

SFY 2016 PERFORMANCE AND EXPENDITURE ANNUAL REPORT

July 1, 2015 – June 30, 2016

TRI-CITIES METROPOLITAN PLANNING ORGANIZATION BENTON-FRANKLIN REGIONAL TRANSPORTATION PLANNING ORGANIZATION September 2016

INTRODUCTION:

The Benton-Franklin Council of Governments (BFCG) is a voluntary association of local governments within Benton and Franklin Counties. Its governing board consists of thirteen elected officials from cities, counties, transit, public port districts and a public utility district within the two-county area. Twelve of the elected officials represent the Tri-Cities urbanized area, which makes up the Tri-Cities Metropolitan Area Transportation Study (Tri-MATS). Eight of the urban representatives also have jurisdiction in the rural counties. The BFCG Regional Transportation Planning Organization (RTPO) was successfully created in 1990, with Walla Walla County jurisdictions joining in January of 1991. In 2003 the urban boundary expansion brought a portion of Walla Walla County into the MPO.

The BFCG was designated by the Governor of the State of Washington in 1973 as the Metropolitan Planning Organization (MPO) for the Tri-Cities area. By this designation, the BFCG is responsible for ensuring that federal transportation planning activities, and their resulting implementation, are a result of U.S.C. Section 134, as well as Title 49 U.S.C. of Federal Code. Fulfilling these requirements permits local governments to utilize Federal funds from the U.S. Department of Transportation through the Intermodal Surface Transportation Efficiency Act of 1991, TEA 21 of 1998, 2005 SAFETEA-LU, 2012 Moving Ahead for Progress in the 21st Century (MAP-21) and the 2015 Fixing America's Surface Transportation (FAST) Act.

In March 2012, the US Census Bureau released population numbers for Urbanized Areas confirming that the Kennewick-Pasco-Richland metropolitan area had achieved status as a Transportation Management Area (TMA) by exceeding the required 200,000 population threshold. The TMA designation became official with the release of the July 18, 2012 *Federal Register* showing the Urbanized Area to have a 2010 population of 210,975.

Subject to corrective actions identified in the Report¹ BFCG was determined to be compliant with applicable Federal transportation planning requirements. Therefore, FHWA and FTA jointly certify the regional transportation planning process in the Kennewick-Pasco, WA, TMA.

The self-certification approval, issued by the Washington State Department of Transportation, is valid through December of 2016.

This annual report identifies work activities that were contained within the 2016 Unified Planning Work Program (UPWP) and describes the progress and accomplishments that occurred during the twelve month period from July 1, 2015 through June 30, 2016. A UPWP guides the transportation planning activities of the MPO/RTPO for a one or two year period. During that time, program tasks that will benefit member agencies, the region, and the State are undertaken to improve the efficiency of the overall system. Identification of these tasks includes the development of objectives, scope of work, responsibility for completion of the work, and funding the anticipated product.

¹ Transportation Planning Certification Review; Prepared by FHWA and FTA, July 2016



Occasionally, during the course of a fiscal year, new work tasks are identified or current activities reprioritized. When changes to the work programs are proposed, those changes are reviewed by the MPO/RTPO Tri-MATS Advisory Committees, BFCG Board, WSDOT, and the applicable federal agency before being accepted and incorporated into the study program. This year's Annual Report reflects the work program for State fiscal year 2016, special studies, and includes the RTPO program.

State Fiscal Year 2016 Accomplishments:

