



Year-End Progress Report
Fiscal Year Ending June 30, 2014

TABLE OF CONTENTS

FY2014 Budget and Work Program Progress Report

Regional Integrated Planning	
Manage Integrated Planning Department (000).....	1
Growth Management Planning	
VISION 2040 Maintenance and Implementation (100).....	5
Regional Transportation Planning	
Long-Range Transportation Planning (200-259).....	18
Short-Range Transportation Program (PSRC Funding) (260).....	50
Economic Development/Prosperity Partnership	
Economic Development District Support (300)	54
Regional Technical and Data Services	
Data Development and Analysis (400).....	64
Executive Services	
Council Support (500).....	72
Government Relations and Communications (600).....	75
Administrative Services	
Administrative Support (900-920).....	80
Financial Status Report	
Schedule of Expenditures of Federal Awards.....	85

FUNCTION: **Regional Integrated Planning**

WORK ELEMENT: **Manage Integrated Planning Department (000)**

OBJECTIVE:

To oversee the development, maintenance and implementation of effective regional strategies for Growth, Transportation, Economic Development and Data and to improve regional coordination of planning programs.

MANDATES:

This work element provides for the program development, administration and management of the regional planning and implementation work elements as required by:

1. **VISION 2040 Maintenance and Implementation:** Interlocal Agreement for Regional Planning of the Central Puget Sound Area, Regional Transportation Planning Organization (RTPO) Legislation, Washington’s Growth Management Act, Moving Ahead for Progress in the 21st Century (MAP-21), VISION 2040, Washington State Environmental Policy Act.
2. **Long-Range Transportation Planning:** Interlocal Agreement for Regional Planning of the Central Puget Sound Area, Regional Transportation Planning Organization (RTPO) Legislation, Washington’s Growth Management Act, Moving Ahead for Progress in the 21st Century (MAP-21), Federal Clean Air Act, Clean Air Washington Act, Puget Sound Regional Council Resolution A-96-02, Washington’s Commute Trip Reduction (CTR) Program, Corridor Planning [RCW 47.06.120].
3. **Short-Range Transportation Planning and PSRC Funding:** Interlocal Agreement for Regional Planning of the Central Puget Sound Area, Regional Transportation Planning Organization (RTPO) Legislation, Moving Ahead for Progress in the 21st Century (MAP-21), Federal Clean Air Act.
4. **Economic Development District Support and Prosperity Partnership:** EDD/PSRC Memorandum of Agreement; Joint Exercise of Powers Agreement between the counties of King, Kitsap, Pierce and Snohomish dated May 5, 1971, and amended November 13, 2003; Public Works and Economic Development Act of 1965.
5. **Regional Data Development and Analysis:** Interlocal Agreement for Regional Planning of the Central Puget Sound Area, Regional Transportation Planning Organization (RTPO) Legislation, Moving Ahead for Progress in the 21st Century (MAP-21), Federal Clean Air Act, Washington Clean Air Act.

REVENUES:

EXPENDITURES:

FHWA	885,167	Scheduled Completion	50%
FHWA Local Match	138,147	Actual Completion	52%
		Budget Expended	52%
Total	\$1,023,314		

BUDGET COMPARISON:

Dec. Adopted Amended
 FY14-15
 \$1,022,916

Supplemental
 FY14-15
 \$1,023,314

FTE STAFFING COMPARISON:

1.90

1.90

POLICY DIRECTION and INTERAGENCY STAFF INVOLVMENT:

Integrated planning receives policy direction from the Executive Board, Transportation Policy Board (primary policy direction and guidance for transportation issues and plans), Growth Management Policy Board (primary policy direction and guidance for growth management issues and plans), and the Economic Development District Board (primary policy direction on economic issues). As needed, national, state, regional and local agency staff committees, special transportation corridor committees, and subarea transportation policy and technical committees become involved.

ONGOING TASKS:

1. Manage and administer transportation, growth, economic development, and data and analysis planning work programs, including work program development, schedule, budget, progress and evaluation reports, and related documentation. Assure compliance with rules and regulations of funding agencies and the Regional Council.

Management and oversight was provided to the Integrated Planning Department to accomplish PSRC's planning work programs for transportation, growth management, economic development, and data services and analysis. This included developing material for the supplemental budget and work program, monitoring the budget, providing progress reports, and ensuring that all rules and regulations were complied with.

2. Provide program administration, including staff assignments and evaluation, consultant selection, contract negotiation and monitoring, and development and maintenance of inter-local agreements.

Provided ongoing program administration and oversaw the work of the program managers in assigning and using staff resources on work program tasks. PSRC maintained interlocal agreements governing regional transportation planning work. Conducted consultant selection processes and negotiated contracts for consultant services for work on the implementation of PSRC's Growing Transit Communities effort, the Puget Sound Regional Travel Study, the NextGen Airspace Study, enhanced data visualization on the PSRC website, updating the Regional Intelligent Transportation Systems Architecture and ITS Planning, and the Transportation Futures Study. Staff participated in a Coordination Meeting/UPWP Review with FHWA, FTA and WSDOT, convened by WSDOT in May. In June, staff participated in a federal planning certification review by FHWA and FTA.

3. Support the Regional Council's Transportation Policy Board, Growth Management Policy Board, Economic Development District Board, and technical data and analysis committees.

PSRC provided ongoing support to the Transportation Policy Board which met monthly in FY 2014 (except for August), the Growth Management Policy Board which met six times, and the Economic Development District Board of Directors which met four times. This included providing briefing memos on agenda topics, meeting with the chairs and vice chairs to review agendas, staffing the board meetings, preparing summaries of actions taken, and following up on the actions taken at the meetings. Key transportation planning activities supported during FY2014 included further work on the Transportation 2040 Update and

preparation of a draft plan for ultimate adoption by the PSRC General Assembly in May 2014, developing policies and procedures for the 2014 project selection process for PSRC's funds, developing the first annual report on regional transit coordination, and developing recommendations to the 2014 Legislature. Key growth management planning activities supported included sustainable stormwater management, a 2013 update to the 2002 Regional Centers Monitoring Report, work on updating the 1998 analysis of industrial lands, and creation of a Regional Transit-Oriented Development Advisory Committee to explore the development of a TOD revolving loan fund. Support for economic development activities included developing 2014 action items and legislative recommendations, and beginning a midpoint review of the 2012 Regional Economic Strategy.

PSRC provided ongoing staff support for broad and varied advisory committees. For transportation, these included monthly meetings of the Regional Project Evaluation Committee to review project tracking, develop recommendations to address performance and delivery expectations for PSRC's federal funds, develop recommendations on various elements of the 2014 project selection process for PSRC's federal funds, and make project recommendations for PSRC's FHWA funds; the Transportation Operators Committee to review transit policies and shape the transit project selection, and provide input to the transit element of the Transportation 2040 Update; the Special Needs Transportation Committee to oversee the preparation of an updated (2015-2018) Coordinated Transit-Human Services Transportation Plan and an updated Program Management Plan for the FTA Enhanced Mobility for Seniors and Individuals with Disabilities (Section 5310) Program; the Finance Working Group to provide guidance and recommendations on the Transportation 2040 Update financial strategy; the Bicycle and Pedestrian Advisory Committee to oversee the refinement of Transportation 2040's nonmotorized transportation plan; bi-monthly meetings of the Regional Freight Mobility Roundtable, the regional FAST Freight Advisory Committee; the Transportation Alternatives Committee; and others. For growth management, these included meetings of the Growing Transit Communities (GTC) Oversight Steering Committee to oversee development of a toolkit of recommended strategies and actions and a GTC Compact document; the Industrial Lands Analysis Technical Working Group to oversee preparation of an updated inventory of industrial lands in the region; and the Planning for Whole Communities Interagency Working Group to oversee the development of a Health, Equity and Sustainable Development Toolkit. For data systems and analysis, these included meetings of the Land Use Technical Advisory Committee and the Model Users Group.

4. Represent the Puget Sound Regional Council in local, regional, state and national planning work, providing regional input to that work, and informing regional planning from that work.

The Director of Integrated Planning has represented PSRC nationally as the chair of the AMPO Policy Committee and member of the AMPO Board of Directors, where he developed comments on the MAP-21 implementing rules. Also, the Director served as a section chair for the Transportation Research Board (TRB) planning committees, overseeing the development of national research across a broad spectrum of planning topics. The Director also follows activities of the American Public Transportation Association to understand emerging issues in public transportation, and AASHTO to understand issues related to state

transportation programs. The Director participated in a National Congestion Pricing Workshop held in Seattle; participated on a panel on State/Regional Partnerships at the FWA/AASHTO Freight Partnership V meeting in Washington, DC; organized a special session at the national Rail-Volution event held in Seattle on the topic of Funding Regional Transportation; hosted and participated in a peer exchange with the Metropolitan Transportation Commission (regional planning organization for roads and transit in the San Francisco Bay Area) focusing on approaches and policies that may serve as a guide for advancing the Bay Area plan and help prepare for the next plan update; attended the Association of Metropolitan Planning Organizations (AMPO) Board meeting; participated in a meeting of an Expert Task Group that will provide input to guide the implementation and enhancements of FHWA's PlanWorks (formerly known as Transportation for Communities—Advancing Projects through Partnerships); participated in a Strategic Highway Research Program two-day implementation workshop convened by FHWA, AASHTO, and the Transportation Research Board; and participated in a peer exchange with representatives from state DOTs and others from around the country on state of the practice related to non-traditional performance measures (accessibility/connectivity, economic development, and health).

