operational Improvements
 - US 101 Truck Route Alternate EIS
- Provided GIS data layers and zoning designations to CWCOG to assist in comments for the State Freight Plan.
- Participated in a series of rail meetings to discuss rail derailments and preliminary planning to upgrade rail infrastructure.
- **Completed Plans**
 - Annual Transit Development Plan update – Create template and draft for GHATA data update.
 - Grays Harbor segment of the Unified Planning Work Program
- **Grants**
 - Surface Transportation Program (STP) - Administer process & provide technical assistance on project development and obligation process including:
 - Staffing & facilitation of STP Technical Advisory Committee,
 - Education of new OA process requirements and timelines,
 - Assistance in completing LAA, Prospectus and associated attachments,
 - Troubleshooting issues with WSDOT divisions,
 - Ensure regional OA is met annually,
 - Meet County Region reporting requirements for WSDOT H&LP.
 - TAP - Participated with SWRTPO staff in establishing policy, timeline and application.
 - Researched and submitted a .09 grant request to Grays Harbor County
- **Representation of Regional Transportation Interests**
 - In local planning processes
 - At area meetings/conferences
- **Legislative Involvement**
 - Met with Nicholas Carr, area representative for Rep. Kilmer, to discuss transportation issues and needs in Grays Harbor
 - Hosted a regional visit by Amy Scarton, WSDOT Assistant Secretary of Community and Economic Development
 - Responded to questions from Sen. Blake’s office regarding priority transportation projects
 - Provided meeting coordination to the Coastal Caucus for the January 7th Legislative Roundtable and assisted members with development of brochures, handouts and presentations

- Provided comment on potential impacts of enacted legislation to Rep. Kilmer’s office regarding HR 2468, Complete Streets Act of 2013.
 - Provided comment to the Corps of Engineers regarding dredging of the Navigation Channel, and requested dredging to the originally authorized depth of -38 MLLW.
- **Transportation Committees**
 - Jobs Team Grays Harbor - Facilitated November and December Jobs Team meetings
 - GHCOG STP Technical Advisory Committee
 - Columbia-Pacific RC&EDD
 - Vision 2020 Infrastructure & Governance Committee
- **TIP/STIP process**
 - Training and technical assistance to member jurisdictions, as needed.
 - Development of the 2014-2017 TIP
 - Reviewed projects submitted for WSDOT/FHWA concurrency
 - Processed TIP Amendments
 - Researched original STP Lead Agency documentation as requested by WSDOT
- **Mapping**
 - Development of maps for analysis, grant applications, plans and projects – City of Hoquiam, City of Westport, Montesano, Port of Grays Harbor, and Grays Harbor County.
 - Regional Trails and Facilities Data Layers – This is an on-going project to create regional trails and essential facilities data layers.
 - Assisted City of Cosmopolis with GIS mapping of potential sites for marijuana dispensaries.
 - Assisted with collecting and transforming GIS data layers for the cities of Hoquiam, Aberdeen, Cosmopolis, Montesano and Grays Harbor County.
 - Initiated a GPS project of the City of Westport.
 - Updating the Hoquiam Fire Department Map Book making adjustments to streets and hydrants (flow data) and routes for Hoquiam and Montesano
 - Completed annual map update of zoning changes.
 - Attended webinar on LiDAR and ESRI City Engine 3D rendering and Google Maps to empower decision making
 - Provide GIS map of transit route/stop and other related data.
 - Develop local agency street, rail, and trail maps as requested.
 - Provide GIS training to local governments. Assess how GIS for local government, data structure and symbology template could be implemented.
- **Data**
 - Validated Main Street highway data
 - Reviewed 17 subsets of city streets that also serve as state highways and operate as main streets and provided a formal response to WSDOT Olympic Region Planning.

- Provided information regarding transportation funding for electric vehicle charging stations.
- Provided demographic data to Grays Harbor County for their Title VI report.
- Completed and submitted the Urban Area Boundary Adjustment for Grays Harbor County jurisdictions for FHWA approval.
- Posted new school district and 2013 population estimates and maps.