1. Conducted TAC and PAC meetings with associated Agendas and Minutes.
2. Completed Unified Planning Work Program (UPWP) for FY 2016.
3. Prepared and amended the 2016-2021 MPO/RTPO TIP.
4. Prepared FY 2015 Annual progress report.
5. Attended MPO/RTPO, WSDOT modal planning efforts, GIS, GMA, transit, FHWA Regional Workshop, other assorted meetings and workshops that related to transportation.
6. Continued distribution of state and federal transportation policies and programs to jurisdictions.
7. Continued Park and Ride Lot usage counts.
8. Assisted BFT with data needs and mapping.
9. Completed Regional ITS Architecture; on BFCG website
10. Continued Single Occupancy Vehicle (SOV) counts in Tri-Cities Urban Area.
11. Continued GIS analysis and mapping support to MPO/RTPO jurisdictions.
12. Continued Travel Demand Model support to MPO/RTPO jurisdictions.
13. Continue improvements to the BFCG website.
14. Completed Regional Traffic Count Program (600+ locations).
15. Continued tracking of STP Urban and Rural allocations and obligations.
16. Increased and expanded public involvement and outreach efforts.
17. Published monthly newsletter.
18. Public outreach through social media; Facebook and Twitter.
19. Continued discussions with FHWA/FTA and WSDOT for TMA Coordination.
20. Completed on-site Federal Transportation Certification Review; FHWA/FTA determined BFCG compliant with applicable Federal transportation planning requirements.
21. Continue education of MAP-21/FAST Act.
22. Completed Annual Title VI Report.
23. Monitored and participated in the WSDOT Target Setting meetings regarding the rule making for Federal Performance Measures.
24. Continued collection of travel time data & traffic count data for the CMP.
25. Continued meeting with HSTP advisory committee.
26. Continued professional development for staff.

The remainder of this report identifies individual work categories and what was accomplished during the course of the fiscal year.



**Federal Highway Administration - PL
 Federal Transit Administration – PL
 Regional Transportation Planning Organization - WSDOT PL**
 STATE FISCAL YEAR ENDING JUNE 30, 2016

WORK ELEMENT 220

Program Administration, Interagency Coordination and Public Involvement

Source of Funding/Budget

FHWA/FTA/RTPO/Local = \$240,400

2016 Summary for 220

FHWA	FTA	RTPO	LOCAL
\$127,155	\$35,984	\$51,800	\$25,461

Expenditures	Remaining Balance	Percent Expended	Percent of Work Complete
\$298,079	-\$57,679	123%	100%

220

2016 ACCOMPLISHMENTS:

- o Provided the administrative support needed to manage and coordinate the Tri-MATS Transportation Planning Program. The activities included in the task are: supervision of staff, preparation of meeting agendas and minutes, record keeping, preparation of reports, grant management, coordination of activities between Tri-MATS and other agencies, public information, data gathering/dissemination, and attendance at meetings.
- o Completed the on-site 2016 Federal Certification Review; FHWA/FTA determined BFCG compliant with applicable Federal transportation planning requirements along with stating several recommendations and two (2) corrective actions (Public Participation & CMP)
- o Completed Annual Title VI Report.
- o Completed SFY 2017 UPWP.
- o Completed SFY 2016 Annual Report.
- o Attended quarterly MPO Directors meetings.
- o Continued implementation of Public Participation Plan.
- o Provided education on MAP-21/FAST Act.
- o Continued tracking of STP/TAP funding and obligations.
- o Published monthly newsletter.
- o Maintained data base of contacts.
- o Used social media for outreach.



NEXT YEAR 2017:

- The program management work element is a function of the overall Tri-MATS program, and consequently remains similar each year.
- Monitor progress of MPO TIP toward implementation of the Metropolitan/Regional Transportation Plan.
- Review STP projects and processes.
- Work to address planning recommendations as outlined in the 2016 Federal Certification Final Report
- Work to address corrective actions as outlined in the 2016 Federal Certification Final Report.
- Continue to monitor Federal and State legislative issues and actions.
- Continue education on MAP-21 and FAST Act issues.
- Complete the 2016 Annual Title VI Report.
- Prepare 2016 Annual Listing of Federal Obligations and post to BFCG website.
- Maintain the data base of contacts used for distributing information.
- Continue implementation of public involvement procedures. Identify methods to increase outreach.
- Continue to coordinate with jurisdictions on the transition to Performance Based Planning regarding project selection and programming.
- Continue to track STP project funding and monitor the Obligation Authority (OA) Policy.
- Continue to monitor Federal and State legislative issues.

