

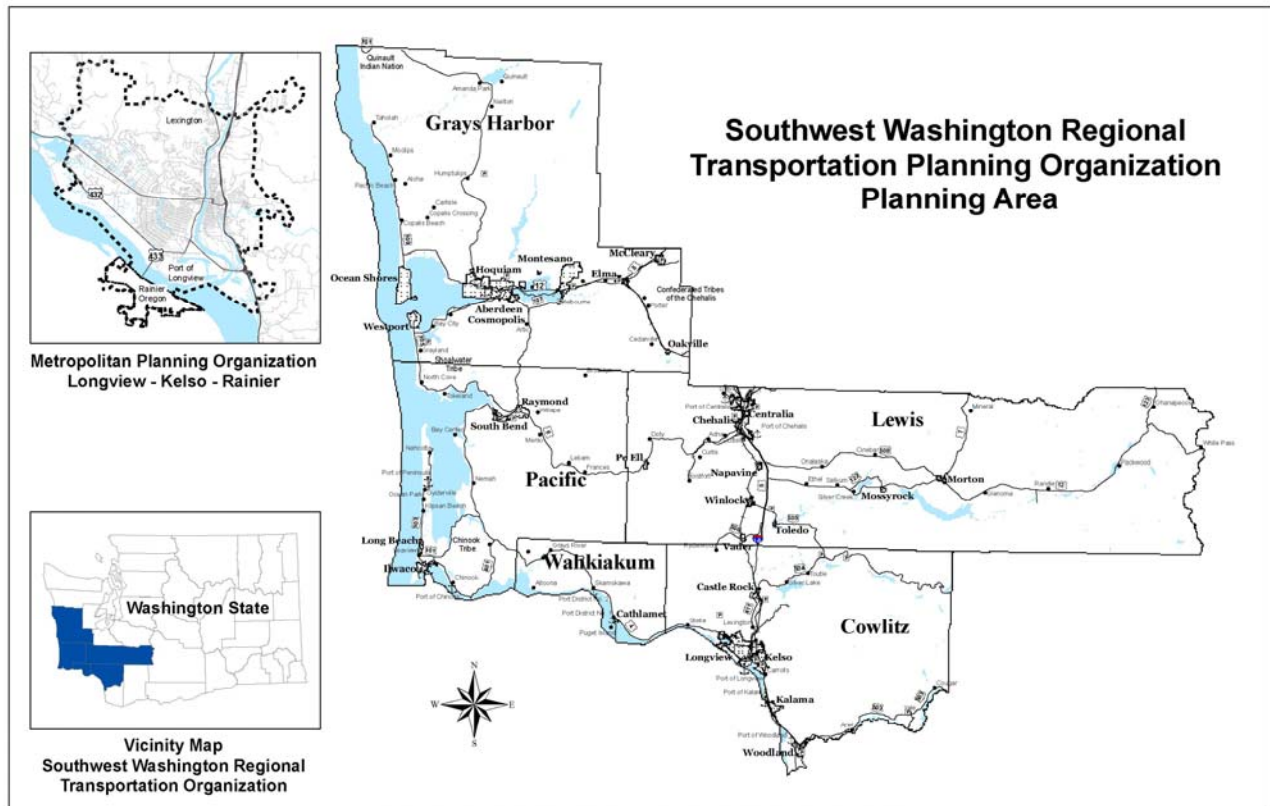
# UNIFIED PLANNING WORK PROGRAM (UPWP)

STATE FISCAL YEARS 2010 and 2011

*July 1, 2009 to June 30, 2011*

*for the  
Longview-Kelso-Rainier MPO Area  
Metropolitan Planning Organization (MPO)*

*and the  
Southwest Washington  
Regional Transportation Planning Organization (RTPO)  
Cowlitz, Grays Harbor, Lewis, Pacific and Wahkiakum Counties*



**ADOPTED May 28, 2009**

***Cowlitz-Wahkiakum Council of Governments***

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FOR

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## *Cowlitz-Wahkiakum Council of Governments*

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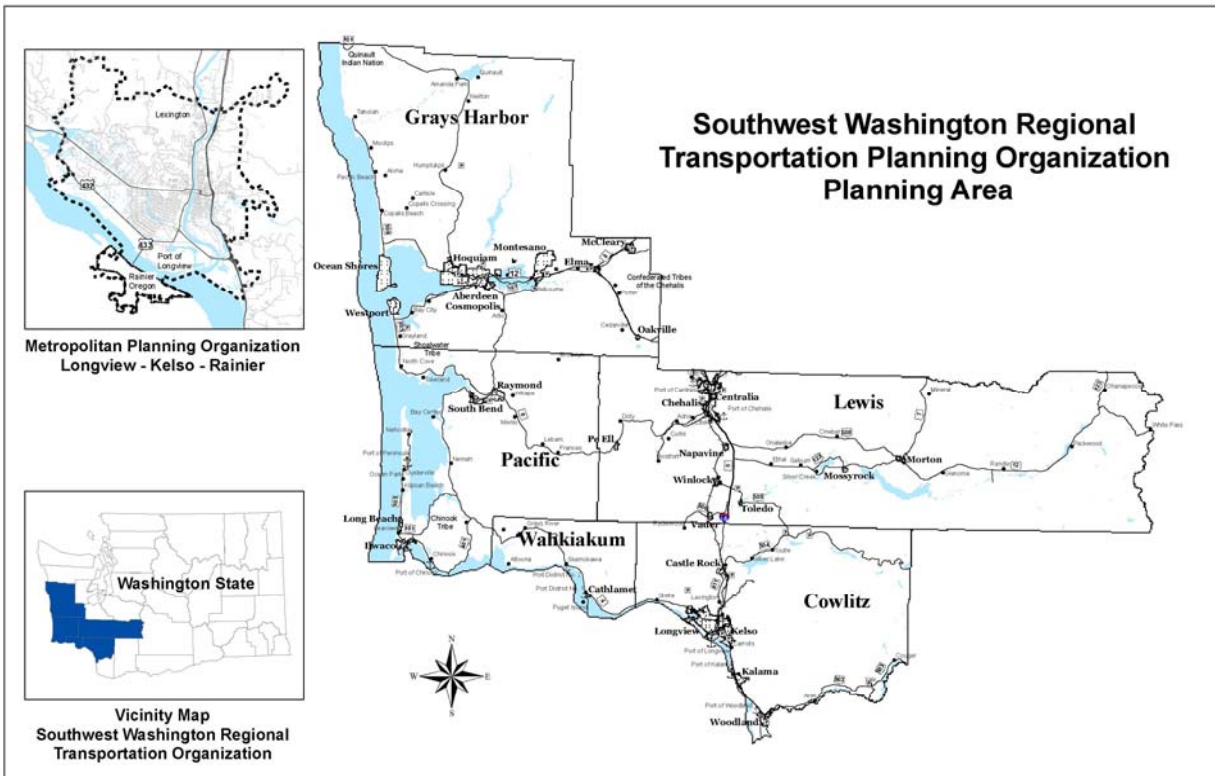
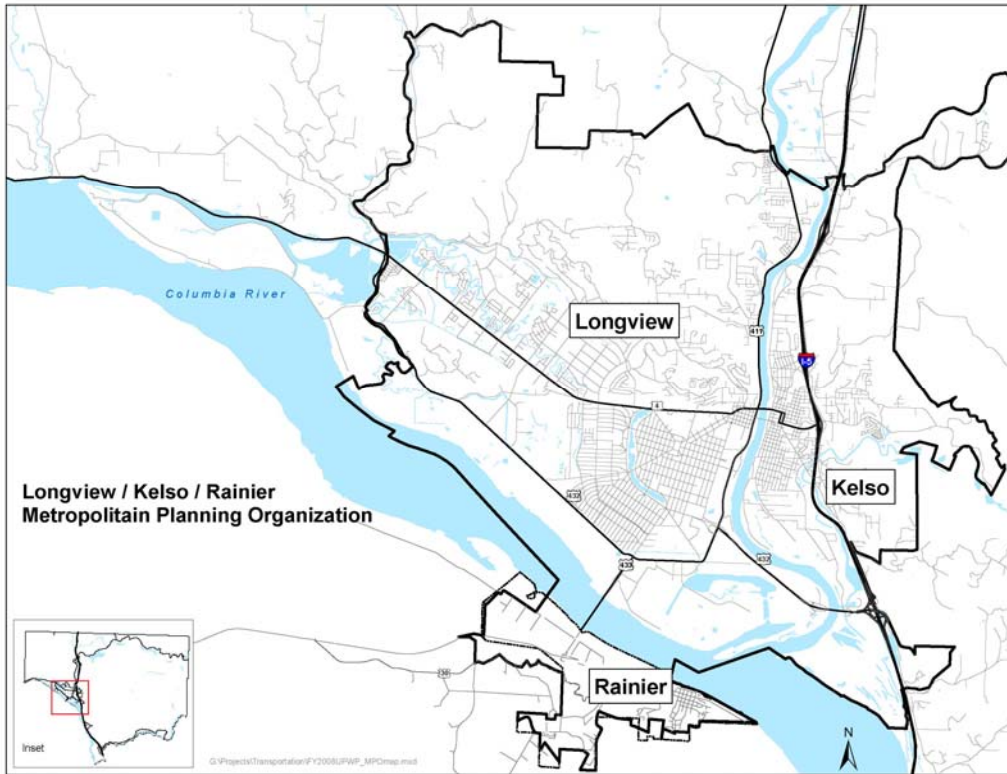
*ADOPTED May 28, 2009*

The Cowlitz-Wahkiakum Council of Governments Unified Planning Work Program is jointly funded by the Washington State Department of Transportation, Federal Highway Administration, Federal Transit Administration and the local jurisdictions and agencies located within both the Metropolitan Planning Organization and Southwest Washington Regional Transportation Planning Organization.

COG ensures full compliance with Title VI of the Civil Rights Act of 1964 and the American Disabilities Act of 1990 by prohibiting discrimination against any person on the basis of race, color, national origin, sex or disabilities in the provision of benefits and services resulting from its federally assisted programs and activities. For more information, or to obtain a Title VI Complaint Form, call program coordinator at (360) 577-3041.

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# INTRODUCTION

## **Background and Purpose**

The Cowlitz-Wahkiakum Council of Governments (CWCOG) is the federally designated lead planning agency for both the Longview-Kelso, Washington -Rainier-Oregon bi-state Metropolitan Planning Organization (MPO). The purpose of the CWCOG is to implement 23 USC Section 134 which requires that an MPO be designated for each urbanized area over 50,000 in population. This ensures that metropolitan area planning and programming processes incorporate all transportation modes, support community development, and respect societal goals.