LEWIS COUNTY

Oversight and Administration: Administration of the Lewis County region of the SWRTPO includes the preparation and administration of budgets, contracts, quarterly and annual reports. Lewis County staff has worked with the Cowlitz-Wahkiakum Council of Governments to administer RTPO programs, prepare annual budgets and contracts, submit quarterly and annual reports, and develop the Lewis County region section of the Unified Planning Work Program containing RTPO elements.

Lewis County Transportation Staff Activities:

- Attended Lewis County Technical Advisory Committee (LCTAC)/Lewis County Transportation Strategy Council (LCTSC)/RTPO/WSDOT coordinating meetings and workshops.
- Convened LCTAC/LCTSC meetings to address Lewis County regional, state, and federal transportation issues as needed.
- LCTSC meetings provided a forum for public involvement in the regional transportation process.
- Attended White Pass Scenic Byway meetings, occasionally on behalf of CWCOG.
- Attended meetings concerning I-5 flood protection alternatives to protect Interstate 5 (I-5), the Chehalis-Centralia Airport, and improve access to medical and other critical facilities during flood events.
- Assisted in planning and scheduling a State Rail Plan Open House in Lewis County.
- Assisted small cities with Transportation Improvement Board (TIB) grant applications.
- Assist small cities with transportation data, prioritization of projects, and project payment tracking
- Served as liaison between local entities, SWRTPO and WSDOT.
- Completed the Lewis County elements of the UPWP.
- Completed the Lewis County segments of the Regional Transportation Plan.
- Research of grant opportunities and presentation of opportunities at LCTSC meetings.
- Provided pavement surface condition ratings of the county road system and developed a pavement preservation plan.
- Reviewed development proposals for compliance with county standards and the transportation plan.
- Prepared and submitted estimates, prospectuses and local agency agreements to WSDOT for federally funded projects.
- Prepared annual CRAB project submittals and required forms; attendance at Rural Arterial

Program meetings.

Data & Modeling

- Provided oversight of traffic studies for input into Mobility & EMME2
- Update of EMME2 traffic model
- Updates to the road system in Mobility database

GIS Mapping

- Provide mapping for member jurisdictions

Regional TIP: Developed and prepared the Lewis County Transportation Improvement Plan (TIP) and amendments, and forwarded them to WSDOT and SWRTPO for inclusion in the State Transportation Improvement Plan (STIP).

- Maintain Lewis County TIP database and process all amendments.
- Provide assistance to LCTSC members in using the web-based STIP program as needed.
- Provide assistance to LCTSC members with TIP development and preparation as needed.

Surface Transportation Program (STP) Administration: LCTSC, along with county staff, provided the coordination, prioritization, and administration of the STP and TAP process for the Lewis County region. The county maintains an accounting of STP allocations and obligations, including small city account balances.

I-5, Mellen Street to Blakeslee Junction/Airport Road Extension Project: Continue to work with TIB, WSDOT, member agencies, and the public in support of the delivery of the I-5, Mellen Street to Blakeslee Junction/Airport Road Extension Project which has very high regional significance to Lewis County. Stage 1 of the construction is completed; Stage 2 is scheduled for construction in mid-2013.

I-5, 13th Street to Harrison Avenue Project: Participation in WSDOT meetings with local agencies and the local community concerning the next segment of I-5 widening in Lewis County using a prioritized array of phased construction sequencing.

