Walla Walla Valley
Metropolitan and Sub-Regional
Transportation Planning Organization

Unified Planning Work Program
State Fiscal Year 2020
(July 1, 2019 through June 30, 2020)

Final – June 12, 2019
Adopted by Policy Board
Acknowledgements

This report is the product of a study financed in part by the U.S. Department of Transportation (Federal Highway Administration and Federal Transit Administration), the Oregon and Washington State Departments of Transportation, and local government contributions.

The contents of this report reflect the views of the Walla Walla Valley Metropolitan Planning Organization/Sub-Regional Transportation Planning Organization (WWVMPO/SRTPO), which is responsible for the facts and the accuracy of the data presented herein. The contents do not necessarily reflect official views or policy of the U.S. Department of Transportation. Approval of the report by federal or state agencies constitutes acceptance of the report as evidence of work performed, but does not imply endorsement of the report’s findings or recommendations. This report does not constitute a standard, specification, or regulation.

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Please Contact the WWVMPO/SRTPO for Questions, Concerns, or Comments

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Walla Walla Valley Metropolitan Planning Organization and
Sub-Regional Transportation Planning Organization (WWVMPO/SRTPO)
A Resolution Adopting a State Fiscal Year 2020
Unified Planning Work Program (SFY 2020 UPWP)

RESOLUTION NO. 06-2019

WHEREAS, 23 CFR 450.308 (b) requires that metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 be documented in a Unified Planning Work Program (UPWP); and

WHEREAS, each Metropolitan Planning Organization (MPO), in cooperation with the State(s) and public transportation operator(s), shall develop a UPWP that includes a discussion of the planning priorities within the Metropolitan Planning Area (MPA); and

WHEREAS, the UPWP shall identify work proposed for the next one- or two-year period by major activity and task, in sufficient detail to indicate who will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds; and

WHEREAS, Revised Code of Washington (RCW) 47.04.280 in Washington state law and Oregon Administrative Rule (OAR) Chapter 660 Division 12 in Oregon state law provide for policy goals for statewide transportation planning in Washington and Oregon respectively; and

WHEREAS, the Walla Walla Valley Metropolitan Planning Organization Technical Advisory Committee (WWVMPO TAC) recommends adoption of the State Fiscal Year 2020 Unified Planning Work Program (SFY 2020 UPWP) for the Walla Walla Valley MPO and SRTPO areas; and

WHEREAS, staff recommends adoption of the SFY 2020 UPWP for the Walla Walla Valley MPO and SRTPO areas; and

WHEREAS, funds for completing the work elements in the SFY 2020 UPWP come from federal, state, and local resources and are dependent upon action by the federal government and the Washington and Oregon state legislatures; and

WHEREAS, the work program includes activities to be carried out in and for the Walla Walla Valley MPO and SRTPO areas; and

WHEREAS, the WWVMPO/SRTPO Policy Board has reviewed the SFY 2020 UPWP and has determined that the SFY 2020 UPWP is compliant with the requirements of 23 CFR 450.308 and the policy goals set forth in RCW 47.04.280 and OAR 660-012, et seq.; and
WHEREAS, the estimated work program revenue, as presented to the Walla Walla Valley MPO/SRTPO Policy Board in coordination with the Washington State Department of Transportation and the Oregon Department of Transportation totals $358,900 in federal, state, and local funds;

NOW, THEREFORE, BE IT RESOLVED that the Walla Walla Valley MPO/SRTPO State Fiscal Year 2019 Unified Planning Work Program, with a total expenditure budget of $326,500, is hereby adopted.

BE IT FURTHER RESOLVED that the Executive Director of the Walla Walla Valley MPO/SRTPO is hereby authorized to execute agreements with the Oregon and Washington State Departments of Transportation as appropriate and necessary to the extent consistent with this Resolution.

PASSED AND APPROVED this 12th of June, 2019
Signed:

Harvey Crowder, WWVMPO/SRTPO Policy Board Chair

Andrea Weckmueller-Behringer, WWVMPO/SRTPO Executive Director

Approved as to form:

Jared Hawkins, WWVMPO/SRTPO Legal Counsel
Walla Walla Valley Metropolitan Planning Organization/Sub-Regional Transportation Planning Organization Membership and Committee Roster

Walla Walla Valley Metropolitan Planning Organization (WWVMPO) Member Agencies
City of College Place (WA) • City of Milton-Freewater (OR) • City of Prescott (WA) • City of Waitsburg (WA) • City of Walla Walla (WA) • Umatilla County (OR) • Walla Walla County (WA) • Port of Walla Walla (WA) • Valley Transit (WA) • Oregon Department of Transportation • Washington State Department of Transportation

Walla Walla Sub-Regional Transportation Planning Organization (SRTPO) Member Agencies
City of College Place (WA) • City of Prescott (WA) • City of Waitsburg (WA) • City of Walla Walla (WA) • Port of Walla Walla (WA) • Valley Transit (WA) • Walla Walla County (WA) • Washington State Department of Transportation

WWVMPO/SRTPO Policy Board (PB)
Voting:
Harvey Crowder, Mayor, City of College Place
Linda Hall, City Manager, City of Milton-Freewater
Steve Heimbigner, Mayor, City of Prescott
Randy Hinchcliffe, City Administrator, City of Waitsburg
Riley Clubb, Council Member, City of Walla Walla
John Shafer, County Commissioner, Umatilla County
James (Jim) Johnson, County Commissioner, Walla Walla County
Ron Dunning, Commissioner, Port of Walla Walla
Jesse Kinney, Finance and Administration Manager, Valley Transit
Craig Sipp, Region Manager, ODOT Region 5
Todd Trepanier, Regional Administrator, WSDOT South Central Region
Ex Officio:
Washington State District 16: Senator Maureen Walsh, Representative Bill Jenkin and Representative Skyler Rude
U.S. District 5: Senator Maria Cantwell, Senator Patty Murray and Representative Cathy McMorris Rodgers

WWVMPO/SRTPO Technical Advisory Committee (TAC)
Robert Gordon, City Engineer, City of College Place
Laurel Sweeney, City Planner, City of Milton-Freewater
Steve Heimbigner, Mayor, City of Prescott
Randy Hinchcliffe, City Administrator, City of Waitsburg
Neal Chavre, City Engineer, City of Walla Walla
Robert (Bob) Waldher, Senior Planner, Umatilla County
Tony Garcia, Public Works Director, Walla Walla County
J.D. Tovey, Planning Director, Confederated Tribes of the Umatilla Indian Reservation
Paul Gerola, Economic Development Director, Port of Walla Walla
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Teresa Penninger, Planning and Program Manager, ODOT
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Doug Cox, Tribal & Regional Coordination Liaison, WSDOT
Linda Howell, Public Transportation Liaison, WSDOT

WWVMPO/SRTPO Staff
Andrea Weckmueller-Behringer, Executive Director
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**Introduction**

Metropolitan and regional transportation planning organizations facilitate the coordinated planning and implementation of a seamless transportation system for all users. This effort requires cooperation and close collaboration among all entities involved in implementing, maintaining, and improving individual network segments.

In the Walla Walla Valley, this responsibility is assigned to the Walla Walla Valley Metropolitan Planning Organization and Sub-Regional Transportation Planning Organization (WWVMPO/SRTPO), which includes representation from Oregon and Washington State, Valley Transit, the Port of Walla Walla, as well as cities and counties in the region.

**Walla Walla Valley Metropolitan Planning Organization**

Established on March 27, 2013, the Walla Walla Valley Metropolitan Planning Organization (WWVMPO) is a bi-state transportation planning agency located in the Walla Walla Valley region. As the federally designated MPO for an urbanized area with a population greater than 50,000, the WWVMPO carries out the **continuing, cooperative, and comprehensive (3C) multimodal transportation planning process** that encourages and promotes the safe and efficient development, management, and operation of a surface transportation system to serve the mobility needs of people and freight, and fosters economic growth and development, while minimizing transportation-related fuel consumption and air pollution. (23 USC 134)

Federal regulations require the WWVMPO to develop a regionally coordinated long-range transportation plan and short-range improvement program to ensure consistency and efficient use of federal transportation funds. The MPO’s bi-state planning area, shown in the figure on Page 2, was expanded in early 2017 and includes the cities of College Place, Milton-Freewater, Prescott, Waitsburg, and Walla Walla, and Walla Walla County and northeastern Umatilla County.

The majority of funding for the WWVMPO is provided through transportation planning grants from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), administered and supported by the Oregon and Washington State Departments of Transportation (ODOT and WSDOT).

**Walla Walla Sub-Regional Transportation Planning Organization**

The Walla Walla Sub-Regional Transportation Planning Organization (SRTPO) was created by an agreement, effective July 1, 2013, between the Benton-Franklin-Walla Walla Regional Transportation Planning Organization (RTPO) and the WWVMPO as a means to make regional planning efforts with the new MPO more efficient. The SRTPO boundary, also shown in the figure on Page 2, assigns almost all of Walla Walla County to the WWVMPO, as the area covered under the newly developed SRTPO. The Burbank area, a small portion of western Walla Walla County, is by U.S. Census determination within the Kennewick-Pasco-Richland urbanized area. Therefore, this portion of Walla Walla County is part of the Benton-Franklin RTPO and MPO planning area.

The Walla Walla SRTPO activities comply with Washington State’s RTPO requirements (RCW 47.80), which call for **transportation planning, at all jurisdictional levels, to be coordinated with local comprehensive plans** in order to achieve both statewide and local transportation goals.