The CWCOG is also the state-recognized lead planning agency for the five-county Southwest Washington Regional Transportation Planning Organization (SWRTPO). The five counties include Cowlitz, Grays Harbor, Lewis, Pacific and Wahkiakum counties. One of the purposes of an RTPO is to see that provisions of the Washington State Growth Management Act (RCW 47.80.20), as further defined under Washington Administrative Code (WAC) Section 468-86, are met. Both Lewis and Pacific counties operate under the State Growth Management Act.

The RTPO performs tasks similar to the MPO, but unlike the MPO, the RTPO provides technical assistance and works closely with the communities in the five rural counties. As the lead agency for both the MPO and SWRTPO, CWCOG recognized the need, the desirability, and the regional benefits that result from a collaborative forum for transportation planning and decision-making across the five counties. This has been especially important in the areas of public transportation, access to ports, rail and highway issues.

The Unified Planning Work Program (UPWP) is developed and approved locally, then submitted for state and federal approval in the third quarter of each state fiscal year for implementation at the beginning of the next State fiscal year. The purpose of this combined two-year MPO/RTPO UPWP is to identify and describe transportation planning activities that will take place throughout the MPO and SWRTPO planning areas during State Fiscal Years 2010 and 2011 (July 1, 2009 through June 30, 2011). The UPWP is a required statement of how state and federal funds will be used by the MPO/RTPO for transportation planning purposes.

The UPWP is based on state and federal transportation planning requirements, regional priorities, and annual emphasis areas. The intent of the work program is to provide an overview of general work elements, anticipated work products, and an estimated budget for the fiscal year. The state and federal grant amounts shown are based on WSDOT estimates provided to each MPO/RTPO.

## **Integrated Planning**

The planning and programming efforts of the CWCOG, MPO, and SWRTPO intersect in planning tasks fulfilling federal urban transportation planning and state regional planning requirements. Metropolitan transportation planning requirements must be fulfilled in order to be eligible for federal funding.

The UPWP is the tool used to direct these continuous, cooperative, and comprehensive planning efforts.

The UPWP provides the CWCOG with guidance in performing transportation-related tasks necessary to meet MPO and RTPO planning requirements. It lists all major work tasks to be completed in a given fiscal year.

## **MPO/RTPO Structure**

As the designated MPO and lead planning agency for the SWRTPO, the MPO/RTPO program is administered and staffed by the Cowlitz-Wahkiakum Council of Governments (CWCOG). The CWCOG transportation planners are responsible for carrying out most of the regional transportation planning activities. The CWCOG staff covers planning activities for Cowlitz, Wahkiakum, Lewis and Pacific counties. CWCOG funds the Grays Harbor Council of Governments (GHCOG) to carry out transportation planning activities for that area. The transportation planning staff receives direction from the organizations and committees in each of the counties for technical assistance and other services. The following organizations guide transportation planning activities for the MPO and/or SWRTPO areas:

- ◆ CWCOG: Regional Policy Advisory Committee on Transportation (both MPO and non-MPO areas of Cowlitz County and Wahkiakum County)
- ◆ Pacific Council of Governments (PCOG): Pacific County, four ports, cities and Shoalwater Bay Tribe
- ◆ GHCOG: Grays Harbor County, Port of Grays Harbor, cities and Quinault Indian Nation
- ◆ LCTSC: Lewis County Transportation Strategy Council – Lewis County, cities, two ports, Chehalis and Cowlitz Tribes

An overall organization chart for the CWCOG's transportation planning activities is found in the appendices.

## **UPWP Required Elements**

The CWCOG, as MPO for the Longview-Kelso-Rainier urban area, is responsible for providing a transportation planning process consistent with the planning factors outlined in SAFETEA-LU and WSDOT's work elements. In addition, the CWCOG coordinates its efforts with those of WSDOT's Southwest Region (SWR) and Olympic Region (OLR) Planning Offices.

Federal Metropolitan Planning Factors (SAFETEA-LU) are aimed at programs that:

- (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, 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.

SFY 2010 WSDOT guidance for state planning funds:

1. Continue implementation of regional transportation and growth management planning.
2. Maintain consistency with Washington State's Multi-modal Transportation Plan development and implementation (on-going).
3. Track the use of all state RTPO planning funds so WSDOT can report on RTPO activities and products.
4. Include anticipated contracts for consultant services in the UPWP; amend as needed to include summary scopes of work.

### **CWCOG Planning Priorities**

The planning priorities for CWCOG in SFY 2010 encompass federal, state, and self-directed values as outlined above. In order to provide a comprehensive and concurrent program for our member jurisdictions, these values are integrated throughout the entire planning process as follows:

#### Planning Level

- Actively participate in the implementation of the Multi-Modal Transportation Plan, adding local value to this process.
- Ensure environmental considerations are incorporated, where appropriate, early in the planning process.
- Ensure issues of safety and related concerns are addressed early in the planning process, especially with regard to safety in school zones and at-grade railroad crossings.
- Ensure equity issues are addressed early in the planning process.
- Promote efficient system management and operations.
- Enhance the efficiency, integration, and connectivity of the transportation system, across and between modes, for people and freight.
- Increase the safety and security of the transportation system for motorized and non-motorized users.
- Support the development of ITS architecture to ensure projects entered into the MTIP/RTIP conform. Emphasize preservation of the existing transportation system.

- Address limited English proficiency (LEP) concerns as part of a public participation plan, where applicable.
- Ensure the CWCOC Metropolitan and Regional Transportation Plan, and member jurisdictions' GMA plans are consistent with each other, as required in RCW 47.80.023 and 47.80.030.

#### Programming Level

- Encourage strategic thinking among the membership by actively incorporating the values embodied within our strategic emphasis areas (outlined above) into programmed transportation projects.
- Provide a venue and policy context for collaborative policy formation and needs identification with local officials, especially in identifying and prioritizing needs in both the MPO and throughout the five-county SWRTPO area.
- Actively seek partnership opportunities with both WSDOT's Southwest and Olympic regions.
- Support the integration of environmental streamlining and the programming activities of the CWCOC on behalf of its member jurisdictions.
- Ensure that Title VI considerations such as access, environmental justice, and LEP concerns are addressed at the program level.
- Ensure consistent regional evaluation of transportation facilities and recognized regional corridors (RCW 36.70A).
- Ensure state and tribal government-to-government guidelines are incorporated into both planning and programming activities.
- Ensure safety and security issues relevant to regional transportation facilities are addressed early during the planning phase and implemented on a project-by-project basis where applicable, especially with regard to safety in school zones, and railroad at-grade crossings, as well as emergency evacuation routes for earthquakes, volcanic eruptions and tsunamis.
- Ensure LOS methodologies are used by cities and the county to provide regional consistency (RCW 36.70A).
- Monitor impacts to state highways resulting from land use changes initiated by member jurisdictions.
- Use best available data and methodology to identify deficiencies on our transportation network.

These priorities will allow the CWCOC to provide a planning process for the MPO/RTPO that supports the projects and strategies necessary to meet the needs and service expectations of the region, the metropolitan area, and our individual members.

## DESCRIPTION OF MPO WORK ELEMENTS

### **Program Administration**

Program administration purpose is to provide the administrative support required to manage and coordinate the overall MPO/RTPO program. The activities include office management, personnel activities, training, conferences, clerical support, administrative documents, record keeping, and coordination of activities.

### **Regional Planning**

Regional planning is composed of three elements; short-range planning, long-range planning, and data management and forecasting.

- Short-range planning functions support activities within approximately a six-year time horizon. Examples of short-range planning activities include transportation improvement programs and amendments; Surface Transportation Program (STP) regional prioritization procedures; annual UPWP development and amendments; coordination with public transportation providers; grant applications; and reviewing current development proposals for transportation impacts.
- Long-range planning functions support activities focused toward long-term transportation issues. Examples of long-range planning functions include development and updates of regional and metropolitan area plans; consistency reviews of local comprehensive plans; coordinating transportation system performance measurements; reviewing regional plans for consistency with the State's Multi-modal Transportation Plan; making recommendations for integrating Multi-modal Transportation Plan elements; and general alignment of regional planning policies and activities with state policies and activities.
- Data management and forecasting functions support both the long-range and short-range planning functions. Examples of data management activities include collecting and maintaining current and historical demographic information; GIS mapping; inventory of regional transportation facilities and services; as well as collection and analysis of traffic counts and collision information. Forecasting activities are primarily related to travel demand modeling.

## DESCRIPTION OF FUNDING SOURCES

### **FHWA Planning Grant (PL)**

Federal Highway Administration (FHWA) funding to metropolitan planning organizations (MPOs) for transportation planning activities. The local match ratio is 25.0%.

Estimated WA State PL funding for SFY 2010.....	\$127,201
Estimated WA State PL carry-forward from SFY 2009 .....	\$ 79,000
Estimated OR State PL funding for SFY 2010 .....	\$ 1,600
<b>TOTAL</b> Estimated FHWA PL funds available for SFY 2010 .....	<b>\$207,801</b>

### **FTA Planning Grant (Section 5303)**

Federal Transit Administration (FTA) funding to metropolitan planning organizations (MPOs) for transportation planning activities. The local match ratio is 25.0%.

<b>TOTAL</b> Estimated FTA 5303 funding for SFY 2010.....	<b>\$31,241</b>
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### **State RTPO Planning Grant**

The state planning funds are distributed to each of the 14 RTPOs based on population. The state funds are intended for planning and coordination activities required under RCW 47.80. There is no local match requirement for this grant.

<b>TOTAL</b> Estimated State RTPO funding for SFY 2010 .....	<b>\$179,048</b>
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### **Non-Federal Match**

Federal funding sources usually require that non-federal funds be used to match federal grants. Different funding programs require different match percentages. CWCOG's local matching funds come from an annual assessment of both MPO and RTPO member jurisdictions. The assessment is based on a combination of population and STP Regional funding distribution. Community Transit contributes \$7,000+/- annually toward the local match of FTA Section 5303 funding.

Estimated non-federal match for SFY 2010:	
WA State FHWA (PL) 25.0% match .....	\$51,550
OR State FHWA (PL) 11.5% match .....	\$ 183
WA State FTA (5303) 25.0% match .....	\$ 7,810
<b>TOTAL</b> Estimated non-federal match needed for SFY 2010* .....	<b>\$59,543</b>

*\* Note: WA State FHWA (PL) match is provided by local governmental agencies. OR State FHWA (PL) match is provided by Oregon State Department of Transportation. Match for FTA is provided by local CTA. See Financial Summary on page 21.*

## SFY 2010 and 2011 WORK ELEMENTS

### I. Program Administration

**A. Purpose:** To provide the administrative support needed to manage and coordinate the MPO/RTPO transportation planning program.

