

STATE FISCAL YEAR 2019 UNIFIED PLANNING WORK PROGRAM ANNUAL REPORT

July 1, 2018 to June 30, 2019

Longview-Kelso-Rainier Metropolitan Planning Organization
Southwest Washington Regional Transportation Planning Organization



Cowlitz-Wahkiakum
Council of Governments

TRANSPORTATION

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Cowlitz-Wahkiakum Council of Governments Metropolitan & Regional Transportation Planning Organization Member Jurisdictions & Agencies

State Departments of Transportation

Washington State Department of Transportation
Olympic, South Central, and Southwest Regions
Oregon Department of Transportation Region 2

US Department of Transportation

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

Counties

Cowlitz County	Pacific County
Grays Harbor County	Wahkiakum County
Lewis County	

Cities and Towns

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

Port Districts

Port of Centralia	Port of Longview
Port of Chehalis	Port of Peninsula
Port of Chinook	Port of Willapa Harbor
Port of Grays Harbor	Port of Woodland
Port of Ilwaco	Wahkiakum Port District 1
Port of Kalama	Wahkiakum Port District 2

Transit Authorities

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

Tribal Governments

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

Cowlitz-Wahkiakum Council of Governments Staff

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Ken Pearrow, Transportation Planner
Robert Stevens, Transportation Planner

Planning Partners Staff

Vicki Cummings, Executive Director, GHCOG
Zana Dennis, Planner/Office Coordinator, GHCOG
Michael Kroll, Transportation Planner, Lewis County
Public Works

Title VI

CWCOG ensures all compliance with Title VI of the Civil Rights Act of 1964 by prohibiting discrimination against any person on the basis of race, color, national origin, or sex in the provisions of benefits and services results in from its federally assisted programs and activities. For questions regarding CWCOG's Title VI Program, you may contact the Department's Title VI Coordinator at 360-577-3041.

Funding Partners

This UPWP Annual Report has been financed in part through funding from the Federal Highway Administration, Federal Transit Administration, the Washington State Department of Transportation, and the Oregon Department of Transportation.



Introduction

The Unified Planning Work Program (UPWP) outlines the transportation studies and tasks to be performed on behalf of the Longview-Kelso-Rainier Metropolitan Planning Organization (MPO) and the five-county Southwest Washington Regional Transportation Planning Organization (SWRTPO) over the next state fiscal year (July 1st to June 30th). The staff of Cowlitz-Wahkiakum Council of Governments (CWCOG) with support from planning partners at Grays Harbor Council of Governments and Lewis County performs the work activities outlined in the UPWP. The UPWP outlines transportation planning activities over the next fiscal year in sufficient detail to indicate who will perform the work, the schedule for completing it, expected results from the activity, and a proposed funding estimate for each task. Work items listed in the document are based on the priorities set by the region through the Regional Transportation Plan, by guidelines established under the federal metropolitan transportation regulations 23 USC 134 and state requirements in RCW 47.80 and WAC 486.

The UPWP Annual Report summarizes progress made on approved UPWP tasks, programs, and planning activities. The annual report includes:

- Comparison of actual performance with established goals
- Budgeted amounts compared to actual expenses
- Cost overruns or underruns
- Approved work program revisions

This report is a documentation of the requirements listed above.

Unified Planning Work Program Elements

Element 1 – Transportation Program Administration

Program administration is a core function with the purpose of providing the administrative support required to manage and coordinate the overall MPO and SWRTPO transportation planning programs which includes state and federal planning requirements.