The Director also participated in the state's Freight Advisory Committee, I-5/JBLM Vicinity Congestion Relief Study committee, Advisory Committee on Tolling and Traffic, and Washington Transportation Plan Advisory Group. The Director and other PSRC staff met bi-weekly with the Washington State DOT and King County on the Transportation Futures Study, which will reevaluate approaches to transportation in the region.

At the local level, the Director follows activities of subarea transportation policy boards and committees; he participated in meetings of these groups, and shared information related to MAP-21, federal funding, and regional planning activities. He also participated in an ongoing series of outreach meetings with elected officials throughout the region to gather information that will assist PSRC's planning work.

FUNCTION: **Regional Growth Management Planning**

WORK ELEMENT: **VISION 2040 Maintenance and Implementation (100)**

OBJECTIVE:

Maintain and implement VISION 2040 as the region's growth management, environmental, economic and transportation strategy, ensure conformity and consistency of local plans and policies with state and regional planning requirements, and provide technical assistance on PSRC plans, policies, and programs.

MANDATES:

This work element provides for the maintenance and implementation of VISION 2040 as the region's growth management, environmental, economic and transportation strategy. These activities are designed to fulfill the Regional Council responsibilities as the Metropolitan Planning Organization (MPO) and Regional Transportation Planning Organization (RTPO) for the central Puget Sound region, as required by:

1. **Interlocal Agreement for Regional Planning of the Central Puget Sound Area**
 - a. Section VI, which provides direction for certifying transportation elements in local comprehensive plans, reviewing transportation projects for consistency with the regional transportation plan, and commenting on proposed actions and projects with potential significant impact on implementation of the regional transportation plan.
 - b. Sections VII, B, E, and F, which require maintaining VISION 2040 as the adopted regional growth management and transportation strategy, providing technical assistance to jurisdictions as required, and which establish the Council as a forum for discussing regional issues.
2. **Regional Transportation Planning Organization (RTPO) Legislation (RCW 47.80)**, which requires certification of consistency between countywide policies and the adopted the regional transportation plan, as well as the transportation-related provisions in local comprehensive plans.
3. **Washington's Growth Management Act (RCW 36.70A.210, RCW 47.80, WAC 468.86)**, which requires multicounty planning policies to provide a common framework to insure consistency in planning efforts where there are common borders or related regional issues. [RCW 36.70A.510] and **Planning Enabling Act [RCW 36.70.547]** requires cities and counties to use their comprehensive plan and development regulations to discourage the siting of incompatible uses adjacent to general aviation airports. The Regional Council evaluates consistency of airport compatible land uses as part of its review and certification of local plans.
4. **Moving Ahead for Progress in the 21st Century (MAP-21)**, which requires that a continuing, cooperative and comprehensive planning process be maintained that results in plans and programs for an integrated intermodal transportation system.
5. **VISION 2040** (adopted April 2008), which includes the region's adopted multicounty planning policies, per the state Growth Management (RCW 36.70A), and the regional growth strategy.
6. **Washington State Environmental Policy Act (RCW 43.21c)** and PSRC's Adopted Procedures and Policies Implementing the State Environmental Policy Act (Resolution EB 97-01).

REVENUES:		EXPENDITURES:	
RTPO	807,630	Scheduled Completion	50%
FHWA	411,570	Actual Completion	57%
FHWA Local Match	64,233	Budget Expended	57%
FHWA Carryover	161,142		
FHWA Carryover Match	25,149		
FTA 5303	610,858		
FTA 5303 Match	95,336		
FTA 5303 Carryover	178,971		
FTA 5303 Carryover Match	27,932		
HUD Carryover	1,361,950		
Children's Hospital Carryover	90,626		
Carryover Local	13,896		
Local	211,442		
Total	\$4,060,735		

BUDGET COMPARISON:	Dec. Adopted Amended	Supplemental
	FY14-15	FY14-15
	\$4,216,507	\$4,060,735

FTE STAFFING COMPARISON: 8.51 8.87

POLICY DIRECTION and INTERAGENCY STAFF INVOLVEMENT:

Policy direction is received from the Executive Board, Growth Management Policy Board (primary policy direction and guidance for overall growth management, environmental, economic, and transportation policy and programs), Transportation Policy Board (primary policy direction and guidance for transportation issues and plans), and the Economic Development District Board (primary policy direction on economic issues).

ONGOING TASKS:

1. Departmental Administration

Manage and administer growth management work program, including work program development, schedule, budget, progress and evaluation reports, and related documentation. Assure compliance with rules and regulations of funding agencies and the Regional Council. Provide program administration, including staff assignments and evaluation, consultant selection, contract negotiation and monitoring, and development and maintenance of interlocal agreements.

Growth management staff has successfully managed and administered all aspects of the growth management work program during FY2014 in accordance with rules and regulations of funding agencies or other authorities. Growth management staff provided program administration as appropriate. This included attending regular department meetings, having staff engaged with meetings of other departments, conducting mid-year and end-of-year performance evaluations, and other assignments.

Consultants were selected and engaged to support the Industrial Lands Analysis project, and the Growing Transit Communities project closed out consultant contracts as the project concluded, which included sub-recipient monitoring. Interlocal and interagency agreements with partners have also been maintained during FY2014.

2. Support Boards and Committees

Support the Regional Council's Growth Management Policy Board and key technical committees. This task will provide and support forums for regional policy development and decision making.

Growth MANAGEMENT POLICY BOARD – FY2014

Based upon priorities established in FY 2013, the Board focused its work on the four major topics below:

- *Focus on Supporting Comprehensive Plan Updates – Staff hosted workshops, developed resources, and engaged with local staff through its Plan Review Technical Assistance to ensure that VISION 2040 expectations are clearly and consistently communicated and integrated into comprehensive plan updates. This included significant coordination on regional growth strategy implementation into locally adopted growth targets. Growth Management staff worked with PSRC's Food Policy Council on implementation activities and tools to support plan updates. Comprehensive plan certifications will be recurring components of the board's activities in the coming year.*
- *Focus on Water Resources – Through the leadership of the Growth Management Policy Board, staff undertook significant work on aligning Stormwater and Growth Management Act requirements. This involved coordination with the Washington State Department of Commerce and Ecology, as well as with local governments. This has led to some new tools and pending guidance from Ecology to support local flexibility and innovation. Staff has continued to participate in the Puget Sound Partnership's watershed organizing groups.*
- *Complete VISION 2040 Actions Already Underway – This accounted for the majority of staff and board time in the previous year:*
 - *Regional Centers: In February 2014, the Growth Management Policy Board recommended, and the Executive Board adopted, the 2013 edition of the Regional Centers Monitoring Report. The centers monitoring report – last updated in 2002 - included measures assessing performance of the centers, an evaluation of center planning, peer regions research, and recommendations to support regional centers in the future. The report includes profiles of the 35 designated regional centers. Since adoption, staff has been working on implementing the report recommendations, including developing additional planning guidance for jurisdictions with centers. These topics are being shared at the July board meeting and future work will be brought to the board in the coming year.*
 - *Growing Transit Communities: Staff successfully completed the grant-funded activities and has moved into subsequent implementation work. On July 12, 2013, the GTC Oversight Committee took action to approve the Growing Transit Communities*

Strategy to support equitable transit communities in the central Puget Sound region. The Strategy culminates this two-year corridor-based planning process. It includes a toolbox of 24 strategies to support equitable transit-oriented development (TOD), a typology of eight implementation approaches to link strategies to specific communities, and a Regional Compact to pledge an ongoing commitment to implementation between public, private and non-profit partners from around the region. Implementation actions include additional work supporting an equity network, tools and resources for comprehensive plan updates, and establishing regional housing programs. Additionally, a Regional TOD Advisory Committee was formed as a subcommittee of the Growth Management Policy Board to advise on implementation over the coming year.

- *Monitoring: PSRC released an innovative set of forecast products to more broadly support jurisdictions' needs, including the development of updated comprehensive plans. A monitoring website will be launched in the coming year under the name VISION 2040 Performance Trends.*
- *Update Industrial Lands Inventory – This project is nearing completion. The board will review the results of the analysis at its June and September meetings and will consider the findings and conclusions. Based on the analysis, the board will discuss whether to move into a Strategy phase.*

During FY2014, the growth management staff also provided support to the Transportation 2040 Update, Economic Development District staff, and the Short Range Transportation Planning group in its 2014 project selection competition,, the Data Services and Analysis staff and their work with the Land Use Technical Advisory Committee, and other PSRC projects where there was work related to implementation of VISION 2040.

3. Plan Review and Certification

The Washington State Growth Management Act and Regional Transportation Planning Organization legislation directs PSRC to formally certify countywide planning policies and the transportation-related provisions in local comprehensive plans for conformity with state planning requirements and consistency with adopted regional plans and multicounty policies.

Certification reports are brought to policy and executive boards on an ongoing basis. During this budget cycle, jurisdictions will be updating their comprehensive plans. The schedule for plan updates in King, Pierce and Snohomish counties is on or before June 30, 2015. The schedule for Kitsap County is on or before June 30, 2016. These updates will require significant dedication of staff resources.

PSRC has developed a process for conducting certification review that enables the region to work together with localities, countywide planning bodies, transit agencies, and jurisdictions with designated regional centers to improve the overall coordination and compatibility of planning efforts throughout the four-county area. Key subtasks include:

- a. Review of local, countywide, transit agency, and regional center plans and policies – including amendments and updates – for consistency with VISION 2040 and Transportation 2040.