**B. Work Tasks:** Core functions that are typically performed under this work element include, but are not limited to:

- General management of the MPO/RTPO program, office, and staff.
- Supervision of CWCOG staff and contracted services.
- Preparation and maintenance required of administrative documentation and records.
- General clerical support including correspondence, meeting agendas, and minutes.
- Preparation of contracts and work agreements for contracted services, projects, and funding.
- Development of staff training resources for Title VI in collaboration with WSDOT's Office of Equal Opportunity.

In order to perform these functions, CWCOG must also perform the following associated tasks:

- Coordination of activities between CWCOG, supporting agencies, local participating agencies, and other agencies and organizations.
- Attendance of staff meetings, public hearings, local council meetings, conferences, and training activities.
- The Executive Director, as CWCOG Title VI Coordinator, will monitor and annually review CWCOG Title VI responsibilities as part of its annual report.
- The Executive Director, as CWCOG Title VI Coordinator, will take reasonable action to ensure member jurisdictions comply and implement Title VI provisions in the development of their Transportation Improvement Programs (TIP).
- Update computer hardware, software, and communications technology.

**C. Anticipated Products:** The basic products are the documents and support services, which are necessary to continue a forum for cooperative decision making in both the MPO and SWRTPO areas. Specific products may include, but are not limited to:

- Calendar year budget.
- Annual Title VI accomplishments report.
- Agendas, notices, and other meeting materials for RPACT, PCOG, MPO TAC, and special subcommittee meetings.
- Monthly CWCOG newsletter articles.
- Mailing lists.
- Updated web pages and website.
- Monthly billings and accounting summaries.
- Annual indirect cost plan.
- Bi-annual SWRTPO newsletter.
- Annual UPWP report.

- D. Agency Responsibilities:** CWCOG provides office space, accounting, payroll, and support services to complete the tasks in these work elements. Total FTE's supported in these work elements is 1 and includes work provided by the Director, senior planning staff and administrative staff.

<b>PROGRAM ADMINISTRATION (Codes 021 &amp; 022)</b>	
<b>ESTIMATED COST AND FUNDING SOURCES</b>	
WA State FHWA Planning Grant (PL)	\$167,023
WA State FTA Planning Grant (Section 5303)	25,305
OR State FHWA Planning Grant (PL)	1,296
OR State Dept of Transportation Match	148
WA State FHWA / FTA Local Match	44,880
<b>Total Cost Estimate</b>	<b>\$238,652</b>

## REGIONAL PLANNING

### Short-Range Planning

- A. Purpose:** To participate in the process of development, review, and approval of various short-range (within six years) planning activities necessary to maintain a continuing, comprehensive, and cooperative transportation planning process.
- B. Work Tasks:** Core functions which are typically performed under this work element include, but are not limited to:
- Prepare Unified Planning Work Program (UPWP) and its amendments.
  - Prepare the Metropolitan and Regional Transportation Improvement Programs (MTIPs/RTIPs) and their amendments.
  - Perform consistency review of Lewis and Pacific County jurisdictions' transportation elements of their GMA plans when such plans are due to be updated, including reviewing level of service (LOS) methodologies used by local jurisdictions.
  - Prepare documentation for MPO certification and work with WSDOT and FHWA to ensure it is maintained.
  - Respond to emerging current transportation issues and provide public participation venues in response to these issues.
  - Complete biennial review of the regional transportation section of the CWCOG Metropolitan and Regional Transportation Plan.
  - Administer Surface Transportation Program (STP) Regional funding distribution process for Cowlitz County and monitor the process for the remaining four counties in SWRTPO.
  - Participate in economic development forums and/or training opportunities addressing such issues as freight mobility, Title VI, transit, and system security and other relevant topics as they are made available, including climate change. Climate change has quickly emerged as a substantive policy discussion in the legislative and transportation community. CWCOG is participating in committee work in cooperation with WSDOT and other MPOs and RTPOs around the state in an effort to be involved in, and help shape policy development related to transportation policy and funding priorities. Depending on how this topic progresses, CWCOG may pursue an update to the Metropolitan Transportation Plan to address climate change strategies in a manner that fits the concerns and opportunities in our region.
  - Continue to support transit participation in planning process through membership on MPO and SWRTPO Committees (TAC).
  - Support the efforts of the transit systems and non-profits providing transit in their efforts to increase ridership, system efficiencies, and access.
  - Prioritize regional and human service transportation projects for submission to the Agency Council on Coordinated Transportation (ACCT) every two years.
  - Work in cooperation within the five-county region to identify needs and solutions for community human service-based transportation, concentrating on rural and small city transit service.
  - Assist the Cowlitz Transit Authority in the development of its long-range strategic plan for sustainability and growth.

In order to perform these tasks, CWCOG must also perform the following associated tasks:

- Development and monitoring of the UPWP.
- Staff support for Executive Committees, TAC, and subcommittees.
- Ongoing public outreach efforts.
- Responses to public and agency inquiries.
- Inter- and intra-regional coordination.
- Attendance at training sessions.
- Response to emerging issues.
- Miscellaneous grant application assistance.

**C. Anticipated Products:** Work products for SFY 2010 and SFY 2011 may include, but are not limited to:

- SFY 2010 Unified Planning Work Program updates and amendments.
- 2010-2013 and 2011-2014 Metropolitan & Regional Transportation Improvement Program (MTIP/RTIP).
- Coordinated Public Transit - Human Services Transportation Plan for updated project list for five-county SWRTPO area, including transit agencies and non-profits.
- STP Regional funding distribution.
- Transportation analysis of local development proposals, comprehensive plans, and land use actions, as needed.

**D. Agency Responsibilities:** CWCOG staff has the primary responsibility for the development, review, and revision of regional planning documents. Jurisdictions across the five-county SWRTPO area, WSDOT, and transit service providers submit copies of the Six-Year Transportation Improvement Programs to CWCOG in order to facilitate development of the overall metropolitan and regional TIPs. Document approval authority lies with CWCOG and SWRTPO Boards, WSDOT, FHWA, and FTA. The total FTE's for both short and long range regional planning in the MPO and RTPO area is 1.4.

## **Long-Range Planning**

**A. Purpose:** To perform work related to long-range (beyond six years) planning for future development, transportation systems, and air quality.

**B. Work Tasks:** Core functions typically performed under this work element include, but are not limited to:

- Update and maintain a 20-year Metropolitan and Regional Transportation Plan (MTP/RTP).
- Monitor and facilitate compliance with GMA requirements relative to transportation among member jurisdictions planning under GMA.
- Ensure that transportation facilities and services of statewide significance (RCW 47.04.140) are included in member jurisdictions' GMA plans and the regional transportation plan, as applicable.
- Participate in the continued development of the Coordinated Public Transit-Human Services Transportation Plan.

- Develop and utilize public outreach venues and opportunities for long-range planning public involvement.
- Provide support for local and regional long-range travel demand management programs.
- Research and analyze issues identified in the updated MPO/RTPO Transportation Plan in light of emerging economic, environmental, and land use issues.
- Participate in and monitor developments related to the Federal Surface Transportation Act renewal.
- Participate in the development and review of the Multi-modal Transportation Plan and HSP Update. The CWCOG, on behalf of member jurisdictions and agencies, will work with the WSDOT's Strategic Planning & Programming Division and both WSDOT regions planning offices in this endeavor. Tasks may include, but are not limited to, the following:
  1. Participation in project prioritization workshops.
  2. Review draft and final 10-year investment plan(s).
  3. Participation in development of performance measures to track plan accomplishments.
  4. Coordination of the CWCOG MPO/RTPO transportation plan during its periodic update to ensure its consistency with the themes, schedules, and programs identified in the Multi-modal Transportation Plan.
  5. Communicate with and educate legislators and other decision-makers in the SWRTPO five-county area on the Multi-modal Transportation Plan and other relevant policy issues.
  6. Coordinate with both WSDOT region in the development and implementation of the Multi-modal Transportation Plan to ensure concurrent and consistent integration with local and regional plans.
  7. Identify and incorporate regional and local corridor needs, along with associated goals and objectives, into the regional plan update.

In order to perform these functions, CWCOG must also perform the following associated tasks:

- Ongoing public outreach and education programs.
- Staff support for policy and technical committees and subcommittees in both the MPO and SWRTPO areas.
- Responses to public and agency inquiries.
- Inter- and intra-regional coordination.
- Attendance at training sessions, regional meetings, and conferences.
- Coordination with local bicycle, pedestrian, transit, and freight transportation stakeholders.

**C. Anticipated Products:** Work products for SFY 2009 for both the MPO and SWRTPO areas may include, but are not limited to:

- Continued coordination of SR 432 Rail Realignment Feasibility Analysis
- Development of Transportation System Plan for MPO Area.
- Completion of Woodland Area Transportation Infrastructure Strategic Plan
- Participate in updates to the Coordinated Public Transit-Human Services Transportation Plan across the SWRTPO five-county area and incorporate into the MTP/RTP as appropriate

- Participate in development and updates to various modal and issue plans in cooperation with WSDOT Southwest and Olympic regions
- Documents and reports in support of the WSDOT Highway System Plan (HSP) update and investments prioritization.
- Technical assistance to Lewis County Transportation Strategy Council
- Completion of SR 109 Scenic Byway Corridor Management Plan.
- The long-range SWRTPO funds will be used to support the work done in the planning functions of the Grays Harbor Council of Governments, Pacific Council of Governments, Cowlitz-Wahkiakum Council of Governments and the Lewis County Transportation Strategy Council.

**D. Agency Responsibilities:** CWCOG staff will be responsible for completion of the work program. The work program will be conducted with collaboration and consultation of the various committees responsible for oversight and consensus in both the MPO and SWRTPO areas. CWCOG will continue to support long-range transportation planning activities in Grays Harbor and Lewis counties. The partnership developed between CWCOG and these counties includes an annual contract and work program. From SWRTPO funds, Grays Harbor receives \$35,000 and Lewis County receives \$25,000 annually. (See appendix). The total FTE's for both short and long range regional planning is in the MPO and RTPO area is 1.4.