Instead of creating a separate Policy Board and Technical Advisory Committee (TAC) for the SRTPO, the WWVMPO chose to expand the current MPO Policy Board and TAC to include additional members. Agencies participating as members of the SRTPO include the MPO members in Washington State and representatives from the cities of Prescott and Waitsburg.

Funding for the SRTPO is appropriated directly from WSDOT, and is used to carry out the regional transportation planning activities.
Purpose and Scope of the Unified Planning Work Program
The Unified Planning Work Program (UPWP) is the tool used to direct the continuous, cooperative, and comprehensive transportation planning efforts. In the UPWP, the WWVMPO/SRTPO describes tasks necessary to meet MPO and RTPO transportation planning requirements.

Updated annually, the UPWP lists activities and deliverables that were completed in the preceding state fiscal year, and describes planning tasks and products anticipated for the following state fiscal year, along with information on associated budget, responsible lead agency, and completion date. All listed activities are to be accomplished in state fiscal year (SFY) 2020, which covers the period of July 1, 2019 through June 30, 2020.

Created in cooperation with member entities, the tasks identified in the UPWP are consistent with the regional transportation goals and objectives identified in the Metropolitan and Regional Transportation - 2040 Plan. Development and implementation of the Unified Planning Work Program is among the transportation planning requirements that must be fulfilled in order for regional transportation projects to be eligible for federal funding.

Integrated Planning
Federal Legislative Mandate
The WWVMPO/SRTPO has transitioned to compliance with the Fixing America’s Surface Transportation (FAST) Act, which was signed into law on December 4, 2015. The FAST Act continues the emphasis on performance-based planning that was first required under the Moving Ahead for Progress in the 21st Century (MAP-21) Act. The majority of federal metropolitan transportation planning requirements are contained in Title 23 of the United States Code (USC) Section 134, 49 USC 5303, and Title 23 of the Code of Federal Regulations (CFR) Part 450 Subpart C.

Planning Factors
The FAST Act lists ten federal planning factors (23 USC 134 (h)(1) and 23 CFR 450.306) that must be considered as part of the metropolitan planning process:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized transportation users;
- Increase the accessibility and mobility of people and freight;
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- Promote efficient system management and operations; and
- Emphasize the preservation of the existing transportation system.
- Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- Enhance travel and tourism.

MPO Core Functions
National policy sets forth the six core functions the WWVMPO/SRTPO performs –

- Establish and manage a fair and impartial setting for effective regional decision-making;
- Develop transportation improvement options and use data and planning methods to evaluate whether those options support criteria and system performance targets;
- Using performance measures and targets, develop and update a long-range transportation plan covering a planning horizon of at least 20 years;
Based on the long-range transportation plan, develop a transportation improvement program that represents immediate priority actions and projects to achieve the area’s goals and system performance targets;

- In coordination with State and public transportation operators, identify performance measure targets and monitor whether implemented projects are achieving desired progress; and
- Involve the general public and other affected constituencies in the core functions listed above.

**RTPO Legislative Mandate**

The WWVMPO/SRTPO also has certain RTPO duties, which are described in **RCW 47.80.023** –

- Prepare and periodically update a transportation strategy for the region;
- Prepare a regional transportation plan (RTP) that is consistent with countywide policies, comprehensive plans, and with state transportation plans;
- Certify that countywide planning policies and the regional transportation plan are consistent;
- Certify transportation elements of county and city comprehensive plans within the region;
- Review level of service methodologies used by cities and counties who plan under the Growth Management Act (GMA); and work with cities, counties, transit agencies, WSDOT, and others to develop level of service standards or alternative performance measures;
- Develop a six-year regional transportation improvement program;
- Every four years, submit a Coordinated Public Transportation - Human Services Transportation Plan (CPT-HSTP) and advance special needs transportation through specific opportunities and projects; and
- Submit a prioritized human services and rural transit project list every two years.

**State Transportation Planning in Washington and Oregon**

WSDOT guidance for the WWVMPO/SRTPO UPWP focuses on conducting transportation planning consistent with the federal requirements and state duties described in **Revised Code of Washington (RCW) 47.80** and **Washington Administrative Code (WAC) 468-86**, which implement the GMA’s Statewide Planning Goal 3 (Transportation) to “encourage efficient multimodal transportation systems that are based on regional priorities and coordinated with county and city comprehensive plans.”

ODOT focuses on conducting transportation planning consistent with federal requirements and state duties described in **Oregon Administrative Rule (OAR) Chapter 660, Division 12**, which implements Statewide Planning Goal 12 (Transportation) to “provide and encourage a safe, convenient and economic transportation system.”

Consistency with statewide planning is achieved through the 2040 Plan, which considers state transportation goals.

**Transportation Planning Emphasis Areas**

**Federal Emphasis Areas**

The Federal Highway Administration and the Federal Transit Administration provide joint guidance on priority work program emphasis areas for the WWVMPO/SRTPO. Federal agency direction emphasizes a focus on documenting how the major activities in the UPWP accomplish the core functions of metropolitan planning identified in the United States Code (USC) and the Code of Federal Regulations (CFR). Special emphasis areas for federal review of this UPWP have been identified as described in the following sections.

**MAP-21 and FAST Act Implementation – Transportation Performance Management**

The particular focus remains on the implementation of performance-based planning and programming. As the analysis and application of MAP-21 and FAST Act required performance management and monitoring has progressed to the point that state and MPO targets have been set for all performance areas, collaboration between WSDOT, the WWVMPO/SRTPO, and all other MPOs within Washington State will continue to be facilitated through the established Target Setting framework process, as needed.
Established in May 2014, this exemplary framework was designed to facilitate the collaborative process through three groups with specific functions and responsibilities, so as to comprehensively analyze applicable data and set appropriate performance targets in compliance with federal rules:

- **Target Setting Framework Group** – met quarterly; consists of WSDOT representatives and MPO Directors; responsible for decisions on process, data, and target advisories; will meet as needed moving forward.
- **Target Setting Working Group** – met regularly; consists of a small group of WSDOT staff and MPO representatives; responsible for clarification and fact-finding in support of the Target Setting Framework Group; will meet as needed.
- **Target Setting Technical Teams** – formed around each performance area; met regularly; consisted of WSDOT and MPO subject matter experts; responsible for in-depth analysis and initial target recommendations; will also meet as needed in the future.

It is important to note that, as a bi-state MPO, the WWVMPO/SRTPO is also fully invested in the performance target-setting process lead by ODOT and, for performance targets set to date, the WWVMPO/SRTPO has chosen to support the efforts and established targets of both states through planning and programming relevant projects.

**Models of Regional Planning Cooperation**

Importance is placed on cooperation and coordination of transportation planning activities across MPO boundaries as well as state boundaries to ensure a regional approach to transportation planning. This is particularly important in the WWVMPO/SRTPO area, as the WWVMPO/SRTPO serves a bi-state, urbanized area and furthermore is a neighbor to two metropolitan/regional transportation planning organizations – Benton Franklin Council of Governments and Palouse Regional Transportation Planning Organization. Recent cross-jurisdictional collaboration efforts included the Blue Mountain Region Trails Plan, the Coordinated Public Transit-Human Services Transportation Plan, and the Rural Mobility Strategic Plan.

**Ladders of Opportunity**

Access to essential services, such as housing, employment, health care, education, and recreation, is a particularly important function of the regional transportation system. As part of its planning efforts, the WWVMPO/SRTPO will continue to identify connectivity gaps and seek potential solutions, which impact transportation access and connectivity to these essential services, especially for traditionally underserved populations. In some cases that entails outreach to non-traditional planning partners, including human-services, medical, and housing-related agencies and resources. This past year, the WWVMPO/SRTPO has become actively engaged in the dialogue on affordable transportation and affordable housing.

**State and Federal Emphasis Areas**

**Tribal Consultation**

Consultation is defined as “respectful, effective communication in a cooperative process that works toward a consensus, before a decision is made or an action is taken.” Building on previous consultation efforts, the WWVMPO/SRTPO will continue its technical coordination with the Confederated Tribes of the Umatilla Indian Reservation (CTUIR), whereby CTUIR staff is consistently engaged in the development of Walla Walla Valley regional transportation plans and programs.

WSDOT encourages the WWVMPO/SRTPO to consider using technology, such as webinars, conference calls, and video conferencing to engage the tribal government in Policy Board and Technical Advisory Committee meetings. Additionally, the WSDOT Centennial Accord Plan outlines how the DOT establishes and maintains government-to-government relationships with tribal governments, which may guide WWVMPO/SRTPO and tribal relationships. Additional technical resources may be found in the USDOT Tribal Transportation Program Delivery Guide and the WSDOT Tribal Consultation Best Practices Guide for Metropolitan and Regional Planning Organizations in Washington State.
**Interlocal Agreements**

Interlocal Cooperation Agreements, as governed by the Washington State Interlocal Cooperation Act (RCW 39.34), are the legal instruments that were used to first establish the WWVMPO, and subsequently, to create the Sub-Regional Transportation Planning Organization for Walla Walla County through a second agreement.

In 2015, the MPO’s Interlocal Cooperation Agreement was amended to reflect organizational changes that occurred when the previous parent organization, the Walla Walla Joint Community Development Agency, was dissolved on December 31, 2014 and the WWVMPO/SRTPO became independent. A review of the amended agreement, which has an expiration date of March 2023, found it to be sufficient and not in need of an update.

**Statewide Planning Efforts**

Recognizing the value of state and local partnership, the WWVMPO/SRTPO is actively participating in statewide planning efforts with respect to the various state modal plans and the long-range transportation plans for Oregon and Washington State.