- b. Maintenance and enhanced tracking of local and countywide efforts to update and amend plans. This includes at least a once-a-year contact with all jurisdictions, follow-up communications, and information entries.
- c. Continued refinement of plan review guidance materials. Provision of information and assistance to jurisdictions, countywide planning groups, and agencies as they work on refining and updating policies and provisions in their countywide planning policies, comprehensive plans, centers plans, station area plans, and related documents.

The task will ensure conformity and consistency of local plans and policies with state and regional planning requirements.

During FY2014, the plan review program was focused on coordinating technical assistance for jurisdictions working on comprehensive plan updates in advance of the 2015/6 Growth Management Act periodic update deadline.

Proactive support for local jurisdictions included multiple staff briefings and presentations on VISION 2040, the PSRC certification process, and resources for local jurisdictions. Staff briefed the Steilacoom and Duvall planning commissions and presented at a consultant seminar, a Washington Chapter American Planning Association conference, a WSDOT/Commerce webinar for Regional Transportation Planning Organizations, and several peer networking brown bags hosted by PSRC and the Department of Commerce.

Staff also contacted each jurisdiction within the region to provide links to important comprehensive planning resources and determine when each jurisdiction expects to submit draft and final comprehensive plan updates for review and certification. Staff reported results of the survey as well as an update on the status and recent accomplishments of the plan review program to the Regional Staff Committee and Growth Management Policy Board in FY2014.

PSRC also developed several tools and resources to support local planning in advance of 2015/16 plan updates. These included the Housing Element Guide, the Planning for Whole Communities Toolkit, guidance on developing center targets and mode split goals, and an updated Regional Center Plans Checklist.

Staff also responded to a variety of questions and requests for technical assistance from local planners and consultants. PSRC staff reviewed draft comprehensive plan updates and sent formal comment letters to Kitsap County and the cities of North Bend, Snoqualmie and University Place, in addition to review of several draft center subarea plans.

Nine certification actions were completed by the policy boards and the Executive Board in FY2014, including certifying comprehensive plan updates for the cities of Des Moines, North Bend, Renton, Mountlake Terrace, Kirkland, Bellevue, and Arlington, and conditionally certifying the City of Bonney Lake. The King County countywide planning policies, which were updated in 2012 and ratified in 2013, were also certified as consistent with the multicounty planning policies and Transportation 2040.

The Growth Management Policy Board clarified the purpose and application of conditional certification, including its relationship to PSRC funding competitions. Conditional certification will be used in the future when there is a limited issue that prevents full certification of a jurisdiction's comprehensive plan, and jurisdictions will be able to

participate in PSRC funding competitions as long as they are following the schedule for addressing the identified issue(s).

PSRC staff participated with the Department of Commerce on its "lean" process optimization exercise in spring 2014 to streamline Commerce's plan review program and better integrate it with PSRC's plan review and certification program. The exercise resulted in a number of efficiencies and improved coordination and integration between PSRC and Commerce local comprehensive plan review functions.

4. State Environmental Policy Act

Prepare and communicate PSRC's comments on regionally significant environmental documents and function as the SEPA Responsible Official when PSRC undertakes environmental reviews. The task will fulfill the agency's responsibilities under the Washington State Environmental Policy Act and PSRC SEPA Procedures.

The PSRC SEPA Responsible Official oversaw and implemented PSRC's SEPA procedures related to ongoing review of SEPA materials sent to PSRC and also led PSRC's SEPA process related to the Transportation 2040 update. This work culminated in the release of a SEPA Addendum that supported action on the plan update at the 2014 PSRC General Assembly.

5. Monitor Legislation

Periodically monitor and review proposed state and federal legislation. Interpret and implement appropriate new and existing state and federal regulations, statutes and policies. This task will ensure PSRC boards, committees, membership and agency staff are aware of potential legislation and implement relevant requirements.

Growth management staff continued to track proposed and adopted revisions to federal and state law with implications for regional planning. The staff serves as members or in leadership capacities for major organizations that play a role in regional and growth management planning, including the American Planning Association and the Urban Land Institute.

As part of its tracking, staff shared information on legislation with appropriate boards and committees, including the Regional Staff Committee and the Growth Management Policy Board.

6. Technical Assistance and Outreach

Conduct outreach and provide technical assistance to jurisdictions, agencies, and interest groups on PSRC plans, policies, and programs. The task will include building support for and providing guidance for incorporating VISION 2040 into countywide planning policies, local plans, and other planning efforts.

Key activities include outreach to member jurisdictions, countywide planning groups, and other partner agencies and interest groups on the region's adopted plans and policies. Specific technical assistance will be provided to local jurisdictions regarding establishing

growth targets, countywide planning policies, comprehensive plans, centers plans, and transit station area plans to foster alignment with VISION 2040 and Transportation 2040.

In addition, the Growth Management team assists other PSRC teams in carrying out their work. This includes support of the Transportation Improvement Program, work on Transportation 2040 implementation, Regional Economic Strategy implementation, climate change work, and other work as assigned. This task will improve the overall coordination and compatibility of planning and research efforts throughout the four-county region.

Task-specific expenditures include \$80,000 of consultant work to support public outreach and community engagement, and development of collateral materials and data to support other VISION 2040 implementation actions, based upon guidance from the Growth Management Policy Board.

Growth management staff continues to participate with the Puget Sound Partnership, the Quality Growth Alliance, the Urban Land Institute, the Washington State Department of Commerce's Growth Management Division, and countywide planning bodies in each of the four counties – King County's Growth Management Planning Council, Kitsap Regional Coordinating Council, Pierce County Regional Council, and Snohomish County Tomorrow.

Staff has provided technical assistance to jurisdictions through countywide planning forums, as well as to individual jurisdictions. Technical assistance was provided to all four countywide planning groups during their updates of countywide planning policies. Staff provided assistance to countywide planning groups working on new population and job targets that align with VISION 2040's Regional Growth Strategy. Also, there was regular assistance and information-sharing with local jurisdiction staff responsible for preparing local comprehensive plan amendments and updates.

Growth management staff served as liaisons and provided resource assistance at meetings of countywide planning staff, including the Interjurisdictional Team (King County), King County Planning Directors, Kitsap County Planning Directors, the Growth Management Planning Council (Pierce County), and Snohomish County Tomorrow's Planning Advisory Committee and Planning Directors Groups. PSRC has a representative on the Pierce County Regional Council.

Several projects completed or underway during FY2014 specifically provide planning assistance to local jurisdictions in the region, including the Growing Transit Communities project, work related to the transfer of development rights, and the Whole Communities Toolkit.

INITIATIVES TASKS:

7. Regional Centers

This task completes the final step of a three-part process to update PSRC's regional centers framework, building on the updated Designation Procedures for New Regional Centers, and the updated Regional Centers Monitoring Report for Existing Centers. Topic areas may include activities such as the review and potential reassessment of existing regional growth and manufacturing industrial centers, development of a center's typology or

hierarchy that includes subregional centers¹ that connects to regional transportation and economic development funding, potential procedures for existing centers' plans, and potential revisions of the existing Center Plan Checklists.

Focusing population and employment growth into centers lies at the heart of VISION 2040's regional growth strategy and multicounty planning policies. At the regional level, PSRC formally designates new Regional Growth Centers and Regional Manufacturing Industrial Centers. Given the importance of regional centers in accommodating future population and employment growth, they are prioritized for regional and countywide transportation and economic development funding.

VISION 2040 directs PSRC to provide a regional framework for designating and evaluating regional centers (MPP-DP-9 and DP-6). Updating and refining this regional framework is being done through a three-step process, two of which (updating designation procedures, new centers monitoring report) were completed in FY2012 and FY2013. The third step will be completed in FY2014-2015.

This task will continue to update the centers framework and procedures to be consistent with VISION 2040. The work as a whole is scheduled to span both fiscal years. Specific elements, as determined by the Growth Management Policy Board in 2013, will have more specific timelines.

Task-specific expenditures of \$150,000 for consultant support for centers-related planning, including support for centers-level market analyses.

In February 2014, the Growth Management Policy Board recommended, and the Executive Board adopted, the 2013 edition of the Regional Centers Monitoring Report. The centers monitoring report – last updated in 2002 -included measures assessing performance of the centers, an evaluation of center planning, peer regions research, and recommendations to support regional centers in the future. The report includes profiles of the 35 designated regional centers. Since adoption, staff has been working on implementing the report recommendations, including developing additional planning guidance for jurisdictions with centers. These topics were shared at the July board meeting and future work will be brought to the board in the coming year.

8. Integrated PSRC Monitoring Program

PSRC will take further steps to develop an integrated monitoring program to track implementation of VISION 2040, Transportation 2040, and the Regional Economic Strategy, and assess regional performance in achieving policy objectives.

The monitoring program will integrate planning and data activities and draw resources from all PSRC program areas. The program will include both implementation and performance monitoring. The program will build on work completed in FY2012-13 that identified indicators, data requirements and a structure for the program covering the following monitoring areas: Environment; Growth Management; Transportation; Economy; and Housing. In FY2014 and 2015, PSRC will issue monitoring reports on these topics.

The work will continue to coordinate with the Congestion Management Process (CMP) to ensure an integrated monitoring program, support the release of Puget Sound Trends reports

¹ VISION 2040 directs PSRC to establish a common framework among the countywide processes for designating subregional centers to ensure compatibility within the region (MPP-DP-12).

to cover data and information generated by the monitoring, track implementation of VISION 2040 actions, and produce a general data profile for the region. This task will implement an integrated agency monitoring program.