Accomplishments

- Completed and submitted monthly reports to WSDOT.
- Facilitated bi-monthly or monthly coordination calls with both planning partners (Grays Harbor Council of Governments, Lewis County).
- Self-certification for the Longview-Kelso-Rainier MPO was completed in conjunction with development of the 2019-2022 Regional Transportation Improvement Program.
- A Title VI Annual Report was submitted.
- Participated in a review meeting for the 2020 Unified Planning Work Program (UPWP) with FHWA, FTA, WSDOT, and ODOT. The CWCOG Board adopted the 2020 UPWP as the Longview-Kelso-Rainier MPO and lead agency of the Southwest Washington Regional Transportation Planning Organization.
- Compiled and submitted the 2018 UPWP Annual Report.
- Authored articles for local and regional newsletters.
- Sent a weekly bulletin to the MPO Board and other stakeholders addressing transportation and other issues.
- Participated in local, regional, statewide, and national conferences with the highlights being: WSDOT's Innovations and Partnerships Conference; Association of Metropolitan Planning Organizations (AMPO) 2018

Annual Conference in San Antonio; National Association of Regional Councils (NARC) Executive Directors Conference; and AMPO’s 2019 Planning Tools and Training Symposium in Minneapolis.

- Participated in the quarterly WSDOT/MPO/RTPO Coordinating Committee meetings.
- Participated in ODOT MPO/Transit stakeholder meetings as time and budget allowed.
- Participated in Title VI and performance-based planning trainings as well as a variety of webinars (many of them were on the subject of connected and autonomous vehicles).
- Updated the CWCOG Articles of Incorporation to include reference to the SWRTPO Board and program.

Deliverables Not Completed

- Discussions on updating the interlocal agreement and bylaws for the SWRTPO continued, but the work has not been completed.

Budgeted versus Actual Expenditures

MPO			
Budgeted Amount	Actual Amount Expended	Remaining Balance	Percent Expended
\$156,273	\$129,295	\$26,978	83%

SWRTPO			
Budgeted Amount	Actual Amount Expended	Remaining Balance	Percent Expended
\$66,227	\$97,775	(\$31,548)	148%

Element 2 – Multi-Modal Transportation Planning

The purpose of the tasks within this element is to meet state and federal transportation planning requirements through a continuous, cooperative, and comprehensive planning process. This element also addresses federal, state, and regional priorities, and outlines tasks to develop regional multimodal transportation long-range strategies for the region. All statewide transportation planning priorities for Oregon and Washington are included throughout the development of this element and through outcomes associated with this activity.

Accomplishments

- Held, facilitated, and/or attended regular Cowlitz Area Technical Advisory Committee (TAC), CWCOG board (MPO board), SWRTPO board, Pacific Council of Governments (PCOG) policy board, Pacific County TAC, Wahkiakum County TAC, Lewis County TAC and Transportation Strategy Council (policy board), GHCOG policy board, Grays Harbor County TAC (as needed), Cowlitz Transit Authority board, as well as regional freight and public transportation stakeholders.
- Provided information and/or met with various regional, statewide, or federal agencies and state or federal elected officials.
- Participated in metropolitan, regional, and state planning efforts. Examples of some statewide planning efforts involved in include the following:
 - Statewide/Regional Planning Alignment Work Group (PAWG);
 - MAP-21 target setting;
 - Review of the Washington Transportation Plan, 2040 and Beyond;
 - William D. Ruckelshaus Center Road Map to Washington’s Future;
 - Washington Intercity Bus Plan;
 - Washington Statewide Human Services Transportation Plan;
 - Northwest Oregon Area Commission on Transportation.