In light of the development of a new metropolitan and regional transportation plan – referred to as 2045 Plan in this document, the WWVMPO/SRTPO is particularly interested in using the “State Facilities Action Plan” process template pioneered by the Puget Sound Regional Council. Such an action plan will allow for the capture of a much clearer assessment of conditions and associated needs related to state-owned transportation infrastructure.

In addition, the WWVMPO/SRTPO is excited about the direction the Plan Alignment Work Group has chosen, focusing on collective discovery and peer-to-peer exchange that will result in a better understanding of state and local practices, leading to amplified mutual support and collaboration.

**Regional Emphasis Areas**

**Implementation of 2040 Plan Vision, Goals, and Objectives**

Based on the input received from the public, local stakeholders, and member entities, the WWVMPO/SRTPO crafted the 2040 Plan vision, which was endorsed by the TAC and adopted by the Policy Board.

Adopted alongside the 2040 Plan vision, the following goals and accompanying objectives further verbalize the areas of transportation planning emphasis for the Walla Walla Valley region.

- **Safety** – Reduce the number of fatalities, injuries, crashes, and eliminate hot spot locations.
  - Reduce fatalities.
  - Reduce injury crashes.
  - Reduce number of conflict points.
  - Improve sight distance.
  - Implement clear zone.
  - Improve design and maintenance of infrastructure to enhance safety.

- **System Preservation** – Maintain, preserve, and extend the useful life of transportation infrastructure.
  - Establish transportation improvement priorities through data collection and analysis.
  - Coordinate timing of maintenance activities with utility work.
  - Prioritize preservation over capacity expansion projects.
  - Identify and reserve corridors and right-of-way for future transportation facilities and services.

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1 Please note: Several objectives are applicable across multiple goals. To avoid duplication, each statement is only shown once based on the strength of association with the respective goal.
• **Quality of Life** – Foster livable community with increased transportation choices.
  - Design a transportation system that serves all users.
  - Promote walking, biking, and public transportation.
  - Ensure that transportation improvements and services are provided equitably.

• **Economic Vitality** – Support and enhance the movement of people and goods to ensure a thriving economy.
  - Improve accessibility to regional employment and activity centers.
  - Encourage visually attractive streetscapes.
  - Implement strategies and facilities to support tourism.
  - Improve freight transportation options.

• **Regional Connectivity** – Focus on regional benefits and integrate transportation across jurisdictions.
  - Improve regionally significant corridors and cross-jurisdictional connectivity.
  - Promote consistent design standards.
  - Improve coordination among transportation providers.

• **Connectivity and Continuity** – Build an interconnected transportation network across all modes.
  - Close infrastructure or service gaps.
  - Provide meaningful connections between modes.

• **Efficiency - Connections, Accessibility, and Operations** – Optimize the transportation network, its performance and accessibility.
  - Improve transportation operations and maximize network efficiency.
  - Integrate access management principles.

• **Distinct Community Character** – Develop right-sized transportation solutions consistent within their urban and rural environment.
  - Improve integration of transportation and land use.
  - Plan context-sensitive projects in line with expected use and regional growth.

• **Funding for Maintenance and Improvements** – Identify and maintain sustainable funding.
  - Identify alternative funding opportunities.
  - Evaluate operational alternatives ahead of capacity projects.

*Implementation of Policy Recommendations*

The 2040 Plan specifically lists policy recommendations supportive of the regional vision and goals. Past and current implementation efforts are particularly focused on the following policy recommendations, which are multimodal in nature and support the vision of a safe, connected, and efficient transportation system for all users.

• **Conduct a regional bicycle and pedestrian study** - In collaboration with 30 federal, tribal, state, regional, and local planning partners, including the WWVMPO/SRTPO, the Blue Mountain Region Trails Plan was developed to guide the implementation of identified recommendations and improvements, design to create effective and efficient corridors for bike-friendly and walkable communities and community connections.

• **Conduct a regional transit study with a particular focus on rural public transportation** - Having partnered with the many agencies involved in the region’s Humans Services Transportation Coalition, the WWVMPO/SRTPO recently completed the Rural Mobility Strategic Plan, which identifies strategies to provide missing connectivity and mobility options for the more rural areas in the region. Associated
project ideas have been developed to the point that grant funding may now be pursued for their phased implementation.

- **Provide a comprehensive update to the Long-Term Arterial Plan** - The WWVMPO/SRTPO and its member entities are engaged in the identification of regionally significant thoroughfares to assist with right-of-way preservation and prioritized implementation. Ideally, the findings of this comprehensive thoroughfare analysis will be incorporated into the new 2045 Plan.

**Public Participation**

The development of the WWVMPO/SRTPO SFY 2020 Unified Planning Work Program follows the guidelines established in the 2016 update of the agency’s Public Participation Plan (PPP). Select work tasks within the UPWP will include public participation activities outlined for the related plan or program. The following table provides an overview of public participation strategies, tools, and public comment periods described in the PPP.

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<th>Public Participation - Overview of Strategies, Tools, and Public Comment Periods</th>
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<th>Public Notice</th>
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<th>Press Releases and Media Outreach</th>
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It is important to note that public participation activities for **non-recurring and special studies** will be determined as part of the initial scoping.
Accomplishments in SFY 2019

In coordination with and through the support of its local member agencies, ODOT, and WSDOT, the WWVMPO/SRTPO was able to complete all tasks laid out in the SFY 2019 UPWP, which included the following:

Provide Program Administration

- Actively monitored and participated in relevant state, tribal, and federal discussions on transportation planning, funding, and/or policy matters
- Provided general office and staff management
- Monitored revenue and expenditures
- Maintained and frequently updated the WWVMPO/SRTPO website
- Prepared and advertised various public notices, and conducted public outreach according to the adopted Public Participation Plan
- **Deliverable** - Submitted 2018 financial information to the State Auditor's Office
- **Deliverable** - Prepared and adopted WWVMPO/SRTPO Calendar Year 2019 Operating Budget

Collect and Analyze Data

- Collected and analyzed data for the implementation of the 2040 Plan, as well as the development of the Long-Term Arterial Plan update, the Regional Bicycle and Pedestrian Study, the Regional Transit Study, and transportation performance target setting and base line determination
- Shared Geographic Information System (GIS), Travel Demand Model (TDM), and other relevant data sets with member agencies as requested
- **Deliverable** - Maintained and shared up-to-date GIS and TDM data - This task is ongoing.

Develop SFY 2018 Annual Performance and Expenditure Report

- **Deliverable** - Completed and submitted the SFY 2018 Annual Performance and Expenditure Report

Develop SFY 2020 Unified Planning Work Program

- Coordinated development of the draft SFY 2020 UPWP with member entities
- Hosted on-site review with representatives from all of its federal and state grant agencies
- **Deliverable** - Submitted the draft SFY 2020 UPWP to ODOT, WSDOT, FHWA, and FTA for on-site review
- **Deliverable** - Submitted adopted SFY 2020 UPWP to ODOT, WSDOT, FHWA, and FTA ahead of the June 17, 2019 deadline

Develop Annual Title VI Report

- **Deliverable** - Completed and submitted the WWVMPO/SRTPO SFY 2018 Annual Title VI Report

Complete Annual Self-Certification Review

- **Deliverable** - Completed and submitted the Calendar Year 2018 Self-Certification along with the 2019-2024 Metropolitan and Regional Transportation Improvement Program
Develop 2019-2024 Metropolitan and Regional Transportation Improvement Program and 2018 Annual Listing of Obligated Projects

- Reviewed and updated Surface Transportation Block Grant (STBG) and Transportation Alternatives (TA) STBG-Set Aside criteria for the selection of M/RTIP projects
- Updated list of funded metropolitan area and regional projects and compiled list of currently unfunded projects
- **Deliverable** - Completed and submitted a fiscally constrained 2019-2024 M/RTIP
- **Deliverable** - Completed and submitted the calendar year 2018 Annual Listing of Obligated Projects

Review 2040 Plan and Provide Local Planning Assistance

- Provided early review of member entity transportation element drafts for consistency with the 2040 Plan
- Evaluated WSDOT administered safety and bridge project awards for consistency with the 2040 Plan
- **Deliverable** - Provided policy guidance and technical assistance to member entities as requested for the purpose of developing local comprehensive plans, six-year comprehensive transportation plans, transportation system plans, and transit development plans, in order to support consistency with the 2040 Plan
- **Deliverable** - Certified that local comprehensive plans and their transportation elements are consistent with the 2040 Plan and comply with state requirements laid out in Washington State’s Growth Management Act

- **Deliverable** - Certified consistency between the Walla Walla County Planning Policies and the 2040 Plan
- **Deliverable** - Updated the 2040 Plan to reflect recent transportation performance measure activities, targets, and base line data

Update Coordinated Public Transit - Human Services Transportation Plan

- Reached out to members of the Human Services Transportation Coalition (HSTC) and other interested agencies to garner their assistance for the development of the Coordinated Public Transit - Human Services Transportation Plan (CPT-HSTP)
- Analyzed demographic information on individuals with disabilities, older adults, and low-income populations as well as service data related to public transportation
- Promoted the 2019-2021 Consolidated Grant Opportunity administered by WSDOT
- Reviewed and ranked Consolidated Grant applications related to the region
- Held multiple rounds of HSTC meetings to gather feedback on existing services, current and future needs, as well as desired strategies to address gaps
- Conducted public outreach, including surveys and public meetings, to gather feedback on needs and strategies, as well as the draft CPT-HSTP
• **Deliverable** - Completed the development of the 2019-2022 Coordinated Public Transit - Human Services Transportation Plan

**Provide Technical Assistance for Long-Term Arterial Plan**
• Researched examples of successful thoroughfare plan in other regions of the country
• **Deliverable** - Continued coordination with member entities and facilitated cross-jurisdictional discussion regarding the need for an update to the Long-Term Arterial Plan

**Review Public Participation Plan**
• Reviewed the effectiveness of various outreach strategies and considered their incorporation into the Public Participation Plan (PPP)
• Explored new online outreach tool
• Continued using “trusted messengers” to reach out to local Latino community members
• **Deliverable** - Completed a PPP outreach evaluation, which did not result in any changes to the current Public Participation Plan - This task is ongoing.