Task-specific expenditures include \$35,000 for consultant support of the integrated monitoring program, including potential enhanced website capabilities.

Work on the integrated PSRC Monitoring Program – renamed Performance Trends – continued on several fronts during FY2014. For the VISION 2040 component of the program, staff began gathering and analyzing data for the performance measures that had been selected to track VISION 2040 policy objectives. Data development and analysis will continue through FY2015, and will culminate in a sequential launch of program data by topic area (Growth Management, Housing, Transportation, Economy, Environment). For the Transportation 2040 component, staff worked with an expert advisory committee to define and select a comparable set of performance measures for tracking Transportation 2040 policy objectives. Staff also initiated a contract process to hire consultants to design and build a website that will house the VISION 2040, Transportation 2040, and Regional Economic Strategy monitoring efforts as part of the integrated Performance Trends program.

9. Health, Social Equity & Sustainable Development Toolkit

As part of the Community Transformation Grant, PSRC will develop the Health, Equity and Sustainable Development Toolkit, a forum for sharing ideas and discussing future planning processes that can influence people’s health. As part of this grant, PSRC will develop a system for recognizing local cities that are creating healthy communities. Tasks include formation of an Interagency Workgroup, conducting a baseline assessment of intervention areas, city planning departments’ needs and current state of practice, toolkit design and content development, website development, creation of a maintenance plan, and significant outreach.

This work implements a number of VISION 2040 Implementation Actions. Communities that use best practice planning strategies to improve the health and safety of the environment provide benefits to all residents, and these efforts can be duplicated in other cities when their success is shared.

There are task-specific revenues of \$120,000 to fund a new term-limited staff (grant funded). The work is scheduled to run from February 2013 to September 2014.

The Planning for Whole Communities Toolkit (formerly titled the Health, Equity, and Sustainability Toolkit) is a web-based resource that local jurisdictions can use to promote health, equity, and sustainability in plans, programs, and policies. The Toolkit is divided into 25 resource guides describing specific tools and how to put them to work at the local level. The Toolkit is a product of a Community Transformation Grant and the result of a yearlong collaboration among planners, community advocates, and public health professionals.

The Toolkit was developed in two phases, the first focusing on assessment and the second focusing on development. During the first phase, PSRC convened an interagency working group to provide guidance on the development of the Toolkit. PSRC also conducted a baseline needs assessment to assess planning needs and interests, and the current state of planning practices. This assessment was used to inform the development of the Toolkit

resource guide design and content. During the second phase, PSRC developed the Toolkit content and website design. In addition to the resource guides, the Toolkit includes a set of best practices for recognizing healthy community planning efforts at the local level, a plan for ongoing maintenance, and outreach across the central Puget Sound region.

The Planning for Whole Communities Toolkit, including resource guides, additional resources, and a directory of partners, is available online at <http://www.psrc.org/wctoolkit>. The work will conclude in September 2014.

10. Growing Transit Communities

The goal of the Growing Transit Communities Partnership is to address some of the greatest barriers to implementing the region's plans (VISION 2040, Transportation 2040, and the Regional Economic Strategy) and secure equitable outcomes. The grant provided PSRC resources to hire project staff (senior, associate and support level) for approximately 30 months to conduct the approved work program. The remainder of funds supported consultant work, other direct costs, and sub-awards to program partners.

Final work program subtasks in FY2014 include:

- a. Adoption of Corridor Action Strategies
- b. Completion and documentation of Community Equity Grant projects
- c. Structuring and capitalizing a regional fund for Transit Oriented Development Affordable Housing
- d. Completion of a regional Fair Housing Equity Assessment
- e. Execution of a regional Compact for Transit Communities
- f. Technical assistance for local jurisdictions
- g. Regional closing/capstone event
- h. Development of final plan documents and materials
- i. Continued subrecipient monitoring, grant administration, and grant closeout

This task will contribute to the successful development of designated Regional Growth Centers, Manufacturing Industrial Centers, locally identified centers, and transit station areas. Accommodating growth in these areas is a central goal of both VISION 2040 and Transportation 2040.

There are task-specific revenues of \$4,999,700 (grant from the U.S. Department of Housing and Urban Development Office of Sustainable Housing and Communities). \$628,317 of consultant work will carry forward from FY2013. The work is scheduled to be completed in January 2014.

Staff successfully completed the grant-funded activities and has moved into subsequent implementation work. On July 12, 2013, the Growing Transit Communities (GTC) Oversight Committee took action to approve the Growing Transit Communities Strategy to support equitable transit communities in the central Puget Sound region. The PSRC Executive Board authorized the Executive Director to sign the Compact at its meeting on September 26, 2013.

The Strategy culminates this two-year corridor-based planning process, and includes a toolbox of 24 strategies to support equitable transit-oriented development (TOD), a typology of eight implementation approaches to link strategies to specific communities, and a GTC

Regional Compact to pledge an ongoing commitment to implementation between public, private and non-profit partners from around the region. In FY2014, staff worked with GTC consortium members and other regional stakeholders to sign on to the GTC Compact: there are 33 Compact signatories to date.

In December 2013, PSRC completed and issued a Fair Housing Equity Assessment for the central Puget Sound region, a first for this type of analysis. Also in December, the GTC program conclusion was celebrated at a “People+Place” regional event at Town Hall, Seattle.

Implementation actions include additional work supporting an equity network, tools and resources for comprehensive plan updates, and establishing regional housing programs (see below). Additionally, a Regional TOD Advisory Committee was formed as a subcommittee of the Growth Management Policy Board to provide advice on implementation over the coming year. Staff is working with the granting agency (HUD) on final grant close-out, anticipated in the first quarter of FY2015.

11. Industrial Lands Supply and Demand Inventory/ Strategy

VISION 2040 calls for the recognition and preservation of existing centers of intensive manufacturing and industrial activity and the provision of infrastructure and services necessary to support these areas at a level that will commensurate with existing and planned employment. These centers are important employment locations that serve both current and long-term regional economic objectives. This work will be managed through the Growth Management department, but will include participation by staff from Data Systems & Analysis, Economic Development, and Transportation.

PSRC developed an Industrial Land Supply and Demand Report in 1999 and VISION 2040 calls for this report to be updated (DP-Action 6). A second phase of the work, to occur in a separate budget, could include the development of a regionwide strategy for industrial lands. Task-specific expenditures include \$250,000 for consultant support. Work is scheduled to begin in the summer of 2014 and continue through the summer of 2015.

VISION 2040 and the Regional Economic Strategy direct PSRC to update the analysis of industrial land in the region. PSRC staff, with the help of a technical working group and consultant team, is currently preparing this update. The purpose of the analysis is to understand the importance of industrial land to the regional economy, to assess if the region has an adequate and appropriate supply of industrial land for the future, and to identify industrial land planning issues that should be addressed. The technical working group, which is generally made up of cities, counties, and ports in the region, has met five times to provide guidance on methodology, input on data sources, and feedback on early findings. A first draft of the analysis is expected to be released in September 2014, with a final report planned for publication by the end of 2014. If recommended by the PSRC Executive Board, a potential second phase of this work is the development of a regionwide strategy for industrial lands.

12. Regional Open Space Strategy

Assist the University of Washington Green Futures Lab and Northwest Center for Livable Communities in subsequent phases of their work to develop a Regional Open Space Strategy

(ROSS) for the central Puget Sound region. At minimum, PSRC will make an effort to provide the ROSS team access to data, help the ROSS effort coordinate with our members, and provide assistance to communicate the ROSS work to PSRC members. PSRC may take on additional roles if resources to support such efforts can be identified.

The task will support an outside effort that will ultimately contribute to the *Regional Green Space Strategy* called for in VISION 2040 (see En-Action-2). Task-specific revenues and costs are yet to be identified.

In FY 2014, PSRC staff continued to participate on the project's Executive and Steering Committees, In FY2014, the ROSS Project Team continued to test the vision, values, goals and directives in the document against input at the watershed scale when working with local organizations, which led to the development of a Watershed Open Space Strategy (WOSS) for the Puyallup River valley. PSRC staff will continue to support the Green Futures Lab's efforts to further develop the Regional Open Space Strategy.

13. Regional Housing Coordination and Planning

Build on regional housing coordination work conducted in the Housing Innovations Program and Growing Transit Communities. The complexity of addressing the region's full range of housing needs and challenges requires a coordinated regional-local approach. Through VISION 2040 and its regional housing policies and actions, PSRC will work with member jurisdictions, housing interest groups, and housing professionals to develop a scope of work for a regional housing strategy and action plan. Depending on resources, subtasks could include maintenance of the regional housing needs assessment performed in the Growing Transit Communities work program, development of a program to encourage best housing practices and stimulate local housing production, including affordable housing, and completion of work stated in the previous budget cycle related to the Housing Implementation Program, a web-based housing resources site.

This task will continue to support the coordination of regional housing issues and make progress toward developing the *Regional Housing Strategy* and *Regional Housing Program* called for in VISION 2040 (see H-Action-1 and H-Action-2).