### **Data Management and Forecasting**

**A. Purpose:** To conduct data collection and forecasting activities which support transportation planning functions.

**B. Work Tasks:** Core functions which are typically performed under this work element include, but are not limited to:

- Data collection, analysis and management, and technical support for coordination and collaboration with planning partners and member jurisdictions.
- Development, application, and maintenance of the regional travel demand model for the MPO area.
- Support of technical capabilities through on-going equipment and software purchase and maintenance.
- Creation of a demographic profile for Environmental Justice (EJ) purposes, as needed.
- Development of a public involvement plan that will allow creation of Limited English Proficiency (LEP) outreach strategies, as needed.
- Development of a user/beneficiaries analysis in compliance with the provisions of CWCOG's Title VI Implementation Plan whenever public participation is involved.
- Expansion and refinement of GIS capabilities, visualization and related analysis tools.
- Modification of the MPO area traffic model, as needed, to forecast transportation-related effects of growth in the urban area.
- Collection of data and development of traffic count program for MPO area for update and calibration of the traffic model.

- Maintenance of databases related to the metropolitan traffic model and supporting GIS systems.
- Standardization of database collection and management and improvement of methods of analysis.
- Utilize the integrative capabilities of GIS to analyze the relationships between, and effects of, land use on the regional transportation system.

In order to perform these functions, CWCOG must also perform the following associated tasks:

- Calibrate base and forecast years for the transportation model for use in assessing current and long-range transportation and land use issues and opportunities.
- Refinement of regional traffic analysis zones (TAZs) as needed.
- Utilize most recent population forecasts from the state Office of Financial Management (OFM) for demographic and socioeconomic analysis.
- Assist in preparations for Census 2010.
- Purchase and maintain hardware and software required to perform technical tasks.
- Provide regional travel projections in support of local transportation planning efforts.
- Attend technical training sessions, conferences, and regional meetings.
- Coordinate with federal, state, and local agencies and private consultants to ensure consistency of data and models being used.

**C. Anticipated Products:** Work products for SFY 2010 and 2011 may include, but are not limited to:

- Thematic maps and models for transportation and land use planning, as needed.
- Transportation model plots for various planning scenarios.
- Demographic data reports and analyses.
- Transportation model updates and documentation.
- Transportation data and metadata structures including, but not limited to, travel demand, congestion relief, and air quality modeling.
- Traffic projections for various transportation alternatives developed as part of selected corridor study efforts in partnership with WSDOT.
- Demographic profiles.
- Title VI service area maps, as needed for transit and other planning activities.
- Memoranda and correspondence supporting local use of the region-wide transportation model as needed.

**D. Agency Responsibilities:** CWCOG staff has the primary responsibility for carrying out this task and coordinating any activities involving other agencies. WSDOT will provide a limited level of technical assistance as needed. Total FTE's supported in this work elements is .7 and includes work provided by associate and senior planning staff.

<b>REGIONAL PLANNING (Codes 023-29)</b>	
<b>ESTIMATED COST AND FUNDING SOURCES</b>	
WA State FHWA Planning Grant (PL)	\$39,178
WA State FTA Planning Grant (Section 5303)	5,936
OR State FHWA Planning Grant (PL)	304
OR State Dept of Transportation Match	35
State RTPO Planning Grant	179,048
WA State FHWA / FTA Local Match	14,480
<b>Total Cost Estimate</b>	<b>\$238,981</b>

### FINANCIAL SUMMARY

Funding Sources by Program Administration and Regional Planning for SFY 2009  
(ESTIMATES)

Funding Sources	Program Administration	Regional Planning	TOTAL
WA State FHWA Planning Grant (PL)	\$167,023	\$39,178	<b>\$206,201</b>
WA State FTA Planning Grant (Section 5303)	25,305	5,936	<b>31,241</b>
OR State FHWA Planning Grant (PL)	1,296	304	<b>1,600</b>
OR State Dept of Transportation Match	148	35	<b>183</b>
State RTPO Planning Grant		179,048	<b>179,048</b>
WA State FHWA / FTA Local Match	44,880	14,480	<b>59,360</b>
<b>Totals</b>	<b>\$238,652</b>	<b>\$238,981</b>	<b>\$477,633</b>

## **UPWP AMENDMENT PROCESS**

Amendments to the UPWP are required when there is a change to either the work program, an addition to the work program and a budget revision resulting from changes in the work program.

All amendments requiring a program change must be approved by the CWCOG MPO/RTPO Board and processed through the WSDOT's Policy Development and Regional Coordination Branch. Amendments involving federal funds may need to be reviewed and approved by FHWA and FTA.

## **APPENDICES**

**Cowlitz-Wahkiakum Council of Governments  
RTPO & MPO Organizational Chart**

<b>Grays Harbor Council of Governments</b>
Cities of Grays Harbor County Grays Harbor County Grays Harbor EDC Grays Harbor PUD Port of Grays Harbor Grays Harbor Transit Quinault Indian Nation Confederated Tribes of the Chehalis WSDOT – Olympic Region Timberland Regional Library

<b>Lewis County Transportation Strategy Council</b>
Cities of Lewis County Lewis County Cowlitz Tribe Port of Chehalis Port of Centralia Twin Transit

<b>Pacific Council of Governments</b>	
Cities of Pacific County Pacific County Port of Ilwaco Port of Willapa Harbor Pacific County PUD Pacific Transit Shoalwater Tribe WSDOT – SW Region	Port of Peninsula Port of Chinook Pacific County EDC

<b>Regional Policy Advisory Committee on Transportation (MPO Area)</b>
<ul style="list-style-type: none"> <li>• Longview – Kelso – Rainier MPO</li> <li>• Cowlitz County – Non-MPO</li> <li>• Wahkiakum County</li> </ul>
City of Longview City of Kelso Cowlitz County Port of Longview Cowlitz Transit Authority City of Rainier, Oregon Columbia County, Oregon Port of St. Helens WSDOT – SW Region ODOT – Region 1 Cowlitz Tribe Cowlitz EDC Rainier Economic Development Council Kelso-Longview Chamber of Commerce City of Castle Rock City of Kalama City of Woodland Port of Kalama Port of Woodland Wahkiakum County Town of Cathlamet Wahkiakum Port District No. 1 Wahkiakum Port District No. 2

## Jurisdictions Represented in the SWRTPO - FY 2010

### 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

### State Departments of Transportation

SW Region, Vancouver, Washington State Department of Transportation  
Olympic Region, Tumwater, Washington State Department of Transportation  
Region 1, Portland, Oregon Department of Transportation

### Federal Department of Transportation

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

### Counties

Cowlitz County  
Grays Harbor County  
Lewis County  
Pacific County  
Wahkiakum County

### 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

### Economic Development Councils

Cowlitz Economic Development Council  
Grays Harbor Economic Development Council  
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 Counties Community Action Council  
Wahkiakum County  
Cowlitz Tribe

### Tribal Governments

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

### Cities

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		

# Cowlitz-Wahkiakum Council of Governments Organizational Chart - 2009

## CWCOG MEMBERSHIP

### General Members

- ♦ City of Castle Rock
- ♦ City of Kalama
- ♦ City of Kelso
- ♦ City of Longview
- ♦ City of Woodland
- ♦ Cowlitz County
- ♦ Town of Cathlamet
- ♦ Wahkiakum County

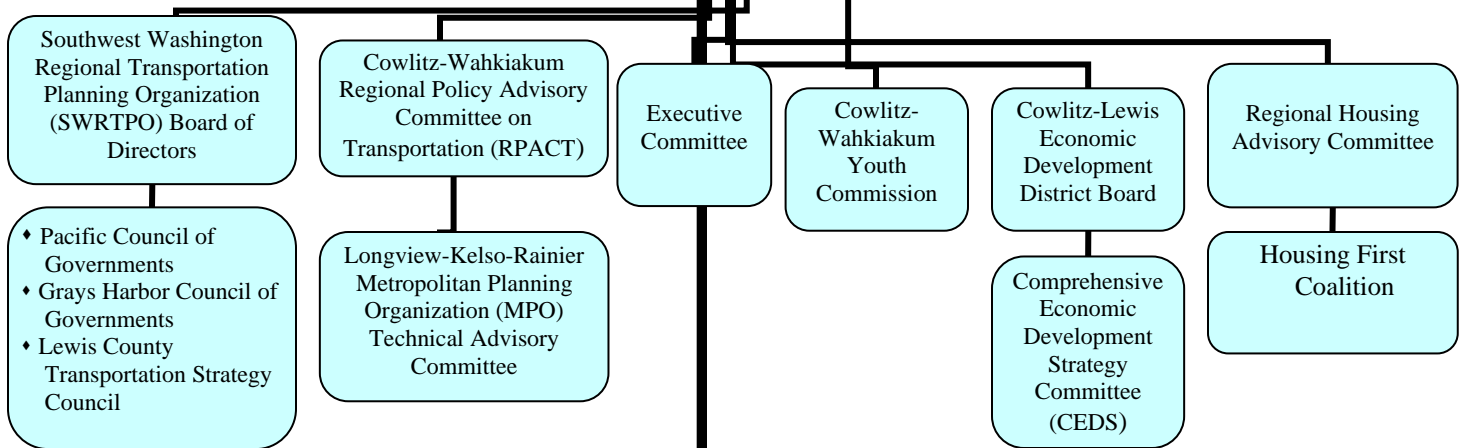
### Special Members

- ♦ Beacon Hill Sewer District
- ♦ Castle Rock School District #401
- ♦ Cowlitz 2 Fire & Rescue
- ♦ Cowlitz Fire District No. 5
- ♦ Cowlitz P.U.D.
- ♦ Kalama School District #402
- ♦ Kelso School District #458
- ♦ Longview School District #122
- ♦ Port of Kalama
- ♦ Port of Longview
- ♦ Port of Woodland
- ♦ Wahkiakum County Port District #1
- ♦ Wahkiakum County Port District #2
- ♦ Woodland School District #404