**Coordinate Regional Bicycle and Pedestrian Improvements**
• Coordinated extensively with 30 project partners, consisting of member entities, cities, counties, county health departments, ports, as well as regional, state, and federal resource agencies, and others
• Supported trail maintenance and marketing efforts for existing non-motorized facilities
• **Deliverable** - Hosted quarterly Blue Mountain Region Trails stakeholder meetings to facilitate peer-to-peer exchange and cross-jurisdictional support for grant applications and implementation efforts

**Complete Regional Transit Study**
• Compiled existing information and data, as well as examples of rural public transportation and mobility services in peer areas
• Participated in regular meetings with planning partners
• **Deliverable** - Interviewed stakeholder and focus groups
• **Deliverable** - Conducted a public transportation needs survey
• **Deliverable** - Prepared technical memo on “Needs Assessment and Gap Analysis”
• **Deliverable** - Compiled “Strategy Evaluation” technical memo
• **Deliverable** - Completed and adopted the “Rural Mobility Strategic Plan: Executive Summary” and integrated project ideas into the CPT-HSTP

**Provide Air Quality Planning**
• Maintained close communication with partner agencies – Benton Franklin Council of Governments (BFCOG), Benton Clean Air, and Washington State Department of Ecology
• **Deliverable** - Participated in Ozone Information Workshop, hosted by BFCOG
• **Deliverable** - Hosted a Policy Board briefing by Department of Ecology staff, concerned with the latest results of the airshed modeling efforts and potential non-attainment designation
Explore Regional Collaboration on High Priority Transportation Topics

- Monitored implementation of electric vehicle fueling infrastructure within the region
- Followed relevant news and literature coverage of the topic
- **Deliverable** - Researched successful models of EV fuel infrastructure implementation in other areas of the country
- Engaged peer agencies to share their lessons learned related to traffic safety campaigns within their own regions
- **Deliverable** - Contacted the local “Target Zero” Manager, law enforcement, local media outlets, and other stakeholders and groups with a vested interest in participating in a public education campaign
Work Elements and Activities for SFY 2020

It is anticipated that the WWVMPO/SRTPO will accomplish the following UPWP tasks during SFY 2020 or, if the task continues into the next fiscal year, make significant progress towards the anticipated goal or deliverable(s) associated with each of the UPWP tasks described in detail in the following sections.

**Task 1 Provide Program Administration**

Program administration includes ongoing agency management and operations, encompassing finance and grant reporting, communications, outreach activities relevant to WWVMPO/SRTPO projects and priorities, and agency involvement in local, state, tribal, and federal transportation policy development. Most tasks identified in this work program element are ongoing and include, but are not limited to:

- **General Office and Staff Management**
  - Provide clerical support and staff management.
  - Prepare, facilitate, and document all committee, ad hoc, and public meetings.
  - Build staff capacity through onsite training sessions and offsite workshops and conferences.
  - Maintain computer hardware and update or expand software capabilities.
  - Provide support to the legal service provider.

- **Fiscal and Work Program Management**
  - Develop the agency’s annual operating budget.
  - Prepare monthly, quarterly, and annual financial reports.
  - Monitor the Unified Planning Work Program, track progress, and amend as necessary.
  - Provide support to the accounting service provider.

- **External Communications**
  - Maintain content on the WWVMPO/SRTPO website.
  - Advertise public meetings and WWVMPO/SRTPO sponsored events.
  - Communicate with the media regarding current WWVMPO/SRTPO planning and policy activities.
  - Transmit WWVMPO/SRTPO recommendations and actions to appropriate local, state, tribal, and federal agencies and elected officials.
  - Respond to requests from local, state, tribal, and federal staff and officials for information on WWVMPO/SRTPO plans and programmatic priorities.

- **Interagency Coordination**
  - Monitor and participate in relevant local, state, tribal, and federal project, funding, or policy matters.
  - Coordinate and consult with member entity staff and elected officials, as well as other MPOs and RTPOs on tribal, state, regional, and local transportation projects and policies.
  - Coordinate with Valley Transit and Milton-Freewater Public Transportation, area non-profits, and private sector transportation providers on public transportation projects and policies.
  - Continue tribal consultation and actively involve the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) in the development of plans and programs.
  - Participate in State planning activities such as the Washington Transportation Plan, Highway System Plan, various Modal Plans, Performance Target Setting Collaboration, and others.

**Important Note:** As an agency, the WWVMPO/SRTPO does not anticipate engaging in lobbying activities during SFY 2020. In the event that a WWVMPO/SRTPO staff member or representative engages in lobbying, only local funds not associated with any federal or state transportation planning, programming, or project funding will be used, and the related activities will be reported, as required in 31 USC 1352 and 49 CFR 20 as well as 2 CFR Part 225 Appendix B and Part 220 Appendix A.

**Task Budget:** $155,000
**Deliverable:** Agendas, Meeting Minutes, Financial Statements, various Procedures Manuals, etc.
**Timeframe:** Ongoing
**Lead:** WWVMPO/SRTPO Executive Director
**Support:** WWVMPO/SRTPO Planning Assistant, Policy Board, TAC, CTUIR, ODOT, WSDOT, FHWA, and FTA
**Regulation:** 23 CFR 450.300 through 450.340; WAC 468-86-010 through 468-86-160
Task 2 Collect and Analyze Data
Data collection, analysis, maintenance, and reporting activities are necessary to sustain the WWVMPO/SRTPO decision making process and produce relevant transportation planning products. The data is used to identify transportation issues, propose solutions, and monitor performance. Data maintained by the WWVMPO/SRTPO is accessible to member agencies and the public. Data collection and analysis tasks may include the acquisition and maintenance of hardware, software, or licenses for travel demand modeling, geographic information systems, and traffic simulation applications.

Data collection and analysis activities are coordinated with WSDOT, ODOT, CTUIR, cities, counties, public transportation providers, and port districts to avoid duplication of efforts and to support statewide and regional transportation planning and programming priorities and decisions, as called for by the performance-based planning requirement first established under MAP-21 and continued by the FAST Act. Particular emphasis is placed on data supportive of advancing the seven national performance areas:

- Safety
- Infrastructure condition (i.e. bridge, pavement, and transit)
- Congestion reduction
- System reliability
- Freight movements and economic vitality
- Environmental sustainability
- Reduced project delivery delays

In addition, SFY 2020 activities will also focus on the compilation of socio-economic base and forecast data, current and future land use, multimodal transportation information, and recent traffic and technology trends in support of the development of the 2045 Plan (Task 8) and the completion of a Regional Travel Demand Model Update (Task 13).

Task Budget: $28,000
Deliverables: Data for Various Studies and Planning Tasks
Due Date: Ongoing
Lead: WWVMPO/SRTPO Executive Director
Support: WWVMPO/SRTPO Planning Assistant, TAC, member agency staff, ODOT, and WSDOT
Regulation: 23 CFR 450.324 and 450.326; WAC 468-86-110

Task 3 Develop SFY 2019 Annual Performance and Expenditure Report
The Annual Performance and Expenditure Report (APER) describes the progress made towards fulfilling the activities outlined in the previous year’s Unified Planning Work Program. The APER also details associated expenses and discusses any departure from the originally proposed task budgets.

Task Budget: $1,200
Deliverable: SFY 2019 Annual Performance and Expenditure Report
Due Date: September 30, 2019
Lead: WWVMPO/SRTPO Executive Director
Support: WWVMPO/SRTPO Planning Assistant, TAC, ODOT, WSDOT, FHWA, and FTA
Regulation: 23 CFR 420.117

Task 4 Develop SFY 2021 Unified Planning Work Program
The Unified Planning Work Program serves as the basis for requesting federal planning funds from the U.S. Department of Transportation’s Federal Highway Administration and the Federal Transit Administration. The UPWP is also a management tool for scheduling, budgeting, and monitoring progress of planning activities.

2 The collection of transit asset management related data will be closely coordinated with Valley Transit.
Developed in cooperation with its member entities, the activities identified in the WWVMPO/SRTPO UPWP are consistent with the regional transportation goals and objectives identified in the Metropolitan and Regional Transportation - 2040 Plan.

Updated annually, the UPWP lists major activities, which were accomplished in the preceding state fiscal year, as well as describes those planning activities anticipated for the new state fiscal year, along with information on associated budget, responsible lead agency, and anticipated completion date for all related activities. The UPWP assists local, state, tribal, and federal agencies in coordinating transportation planning activities.

**Task Budget:** $3,200  
**Deliverable:** SFY 2021 Unified Planning Work Program  
**Due Date:** June 15, 2020  
**Lead:** MPO/SRTPO Executive Director  
**Support:** MPO/SRTPO Planning Assistant, Policy Board, TAC, CTUIR, ODOT, WSDOT, FHWA, and FTA  
**Approval:** FHWA and FTA  
**Regulation:** 23 CFR 450.308

**Task 5 Develop Annual Title VI Report**  
The WWVMPO/SRTPO is responsible for certifying that the agency consistently follows all Title VI rules and regulations. Each year, the WWVMPO/SRTPO completes an Annual Title VI Report, which provides an overview of relevant outreach and accomplishments for the various programs and activities the agency administers. The WWVMPO/SRTPO also reviews the Title VI Plan and submits any necessary updates to ODOT and WSDOT.