At its November 2013 meeting, the Growth Management Policy Board discussed and provided comment on a draft work program based on VISION 2040 policy direction and recommendations that emerged from the Growing Transit Communities Strategy. The work program builds on the Housing Innovations Program, which was developed in 2009 as a clearinghouse for housing tools and strategies. The housing work program will encourage best housing practices, with the goal of stimulating local housing production, including affordable housing. The program will include the following components:

- *Regional guidelines for the review of local housing elements, which call for documentation of strategies and implementation plans for meeting housing targets and goals.*
- *Guidance for: model housing elements; methods to develop local housing targets; and best housing practices.*
- *Technical assistance to support local jurisdictions in developing effective housing strategies and programs.*

- *Collection and analysis of regional housing data as part of the region's monitoring program, including types and uses of housing.*

In April 2014, an Associate Planner was hired to begin implementation of this work program.

FUNCTION: **Regional Transportation Planning**

WORK ELEMENT: **Long-Range Transportation Planning (200-259)**

OBJECTIVES:

This work element provides for implementation and update of Transportation 2040 through the development of the prioritization process, continuing work monitoring and incorporating MAP-21 performance based planning, Environmental and Funding strategies and providing ongoing support for our Special Needs, Freight and Bicycle and Pedestrian Planning work in both urban and rural areas of the region. This work element will also include our biennial Action Strategy report to WSDOT and the next update to Transportation 2040 that has started in the spring of 2012.

MANDATES:

These activities and other related activities are designed to fulfill the Regional Council responsibilities as the Metropolitan Planning Organization (MPO) and Regional Transportation Planning Organization (RTPO) for the central Puget Sound region, as required by:

1. **Interlocal Agreement for Regional Planning of the Central Puget Sound Area**,
 - a. Article VII requires that the Regional Council produce a Regional Transportation Plan as prescribed by federal and state law and regulations and is based on local comprehensive planning. The plan is required to establish planning direction for regionally significant transportation projects, as defined in state law, and to be consistent with the regional growth management strategy. It also requires transportation modeling capabilities to support development of the regional transportation plan and regional growth management strategy and to carry out Regional Transportation Planning Organization (RTPO) functions. Article VII, Section D, requires the establishment and maintenance of a regional database to support development of Transportation 2040 and the regional growth management strategy, and forecasting and monitoring economic, demographic, and travel conditions in the region.
 - b. (Article VI), which provides direction for certifying transportation elements in local comprehensive plans, reviewing transportation projects for consistency with Transportation 2040, and commenting on proposed actions and projects with potential significant impact on implementation of Transportation 2040.
 - c. (Article VII, Sections B, E, and F), which require maintaining VISION 2040 as the adopted regional growth management and transportation strategy, providing technical assistance to jurisdictions as required, and which establish the Council as a forum for discussing regional issues.
2. **Regional Transportation Planning Organization (RTPO) Legislation [RCW 47.80]**, which requires the establishment and maintenance of an integrated, comprehensive planning program for regional transportation systems. It also requires preparation and update of a regional transportation plan, assessment of regional development patterns, capital investments and other measures necessary to preserve and make the most efficient use of transportation facilities. It requires certification of consistency between countywide policies and the adopted Transportation 2040, as well as the transportation elements in local comprehensive plans.
3. **Washington's Growth Management Act (RCW 36.70A.210, RCW 47.80, WAC 468.86)**, which requires multi-county planning policies, for consistency in planning efforts where

there are common borders or related regional issues. [RCW 36.70A.510] and **Planning Enabling Act** [RCW 36.70.547] requires cities and counties to use their comprehensive plan and development regulations to discourage the siting of incompatible uses adjacent to general aviation airports. The Regional Council evaluates consistency of airport compatible land uses as part of its review and certification of local plans.

4. **Moving Ahead for Progress in the 21st Century (MAP-21)** is a 27-month update to the previous federal transportation act, SAFETEA-LU. It requires the development and update of a long-range transportation plan (Transportation 2040) and the development and use of a congestion management process as part of a continuing, cooperative and comprehensive planning process. MAP-21 creates a streamlined, performance-based, multimodal program to address transportation challenges, including improving safety, maintaining infrastructure, reducing congestion, improving the efficiency of the system and freight movement, protecting the environment and reducing delays in project delivery.
5. **Federal Clean Air Act [42 USC Section 7401-7671q] and Washington Clean Air Act [RCW 70.94.37]** which legislate federal and state requirements through air quality conformity rules for transportation plans, programs and projects.
6. **Puget Sound Regional Council Resolution A-96-02**, adopted on July 11, 1996, amended the 1995 Metropolitan Transportation Plan. A-96-02 was subsequently included in *Destination 2030* to include plans for a third runway at Seattle-Tacoma International Airport. The resolution provides for ongoing monitoring for noise reduction measures and runway construction.
7. **Washington's Commute Trip Reduction (CTR) Program** [RCW 70.94.521-555], as updated by the CTR Efficiency Act ([ESSB 6566](#)), which focuses the CTR program into the state's most congested urban growth areas and requires modification of city and county CTR plans and development of regional CTR plans.
8. **Corridor Planning [RCW 47.06.120]**, which lays out content and analysis requirements for state corridor studies.

REVENUES:

EXPENDITURES:

RTPO	472,370	Scheduled Completion	50%
FHWA	962,254	Actual Completion	28%
FHWA Local Match	150,178	Budget Expended	28%
Carryover FHWA	612,641		
Carryover FHWA Local Match	95,614		
INVEST (FHWA)	14,100		
INVEST Match	14,100		
Transportation Futures -FHWA	1,529,000		
FTA 5303	199,117		
FTA 5303 Local Match	31,076		
Carryover FTA 5303	54,470		
Carryover FTA 5303 Match	8,501		
FTA 5307	837,118		
FTA 5307 Local Match	209,279		
Carryover FTA 5307	209,039		
Carryover FTA 5307 Match	52,260		
STP 2014	500,000		
STP 2014 Local Match	78,035		

Carryover STP	91,239		
Carryover STP Match	14,240		
FAA (Next Gen Aerospace)	350,000		
FAA Match	38,888		
Carryover JARC	42,599		
Carryover New Freedom	5,906		
Local	65,459		
Total	\$6,637,483		

BUDGET COMPARISON:	Dec. Adopted	Amended	Supplemental
	FY14-15		FY14-15
	\$4,810,107		\$6,637,483

FTE STAFFING COMPARISON:	13.45	13.40
---------------------------------	-------	-------

POLICY DIRECTION and INTERAGENCY STAFF INVOLVMENT:

The Executive Board and the Transportation Policy Board provide primary direction and guidance.

ONGOING TASKS:

1. Departmental Administration

Manage and administer the long-range transportation planning work program, including work program development, schedule, budget, progress and evaluation reports and related documentation. Administration will also include assuring compliance with rules and regulations of funding agencies and the Regional Council.

Management and oversight was provided to the transportation planning department to accomplish the transportation planning work program. This included developing material for the amended supplemental budget and work program, providing progress reports, and ensuring that all rules and regulations were complied with.

2. Transportation 2040 (T2040) Modal and Freight Planning

The long-range plan is required by MAP-21 to be updated every four years. The region's long-range transportation plan, Transportation 2040, is updated every four years. During this biennium, PSRC will complete the 2014 Update and begin the 2018 update. The 2014 Update will be minor in nature, reflecting changes that have occurred within the region since the 2010 approval of Transportation 2040. The 2014 Update will be completed within the existing Environmental Impact Statement (EIS). The 2018 Update will include a new EIS, potentially a new horizon timeline, and a target-based alternatives analysis. Both updates will be responsive and compliant with federal and state requirements.

There are task-specific expenditures that include using \$25,000 and \$30,000 for consultants to conduct SEPA and Environmental Justice (EJ) analysis, respectively, related to the 2014 Transportation 2040 Update in the summer of 2014. Consultant work will also be used to conduct a public outreach survey of \$100,000. Direct costs of \$5,000 will be spent to update the Executive Summary with a CD-ROM in the winter of 2014; and \$10,000 to

conduct a public opinion survey for Transportation 2040 (2018) Update in the winter of 2015. This task is expected to be completed in the spring of 2014.

The 2014 Transportation 2040 Update began in the fall of 2012 and will conclude in the spring of 2014. The T2040 Update will be one of the agency's primary work program efforts during FY2014-15. Major elements included in the scope of work for the update are summarized below:

- **Primary topics for the Transportation 2040 Update**
 - Incorporating the project prioritization method currently in development
 - Updating the financial plan
 - Maintenance and preservation of the existing transportation system
- **Statutory requirements**
 - Coordinated Transit and Human Services Plan Update
 - Commute Trip Reduction (CTR) Program Update
- **New planning efforts which may be included**
 - Transit Oriented Development refinements (such as Growing Transit Communities and Transit Overlay Zones)
 - Refined Active Transportation Plan
 - New Rural Transportation Strategy
 - Other issues identified by PSRC boards

PSRC was awarded an INVEST grant in 2013. The INVEST resources will be used to reevaluate the draft Transportation 2040 plan and support work in asset management and TDM (see those sections for details). PSRC will conduct an evaluation of the draft 2014 Transportation 2040 Update using the INVEST 1.0 tool. The results of that assessment will help inform the 2018 major plan update. This major update is scheduled to begin in 2015, and will include an alternatives analysis and other work programs as determined by PSRC's boards, as well as full implementation of MAP-21 requirements. This update is scheduled for adoption in the spring of 2018.

PSRC completed an update to the region's long-range transportation plan, Transportation 2040, to reflect changes in the region since the plan was adopted in 2010. The update was done within the framework of the current plan and existing Environmental Impact Statement (EIS).

Transportation 2040 continues to support the adopted VISION 2040 regional growth strategy and economic objectives through an integrated mobility, environmental, and financial strategy. Because of the minor nature of this update, the number of issues and the level of analysis were limited to completing ongoing work items, meeting statutory obligations, and incorporating additional planning activities.