PACIFIC COUNTY

- ***Trails/Bicycle/Pedestrian:*** CWCOG staff is working closely with the Pacific Council of Governments (PCOG) to develop a countywide trails, bicycle and pedestrian plan. The County plan will include overall policy updates, maps, including gaps analysis, and separate “take away” sections for each of the four cities in the County. CWCOG staff assisted with planning for a community design charrette to get the planning effort jumpstarted in January. Assistance was also provided in developing a community survey instrument and in developing an outline for the trails plan. Staff is working closely with local volunteers who are leading the work, as well as local interest groups. Work will continue through 2015, as needed, to complete the work.
- ***Electric vehicle charging station infrastructure:*** CWCOG worked closely with PCOG to develop a

regional map, along with GHCOG, for future electric vehicle (EV) charging stations for the coastal area. PCOG, PCEDC and area tourism and Chambers will be using the information to attract EV vendors. Jeff Finn, Seattle Electric Vehicle Associate volunteer, visited with PCOG in November to discuss the effort and share his organization's interests and efforts. CWCOG staff has assisted with potential funding strategies for EV charging stations. The Port of Ilwaco is also seeking EV charging stations sited on port property. CWCOG staff updated the PCOG/TAC on the Governor's Executive Order on Carbon Reduction, pointing out potential opportunities for technical assistance and funding for the future.

WAHIAKUM COUNTY

- **Ferry Wahkiakum** - CWCOG staff has worked closely with Wahkiakum County officials to develop a funding strategy for replacing the Ferry Wahkiakum. CWCOG staff has attended ODOT NWPACT meetings to discuss repairs to the Westport, Oregon ferry landing roadway. Current efforts include resolving Corps of Engineers restrictions on depth of dredging for the ferry landing between the Seattle and Portland offices.
- **Transportation Improvement Program** - CWCOG Staff continues to support Wahkiakum County by providing technical assistance for TIP submissions, keeping local official informed of funding opportunities, and serving as a liaison with WSDOT.
- **Information Forums** - CWCOG staff attended the Wahkiakum Information Forums to identify local needs and to assist in identifying potential funding or other solutions to resolve transportation and other community needs.

Meetings and Conferences: CWCOG staff attended the following conferences and workshops during FY 2014:

- Participated in WSDOT Title VI Training, November 2014
- WSDOT TIP/STIP Training Class
- Attended a Communications Seminar in Mukilteo, WA
- Participated in rail collaboration webinar
- Attended "Performance Measures Workshop" hosted in Portland by FHWA
- Participated in "Health In All Policies" webinar
- Attended "Affordable Housing & Transportation" conference in Portland OR with CWCOG housing staff
- Participated in NADO webinar on "MAP-21 Performance Measures"
- Attended webinar on "Using ITS Data in Performance-Based Planning" from Travel Model Improvement Program (TMIP)
- Attended Intelligent Transportation Systems workshop
- Attended "International GIS Day" at the state capitol, hosted by WSDOT

- Participated in Resource Conservation Office (RCO) webinar
- Continued participation in the WSDOT/MPO/RTPO Coordinating Committee, including Spokane meeting in August
- Attended Census Transportation Planning Package training
- Participated in a Freight Mobility Strategic Investment Board grant workshop
- Attended the State Transit Conference in Yakima
- Attended “Working with Tribes” workshop in Portland OR

Jurisdictions Represented in the SWRTPO - FY 2015

Regional Planning Agencies

Cowlitz-Wahkiakum Council of Governments (CWCOG)
 Grays Harbor Council of Governments (GHCOG)
 Pacific Council of Governments (PCOG)
 Lewis County Transportation Strategy Council (LCTSC)

State Departments of Transportation

SW Region, Vancouver, Washington State Department of Transportation
 Olympic Region, Tumwater, Washington State Department of Transportation
 Region 2, Portland, Oregon Department of Transportation

Federal Department of Transportation

Federal Highway Administration (FHWA)
 Federal Transit Administration (FTA)
 Federal Railroad Administration (FRA)

Port Districts

Port of Centralia
 Port of Chehalis
 Port of Chinook
 Port of Grays Harbor
 Port of Ilwaco
 Port of Kalama
 Port of Longview
 Port of Peninsula
 Port of Willapa Harbor
 Port of Woodland
 Wahkiakum Port District No. 1
 Wahkiakum Port District No. 2