**Task Budget:** $1,000  
**Deliverable:** Title VI Annual Report  
**Due Date:** August 27, 2019  
**Lead:** WWVMPO/SRTPO Planning Assistant  
**Support:** WWVMPO/SRTPO Executive Director, TAC, ODOT, WSDOT, FHWA, and FTA  
**Regulation:** 49 CFR 21 (Guidance: FTA Circular 4702.1B)

**Task 6 Complete Annual Self-Certification Review**  
The WWVMPO/SRTPO is responsible for certifying that the agency follows all federal and state transportation planning rules and regulations. Each year in conjunction with the Transportation Improvement Program (TIP) development, the WWVMPO/SRTPO completes the required self-certification. The Policy Board adopts and includes the approved certification in the submittal of the final TIP. Per SFY 2020 UPWP Guidance provided by WSDOT, the WWVMPO/SRTPO is expected to complete the short form for the 2019 certification.

**Task Budget:** $300  
**Deliverable:** WWVMPO/SRTPO Self-Certification  
**Due Date:** October 18, 2019  
**Lead:** WWVMPO/SRTPO Planning Assistant  
**Support:** WWVMPO/SRTPO Executive Director, Policy Board, TAC, ODOT, WSDOT, FHWA, and FTA  
**Regulation:** 23 CFR 450.336

**Task 7 Develop 2020-2025 Metropolitan and Regional Transportation Improvement Program and 2019 Annual Listing of Obligated Projects**  
Federal and state regulations require the WWVMPO/SRTPO to develop a short-term Transportation Improvement Program for its Metropolitan and Sub-Regional Transportation Planning Organization study areas. Federal requirements call for a four-year, financially constrained list of projects, whereas Washington State regulations stipulate a six-year list of projects. In lieu of producing two separate documents, the combined Walla Walla Valley Metropolitan and Regional Transportation Improvement Program (M/RTIP) is a six-year programming document,
which demonstrates financial constraint for federal funds throughout the first four years of the integrated financial plan.

The M/RTIP is derived from Washington State city and county six-year Comprehensive Transportation Programs; Oregon member entities’ Transportation System Plans; six-year Transit Development Plans, developed and adopted by the local public transportation agencies; and the project lists compiled by ODOT and WSDOT. The projects contained in the M/RTIP must also be consistent with policy and project recommendations included in the 2040 Plan, and must be designed to make progress toward achieving performance targets established in accordance with federal requirements (23 USC 134 (h)(2)). The M/RTIP is updated annually and functions as a project programming document and financial plan that identifies all federally funded and prioritized projects, as well as other transportation improvements of regional significance, regardless of their funding source.

In preparation for the development of next year’s 2021-2026 M/RTIP, WWVMPO/SRTPO and member entity staff will also review and, as necessary, revise the Surface Transportation Block Grant (STBG) and Transportation Alternatives (TA) STBG-Set Aside funding and project selection criteria ahead of a regional call for projects in the Spring of 2020.

Furthermore, the WWVMPO/SRTPO is required to annually publish a list of transportation improvements, for which federal funds have been obligated in the preceding calendar year. The overview of these federal funding awards is documented in the Annual Listing of Obligated Projects (ALOP), which serves as record of project delivery and as a progress report for the purpose of disseminating public information and providing government transparency.

**Task Budget:** $15,000  
**Deliverable:** 2020-2025 Metropolitan and Regional Transportation Improvement Program  
**Due Date:** October 18, 2019  
**Approval:** FHWA and FTA  
**Deliverable:** 2018 Annual Listing of Obligated Projects  
**Due Date:** March 31, 2020  
**Deliverable:** 2020 Call for Projects (for 2021-2026 M/RTIP)  
**Due Date:** May 31, 2020  
**Lead:** WWVMPO/SRTPO Planning Assistant  
**Support:** WWVMPO/SRTPO Executive Director, Policy Board, TAC, CTUIR, ODOT, and WSDOT  
**Regulation:** 23 CFR 450.326 and 450.334; WAC 468-86-160

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**Task 8 Develop 2045 Plan, Monitor Performance, and Provide Local Planning Assistance**

Preparation of a Metropolitan Transportation Plan (MTP) is a Federal requirement for urbanized areas with a population greater than 50,000; in the Walla Walla Valley, the urbanized area encompasses the cities of College Place, Milton-Freewater, and Walla Walla. The Washington State Growth Management Act (GMA) establishes the requirement for a Regional Transportation Plan (RTP); in the region, this requirement affects Walla Walla County. The WWVMPO/SRTPO is responsible for meeting both the federal and state transportation planning requirements, which overlap in many areas. Thus, the region has combined its MTP and RTP into a single long-range plan.

Adopted on March 2, 2016, the current Walla Walla Valley Metropolitan and Regional Transportation Plan - 2040 Plan offers an overview of cross-jurisdictional transportation inventories, identifies region-wide issues and existing needs, and analyzes future travel demand. The focus of the 2040 Plan is to coordinate the selection of the highest priority transportation projects and programs for regional funding and implementation. In order to account for changing socioeconomic as well as transportation technology environments, the WWVMPO/SRTPO will begin the development of a new “2045 Plan” in SFY 2020.
As with the current plan, the 2045 Plan will be designed to provide a regional vision for future multimodal transportation strategies and investments that improve access and mobility within the entire Walla Walla Valley. In terms of roadways, the plan will focus only on those highways, county roads, and city streets that are deemed regionally significant. The document will also address pedestrian, bicycle, and transit transportation infrastructure and services that perform regional functions. The 2045 Plan will fully integrate transportation performance management, and will provide performance-based policy and project recommendations to guide all regional transportation planning and programming activities.

The 2045 Plan will draw on previous planning efforts, such as the Blue Mountain Region Trails Plan, the Coordinated Public Transit - Human Services Transportation Plan, and the Rural Mobility Strategic Plan, as well as future deliverables produced under Tasks 10, 13, and 16.

Until the completion and adoption of the 2045 Plan, which is anticipated in SFY 2021, the WWVMPO/SRTPO continues to monitor the implementation of 2040 Plan recommendations, and provides related policy guidance and technical assistance to its member entities. The WWVMPO/SRTPO also processes requests to amend the 2040 Plan in accordance with the adopted plan amendment procedures, regulatory requirements, financial constraint considerations, and public involvement guidelines.

**Task Budget:** $24,000

**Deliverables:** Monitoring of 2040 Plan Implementation Activities; Processing Requests for Amendment; Providing Technical Assistance; Developing the 2045 Plan

**Due Date:** December 2020 (SFY 2021)

**Lead:** WWVMPO/SRTPO Executive Director

**Support:** WWVMPO/SRTPO Planning Assistant, Policy Board, TAC, and member agencies staff

**Regulation:** 23 CFR 450.324; WAC 468-86-110

**Task 9 Foster Coordinated Public Transit - Human Services Transportation Planning**

The WWVMPO/SRTPO 2019-2022 Coordinated Public Transit - Human Services Transportation Plan (CPT-HSTP) was adopted in January 2019. The plan identifies transportation needs and recommended improvements for seniors, young people, individuals with lower incomes, people with disabilities, and others who depend on public transportation services. Developed as a stand-alone document, the CPT-HSTP outlines the existing transportation services, identifies how some needs are met, and acknowledges where other needs remain.

Following the plan adoption, the WWVMPO/SRTPO maintains ongoing coordination efforts with its Human Service Transportation Coalition (HSTC) partners. In addition, the WWVMPO/SRTPO continuously collects data to assess sociodemographic changes in support of CPT-HSTP planning and outreach activities as well as future updates of the CPT-HSTP, which are undertaken every four years.

In order to expand on the assistance provided by the HSTC, a major focus for the current fiscal year will be the potential formation of a multi-agency coordination group, consisting of human services agencies, health care providers, and public transportation providers, as well as other entities involved in the acquisition or provision of transport services for their respective clients.

**Task Budget:** $6,000

**Deliverable:** Continued Outreach; Analysis of Needs/Service Gaps

**Due Date:** Ongoing

**Lead:** WWVMPO/SRTPO Planning Assistant

**Support:** WWVMPO/SRTPO Executive Director, Policy Board, TAC, CTUIR, ODOT, WSDOT, Valley Transit, regional public and private transportation providers, and social services agencies

**Partners:** Human services agencies, health care providers, and public transportation providers

**Regulation:** Guidance - FTA Circular 9070.1G (49 USC 5310)
**Task 10 Provide Technical Assistance for Long-Term Arterial Planning**

In 2004 and 2005, Walla Walla County and the cities of College Place and Walla Walla jointly developed a long-term vision for an arterial system that would serve the combined urban area. The purpose was to plan for a seamless transportation system with cross-jurisdictional thoroughfare connectivity that would be able to accommodate anticipated future growth.