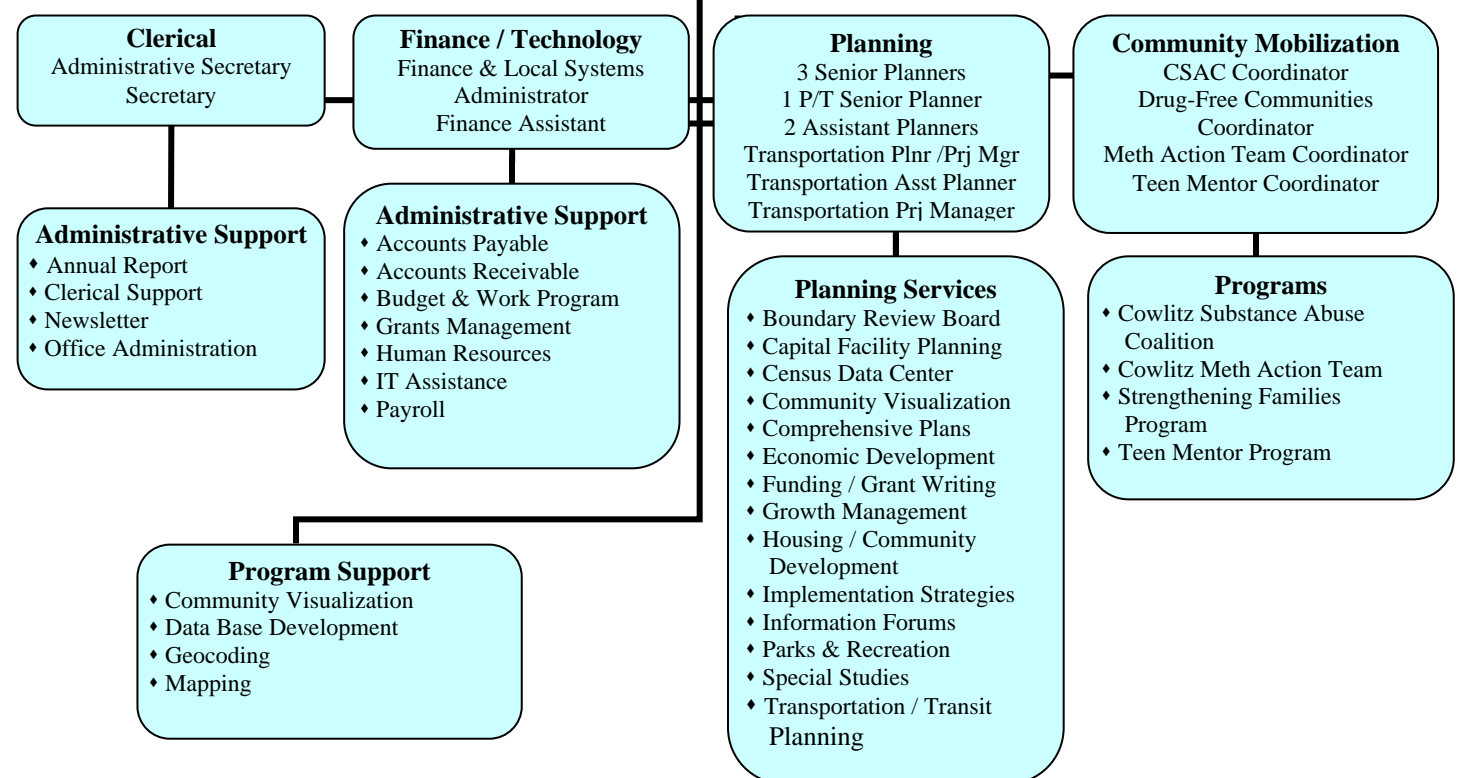
### Associate Members

- ♦ City of Rainier, Oregon
- ♦ Cowlitz Economic Development Council
- ♦ Kelso-Longview Chamber of Commerce
- ♦ Longview Housing Authority
- ♦ Lower Columbia College
- ♦ Lower Columbia Community Action Program
- ♦ Lower Columbia Economic Development Council

## Committees



## Director



## **FY 2009 ACCOMPLISHMENTS**

### ***Congressional Appropriations Requests***

Developed prioritized list of projects and assisted local jurisdictions in preparing Congressional forums for FY 2010 appropriations requests. The projects submitted are:

- SR 432/SR 433 Corridor Highway & Rail Modernization: Preliminary Design, Engineering & Environmental Analysis, Longview, Washington. \$2 Million
- Woodland Strategic Project Development: I-5, Scott Avenue & Port Rail Grade Separation, Woodland, Washington . \$2 Million

### **Longview-Kelso-Rainier MPO**

- MPO 2009-2012 RTIP adoption and technical assistance, processing amendments, and coordination with WSDOT
- Adoption of Metropolitan Transportation Plan update (June 10, 2009)
- Manage Airport Master Plan – working with consultants URS
- Managed the STP allocation program for Cowlitz County jurisdictions
- Continued strategic planning process with Cowlitz Transit Authority
- Began exploration of creating a regional transportation hub at the Kelso Depot
- Worked with CUBS and the Community Action Program on submitting a Consolidated Transit Grant
- Amended the Coordinated Human Services Transit Plan to include work with CUBS
- Participation in South County Loop Trail planning process with the City of Longview
- Facilitated the selection and prioritization of projects for American Recovery and Reinvestment Act (ARRA) funding
- Provided staff support for amending STIP to include ARRA projects
- Began process of moving MPO transportation modeling into CWCOG offices
- Longview and Kelso adopted access management plans for managed access

### **Cowlitz County (non-MPO)**

- Woodland Area Transportation Strategic Plan Completed
- Participation in South County Loop Trail planning process – portion extends beyond MPO boundary. Staff provides technical assistance to the group in continuation of a Cowlitz River focused regional trail
- Provided staff support for amending STIP to include ARRA projects

### **Grays Harbor Council of Governments**

#### **Project Specific**

- Port of Grays Harbor
  - Port Industrial Road
    - project team meetings
    - technical assistance & public facilitation
    - facilitation in the release of \$3.8 million in Appropriations funds
  - Westway Terminals
    - Rail infrastructure (intersection crossing, loop track) planning/funding assistance
- SR 109 Hidden Coast Scenic Byway CMP
  - Consultant/project oversight
  - Stakeholder/Public meeting assistance
  - Webpage maintenance
  - Draft plan elements

- Completed grants.gov process for the submission of the Historic Moclips Rail Depot renovation project (national Scenic Byways grant)
- City of Ocean Shores Roundabout project
  - Technical assistance
  - Funding
- Westport Pedestrian Ferry – Explore options to dredge Ocean Shores Marina and reactivate foot ferry operations
  - Process facilitation
  - Technical assistance
- SR 520 Pontoon project
  - Staff project team meetings
  - Technical assistance
- City of Oakville, Cedar Street project.
  - Project team meetings
  - Background report
- Grayland Drainage District dike repair project (impacts on SR 105)
  - Staff project team meetings
  - Technical assistance
  - Development and submission of PWTF grant (successfully funded)
- Grays Harbor County - NEPA report for Wynoochee-Wishkah Road 13 Corners project

### **Region Wide**

- Grays Harbor Transit Authority
  - Annual Transit Development Plan update
  - Coordinated Transit Grant - Application development and maps for 2 operations grants and 2 equipment grants
  - Developed ARRA funding request for Downtown Aberdeen Station
  - Title VI Plan development
  - Lake Quinault Park & Ride Site Analysis - team meetings/technical assistance
- ARRA
  - Developed and facilitated process as related to transportation projects
  - Developed database of projects, background worksheets, tracked bill progress on the federal and state level
  - Held TAC meetings to discuss ARRA projects/issues
  - Submitted four projects for ARRA funding (successfully funded)
  - Continuing technical support
- Consolidated Transit Grant
  - Group meetings
  - Review, rating and ranking of SWRTPO region projects
- TIP/STIP process
  - Training
  - Technical assistance
  - Amendments.
- Comprehensive Economic Development Strategy (CEDS)
  - Identified transportation related issues/projects
- Represented regional transportation interests
  - In local planning processes
  - At area meetings/conferences
- Grays Harbor Jobs Development Team
  - Technical assistance
  - Identification of transportation needs/related issues
- Surface Transportation Program (STP)
  - Maintain process
  - Provide technical assistance
  - Allocation of remaining funds:
    - GHCOG – Administration \$ 50,000
    - Cosmpolis Downtown Imp Phase III - \$750,000
    - Hoquiam City-wide Pedestrian Improvements - \$595,000
- Mapping – development of maps for analysis, plans and projects
- Legislative Involvement

- Presented transportation projects/issues to coastal caucus at Legislative send off meeting
- Met with Legislators concerning ARRA funding. Provided issues/solutions white paper.

### **Lewis County**

- The establishment of a Transportation Planner position
- Established and adopted regional transportation priorities of: Preservation, Safety, Mobility, and Multimodal
- Established and adopted regional project prioritization guidelines and project level scoring tool based on adopted transportation priorities
- Appropriated \$2.7 million in STP(U) and STP(R) funds to the following three projects with local priority and significance: Chamber Way Improvements (Chehalis); Borst Avenue Safety Improvement (Centralia); and PeEll McDonald Road Rehabilitation (Lewis County)
- Received and programmed \$350K Federal-aid Safety funds for the High Risk Rural Road Program
- Coordinated the prioritization of projects for ARRA funding
- Coordinated the prioritization of projects for STP funding
- Establish process for small city use of allocated STP funds through the use of reimbursable inter-local agreements with Lewis County
- Monthly planning meetings of the Lewis County Transportation Strategy Council and Technical Advisory Committee

#### ***Work tasks performed by CWCOG Staff***

- Continue to assist the US 12 Scenic Byway Committee by serving on the working group and transportation/signing committee for US 12 Scenic Byway.
- Attend Lewis County Transportation Strategy Council and TAC meetings. Guidance as needed.
- Provided STIP TOO training and support for amending STIP to include ARRA projects

### **Pacific County**

- Facilitated the selection and prioritization of projects for American Recovery and Reinvestment Act funding
- Provided staff support for amending STIP to include ARRA projects
- Received High Priority Project funds for Beards Hollow Overlook
- Worked with City of Ilwaco and WSDOT on Beards Hollow Overlook
- Continued discussions with Washington State Historical Society on the Discovery Trail Phase III

### **Wahkiakum County**

- Continue working closely with county staff to support efforts to replace the Ferry Wahkiakum
- Support efforts to develop a Scenic Byway committee for SR 4 (Lewis and Clark Trail) to market Wahkiakum and Pacific County attractions
- Provided staff support for amending STIP to include ARRA projects

#### **Additional Activities and accomplishments in FY 2009:**

- Update of Regional and Metropolitan Transportation Plan adopted June 10, 2009
- National Association of Regional Councils (NARC): Staff serve on both Freight and Rail committees
- Coordinated and facilitated the prioritization of the Consolidated Transit Grants for the five-county region
- Long-Term Air Transportation Study (LATS): Staff served on Technical Advisory Committee for Southwest Region

### **Organizations and Committees**

- Serve on three transportation committees with the National Association of Regional Councils
- (NARC): Transportation Executive Committee, Freight Issues and Rural Issues. NARC provides a national forum on transportation issues and the roles that regional councils play by sharing information and experience.
- Continued involvement with the West Coast Corridor Coalition.

### **Long Range Funds:**

#### ***Planning services for Lewis County Transportation Strategy Council***

CWCOG hired consultant JD White to facilitate and establish the Lewis County Transportation Strategy Council in 2007 for the purpose of coordinating and prioritizing transportation related activities within Lewis County. The long range planning funds will go toward funding a portion of the planning position that supports the Strategy Council. Funds are also used for contracted services for the Lewis County portion of the SW RTPO Regional Transportation Plan.