Scoping began in February 2012 and concluded in October of 2012 with the Executive Board approval of a Scope of Work for the plan update. The key elements are summarized below.

Core Elements – The plan update includes the following core elements:

- *Prioritization – The update incorporates the project prioritization framework, measures, and scorecard approach to evaluating projects.*
- *Financial Strategy – The plan includes an updated financial strategy.*

- *State of Good Repair (Maintenance, Preservation, and Operations) – The plan update addresses the regional transportation system’s maintenance and preservation needs.*

Statutory Requirements – The plan update includes the following required elements:

- *Updated Coordinated Transit and Human Services Transportation Plan*
- *Transportation Demand Management (TDM) and Commute Trip Reduction (CTR) program updates*
- *Updated air quality analysis and finding of conformity*
- *Updated report on climate change (including Greenhouse Gas Strategy)*
- *A new federal transportation funding program Moving Ahead for Progress in the 21st Century Act (MAP-21) was signed into law on July 6, 2012. Staff has incorporated the new mandates from MAP-21, and will incorporate new requirements and emerging federal guidance into the plan as it becomes available.*

Ongoing Planning Efforts – The plan update addresses the following:

- *New Active Transportation Plan (walk and bike elements)*
- *Transit Oriented Development refinements (e.g., Growing Transit Communities and Transit Service Overlay Zones)*
- *New Rural Transportation Study*
- *Update on Technology – existing programs and trends*

Since October 2012, staff worked on carrying out the Transportation 2040 Update Scope of Work. In July 2013, the Executive Board took action to (1) endorse the work underway as consistent with the Scope of Work and (2) direct staff to proceed with a Policy Framework to Balance the Financial Strategy. One of the most significant parts of this plan update was the realization that the estimated current law revenues were lower than projected and that the updated State of Good Repair costs were higher than projected. The net difference was a \$9 billion shortfall. The boards reviewed scenarios to balance the financial strategy in the fall of 2013 and released a draft plan for public review in January 2014. The final plan was adopted May 29, 2014. For more information, see www.psrc.org/transportation/t2040/.

In late 2012, FHWA offered an opportunity to implement the revised INVEST 1.0 tool. After having used the previous pilot version of INVEST, PSRC took the opportunity to reevaluate the updated long-range transportation plan using the revised criteria and implementing sustainability practices in areas where the previous evaluation highlighted opportunities for improvement. As part of the INVEST implementation program, FHWA provided resources for PSRC to strengthen sustainability practices in the planning areas of asset management and Transportation Demand Management (TDM) PSRC completed the final report on its experience utilizing INVEST and submitted it to FHWA in May.

a. Transportation 2040 Project Prioritization

In June 2012, the Executive Board directed staff to test the nine prioritization measures with the existing Transportation 2040 projects. The boards will receive an assessment of this evaluation and a draft Prioritization Report in March 2013. Assuming the boards determine this information is useful for decision-making, the prioritization

process will be updated on an ongoing basis, and at least every four years during regular updates of Transportation 2040.

Transportation 2040 includes a commitment to better prioritize projects in the plan to meet a wide variety of regional policy considerations. PSRC committees and boards are working to develop the ways projects in the plan will be prioritized to best meet the policy direction of VISION 2040.

There are consultant costs of \$50,000 to make improvements to the online Sponsor Form in the fall of 2014.

Work on Transportation 2040 Prioritization continued through 2013 and 2014 as part of the Transportation 2040 Update. The Regional Staff Committee took the lead in reviewing the technical aspects of the project, while the policy boards provided policy direction. The boards directed staff to continue refining the approach and measures and integrate this work into the Transportation 2040 Update. The definitions for the nine prioritization measures were discussed and finalized by the Prioritization Working Group, and presented to the Transportation and Growth Management policy boards. The policy boards gave staff direction to proceed with testing the Transportation 2040 Prioritization Process using the nine evaluation measures, and the Executive Board unanimously concurred. Staff solicited updated project information from sponsors using an online form, and received significant new project data that was helpful in testing the Prioritization framework. Staff tested and evaluated the framework and reported results to numerous staff committees and the PSRC boards. The final Prioritization Report (including project scoring results) is incorporated into the 2014 Transportation-2040 Plan Update as Appendix P. The prioritization report describes the prioritization framework, the nine evaluation measures, the project evaluation results reported in a scorecard format, and other background materials generated during the planning process. For more information, see www.psrc.org/assets/10556/T2040Update2014AppendixP.pdf.

b. Financial Strategy

Staff is currently in the process of “refreshing” the adopted Transportation 2040 financial strategy. Components of the effort include incorporating the 2012 regional economic forecast, refining the current law revenue forecast, soliciting new project cost information, revisiting tolling assumptions, and refining methods for estimating various programmatic costs included in the plan, with a particular focus on the state of good repair component (see below). The 2018 update process will begin by supporting the scoping process, developing a work plan to address items we were unable to address during the 2014 update, and collecting pertinent revenue and expenditure data from our partner agencies.

A key component of the regional transportation plan update process is developing a new financial strategy based on the best available information, including revenue forecasts and project/program costs. The 2014 update includes a minor “refresh” of the existing financial strategy to incorporate latest available information and methods, and the 2018 update process will include the development of an entirely new financial strategy.

Updating the financial strategy was one of three core elements of the 2014 update of Transportation 2040. Between July and December 2013 the Finance Working Group focused on refining new revenue source assumptions included in the plan, having updated programmatic and project-specific expenditures and current law revenue elements of the financial strategy the prior year. Specifically, during this timeframe the Working Group focused on refining assumptions associated with:

- *New local and regional transit funding options*
- *New city and county sources*
- *Incorporating the proposed state transportation package*

Of particular focus was understanding the implications of an updated travel demand forecast and transportation system characteristics (as a result of removing projects from the constrained plan due to project prioritization) on toll revenue.

Other important issues addressed by the Finance Working Group included:

- *Incorporating the Sound Transit program rebalancing as a result of the economic downturn*
- *Developing an approach to allocate undedicated revenue*
- *Balancing the plan by decade*

In December 2013, the Finance Working Group recommended that the Transportation Policy Board find that all updated financial strategy elements reflect the best available estimates of revenues and costs, and endorse a proposed approach to balancing the financial strategy using the project prioritization process to align costs with lower revenue forecasts. The TPB unanimously approved these requests and directed staff to complete the development of the fiscally constrained financial strategy using the approach outlined by the Finance Working Group. The Transportation 2040 update was adopted by the General Assembly in April 2014.

As an additional element of this work, staff developed and maintained a “pre-scoping” list of issues identified by the Finance Working Group as important to the next update of the financial strategy in 2018.

c. State-of-Good-Repair

Responding to direction provided by PSRC boards and committees, staff is currently working to refine the approach used to estimate state-of-good-repair investment needs. Elements of this work include further refinement of the pavement preservation approach first implemented in Transportation 2040, and identifying program areas for improvement. One of the key elements this process will begin to accomplish is allowing stakeholders to evaluate tradeoffs between investing in state of good repair programs and capacity projects.

Staff is maintaining a list of items that won't be completed before the 2014 update is adopted that will roll into the work plan for the 2018 update. The final primary work item for the 2014 Transportation 2040 update is to further refine the approach to developing future state of good repair costs. PSRC Boards and committees would like to

implement a methodology that better reflects actual needs based on observed conditions and allows for the evaluation of tradeoffs between investing in state of good repair programs versus capacity expansion. The end result of these refinements will be a new cost that is inserted into the financial strategy (see above) and ability for the PSRC to discuss these needs in greater detail within the context of the regional transportation plan.

This work will provide better estimates of state-of-good-repair investment need and allow for tradeoffs between investing in state of good repair programs versus capital expansion to be evaluated.

PSRC was awarded an INVEST grant in 2013. Resources provided through the INVEST program would, in part, be utilized to assist staff in developing and implementing an enhanced PSRC State of Good Repair work program in support of the 2018 update of Transportation 2040. Staff has received clear direction from PSRC boards and stakeholders that there is a need for additional data and decision-support tools that more specifically articulate the tradeoffs and consequences of investing in capacity expansion versus state of good repair programs. This particularly relates to pavement preservation, but also to bridge and structure preservation and other elements of the transportation system such as ongoing operations. Additionally, with the passage of MAP-21, metropolitan planning agencies will be required to implement an outcome-based planning process with regard to state of good repair programs. This funding would allow PSRC to pursue a variety of approaches to meet these new federal mandates and our regional goals.

Enhancing PSRC's methodologies for estimating future state of good repair needs was a core element of the 2014 Transportation 2040 update. Under guidance from a temporary state of good repair committee, staff developed three new approaches to better estimate future pavement preservation needs, stormwater drainage costs in light of new federal requirements, and ongoing local traffic operations needs. These new approaches relied heavily on existing conditions information and survey tools that allowed cities and counties to tell PSRC directly what their needs are relative to specific outcomes. These improvements resulted in an outcome-oriented estimate of future state of good repair needs in these key areas. However, the new approaches do not facilitate tradeoff discussions between investing in state of good repair and expansion. Additional work will be done in this area. New costs were incorporated into the Transportation 2040 financial strategy.