WORK ELEMENT 221

MPO/RTPO Transportation Products

Source of Funding/Budget

FHWA/FTA/RTPO/Local = \$350,500

2016 Summary for 221

FHWA	FTA	RTPO	LOCAL
\$192,895	\$56,658	\$62,000	\$38,948

Expenditures	Remaining Balance	Percent Expended	Percent of Work Complete
\$471,581	-\$121,081	134%	100%

221

2016 ACCOMPLISHMENTS:

- Began update to the 2011 Long Range Planning document; including an update to the Travel Demand Model.
- Prepared 2016 M/R TIP.
- Completed Regional ITS Architecture.
- Completed 2016 Active Transportation Plan.
- Submitted 2015 Annual Report, 2016 UPWP, and 2016 TIP.
- Continued to update the BFCG website providing access to documents, meeting notices, agendas, etc.
- Monitored and provided input on the rule making for MAP-21 performance measures.
- Continued developing the CMP with data collection and CMP advisory committee.



NEXT YEAR 2017:

- Complete update to Long Range Planning Document w/Travel Demand Update
- Continue to monitor rule making for MAP-21 performance measures and participate in discussions with MPO directors and WSDOT.
- Congestion Management advisory committee continues to meet and discuss/review travel time data and investigate other measures of congestion performance.
- Continue mapping activities in support of BFCG tasks and Ben Franklin Transit requests.
- Work with local governments in the early stages of local comprehensive plan and countywide planning policy development to more effectively identify and resolve consistency issues.
- Begin developing a Regional Freight Profile (includes update to the All-Weather Road Report).

WORK ELEMENT 222

MPO Data Management, Analysis and Monitoring Programs

Source of Funding/Budget

FHWA/FTA/RTPO/Local = \$83,600

2016 Summary for 222

FHWA	FTA	RTPO	LOCAL
\$51,900	\$14,273	\$7,100	\$10,328

Expenditures	Remaining Balance	Percent Expended	Percent of Work Complete
\$98,408	-\$14,808	117%	100%

222

2016 ACCOMPLISHMENTS:

- Completed Regional Traffic Count Program (~600 locations).
- Continued travel time data collection & traffic volume data collection for the CMP.
- Continued to inventory traffic data.
- Continued urban mapping projects, including Environmental Justice & Natural Resources.
- Began M/RTP 2015 Travel Model.
- Completed windshield surveys of HOV and SOV traffic.

NEXT YEAR 2017:

- Continue GIS mapping.
- Complete recounts to the 2016 Regional Traffic Count Program (~40).
- Continued travel time data collection & traffic volume data collection for the CMP.
- Continue data collection for highway and transit system to support on-going efforts for system management.
- Continue work on the M/RTP 2015 Travel Model.
- Continue Federal Functional Classification change requests.



WORK ELEMENT 223

Human Services Transportation Plan

Source of Funding/Budget

FHWA/FTA/RTPO = \$3,100

2016 Summary for 223

FHWA	FTA	RTPO	Local
\$1,730	\$433	\$600	\$337

Expenditures	Remaining Balance	Percent Expended	Percent of Work Complete
\$55,609	-\$52,509	179%	100%

223

2016 ACCOMPLISHMENTS:

- Continued to work with the Human Services Transportation Advisory Committee.

NEXT YEAR 2017:

- Complete the 2016 HSTP project selection process.

Budget over runs

Budget over run were due, in part, to not knowing the grant amount prior to the adoption of the 2016 UPWP. Other over runs were due to low staffing levels and changes necessary to distribute the work load across the work elements.