### **Continuing Education and Workshops during FY 2009**

CWCOG staff attended the following workshops and classes during FY 2009:

- CWCOG staff participated in the West Coast Corridor Coalition activities
- WSDOT Long Term Air Transportation Study Meetings
- WSDOT 1-5 Closure Debrief Sessions
- Attended AMPO National Conference
- Attended Transportation Research Board Conference
- Attended WSDOT Public Transportation Conference
- Attended Transportation and Land Use Course presented by NTI
- Attended Free Coordinated Transit Class presented by NTI (Will attend May 2009)

### **Meeting Information:**

- CWCOG Board: Meets 4<sup>th</sup> Thursday of every month
- Regional Policy Advisory Committee on Transportation (RPACT): Meets 3<sup>rd</sup> Wednesday of every month
- MPO Technical Advisory Committee: Meets 4<sup>th</sup> Thursday of every month
- Grays Harbor Council of Governments (GHCOG): Monthly
- Pacific County Council of Governments (PCOG): Meets 4<sup>th</sup> Wednesday of every month
- Lewis County Transportation Strategy Council (LCTC): Meets 3<sup>rd</sup> Monday of every month
- Lewis County Technical Advisory Committee: Meets 2<sup>nd</sup> Wednesday of every month

## **MPO Planning Objectives for SFY 2010 and SFY2011**

The following work program items are proposed for Fiscal Year 2010-11 in the Longview-Kelso-Rainier MPO area.

### ***Urban Area VISUM Travel Forecast Model***

- MPO Model update, maintenance, and data input by CWCOG staff
- Traffic Impact Analysis Requests
- Develop and catalog an urban area traffic count program
- Annual Traffic Count, turn movement counts, AADT – 2010-11
- Classification Counts – 2010-11

### ***Kelso Transportation Assistance***

- Airport Master Plan Project Manager
- West Main Realignment– modeling, visualization tools, and technical assistance

### ***SR 432 Rail Realignment Feasibility Study (SWR WSDOT Lead Agency)***

- SR 432/Sr 433 corridor Highway & Rail Modernization: Preliminary Design, Engineering & Environmental Analysis
- Modeling and visualization services for development of project and public involvement

### ***Transit-Related Assistance***

- CUBS Strategic Plan
- Update, monitor coordination activities through Coordinated Human Services Transit Plan follow-up and required reporting
- JARC related activities
- Transportation Benefit District Analysis

### ***Urban Area Transportation System Planning Activities***

- Access Management Implementation
- Urban Area Transportation Systems Plan facilitation, development, modeling, and visualization by CWCOG staff
- Functional Classification Amendments as needed
- Cowlitz County Comprehensive Plan review/assistance
- City of Kelso Comprehensive Plan review/assistance
- Public Facilities District Strategic Planning assistance
- Signage wayfinding from I-5 to places of significant interest in urban area

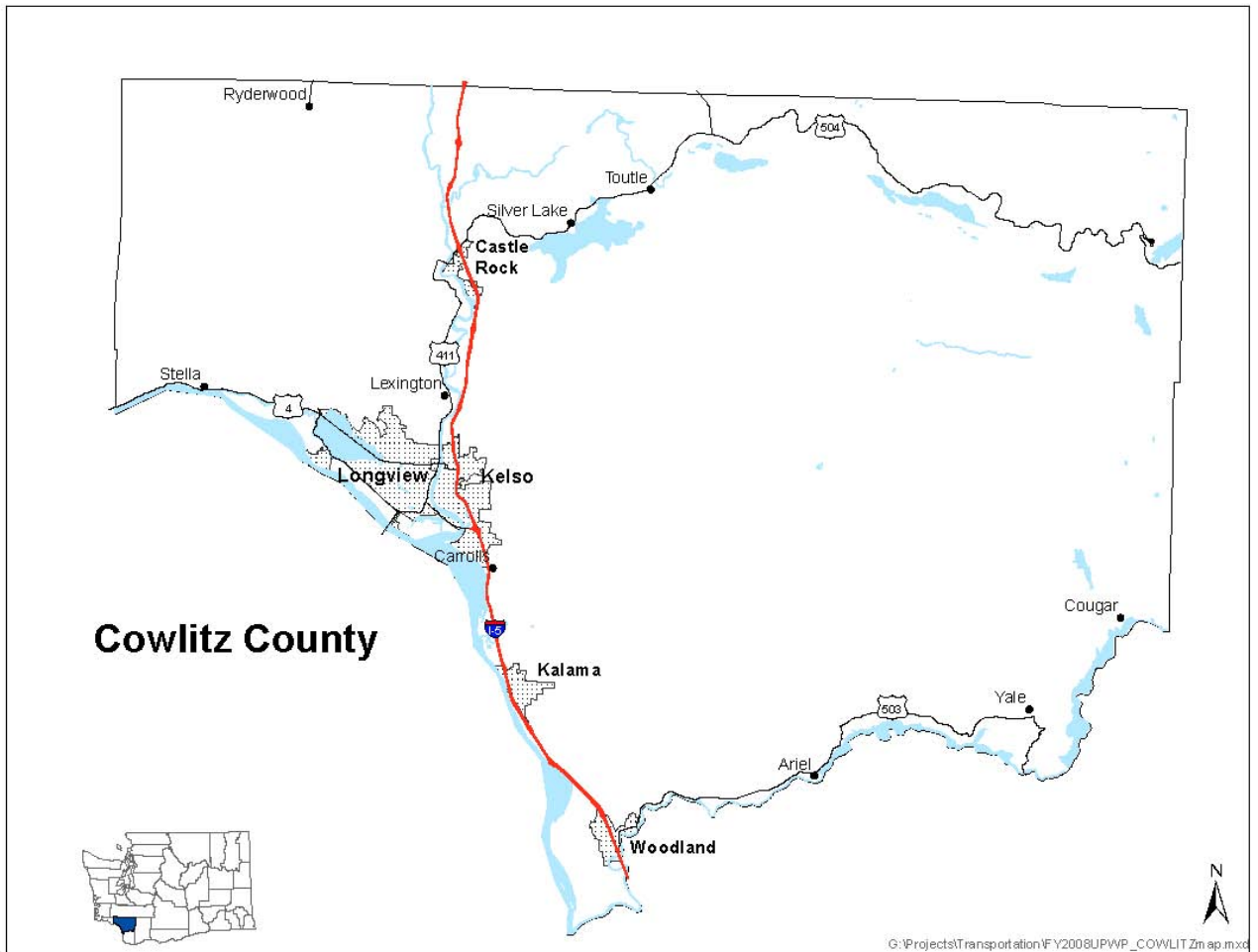
### ***CWCOG Project Selection and Funding Program***

- STP Allocation for urban area
- Annual Urban Area TIP

### ***Review/Oversight Activities***

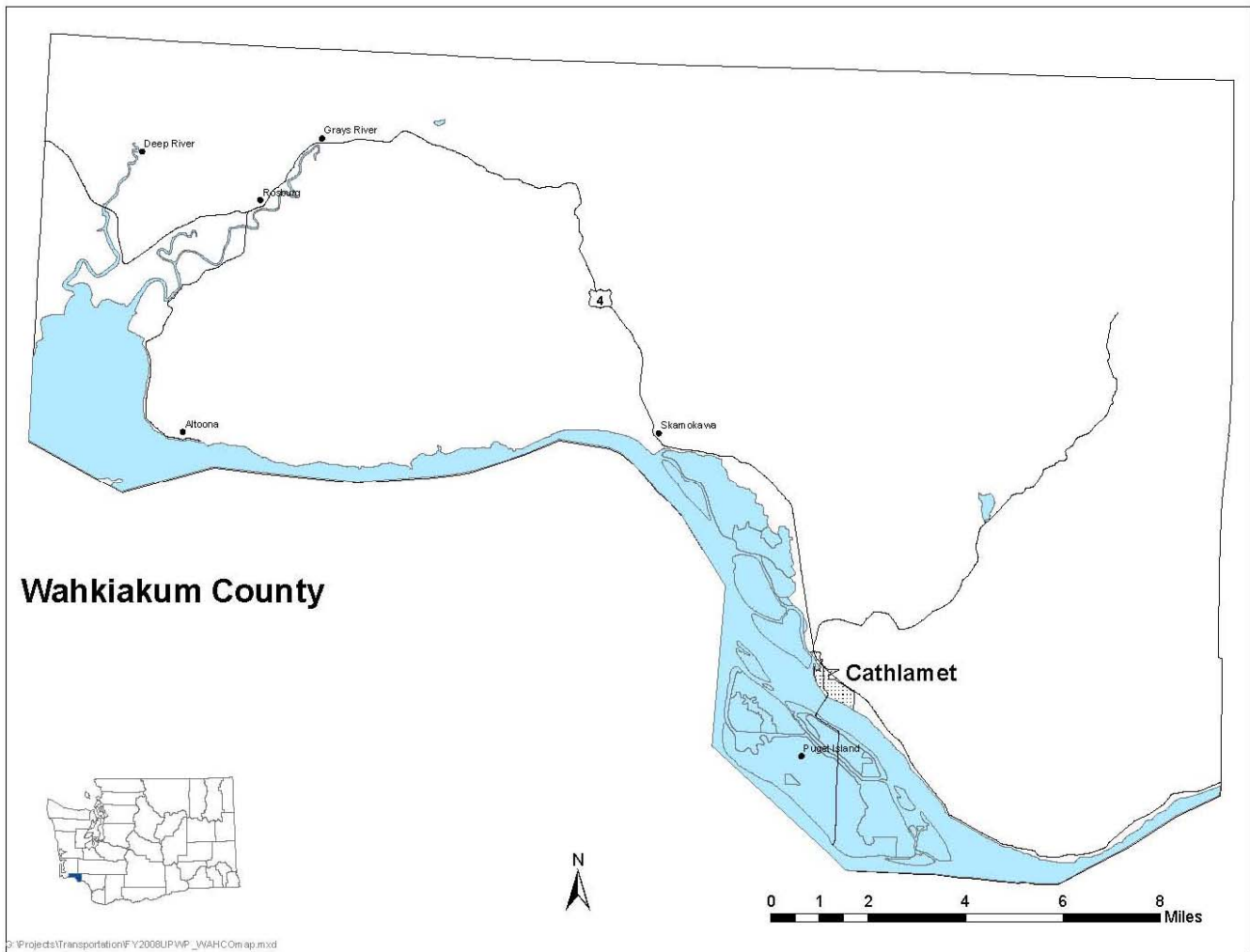
- SEPA Checklist Response
- Comprehensive Plan Review
- GIS and visualization applications/updates
- TIP coordination between local jurisdictions and WSDOT