In December 2013, PSRC kicked off the INVEST project (see Transportation 2040 Modal and Freight Planning for a broader description). The State of Good Repair element of the grant was designed to provide information that PSRC could use to scope a regional state of good repair planning program. Major components of the work included:

- Performing a regional state of good repair program peer review, which resulted in staff interviewing four peer MPOs to better understand the context in which their programs were developed and how that shaped their efforts, specific functions each agency's program performs, and unique tools used by each MPO to carry out their objectives.*
- Reaching out to local stakeholders to better understand the spectrum of local (city and county) asset management programs and how a regional program could add value. Staff interviewed 12 jurisdictions of varying size and complexity to get a feel*

for common (and unique) program elements and to identify opportunities where a PSRC-led effort could enhance local efforts. To that end, PSRC's consultant performed a SWOT (strengths, weaknesses, opportunities, and threats) analysis on each.

- *Identification and brief analysis of commercial off-the-shelf pavement management software to support a regional pavement management component of a broader state of good repair planning program. Pavement data (collection, storage, and analysis) was identified as one area where PSRC could add value.*
- *Working with the Transportation Policy Board to define regional goals associated with a state of good repair planning program.*

PSRC will utilize the work performed under the INVEST grant as a foundation for further development of a regional state of good repair planning program that will support the spectrum of PSRC planning and programming efforts, meet new MAP-21 requirements, and add value at the local level. The next phase of work will be developed under guidance by a new working group that will be comprised of members from PSRC's Regional Staff and Regional Project Evaluation Committees. This group's task will be to review draft MAP-21 asset management rules, provide comment, and based on roles and responsibilities coordinated between WSDOT and MPOs, propose various program elements for Transportation Policy Board consideration. The State of Good Repair Program Development Working Group will convene in fall 2014 and likely make recommendations to the Transportation Policy Board by summer 2015.

d. **Monitoring**

Several monitoring efforts are being coordinated including T2040 monitoring, VISION 2040 monitoring, and the Congestion Management Process (CMP) as well as coordinating with the nine measures of the prioritization process. Monitoring is used to meet the MAP-21 performance based planning requirements as well as coordinated monitoring efforts between the CMP, T2040 plan monitoring and VISION 2040 plan monitoring.

MAP-21 monitoring will be conducted as federal guidance is released. T2040 monitoring is in process and will be completed in conjunction with the CMP in late 2014 in support of the 2018 T2040 plan update.

PSRC will develop a Transportation 2040 Monitoring Report. This report will track progress towards implementing the adopted regional transportation plan. This report will track the region's progress on congestion and mobility, transportation funding and environmental programs, as well as the implementation of projects and programs adopted in the plan. This will include MAP-21 performance based planning approach performance measures and targets once they are defined. This effort will be integrated with the VISION 2040 monitoring program that will also track objectives related to growth and economic development.

- Define T2040 outcomes statements
- Define performance measures
- Coordinate with VISION 2040 monitoring, CMP and MAP-21
- Provide data and analysis roll out via web interface

- Coordinate with external agencies on the development of MAP-21 measures and targets

The work plan and schedule for Transportation 2040 monitoring have been developed. Transportation 2040 outcomes have been pulled out of Transportation 2040, and draft measures have been developed. This effort is integrated with VISION 2040 monitoring and the Congestion Management Process, and leaves a place holder for MAP-21 performance-based planning measures.

The Transportation 2040 Performance Trends program is intended to evaluate the performance and implementation of the long-range plan. The Performance Trends program will also address the federal law, Moving Ahead for Progress in the 21st Century (MAP-21). This includes the performance-based planning approach and the Congestion Management Process. Transportation 2040 performance measure categories include: Environment, Health, Equity, Safety, Security, Mobility, Economy, Finance and Maintenance and Preservation. The approach to development of Transportation 2040 Performance Trends includes the following underlying principles:

Long-Term Sustainability - The scope of the program can be readily accommodated into the agency's existing work program, and is sustainable.

Regular Updates - All measures are intended to be tracked on a regular basis.

All Online, Flexible - The program is envisioned as an online resource with ongoing updates. A report can be generated as necessary.

With these guiding principles in mind, PSRC has worked with regional partners over the past several months to develop 56 unique performance measures proposed to evaluate the performance and implementation of Transportation 2040. The data gathering and analysis of the performance trend program has been organized into tiers. Tier 1 measures will be addressed first, along with any Tier 2 measures that offer complementary information that enhances reporting of Tier 1 measures. The remaining Tier 2 measures and all Tier 3 measures will be addressed in a second wave of data gathering and analysis (with Tier 2 receiving priority). These measures may take further development or may not be as time sensitive in terms of reporting.

The tiers are set by the following guiding questions:

- *Is the measure sustainable? Considerations include: data availability, data frequency, and data processing requirements*
- *Does the data directly measure an outcome stated in Transportation 2040 or VISION 2040?*
- *Does the data support the development and evaluation of Transportation 2040 and VISION 2040?*
- *Is the reporting of the measure required to meet federal and state mandates?*

Next steps include refining the tier approach this summer. Data collection and analysis will take place in the fall with the first set of trend reports going online by the end of 2014. The data will continue to be reported throughout 2015.

Congestion Management Process is a systematic and formalized approach to addressing congestion through effective management and operation of the transportation system. The CMP will continue to support Transportation 2040 implementation and monitoring efforts, and will provide clearly defined information regarding the state of the transportation system. Specific activities will include:

- Updating the CMP appendix of Transportation 2040 as part of the Transportation 2014 minor plan update.
- Updating the CMP document, Transportation 2040 Monitoring: Congestion & Mobility Report, as needed in support of the 2018 long-range plan update. This report will lay out existing transportation system conditions that will be used as a baseline to compare future data reporting efforts at the regional and SMART Corridor subarea levels. Following the completion of the CMP existing conditions report, staff will develop a CMP report expanding on the baseline efforts, including 2010 data, which will be updated approximately every two years. CMP efforts include outreach to all of the PSRC technical advisory committees as well as partner agencies.
- Reviewing Level of Service (LOS) Standards for regionally significant state highways, as needed.
- Monitoring and evaluating strategy implementation to support Transportation 2040 implementation.

The Congestion Management Process (CMP) baseline was completed in early 2011. It was integrated with the Transportation 2040 alternative analysis process and is included in the appendices of the Draft EIS and Final EIS. The CMP has been designed to report information on a regional, subarea and corridor basis. There are 12 corridors. Corridor-level analysis provides an opportunity to evaluate congestion and mobility issues in a more focused geography, supplementing information obtained at the regional and subarea levels. In order to identify the congested locations, a screening process is used. This process starts with the region's Metropolitan Transportation System and then considers other multimodal and freight congestion information for the region. For this analysis, congestion issues are identified using the following data sources:

- *Metropolitan Transportation System definition*
- *Travel time data collected from state-owned loop detectors*
- *Highway Performance Monitoring System (HPMS) data*
- *Regional Traffic Operators input*
- *Regional Transit Agencies input*
- *Freight T1 and T2 route definitions*

Using the data resources mentioned above, several facilities were identified as significant areas of congestion. These areas of congestion are based on available, observed data (including travel times, transit congestion and delay). These facilities were then subject to comparison within the Transportation 2040 Analysis in terms of potential travel time benefits

for the five Transportation 2040 Alternatives and the Baseline Alternative. The next version of the CMP will be included as part of the Transportation 2040 monitoring process.

Appendix B of the long-range plan adopted in May 2014 was updated to reflect the new project list by CMP SMART corridor.

Level of Service (LOS) is being reviewed on an ongoing basis. There have been a few inquiries, but no amendments to the current system have been requested.

e. Rural Transportation

PSRC will work with rural communities in the region to address the growing transportation problems that occur in these areas. This effort will focus on: safety; the impact of reductions in transit service, growing tourism opportunities, and the growth of special needs transportation services; overall mobility improvements that are needed in rural areas; preserving and maintaining the existing transportation facilities.

As a component of the Transportation 2040 Update, PSRC will examine the region's major transportation issues from the rural perspective, looking not only at how rural communities use the regional transportation system, but also examining the interdependencies between both rural and urban communities with regards to transportation. This effort will include a look at rural economies and employment, commute patterns, open space and recreational access, and agricultural issues, among others.

As part of the Transportation 2040 Update that was adopted in spring of 2014, this work on examining rural transportation issues was included as Appendix R, Rural Transportation Study. This effort included outreach to communities and counties to better understand rural transportation issues in a regional context. This work may serve as a building block for future updates to the long-range plan related to rural transportation issues.

f. Freight Planning

PSRC will develop an integrated regional freight planning program. This task will integrate freight transportation demand as it relates to global gateways, regional economies, and local deliveries. The freight planning program will continue to draw on the expertise and contributions of participants of the Regional Freight Mobility Roundtable, as well as the FAST Freight Advisory Committee. The activities of this freight program will support the Transportation 2040 prioritization and implementation process. There are consultant costs of \$55,000 associated with the freight planning portion of this task in the spring of 2015.

Activities will involve:

- Coordinating with the Regional Freight Mobility Roundtable, FAST Freight Advisory Committee, and WSDOT, as well as other subject matter expert groups and committees as appropriate.
- Building upon the recommendations in the Regional Freight Strategy (Appendix J in Transportation 2040) to integrate the freight modes (roads, rail, air and marine) as appropriate in the Transportation 2040 prioritization and implementation process.