The 2040 Plan recommends that this Long-Term Arterial Plan be reviewed and updated, making use of the recently completed regional travel demand model. Member entities have asked the WWVMPO/SRTPO to assist in the facilitation of this update, and the agency has therefore hosted cross-jurisdictional discussions that focused on several aspects of thoroughfare planning which were determined to be of high importance:

- **Right-of-Way Preservation**
  1. Determine realistic ROW needs
  2. Provide guidance to firm up supportive development regulations
  3. Balance ROW build-out and developer needs
- **Regionwide Roadway Standards**
  1. Use a planning-level approach to roadway/transportation design based on land use context
  2. Determine regionwide roadway standards that offer flexibility to accommodate city/county preferences, such as the presence vs. absence of street trees or use of bike lanes vs. sharrows
  3. Distinguish between urban area, urban-rural buffer, and highly traveled rural routes
- **Sensible Routes**
  1. For system expansions, take into account environmental concerns and constraints
  2. Create a robust and redundant system of north-south and east-west connections that assist in mitigating legacy connection issues
- **Consider all modes of transportation**
  1. Develop a freight network overlay that supports regional economic activity and local agricultural use
  2. Tie in with the recommendations of the *Blue Mountain Region Trails Plan* for a non-motorized network overlay

Throughout Calendar year 2018 and the first half of 2019, local government member entities worked on their comprehensive plans, which included a complete update of the required transportation elements (RCW 36.70A.070). Drawing on each entity’s comprehensive plan - transportation vision, goals, objectives, and recommendations, the goal of the long-term arterial planning effort is to provide a multi-jurisdictional vision for the function and conceptual design of significant transportation arterials, in order to create a regionwide thoroughfare plan. This underlying collaboration and the resulting findings will be integrated into the development of the 2045 Plan.

**Task Budget**: $10,000  
**Deliverable**: Facilitation of Cross-Jurisdictional Collaboration on Regional Thoroughfares  
**Due Date**: Ongoing  
**Lead**: WWVMPO/SRTPO Executive Director  
**Support**: WWVMPO/SRTPO Planning Assistant, Policy Board, TAC, ODOT, WSDOT, and Valley Transit  
**Regulation**: 23 CFR 450.318; WAC 468-86-090

**Task 11 Review Public Participation Plan**

The WWVMPO/SRTPO’s 2016 update to the Public Participation Plan (PPP) was developed in coordination with member entities and in consultation with all interested parties. The PPP outlines the agency’s participation and consultation process. Strategies and tools contained therein are designed to engage interested parties and involve the public in the metropolitan and regional transportation planning process at key decision points. The WWVMPO/SRTPO annually reviews the efficacy of strategies and tools documented in the PPP. Updates to the PPP are made as needed.
Task 12 Coordinate Regional Bicycle and Pedestrian Improvements
As part of previous year planning efforts that produced the Blue Mountain Region Trails (BMRT) Plan, 354 total miles of proposed projects have been identified that call for new or improved bicycle, pedestrian, and non-motorized trail infrastructure worth more than $103 million.

In order to ensure the continued regional approach to active transportation and trails planning, the Blue Mountain Region planning partners – encompassing Columbia and Walla Walla counties in Washington and northeastern Umatilla County in Oregon, as well as all of the cities within, and their tribal, federal, state, and regional partners – have expressed a strong interest in continued coordination of their planning efforts, recognizing that a single, cooperative plan is the most efficient way to implement the vision of the Blue Mountain Region Trails Plan.

The primary focus of the coordination effort is directed towards the collaborative development of joint grant funding applications and the ongoing maintenance of the regionwide active transportation and non-motorized trails inventory.

In addition, the WWVMPO/SRTPO will be participating in a pilot project undertaken by the WSDOT Active Transportation Division, which will use the region’s BMRT efforts and data to refine a Federal Highway Administration tool designed to analyze network connectivity and “highway permeability.”

Task 13 Complete Regional Travel Demand Model Update
In support of the development of the 2045 Plan (Task 8), the WWVMPO/SRTPO will collaborate with a qualified consulting firm to update the region’s travel demand model. Anticipated key work steps will include:

- Evaluating the current Traffic Analysis Zone (TAZ) structure in light of recent growth and jurisdictional boundary as well as land use changes
- Evaluating the current roadway coding and updating the network extent to encompass an expanded planning area
- Developing updated external trip assumptions
- Calibrating and validating the base year model
- Creating multiple future land use and network scenarios to assess network performance
- Documenting all work accomplished in a development manual
- Creating a brief user guide to assist in future scenario developments

The regional travel demand model update will enable the necessary scenario planning and traffic forecasting to examine various investment options, which will be integrated into the development of the 2045 Plan.
**Task Budget:** $60,000 - $10,000 for staff activities and $50,000 for consultant expenses

**Deliverable:** Calibrated and validated regional travel demand model

**Due Date:** June 2020

**Lead:** WWVMPO/SRTPO Executive Director

**Support:** WWVMPO/SRTPO Planning Assistant, Transit Consultant, Policy Board, TAC, HSTC, Valley Transit, public and private transportation providers, and member agency staff

**Regulation:** Guidance - FTA Circular 9070.1G (49 USC 5310)

**Task 14 Provide Air Quality Planning**

The Washington State Department of Ecology and local clean air agencies monitor and track emissions to ensure levels of outdoor air pollutants meet federal and state air quality standards. A particular focus is directed towards U.S. Environmental Protection Agency (EPA) designated criteria pollutants, which are identified in the Clean Air Act (42 USC 7401 et seq.). This law requires that EPA set National Ambient Air Quality Standards (NAAQS) for six common air pollutants, including ground-level ozone (O₃).

Ground-level O₃ forms when nitrogen oxides (NOₓ) and volatile organic compounds (VOC) react with each other in sunlight and hot temperatures. NOₓ and VOC come from vehicles, industry, and other sources. According to the Department of Ecology, all areas of Washington currently meet the ozone air quality standard; however, as higher-than-standard levels of O₃ have been detected in the Tri-cities and the Burbank area (see [Tri-Cities Ozone Precursor Study](#)), these sites are being closely monitored for possible non-compliance, which might trigger designation as an air quality non-attainment area.

The Clean Air Act requires that, in areas experiencing air quality problems, transportation planning must be consistent with air quality goals. This is determined through the transportation conformity process, which may require State and local transportation officials to make tough decisions in order to meet both air quality and mobility goals, affecting the development of transportation plans and the programming of transportation projects.

The primary focus of this task is for WWVMPO/SRTPO staff to actively participate in air quality planning efforts affecting Walla Walla County and to closely engage with out-of-area stakeholder entities, such as the Benton Franklin Council of Governments, the Benton Clean Air Agency, and the Washington State Department of Ecology.

**Task Budget:** $4,000

**Deliverable:** Technical Assistance and Regional Collaboration

**Date Due:** Ongoing

**Lead:** WWVMPO/SRTPO Executive Director

**Support:** WWVMPO/SRTPO Planning Assistant, Policy Board, TAC, and WSDOT

**Partners:** Benton Franklin Council of Governments, Benton Clean Air Agency, and Washington State Department of Ecology, FHWA

**Regulation:** 40 CFR Part 50; 40 CFR Part 93

**Task 15 Explore Regional Collaboration on High Priority Transportation Topics**

Transportation planning has evolved greatly since the enactment of the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) – the first truly multi-modal surface transportation law. Almost simultaneously, a greater understanding of the land use and transportation correlation also led to the passing of the Growth Management Act in Washington State in 1990 and the Transportation Planning Rule in Oregon in 1991.

Recent trends, such as climate adaptation, infrastructure resiliency, electrification of vehicle fleets and personal automobiles, emergence of autonomous vehicles, rising rates of injury and fatality crashes, among others, have introduced both challenges as well as opportunities for exploration of transportation related solutions that could and should be investigated and coordinated with adjacent planning jurisdictions, but also affect agencies not traditionally involved in transportation planning.
For SFY 2020, it is the desire of the WWVMPO/SRTPO and its member entities to continue exploring regionwide planning for electric vehicle fueling infrastructure as well as the potential implementation of a multi-agency and cross-jurisdictional traffic safety education campaign.

**Task Budget:** $8,000  
**Deliverable:** Regional Collaboration  
**Date Due:** Ongoing  
**Lead:** WWVMPO/SRTPO Executive Director  
**Support:** WWVMPO/SRTPO Planning Assistant, Policy Board, TAC, CTUIR, ODOT, and WSDOT  
**Regulation:** Not codified

**Task 16 Assessment of Regionwide Maintenance and Preservation Needs**

As part of the development of the 2040 Plan, regionwide maintenance and preservation costs were assessed. At that time, the systemwide maintenance scenario included in the 2040 Plan accounted for ten-year cycle chip seal improvements on all significant roadways and 15-year cycle pavement rehabilitation on select state highways. The WWVMPO/SRTPO TAC and Policy Board members acknowledged that, although this is a realistic portrayal of ongoing preservation activities, these current maintenance efforts fall short of what is needed to substantially improve the condition of existing roadway, pedestrian, and bicycle infrastructure throughout the region.

Having singled out the lack of adequate maintenance and preservation funding as a high priority concern, the WWVMPO/SRTPO and its member entities will investigate how this short-fall may be addressed and alleviated, particularly in light of the development of the 2045 Plan.

**Task Budget:** $4,000  
**Deliverable:** Regional Collaboration  
**Date Due:** December 2020 (SFY 2021)  
**Lead:** WWVMPO/SRTPO Executive Director  
**Support:** WWVMPO/SRTPO Planning Assistant, Policy Board, TAC, and ODOT and WSDOT staff  
**Regulation:** 23 CFR 450.324
Funding and Expenditures

Primary Planning Funds

FHWA Metropolitan Planning Funds
Within Washington State, the WWVMPO/SRTPO uses federal metropolitan planning (PL) funds for up to 86.5% of a project, and the required 13.5% non-federal match is provided by local government dues. For activities within the Oregon MPO area, federal planning funds can be used for up to 89.73% of a project, and ODOT provides the non-federal match of 10.27% based on the Interstate Agreement with ODOT.