**RTPO Planning Objectives for SFY 2010**



### **Cowlitz County Non-MPO Area**

- Woodland Strategic Project Development: I-5, Scott Avenue & Port Rail Grade Separation
  - Modeling, mapping and visualization for public involvement as needed
- South Cowlitz Trail Loop – Lexington to Gerhart Gardens: Regional trail planning assistance
- Non-MPO Area TIP
- Kelso to Martin's Bluff Rail Project with WSDOT Rail Office and local proponents
- Continued development of the Cowlitz Regional Trails Plan
- SR 411 Lexington Strategic Infrastructure Plan
- STP funds allocation
- Technical assistance as needed in Castle Rock, Kalama and Woodland
- Grant assistance to rural cities
- Review and certification of transportation element of comprehensive plan

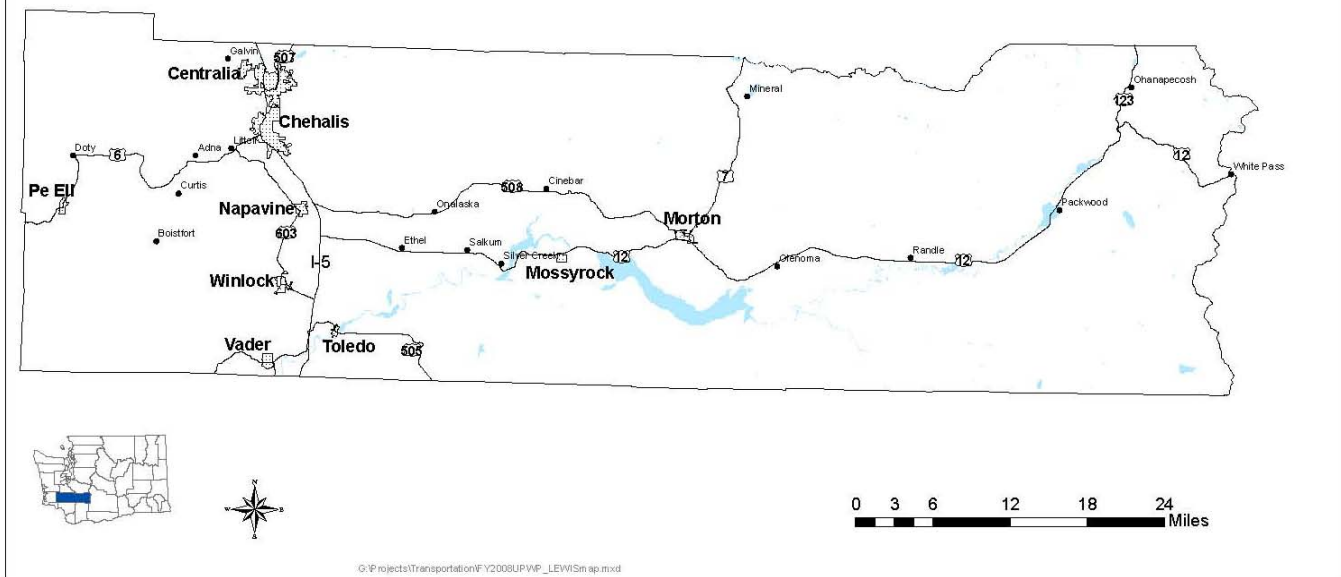


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### Wahkiakum County

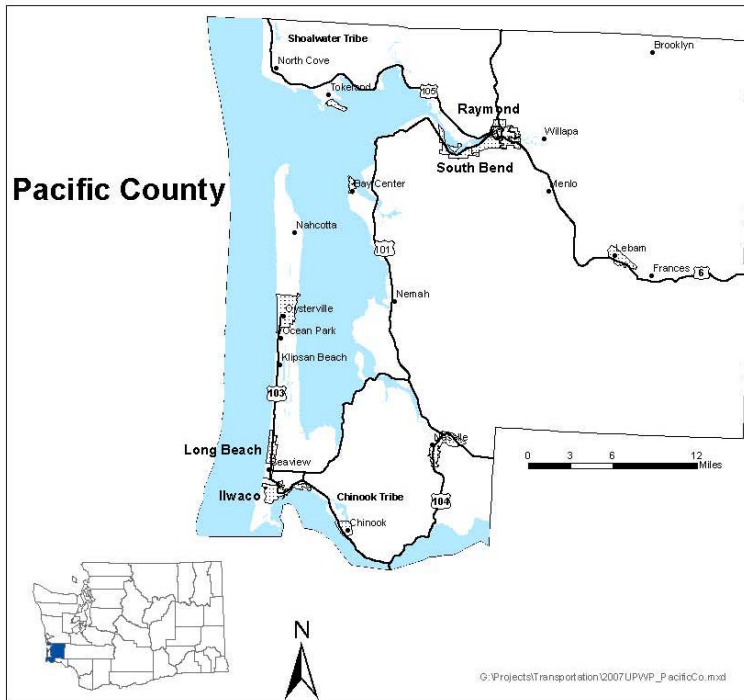
- Ferry Wahkiakum replacement activities assistance
- TIP assistance
- Technical Assistance as needed by county, Cathlamet, and other organizations
- SR 4 Scenic Byway Plan
- Assist as needed with Wahkiakum on the Move Transit

## Lewis County



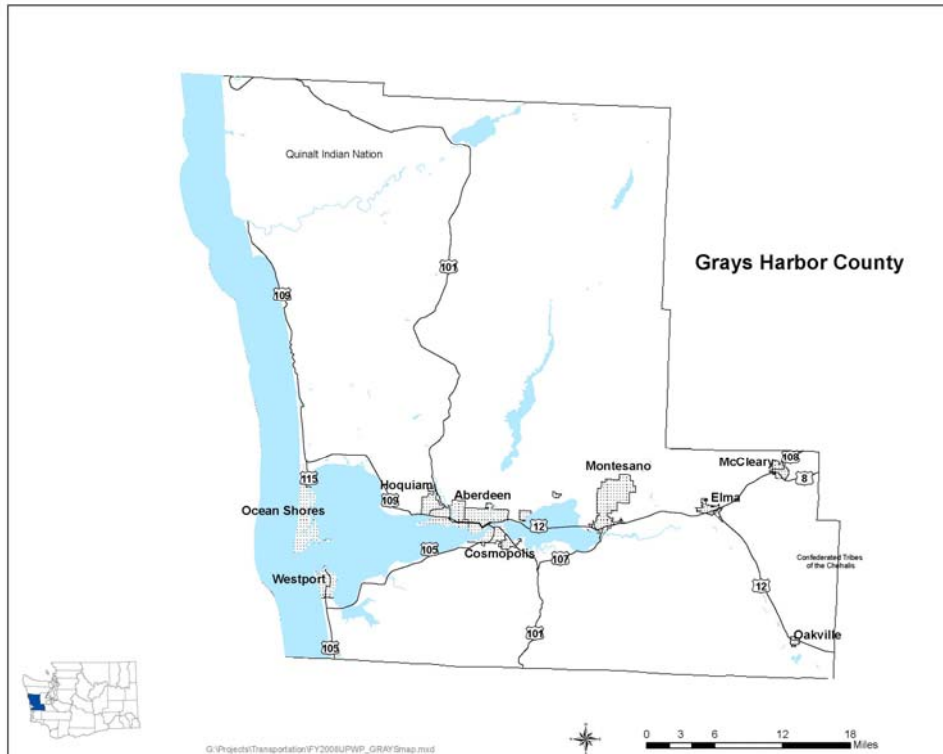
### Lewis County

- Continue to work with TIB, WSDOT and member agencies in support of the development and delivery of the Airport Road Extension Project that has very high regional significance to Lewis County
- TIP development, preparation, and education
- Programming and completion of ARRA funded projects
- Facilitate and support the Lewis County Transportation Strategy Council and Technical Advisory Committee
- Establish and refine process for STP fund allocation to LCTSC member agencies
- Monitor and track STP fund use and provide regular balance updates to the small cities and council
- Provided staff support to complete the Title VI Non-Discrimination Annual Update Report
- Work closely with SWRTPO to provide information required for timely delivery of all planning and reporting deliverables for Lewis County
- Continue to research grant funding opportunities and provide staff support in the timely application for all applicable transportation funding opportunities
- Assist member agencies in the development long range transportation planning with an emphasis on establishing regional consistency in the development of the project planning process for each agency
- Support SWRTPO in the development of both short range (STIPs) and long range transportation improvement programs
- Continue to support the development and calibration of Lewis County's EMME2 Regional Transportation Demand Forecasting Model
- Finalize the SR 505 Corridor Study (South Lewis County Sub-Area Transportation Plan)
- Complete the Transportation Element update to the Lewis County Comprehensive Plan
- Facilitate development reviews for traffic impact analysis and potential mitigation opportunities in keeping with the concurrency requirements of the GMA.
- Traffic and mapping data management and forecasting functions to support both the long-range and short-range planning functions
- Continue to update and develop the use of the County's traffic counts at precise location (screen lines) for updating the traffic demand model and improved predictions for transportation levels of service and future mitigation requirements on the Lewis County regional road network
- Grant search and application to rural cities and towns
- The LCTSC will provide for a transportation planning process consistent with the planning factors outlined in SAFETEA-LU and WSDOT's work elements and in coordination with the SWRTPO



## Pacific County

- Functional Classification Map Amendment
- PCOG meetings and coordination
- Technical Assistance
- Chinook to Station Camp Discovery Trail Master Plan - Work in coordination with Washington State Historical Society on additional work needed for trail
- Comprehensive Plan Update, emphasis on pedestrian and bicycle facilities and population distribution/allocation
- Port-related activities
- Assist Transit as needed
- National Park participation/coordination role
- Technical assistance in establishment of regional priorities
- Scenic Byway Activities – SR 4
- Trails Assistance
  - Willapa Hills Trail
  - Naselle Area Trail
  - Bay to Beach Trail
  - Discovery Trail
  - US101: Raymond to Grays Harbor County line realignment analysis