SUMMARY SHEET FOR TRI-MATS ANNUAL REPORT (State FY '16)		
FHWA		
Salaries		
FHWA		\$129,398
STP (220)		\$105,580
FTA		\$46,994
		\$281,972
Miscellaneous		\$4,396
Indirect Costs		\$359,402
Direct Costs		\$6,693
		\$370,491
	Sub-Total	\$652,463
Local Match		-\$259,541
	Total Program 2016	\$392,922
FHWA Planning		\$258,488
STP Planning		\$105,843
FTA Planning		\$105,580
	Total Federal Grants 2016	\$469,911
RTPO		
ITEM		
Salaries		\$51,335
Miscellaneous		\$0
HSTP		\$55,609
Direct Costs		\$0
Indirect Costs		\$69,412
	Total Program 2016	\$176,356
HSTP		\$55,609
RTPO GRANT		\$120,947
	Total Grants 2016	\$176,557



TRI-MATS RTPO POLICY ADVISORY COMMITTEE
CALENDAR YEAR 2016 COMMITTEE MEMBERS

Sharon Brown o	(360) 786-7614	WA State Senate
Mike Hewitt o	(509) 527-4111	WA State Senate
Mark Schoesler o	(509) 659-1909	WA State Senate
Maureen Walsh o	(509) 200-1232	WA St. House of Representatives
Terry Nealey o	(360) 786-7828	WA St. House of Representatives
Mary Dye o	(360) 786-7942	WA St. House of Representatives
Joe Schmick o	(360) 786-7844	WA St. House of Representatives
Brad Klippert o	(509)308-2231	WA St. House of Representatives
Larry Haler o	(509)308-1957	WA St. House of Representatives
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Skip Novakovich, Chair	586-7858 (W)	Port of Kennewick, Commissioner
Dave Rose, Vice Chair	946-5116 (W) 627-5266 (H)	City of Richland, Council Member
Jerome Delvin	736-3080	Benton County, Commissioner
Bob Koch	545-3535 (W)	Ben Franklin Transit (Franklin County Commissioner)
Richard Bloom	539-7630 (W)	City of West Richland, Council Member
Brad Peck	545-3535 (W)	Franklin County, Commissioner
Matt Boehnke	539-6150	City of Kennewick, Council Member
Bob Hoffmann	547-7373 (H)	City of Pasco, Council Member
Ron Reimann	547-3378	Port of Pasco, Commissioner
Troy Suing	(509) 577-1626	WSDOT South Central Region, Assistant Administrator
Bob Larson	375-1547 (H)	Port of Benton, Commissioner
Steve Becken	(509) 786-8941	City of Prosser, Council Member
Bruce Blackwell	(509) 234-2701	City of Connell, Mayor
David Ferguson	(509) 265-4253	City of Mesa, Mayor
David Sandretto	(509) 544-4176	City of Benton City, Council Member
Dave Wooten	(509) 318-5267	City of Kahlotus, Mayor
Anne Haley	525-6118 (W)	Washington State Transportation Commissioner
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o Ex-officio Member		
Updated 2/25/2016		



TRI-MATS RTPO TECHNICAL ADVISORY COMMITTEE
CALENDAR YEAR 2016 COMMITTEE MEMBERS

Dan Ford, Chair	786-5611	Benton County Public Works Director/County Engineer	Daniel.ford@co.benton.wa.us
Cary Roe, Vice Chair	585-4292	City of Kennewick, Public Works Director	cary.roe@ci.kennewick.wa.us
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Vacant		Port of Pasco, Director of Properties& Development	
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Roger Wright	366-7455	Port of Benton, Engineering Consultant	roger@rgwenterprises.com
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Alan Rainey	946-1581	City of Benton City, Engineering Consultant	alan@spinkeng.com
Tanna Dole	943-9185	BFCG Transportation Manager	tdole@bfcog.us
Teresa Standridge*	265-4253	City of Mesa, Clerk	cityclerkmesa@centurytel.net
Sharon McCaleb*	282-3372	City of Kahlotus, City Clerk	cityofkahlotus@hotmail.com

** Roger Arms	509-577-1780	WSDOT Yakima (Local Programs). Engineer	armsr@wsdot.wa.gov
**Cliff Hall	360-705-7993	WSDOT Olympia - Transportation Planner	hallcli@wsdot.wa.gov
** Linda Howell	509-527-1846	WSDOT Transit Planning Contact	HowellL@wsdot.wa.gov

*** City Clerk**

**** Ex-Officio Members**

Updated 1/26/2016