FTA Section 5303 Grant Funds
Section 5303 funds are federal funds designated for transit planning and research activities. For activities within Washington State, the WWVMPO/SRTPO member entities provide the local match of 13.5% based on the Metropolitan/Regional Transportation Planning Organization Agreement with WSDOT. For activities within Oregon, the WWVMPO/SRTPO member entities provide the local match of 10.27%.

FTA Section 5310 and 5311 Grant Funds
In the past, WSDOT apportioned Section 5310 and 5311 funds to the WWVMPO/SRTPO to aid regional transit planning. The only work identified in the UPWP that may utilize such funds are the Human Services Transportation Planning (Task 9) and the Regional Transit Study (Task 13) activities. (Please note: In previous years, funds used for CPT-HSTP planning and outreach did not have a local match requirement.)

RTPO Grant Funds
Based primarily on population distribution, the State of Washington allocates funds to all RTPOs within the state in order to perform the required planning activities. These funds do not have a local match requirement.

Local Member Entity Dues
According to Article 4.04 of the WWVMPO/SRTPO Interlocal Cooperation Agreement, “member agencies dues to cover expenses of the WWVMPO shall be based on the Annual Budget adopted by the Policy Board, and shared equally among the policy board members except that ODOT and WSDOT shall not pay dues.”

The calculation of the local dues is based on the local match amount required to obtain the FHWA PL and FTA 5303 federal grant funding and is reviewed annually.

Other Funding Sources
For specific studies, similar to the “Blue Mountain Region Trails Plan” or the “Rural Mobility Strategic Plan,” the WWVMPO/SRTPO may pursue additional grant opportunities. If such grant pursuits are successful, the additional funding will be included in the SFY 2020 UPWP according to the adopted UPWP Amendment Policy, detailed in Appendix A.
**Funding by Source**

On December 19, 2018, the MPO received correspondence from WSDOT on anticipated revenues for SFY 2020 MPO planning activities. As discussions were still underway to determine a new distribution formula for RTPO funding, the amount shown in the table below is based on the most conservative funding scenario. Once a decision has been made as to the exact allocation, this table will be updated.

<table>
<thead>
<tr>
<th>Source</th>
<th>Estimated Planning Fund Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>FHWA Planning Funds (WA)</td>
<td>$151,000</td>
</tr>
<tr>
<td>FTA 5303 Funds (WA)</td>
<td>$29,000</td>
</tr>
<tr>
<td>Local Match (WWVMPO)</td>
<td>$28,095</td>
</tr>
<tr>
<td><strong>Total WA SFY 2020 Federal Planning funds available</strong></td>
<td><strong>$208,095</strong></td>
</tr>
<tr>
<td>FHWA Planning Funds (OR)</td>
<td>$19,952</td>
</tr>
<tr>
<td>State Match (OR)</td>
<td>$2,284</td>
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<tr>
<td>FTA 5303 Funds (OR)</td>
<td>$6,472</td>
</tr>
<tr>
<td>Local Match (WWVMPO)</td>
<td>$742</td>
</tr>
<tr>
<td><strong>Total OR SFY 2020 Federal Planning funds available</strong></td>
<td><strong>$29,450</strong></td>
</tr>
<tr>
<td><strong>SFY 2020 WA RTPO Planning funds (no match)</strong></td>
<td><strong>$61,355</strong></td>
</tr>
<tr>
<td>Carry Forward SFY 2019 FHWA/FTA Funds (WA)</td>
<td>$60,000</td>
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<tr>
<td>Carry Forward SFY 2019 FHWA/FTA Funds (OR)</td>
<td>$0</td>
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<tr>
<td><strong>Total WA/OR SFY 2019 Federal Planning funds available</strong></td>
<td><strong>$60,000</strong></td>
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<tr>
<td><strong>Total Estimated Revenue Available for SFY 2020</strong></td>
<td><strong>$358,900</strong></td>
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</table>
Expenditure Overview

Expenditure Summary Budget

Based on historical expenditures and anticipated resource needs, the table shows estimated expenditures for each of the SFY 2020 planning tasks.

<table>
<thead>
<tr>
<th>UPWP Major Activity or Task</th>
<th>Estimated Planning Fund Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Provide Program Administration</td>
<td>$155,000</td>
</tr>
<tr>
<td>2. Collect and Analyze Data</td>
<td>$28,000</td>
</tr>
<tr>
<td>3. Develop SFY 2019 Annual Performance and Expenditure Report</td>
<td>$1,200</td>
</tr>
<tr>
<td>4. Develop SFY 2021 Unified Planning Work Program</td>
<td>$3,200</td>
</tr>
<tr>
<td>5. Complete Title VI Annual Report</td>
<td>$1,000</td>
</tr>
<tr>
<td>6. Complete Annual Self-Certification Review</td>
<td>$300</td>
</tr>
<tr>
<td>7. Develop 2020-2025 Metropolitan/Regional Transportation Improvement Program and 2019 Annual Listing of Obligated Projects</td>
<td>$15,000</td>
</tr>
<tr>
<td>8. Develop 2045 Plan, Monitor Performance, and Provide Local Planning Assistance</td>
<td>$24,000</td>
</tr>
<tr>
<td>9. Foster Coordinated Public Transit - Human Services Transportation Planning</td>
<td>$6,000</td>
</tr>
<tr>
<td>10. Provide Technical Assistance for Long-Term Arterial Planning</td>
<td>$10,000</td>
</tr>
<tr>
<td>11. Review Public Participation Plan</td>
<td>$800</td>
</tr>
<tr>
<td>12. Coordination Regional Bicycle and Pedestrian Improvements</td>
<td>$6,000</td>
</tr>
<tr>
<td>13. Complete Regional Travel Demand Model Update</td>
<td>$60,000</td>
</tr>
<tr>
<td>14. Provide Air Quality Planning</td>
<td>$4,000</td>
</tr>
<tr>
<td>15. Explore Regional Collaboration on Transportation Solutions</td>
<td>$8,000</td>
</tr>
<tr>
<td>16. Assessment of Regionwide Maintenance and Preservation Needs</td>
<td>$4,000</td>
</tr>
</tbody>
</table>

**Total Estimated Budget for SFY 2020** $326,500

With the exception of a portion of the work associated with the Regional Travel Demand Model (Task 13), all activities listed in the SFY 2020 UPWP will be performed by the WWVMPO/SRTPO. Should additional grant funding be secured, which would allow for the retention of outside assistance, such as a private consulting firm, then the WWVMPO/SRTPO will coordinate with ODOT and WSDOT according to the subcontracting obligation listed in Appendix B.
The following table provides a listing of the WWVMPO/SRTPO tasks and proposed task budgets distributed across all sources of planning funds.

<table>
<thead>
<tr>
<th>Task Code</th>
<th>Task Description</th>
<th>FHWA - PL</th>
<th>FTA - 5303</th>
<th>STATE - RTPO</th>
<th>FUNDING SUMMARY</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Total FHWA 100%</td>
<td>FHWA 86.5% WA</td>
<td>OR State Match</td>
<td>Total FHWA 100%</td>
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<tr>
<td>1</td>
<td>Program Administration</td>
<td>$115,942</td>
<td>$100,769</td>
<td>$14,089</td>
<td>$1,084</td>
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<td>2</td>
<td>Collect and Analyze Data</td>
<td>$16,634</td>
<td>$14,457</td>
<td>$1,981</td>
<td>$196</td>
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<td>3</td>
<td>SFY 2019 APER</td>
<td>$994</td>
<td>$864</td>
<td>$122</td>
<td>$8</td>
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<td>4</td>
<td>SFY 2021 UPWP</td>
<td>$1,789</td>
<td>$1,555</td>
<td>$212</td>
<td>$22</td>
</tr>
<tr>
<td>5</td>
<td>Annual Title VI Report</td>
<td>$828</td>
<td>$720</td>
<td>$101</td>
<td>$7</td>
</tr>
<tr>
<td>6</td>
<td>Annual Self-Certification Review</td>
<td>$248</td>
<td>$216</td>
<td>$30</td>
<td>$2</td>
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<tr>
<td>7</td>
<td>2020-2025 M/RTIP and 2019 ALOP</td>
<td>$8,282</td>
<td>$7,198</td>
<td>$979</td>
<td>$105</td>
</tr>
<tr>
<td>8</td>
<td>2045 Plan, Performance, and Local Assistance</td>
<td>$14,079</td>
<td>$12,236</td>
<td>$1,675</td>
<td>$168</td>
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<td>9</td>
<td>CPT-HSTP Planning</td>
<td>$4,969</td>
<td>$4,319</td>
<td>$608</td>
<td>$42</td>
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<tr>
<td>10</td>
<td>Tech. Assist. Arterial Plan</td>
<td>$5,797</td>
<td>$5,038</td>
<td>$689</td>
<td>$70</td>
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<tr>
<td>11</td>
<td>Public Participation Plan</td>
<td>$663</td>
<td>$576</td>
<td>$81</td>
<td>$6</td>
</tr>
<tr>
<td>12</td>
<td>Regional Bike/Ped Improvements</td>
<td>$3,313</td>
<td>$2,879</td>
<td>$392</td>
<td>$42</td>
</tr>
<tr>
<td>13</td>
<td>Regional Travel Demand Model</td>
<td>$37,267</td>
<td>$32,390</td>
<td>$4,457</td>
<td>$420</td>
</tr>
<tr>
<td>14</td>
<td>Air Quality Planning</td>
<td>$2,319</td>
<td>$2,015</td>
<td>$275</td>
<td>$28</td>
</tr>
<tr>
<td>15</td>
<td>Regional Collaboration on Priority Topics</td>
<td>$4,141</td>
<td>$3,599</td>
<td>$486</td>
<td>$56</td>
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<tr>
<td>16</td>
<td>Maintenance and Preservation Needs</td>
<td>$2,319</td>
<td>$2,015</td>
<td>$275</td>
<td>$28</td>
</tr>
</tbody>
</table>

|       | UPWP TOTAL | $219,582 | $190,846 | $26,452 | $2,284 | $45,563 | $39,524 | $5,297 | $742 | $61,355 | $230,370 | $61,355 | $2,284 | $32,491 | $326,500 |
Additional Federally-Funded Planning Activities

Valley Transit

**Lead**
Valley Transit

**Purpose**
Develop a Transit Network Plan (a.k.a Comprehensive Operational Analysis)

**Work Tasks**
This project will facilitate a comprehensive study of all Valley Transit services and intermodal linkages and provide technical assistance to improve performance and coordination throughout the region. The project will focus on:

- Distribution of community growth within the Public Transportation Benefit Area (PTBA) service area
- New major ride-generators and existing ride generators that have moved
- Emphasis on improving Valley Transits operational efficiency
- Effectiveness through system design and intermodal linkages

Valley Transit is requested the planning grant to hire specialists to assist in addressing these needs.