- Coordinated with local bicycle, pedestrian, public transportation, freight transportation, and other stakeholders in the development of a variety of projects at the MPO and SWRTPO level. Examples of projects includes the Industrial Way/Oregon Way (SR 432/433), Six Rivers [Bike] Trail (in Cowlitz County), Columbia/Cowlitz Rails-to-Trails (in Cowlitz County), East Aberdeen Mobility, US 12/Heron Street Bridge Replacement (in Grays Harbor County), Possible Passenger Ferry between Ocean Shores and Westport, Rush Road/Interstate 5 Interchange, and the North Lewis County Industrial Access projects.
- Reviewed and assisted with grant applications upon request and provided letters of support to local agencies for projects consistent with the RTP.
- Participated in several state planning processes including RTPO funding formula review and long-range strategy development.
- Consultation and technical support provided to various local agencies on issues related to the RTIP/STIP and STBGP/TA obligations as well as data collection and analysis for specific projects or developments.
- Developed the planning process for completion of an Electric Vehicle (EV) Readiness and Autonomous Vehicle (AV) Plan. Stakeholder involvement activities included identification of where priority, publicly-accessible charging facilities across the five-county SWRTPO should be located as well as discussion of needs and strategies for implementation. Further the public was invited to participate in an online survey on basic EV use and feelings on AVs.
- Adopted the 2045 Regional Transportation Plan and the 2018 Update to the Coordinated Public Transit-Human Services Transportation Plan in December 2018.
- Worked with River Cities Transit to establish Transit Asset Management performance targets for the MPO.
- Worked with WSDOT and ODOT to agree to plan and program projects towards meeting statewide performance targets for Pavement and Bridge (PM2) as well as Highway System Performance and Freight (PM3).
- Worked with WSDOT and ODOT to agree to plan and program projects towards meeting statewide performance targets for safety (PM1).
- Collaborated with FHWA consultants and regional stakeholders to develop a regional ITS architecture in RAD-IT for the MPO.
- Researched the use of *Streetlight* data for an Origin-Destination study of the SR 433/Lewis & Clark Bridge.
- Completed a regional ranking process for the Consolidated Grant program and submitted a list of 'A', 'B', and 'C' projects to the WSDOT Public Transportation Division.
- Conducted, and shared the results of, an Accessible Transportation User Survey and a Public Transportation Agency ITS Survey.
- Participated in the Accessible Transportation Coalition Initiative (ATCI) through meetings and other events.

Deliverables Not Completed

- Preliminary analysis of possible data sources, and other options, for a Lewis and Clark Bridge Origin and Destination Study was completed, but project planning is still ongoing. An Origin and Destination Study has not been adopted.
- A Rural Intelligent Transportation System (ITS) Best Practices Report has not been adopted. The focus was on the ITS Architecture for the MPO being completed first before starting on the Rural ITS project.
- Discussions on potential electric vehicle charging station locations occurred as a significant first step towards development of an Electric Vehicle Readiness and Autonomous Vehicle Plan. The initial work to develop a GIS model for siting electric vehicle charging stations also occurred. There is still more work to do before adoption of an Electric Vehicle Readiness and Autonomous Vehicle Plan.
- A Local Road Safety Plan for the MPO was not adopted. The project has not started in order to allow other planning work to be completed first.

Budgeted versus Actual Expenditures

MPO			
Budgeted Amount	Actual Amount Expended	Remaining Balance	Percent Expended
\$370,410	\$43,747	\$326,663	12%

SWRTPO			
Budgeted Amount	Actual Amount Expended	Remaining Balance	Percent Expended
\$135,090	\$123,015	\$12,075	91%

Element 3 – Data Collection, Analysis, & Forecasting

This element includes the development and maintenance of a geospatial catalogue of transportation data to support the transportation planning programs. The data catalogue will be used to assess transportation system performance, evaluate level of service standards, and calibrate the regional travel demand model. In addition, this element includes the development, application, and maintenance of the model for the Metropolitan Planning Area (MPA). The model will be used to estimate and analyze future transportation needs and provide technical support to local jurisdictions.

Accomplishments

- Developed maps for the 2045 Regional Transportation including map series showing: 1) Locations of funded, planned, and unfunded transportation improvements included in the plan; 2) Environmental constraints that may impact said transportation improvements; and 3) A bicycle and pedestrian accessibility analysis.
- Maintained the RTIP Web Map in ArcGIS Online so that the map now includes the 2018-2021 RTIP as amended and the 2019-2022 RTIP as amended.
- Creation of a Bike Facilities GIS data model.
- Developed a GIS layer for publicly-accessible electric vehicle charging infrastructure showing existing features included in the 2045 RTP and potential features identified during the Electric Vehicle Readiness and Autonomous Vehicle Plan.
- Updated fixed route GIS layer for SWRTPO region.
- Downloaded updated LiDAR data for the MPO area.
- Organized the Cowlitz GIS Steering Committee meetings.
- Took the lead on acquiring low-cost aerial imagery from WaTech for Cowlitz County agencies.
- Acquired/updated GIS layers from local, state, and federal agencies as needed.
- Published a web map for the Six Rivers Trail project that can be viewed on mobile devices or desktop/laptop computers.
- Downloaded crash data for the SWRTPO region.
- Produced maps for local agencies in the MPO and/or SWRTPO as needed.
- Grays Harbor Council of Governments completed traffic counts, designated Traffic Analysis Zones (TAZ), and continued work to develop a travel demand model for Grays Harbor County.
- Provided assistance to local agencies and consultants with MPO travel demand model data requests.