Counties

Cowlitz
 Lewis
 Grays Harbor
 Wahkiakum
 Pacific

Economic Development Councils

Cowlitz Economic Development Council
 Greater Grays Harbor Inc.
 Lewis County Economic Development Council
 Lower Columbia Economic Development Council
 Pacific County Economic Development Council
 Columbia Pacific Resource Conservation & Economic Development District

Transit Authorities

Cowlitz Transit Authority
 Grays Harbor Transit Authority
 Twin Transit Authority
 Pacific Transit System
 Columbia County Transit

(Non-Profit/Non-Traditional Transit Providers)

LEWIS Mountain Transit
 Lower Columbia Community Action Program
 Coastal Community Action Program
 Coastal Counties Community Action Council
 Wahkiakum on the Move
 Cowlitz Tribe

Tribal Governments

Cowlitz Tribe
 Quinault Indian Nation
 Confederated Tribes of the Chehalis
 Shoalwater Bay Tribe

Cities and Towns

Aberdeen				
Castle Rock	Elma	Longview	Oakville	Toledo
Cathlamet	Hoquiam	McCleary	Ocean Shores	Vader
Centralia	Ilwaco	Montesano	Pe Ell	Westport
Chehalis	Kalama	Morton	Rainier, OR	Winlock
Cosmopolis	Kelso	Mossyrock	Raymond	Woodland
Long Beach	Napavine	South Bend		

**FY2012 Summary of Expenditures
July 1, 2013 to June 30, 2014**

		FY2014 Budget	FY2014 Expended	FY2014 Balance Remaining	FY2014 Percent Expended
Metropolitan Planning Organization Grant (MPO)					
FHWA - Washington	(3)	\$310,069.00	\$90,718.55	\$219,350.45	29.26%
FHWA - Oregon	(1)	\$1,600.00	\$1,600.00	\$0.00	100.00%
FTA - Washington	(1)	\$33,153.00	\$45,117.00	-\$11,964.00	136.09%
Total		\$344,822.00	\$137,435.55	\$207,386.45	39.86%
Non-Federal Match to MPO Funds					
FHWA - Washington 25% matched by local governments	(3)	\$ 77,517.00	\$22,679.67	\$54,837.33	29.26%
FHWA - Oregon 11.5% matched by Oregon state funds	(1)	\$ 183.00	\$183.00	\$0.00	100.00%
FTA - Washington 25% matched by local transit agency	(1)	\$ 8,288.00	\$11,354.26	-\$3,066.26	137.00%
Total		\$85,988.00	\$34,216.93	\$51,771.07	39.79%
Regional Transportation Planning Organization (RTPO)					
RTPO		\$120,676.00	\$99,959.21	\$20,716.79	82.83%
Grays Harbor Pass-thru		\$35,000.00	\$35,000.00	\$0.00	100.00%
Lewis County Pass-thru		\$25,000.00	\$25,000.00	\$0.00	100.00%
Total	(1)	\$180,676.00	\$159,959.21	\$20,716.79	88.53%
Federal STP					
SR432 Realignment & Highway Improvements	(3)	\$585,500.00	\$560,011.81	\$25,488.19	95.65%
State Highway & Local Programs					
SR432 Realignment & Highway Improvements	(3)	\$585,500.00	\$387,333.80	\$198,166.20	66.15%
FHWA National Scenic Byways Program	(4)	\$140,000.00	\$66,008.34	\$73,991.66	47.15%
Coordinated Human Services	(2)	\$120,000.00	\$36,141.24	\$83,858.76	30.12%
GRAND TOTAL		\$2,042,486.00	\$1,381,106.88	\$661,379.12	67.62%

(1) Budget amount equals the total estimated Federal, State or Local funds available for this project

(2) Budget amount equals Federal funds budgeted for the entire project

(3) Budget amount equals estimated funds to be spent during the state calendar year

(4) Budget amount equals estimated carry-forward funds from prior period

Resolution 14-04