**Agency Responsibilities**
Valley Transit will be responsible for developing a scope of work, RFP, and managing a consultant contract.

**Estimated Cost**
$50,000 in federal funds and $50,000 local match

**Justification**
Recent development within the PTBA service area, which has included construction of a new retail center, the Walla Walla Town Center, several new hotels, completion of the College Avenue project in the City of College Place, expansion of the Whitman College dormitory, the new Willow Charter School and new College Place High School, combined with changes to existing ride generators, which have moved locations such as the Department of Social and Health Services (DSHS), the Social Security Office, Helpline, and the Blue Mountain Action Council (BMAC) has greatly affected Valley Transits ability to serve these agencies and retail centers, while continuing to provide service throughout the community.

With the development of the Walla Walla Town Center, 417 new jobs have been created serving the various retail establishments at that location, and an additional 90 jobs are anticipated by the end of 2018. A majority of these positions are minimum wage positions held by workers who are entering the workforce or those reentering the workforce and likely to rely on Valley Transit services. This location is currently underserved by public transportation, and many of these jobs will require service outside of the traditional workday.

As the senior, disabled, and low-income population has dramatically grown in recent years, many of the social service agencies have been forced to transition to new locations to meet the demand. It has been difficult for Valley Transit to provide essential transportation service to many of these locations, as they are located off our existing routes. The majority of the clients traveling to these agencies are senior, disabled, or low income, and Valley Transit is their only option for transportation. More efficient fixed-route services will improve the success of our Travel Training activities, and likely reduce the number of required ADA paratransit trips.

This project will allow Valley Transit to hire specialists to study the local geography, service needs, and future growth to determine ways that Valley Transit can continue to provide exceptional service to the community while immediately improving the system efficiency through a comprehensive operational analysis.
Unfunded Work Priorities

Citywide Sidewalk Repair and Installation Plan

Lead
City of Waitsburg

Purpose
Repair and installation of sidewalk around various areas of the City of Waitsburg will facilitate pedestrian traffic off the roadways to provide safe routes to the downtown corridor, schools and other facilities.

Work Tasks
Core planning functions anticipated to be performed under this activity include, but are not limited to:

- Determining and mapping areas where sidewalks need repair or need to be installed
- Public outreach – community meetings, public forums and information materials
- Identifying and assessing potential environmental mitigation issues
- Selecting a preferred design that can be adopted by the City of Waitsburg to be used should funding become available
- Working with adjacent land owners on potential cost sharing

Agency Responsibilities
The City of Waitsburg will be responsible for developing a scope of work, RFP, managing a consultant contract and reporting findings.

Estimated Cost
$25,000 per year

Justification
A large majority of the City of Waitsburg lacks adequate pedestrian facilities, forcing people to walk in the roadway or along shoulders. Sidewalk repair and installation will provide a safe route for pedestrians to travel throughout the city to various facilities and events.

Additional Transportation Planning Activities – Awaiting Full Scope

- City of Walla Walla
  - Analyze the intersection of Howard and Chestnut – Develop new configuration for signalizing an offset intersection with significant operational concerns.
  - Repair City Sidewalk – Trip/Fall Mitigation
  - Implement Pavement Management Program

- City of Milton-Freewater/Umatilla County
  - Develop a Highway 11 Corridor Master Plan – Undertake a North Milton-Freewater/North Highway 11 corridor Land Use/Economic Development Study
  - Undertake a comprehensive analysis of the public transportation network
Appendix A – Adopted UPWP Amendment Policy

Walla Walla Valley Metropolitan Planning Organization
and Sub Regional Transportation Planning Organization (WWVMPO/SRTPO)
A Resolution Adopting an Amendment Process for the
Unified Planning Work Program (UPWP)

RESOLUTION NO. 11-2015

WHEREAS, CFR 23.450.308 (b) requires that metropolitan transportation planning activities
performed with funds provided under title 23 U.S.C. and title 45 U.S.C. Chapter 53 be
documented in a unified planning work program; and

WHEREAS, each MPO, in cooperation with the State(s) and public transportation operator(s),
must develop a UPWP that includes a discussion of the planning priorities within the
Metropolitan Planning Area (MPA); and

WHEREAS, RCW 47.04.280 in Washington state law and Oregon Administrative Rule Chapter
660 Division 12 in Oregon state law provide for policy goals for statewide transportation
planning in Washington and Oregon respectively; and

WHEREAS, the UPWP must identify work proposed for the next one- or two-year period by
major activity and task, in sufficient detail to indicate who will perform the work, the schedule
for completing the work, the resulting products, the proposed funding by activity/task, and a
summary of the total amounts and sources of Federal and matching funds; and

WHEREAS, the work program includes activities to be carried out in and for the Walla Walla
Valley MPO and SRTPO areas; and

WHEREAS, the work proposed or the estimated funding amounts are subject to change during a
State Fiscal Year period, and therefore may trigger a necessary amendment; and

WHEREAS, during the 2016 state fiscal year UPWP interagency review meeting, MPO staff and
reviewing agencies discussed the formulation of a UPWP amendment process, including specific
criteria that they agreed should trigger the amendment of the UPWP for any given year; and

WHEREAS, MPO staff recommends adoption of the UPWP amendment process and criteria as
proposed for the Walla Walla Valley MPO and SRTPO areas; and

WHEREAS, the Policy Board has reviewed and considered the proposed amendment process
and criteria and approves of the same.

NOW, THEREFORE, the Walla Walla Valley MPO/SRTPO does resolve that the Unified Planning
Work Program amendment process will consist of the following:
1) When any of the following criteria occur, an amendment to the current UPWP must be created:
   a) A change to the product of a work element;
   b) A consultant is used to buy equipment not previously included in a work element;
   c) A reported change to Washington State Department of Transportation (WSDOT) or Oregon Department of Transportation (ODOT) in any work element task or expense that WSDOT or ODOT indicates is significant enough to trigger a federal review; or
   d) A total 25% change in the total UPWP expense.

2) Any amendments approving work element changes totaling 25% or more should be supported by documentation that accomplishes the following:
   a) Identifies the budget element impacted;
   b) Revises the scope of work for the element; and
   c) Justifies the need for the proposed amendment.

3) Any amendment must be approved by the WWVMPO/SRTPO Policy Board and then be submitted to WSDOT and ODOT for approval, with additional approval needed by FHWA and FTA for an amendment involving federal funds.

PASSED AND APPROVED this 5th of August, 2015.
Signed:

[Signature]

Linda Hall, Vice Chair
WWVMPO/SRTPO Policy Board

[Signature]

Andrea Weckmueller-Behringer, Executive Director
WWVMPO/SRTPO

Approved as to form:

[Signature]

Jared Hawkins, WWVMPO/SRTPO Legal Counsel
Appendix B – Subcontracting Obligations
As stated in Agreement No. GCB 2564 between WSDOT and WWVMPO, subcontracting obligations are as follows:

12 Subcontracting and Equipment

12.1 The services of the MPO/RTPO shall be directed by a Project Manager. The MPO/RTPO shall not assign, sublet, or transfer any of the work provided for under this Agreement without prior written approval from the STATE. The STATE shall have fourteen (14) calendar days to review and approve any MPO/RTPO consultant agreements and scope of work prior to execution. The MPO/RTPO shall comply with all current federal and state laws and regulations governing the selection and employment of consultants. The STATE reserves the right to appoint a representative to serve on the MPO/RTPO consultant selection committee. Subcontracts for consultant services must contain all the required provisions of this Agreement to the extent applicable.

12.2 If any equipment is purchased under this Agreement, it shall be listed under scope of work in the consultant agreement. All equipment must be purchased, managed, and disposed of in accordance with all current federal and state laws and regulations, and the nondiscrimination provisions of Section 18 of this Agreement. The procurement of all equipment must be used for the sole purpose of urban and regional transportation planning activities. Any equipment no longer required by the MPO/RTPO at the completion of the work shall become the property of the STATE.

As stated in Agreement No. 32960 between ODOT and WWVMPO, subcontracting obligations are as follows:

MPO Obligations

4. MPO shall not enter into any subcontracts for any of the Work scheduled under this Agreement without obtaining prior written approval from ODOT.