## **Grays Harbor County**

### RTPO Planning Objectives

- STP Process/Allocation
- Enhancements Process/Allocation
- ARRA Funding – Planning/ Programming
- TIP Education/Preparation
- SR 109 Hidden Coast Scenic Byway, Corridor Management Plan
- US101 Regional Circulation Project (Aberdeen-Hoquiam-Cosmopolis) Implementation
- Westport Passenger Ferry Reactivation
- SR 520 Pontoon Project
- Ocean Shores Roundabout Project
- Vision 2020 Infrastructure & Governance Committee
- Port of Grays Harbor Assistance
  - Port Industrial Road
  - Westway Terminals Rail
  - Storage Yard Capacity
  - Vehicle/rail Freight Management
- Grays Harbor Transit Authority Assistance
  - Transit Development Plan
  - Title VI
  - Consolidated Transit Grants
  - Regional Mobility Grants
  - Lake Quinalt Park & Ride Site Analysis
  - Aberdeen Station redesign & construction
- Coordinated Human Services Transit, activities as needed
- Plan Development
  - 5-County SWRTPO Transportation Plan
  - UPWP
  - Title VI Plan Development/Updates
  - Sidewalk inventories

- Region-wide pathway development
  - Local/regional plans & studies as needed
- Technical assistance
- Funding assistance
- Education and training
- Support the educational element of the Central Park School Safe routes to Schools with classroom education through a mapping exercise.
- Promote aviation, rail, and port facilities as an integral component of the transportation infrastructure in Grays Harbor County
- Assist local agencies in the development and promotion of transportation related activities that benefit the region

### **SWRTPO Regional-wide Planning Activities**

- Enhancement Grant Program
- Completion of SWRTPO Regional TIP
- Annual SWRTPO Board Meeting and newsletter
- Participation in WSDOT LATS
- Participate in I-5 Improvements as needed
- GIS and graphic visualization applications
- Update public involvement plan as needed
- Consolidated Grant technical assistance - 2010
- Preliminary transportation preparation for Census 2010 – including but not limited to mapping for functional classification updates and other duties as needed
- Coordinate with WSDOT to provide a TIP 101 workshop to jurisdictions

### ***Long-Range Planning Funds Allocation Proposals***

- 2010 Coordinated Human Services Transportation Plan update
- 2010 Census transportation related planning activities

## **FINANCIAL SUMMARY**

### Funding Sources by Project Tasks for SFY 2010 (ESTIMATES)

Task	WA State FHWA / PL	WA State FHWA / PL Carry-Over	OR State FHWA / PL	WA State FTA	WA State FHWA / PL / FTA Local Match	OR State FHWA / PL Match	RTPO	Totals
<b>021 – Program Management</b>	\$64,873	\$40,290	\$816	\$15,933	\$27,463	93		\$149,468
<b>022 – Data Collection &amp; Analysis</b>	\$38,160	\$23,700	\$480	\$9,372	\$17,417	\$55		\$89,184
<b>023 – Planning Studies &amp; Docs</b>	\$24,168	\$15,010	\$304	\$5,936	\$14,480	\$35		\$59,933
<b>026 – Regional Planning</b>							119,048	\$119,048
<b>026 - Grays Harbor Pass-Thru</b>							\$35,000	\$35,000
<b>026 - Lewis County Pass Thru</b>							\$25,000	\$25,000
<b>Totals</b>	<b>\$127,201</b>	<b>\$79,000</b>	<b>\$1,600</b>	<b>\$31,241</b>	<b>\$59,360</b>	<b>\$183</b>	<b>\$179,048</b>	<b>\$477,633</b>

Printed in the April 2009 edition of Communiqué, the Council of Governments monthly newsletter.

## Annual transportation planning work program in progress

**The annual** transportation work program, known as the Unified Planning Work Program or UPWP, will be available in draft form for public review beginning April 16. The annual UPWP is a required statement of how state and federal funds will be used for transportation planning purposes by the COG. The COG is lead agency for the Longview-Kelso-Rainier MPO and the Southwest Washington Regional Transportation Planning Organization (SWRTPO). The final program will be sent to the CWCOG Board for approval at their May meeting.

**Preparation of the UPWP** is required by the U.S. Department of Transportation (USDOT) and is the basis for all federal funding assistance for transportation planning. The UPWP reflects state and federal transportation planning requirements, regional priorities, and annual emphasis areas. It describes transportation planning activities, general work elements, anticipated work products, and an estimated budget for the state fiscal years 2010 and 2011 (July 1, 2009 through June 30, 2011).

**To preview** a draft list of activities to be included in the work program and for more information, contact Rosemary Siipola or Amy Asher at 360-577-3041. An electronic copy of the draft document will be available on the COG website after April 16<sup>th</sup> at [www.cwcog.org](http://www.cwcog.org).



## Solicitation of Comments from RPACT via E-mail and COG Website

**From:** Asher, Amy  
**Sent:** Thursday, April 16, 2009 10:38 AM  
**To:** Siipola, Rosemary; !RPACT  
**Subject:** RE: April 2009 Meeting Notice  
Good Morning,

As Rosemary mentioned, CUBS has received American Recovery and Reinvestment Act (ARRA) funds for transit related projects. The Cowlitz Transit Authority and the Longview City Council met and voted to include the following projects to include in their local 6-year TIP, and has requested CWCOG include the projects in the Regional TIP and forward the projects to the State for inclusion in the STIP:

\$ 150,000 - Transit Bus Garage Roof Repair: Repair bus garage roof and install netting or other deterrent system to prevent bird roosting.  
\$80,000 GPS – Transit Vehicle Tracking System: Bus tracing system for fixed route and paratransit vehicles.  
\$650,000 - One Additional Transit Coach: One additional coach (hybrid) for service expansion.  
\$210,000 - Three Paratransit Vehicles: One replacement mini-bus; one additional mini-bus for service expansion; one lift equipped van.  
\$30,000 - Transit Supervisor Vehicle: Transit Supervisor vehicle (hybrid).

In addition, a draft of our annual Unified Planning Work Program (UPWP) has been posted on the CWCOG website for public comment and review ([www.cwcog.org](http://www.cwcog.org)). I have attached a PDF of the document for your review so we can discuss it at our next RPACT meeting in May.

The purpose of the MPO/RTPO UPWP is to identify and describe transportation planning activities that will take place throughout the MPO and SWRTPO planning areas during State Fiscal Years 2010 and 2011 (July 1, 2009 through June 30, 2011). The UPWP is a required statement of how state and federal funds will be used by the MPO/RTPO for transportation planning purposes.

Thank you for your time in reviewing these items. See you in May!

Amy

Amy Asher  
Associate Transportation Planner  
Cowlitz Wahkiakum Council of Governments  
207 North 4th Avenue  
Kelso, WA 98626-4195  
[www.cwcog.org](http://www.cwcog.org)  
Ph: 360-577-3041

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**From:** Siipola, Rosemary  
**Sent:** Thursday, April 09, 2009 3:02 PM  
**To:** IRPACT  
**Subject:** April 2009 Meeting Notice

Good Afternoon,

After consulting with staff, we have decided to cancel our meeting this month, scheduled for April 15th. We have had no major changes since our meeting three weeks ago. We will have more items to consider during our May 20<sup>th</sup> meeting.

We do have two items that will be coming your way shortly.

1. CUBS (Cowlitz Transit Authority) ARRA (stimulus) funds. CUBS has received approximately \$1.2 million in funds.  
The City of Longview's TIP has been amended to include how CUBS intends to spend the funds. These include a new bus, new paratransit vehicles, a GPS system, security and new roof for their bus shelter, among other items. You will be receiving, from Amy, the TIP amendment for our regional TIP, for your review.
2. Our FY 2010-2011 Unified Planning Work Program (UPWP) has been reviewed by WSDOT and FHWA staff. We are incorporating their additions and comments into the final document. We will be sending out a PDF copy of the document, as well as posting it on the CWCOG website in the next few days. We will need to review the document during our May meeting, so it will be ready for adoption at the May CWCOG Board Meeting. ([www.cwcog.org](http://www.cwcog.org))

Please watch your e-mail for these two items. I appreciate your time and effort in our long-range planning activities.

Thanks.

Rosemary

**From:** Asher, Amy

**Sent:** Wednesday, May 27, 2009 10:06 AM

**To:** !RPACT

**Subject:** FW: Summer 2009 Meeting Schedule & June RPACT Meeting Update

For those who are interested, Rosemary responded to the question posed by Dennis last week regarding public comment and review of the UPWP. See below.

See you June 10<sup>th</sup>!

Amy

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**From:** Siipola, Rosemary

**Sent:** Sunday, May 24, 2009 9:25 PM

**To:** Weber, Dennis

**Cc:** Asher, Amy; Harvey, Steve

**Subject:** RE: Summer 2009 Meeting Schedule & June RPACT Meeting Update

Hi Dennis,

For the UPWP, it's only our work plan for planning efforts. The efforts themselves will require the public involvement. There aren't any construction projects in this plan. We can always put out a press release announcing the work program for the planning. IT's when we get into the planning process that we'll hear from the public, and I'm sure we will.

Rosemary

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**From:** Weber, Dennis

**Sent:** Tue 5/19/2009 10:45 PM

**To:** Asher, Amy; Siipola, Rosemary; !RPACT

**Cc:** Hermen, Matt; Sorrell, Jerry - CWCOG

**Subject:** RE: Summer 2009 Meeting Schedule & June RPACT Meeting Update

Good Evening, Amy:

I noticed that there was no public comment for the Plan that was posted on the COG website. With the huge financial implications of the plan (to say nothing of the disruptions during construction and life changing impacts upon successful completion), I wonder if we are vulnerable to a complaint of inadequate public review. (NIMBY lawsuit, anyone?)

Would it be impossible to reopen the comment period and post on the web-sites of COG members and TDN.com?

Dennis

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**From:** Asher, Amy [mailto:[aasher@cw cog.org](mailto:aasher@cw cog.org)]  
**Sent:** Mon 5/18/2009 4:43 PM  
**To:** Siipola, Rosemary; !RPACT  
**Cc:** Hermen, Matt; Sorrell, Jerry - CWCOG  
**Subject:** RE: Summer 2009 Meeting Schedule & June RPACT Meeting Update

Good Afternoon,

I posted a draft of our annual Unified Planning Work Program (UPWP) to the CWCOG website for public comment and review ([www.cw cog.org](http://www.cw cog.org)) during the one month period of April 15-May 15. There were no comments from the public. The purpose of the MPO/RTPO UPWP is to identify and describe transportation planning activities that will take place throughout the MPO and SWRTPO planning areas during State Fiscal Years 2010 and 2011 (July 1, 2009 through June 30, 2011). The UPWP is a required statement of how state and federal funds will be used by the MPO/RTPO for transportation planning purposes.

The document is still posted on our CWCOG website if you haven't had a chance to review it. If there are any comments or suggestions, please e-mail them to me at [aasher@cw cog.org](mailto:aasher@cw cog.org) by Tuesday, May 26<sup>th</sup>.

Thank you,

Amy