Deliverables Not Completed

- Traffic counts did not end up being done within SFY 2019, but are planned for SFY 2020 in order to update the travel demand model.

Budgeted versus Actual Expenditures

MPO			
Budgeted Amount	Actual Amount Expended	Remaining Balance	Percent Expended
\$217,665	\$25,354	\$192,311	12%

SWRTPO			
Budgeted Amount	Actual Amount Expended	Remaining Balance	Percent Expended
\$70,185	\$14,951	\$55,234	21%

Element 4 – Project Programming and Prioritization

CWCOG staff, working cooperatively with MPO and SWRTPO local and state agencies, has the primary responsibility to develop and manage the amendment process of the Regional Transportation Improvement Program (RTIP). Agencies across the five-county SWRTPO planning area and transit providers submit copies of their Six-Year Transportation Improvement Program or Transit Development Plan to CWCOG in order to facilitate development of the Metropolitan and Regional TIP. Approval authority for the Metropolitan and Regional TIP is the CWCOG and SWRTPO Boards, WSDOT, FHWA, and FTA. CWCOG is also responsible for the management of the Surface Transportation Block Grant Program (STBGP) for Cowlitz County and Surface Transportation Block Grant Program Set Aside (Transportation Alternatives) for the SWRTPO.

Accomplishments

- Adopted 2019-2022 Regional Transportation Improvement Program (RTIP).
- Managed the 2018-2021 (July-October 2018) and 2019-2022 (January-June 2019) RTIPs through formal amendments and administrative modifications.
- Published an Obligation and Closure Report (also known as the Annual Listing of Obligated Projects) for Cowlitz County in March 2019.
- Distributed Highway Infrastructure Program (HIP) funding made available by Congress through the Omnibus bill in March 2018 through a call for projects.
- Managed the Surface Transportation Block Grant Program (STBGP) for Cowlitz County and Rainier, Oregon area, as well as the STBGP Set Aside (also known as Transportation Alternatives [TA]) for all five-counties in the SWRTPO.
- Re-distributed TA awards returned by two agencies to other existing projects already awarded TA funds in September 2018.
- Completed a TA call for projects in February 2019 resulting in awards to the City of Castle Rock and Grays Harbor County totaling almost \$400,000.
- Completed an STBGP special call for projects in February 2019 to redistribute an award returned by a local agency; this resulted in awards to the City of Castle Rock, Cowlitz County, and City of Longview (River Cities Transit) totaling about \$1,480,000.
- Started a second TA call for projects in late May 2019 since the awards in February 2019 left available funds unallocated.
- Planning for another STBGP regular call for projects with the plan being for it to start in early SFY 2020.
- Completed an annual grant-recipient reporting process for member agency projects with approved STBGP or TA funding for the second year. These annual reports are important to help better track progress towards meeting obligation authority targets.

Budgeted versus Actual Expenditures

MPO			
Budgeted Amount	Actual Amount Expended	Remaining Balance	Percent Expended
\$54,409	\$13,621	\$40,788	25%

SWRTPO			
Budgeted Amount	Actual Amount Expended	Remaining Balance	Percent Expended
\$13,091	\$12,458	\$633	95%

Budget Versus Actual Expenditures – All Program Elements

MPO			
Budgeted Amount	Actual Amount Expended	Remaining Balance	Percent Expended
\$798,757	\$212,017	\$586,740	27%

SWRTPO			
Budgeted Amount	Actual Amount Expended	Remaining Balance	Percent Expended
\$284,593	\$248,199	\$36,394	87%

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