- Assisting the Freight Mobility Roundtable through coordination and engagement based on pressing issues to the freight mobility community.
- Monitoring implementation and rulemaking for MAP 21 with regards to new provisions for freight and goods movement.
- Supporting the FAST Freight Advisory Committee in implementation of Transportation 2040.
- Participating, as appropriate, in broader groups with compatible interests for regional freight mobility, such as the West Coast Corridor Coalition and the Coalition for America's Gateways and Trade Corridors.
- Completing identification and refinement of Regionally Significant Freight and Goods System.
- Data development for freight in advance of the 2018 Transportation 2040 Update.

In fall 2011, the FAST Partnership transitioned to the FAST Freight Advisory Committee at PSRC. With the majority of projects from the FAST Partnership either complete or funded, and the funding for FAST administration having been spent, this approach was developed as a way to retain a place for working on regional transportation planning issues related to freight. Recently, the committee has been examining the freight classification on highways and arterials throughout the region to find where gaps in truck data exist. This committee meets six times regularly during the calendar year, and more frequently as work items necessitate. Additionally the Regional Freight Mobility Roundtable meets six times per calendar year as well.

The original FAST Corridor Program has now completed 20 of the original 25 projects in the FAST Corridor Partnership. PSRC continues to support the work of the FAST Corridor Partnership as it pertains to the remaining five priority projects as funding and opportunities present themselves.

The FAST Freight Advisory Committee continued work on refining the Regionally Significant Freight and Goods System through coordination among the Port of Seattle, WSDOT, the City of Seattle, the Port of Tacoma, and other local governments. This coordination led to refinements of the currently identified system and an examination of where there are gaps in available data that could be filled through further coordination.

The PSRC continues to participate in meetings of the Coalition for America's Gateways and Trade Corridors (CAGTC), and national calls to monitor developments in MAP-21 rulemaking, as well as to contribute comment and suggestions regarding reauthorization. The PSRC attended a meeting of a new corridor coalition, the Great Northern Corridor Coalition in Vancouver, WA, to contribute as that group begins to identify opportunities and priorities related to rail. The West Coast Corridor Coalition is no longer active.

Freight planning activities related to the \$55,000 for data development in advance of the next long-range plan update will occur in spring 2015 or later.

Additionally, the FAST Freight Advisory Committee played a key role in helping to identify freight mobility projects for potential inclusion in the WSDOT Freight Mobility Plan. The

committee worked intensively on this effort over three months to develop and refine project lists that reflected both capacity projects and programmatic investments at the regional level that would be a good fit for the WSDOT Freight Mobility Plan.

g. Regional Bicycle and Pedestrian Planning

The Regional Council will further define a role for bicycle and pedestrian transportation in the region's long-range plan and improve coordination and collaboration among state and local agencies. VISION 2040 and T2040 call for the development of a transportation system that creates more travel choices while preserving environmental quality and open space. Bicycle and pedestrian transportation play a key role in achieving these goals. The 2005 amendments to the Growth Management Act require inclusion of a bicycle and pedestrian component in the transportation element of a comprehensive plan. There is a \$10,000 cost allocated to the first quarter of FY2014 to hire an Active Transportation Planning Intern.

Activities related to regional bicycle and pedestrian planning, coordination, and technical assistance include:

- Facilitate monthly Bicycle and Pedestrian Advisory Committee meetings
- Develop an Active Transportation Plan
- Define the schedule for updating the regional data set for bicycle and pedestrian asset data
- Develop a Regional Bicycle Network utilizing existing data and local planning documents as well as with outreach to jurisdictions across the region.
- Incorporate the formerly adopted regional standards for bicycle facility types into the Active Transportation plan document
- Identify bicycle and pedestrian data sources and discuss recommendations in the Active Transportation Plan for future data collection
- Highlight some best practices for updating the bicycle and pedestrian elements of local agency comprehensive plans
- Utilize existing collision data to better assess safety-related issues, and work with partnering agencies to coordinate opportunities for this data to be used to assist programs that increase safety and reduce collisions for bicycles and pedestrians

The Bike Pedestrian Advisory Committee (BPAC) meets monthly. Over the last year, the committee had excellent participation from each county, with a mix of representatives from counties, transit agencies, local jurisdictions and interest groups.

This committee worked together with staff to draft and adopt a regional Active Transportation Plan that included a Regional Bicycle Network and data collection recommendations, including the standards for bicycle facility types. This plan makes recommendations for future data collection as well as best practices for implementing active transportation targeted at local jurisdictions when updating local comprehensive plans.

This report also utilizes existing collision data to report on safety trends. Further analysis of collision data as well as the region's role in developing safety programs will be a focus for additional work.

h. **Aviation Planning**

PSRC is involved in a wide variety of activities related to planning and support for the central Puget Sound region's public use airport system. The system includes Seattle-Tacoma International Airport, five General Aviation Reliever airports, 20 other General Aviation airports, and two military airfields. Activities include continuing actions under Resolution A-96-02 (supporting the third runway at Sea-Tac Airport), airport ground access planning, regional air cargo planning, cooperative efforts with the WSDOT Aviation Division in planning for long-range airport capacity, and ongoing efforts to address airport compatible land use under the PSRC's growth management act (GMA) authority.

PSRC Resolution A-96-02: Implement Resolution A-96-02 action steps to reduce the noise impacts of Sea-Tac Airport on local communities: as needed, participate in noise studies sponsored by the Port of Seattle; engage in ongoing communication and coordination with the Port of Seattle, FAA, WSDOT, and local agencies around the airport. Staff is participating on a technical advisory committee for the Sea-Tac Airport FAR Part 150 Noise Study Update. The purpose of this study is to prepare future noise contours and develop an updated program for reducing noise impacts in communities around the airport (*Summer 2013*).

- Airport Compatible Land Use Program. In late 2010, PSRC completed an update of the regional Airport Compatible Land Use Program. The update was developed to augment the new WSDOT Airports and Compatible Land Use Guidebook. During the coming fiscal years, PSRC staff will continue to work with member agencies as they update and amend their comprehensive plans to address airport compatible land use issues.
- Participate in local airport planning activities as requested, including the project advisory committee for the Tacoma Narrows Airport Master Plan update.

This year staff completed its participation on a technical committee for the Sea-Tac Airport FAR Part 150 Noise Compatibility Study Update and participated on a committee providing input and advice on the Master Plan Update for Tacoma Narrows Airport. Staff also continued working with local agencies in helping them address airport compatible land use issues in their comprehensive plans. This included review of plan amendments and provision of information to local agencies as they began their 2015 plan amendment process. Staff participated on a technical committee providing input on the WSDOT Aviation Division's statewide Airport Investment Study, which is providing information to the Transportation Commission and Legislature regarding investment needs to maintain and enhance the state's airports. Staff worked with FAA and WSDOT Aviation on a draft scope of work for the State Airport System Plan update to include use of NextGen technology at the statewide airport system level. Staff also participated on an interview panel to select a consultant to prepare an update to the Renton Airport Master Plan. In 2014-2015 PSRC staff will participate on the master plan technical committee, providing input on how the airport can implement the NextGen recommendations contained in our Phase I study. For more information, see www.psrc.org/transportation/airtrans.

i. **Ferry System Planning**

The Ferry System Planning program supports ongoing coordination related to planning for the regional passenger ferry system. In addition, this subtask supports ongoing work by Washington State Ferries (WSF), including long-range Ferry System Planning and coordination between the Ferry System component of the Washington Transportation Plan (WTP) and PSRC's Transportation 2040.

In 2009, the PSRC Executive Board passed a resolution directing staff to foster coordinated planning to address key issues and support implementation of passenger ferry service in the region. In 2011 and 2012, activities included staff workshops, leadership meetings, a regional ferry summit, and the preparation of a legislative agenda. PSRC continues to work with passenger ferry operators, local agency staff, and elected officials to address common issues and advance the region's passenger ferry system. In 2012, staff coordinated discussions to assure passenger ferry service remains at Colman Dock in light of the WSF preservation project. During FY14-15, staff will continue follow-up efforts as needed, and will coordinate discussions by passenger ferry providers to address ongoing issues related to passenger ferry service in the region.

Work on ferry system planning focused on supporting regional passenger ferry programs by Kitsap Transit and King County Ferry District. Staff provided input on King County Ferry District's Strategic Plan, participating in a series of meetings providing the King County Council and Ferry District Board with technical information to support policy decisions for the next 3-5 years. These decisions will focus on a sustainable funding strategy, insuring a passenger-only ferry (POF) presence at Colman Dock, a long term dock site in West Seattle, possible new POF routes, and integrating passenger ferry service with other modes of transportation. Staff also provided input to WSF as they scope their Long Range Ferry System Plan Update, set to begin this fall. For more information, see www.psrc.org/transportation/ferry.

j. **Transit Planning**

This work is focused on further defining the role of public transportation in the region's long-range plan and improving coordination among the local and regional transportation providers.

- The activities below include efforts related to ongoing transit coordination:
 - Participate in a variety of committees facilitating regional coordination of transit planning and improvements.
 - Coordinate and facilitate meetings of the Transportation Operators Committee (TOC).
 - Organize and facilitate meetings of the Special Needs Transportation Subcommittee.
 - Monitor Sound Transit efforts; conduct conformity reviews for adopted ST expansion plans.
 - Review and provide comments on Transit Development Plans.
 - Review and comment on major corridor studies related to transit options.
 - Update the Coordinated Transit-Human Services Transportation Plan.
 - Participate in development of transit options in Congestion Management Process work.
 - Review and evaluate HOV lane operating and park-and-ride policies through committee support.

- Work with transit agencies, the State, and other stakeholders on developing transit performance measures in compliance with MAP-21.
- Work with Transportation Operators Committee and the agencies they represent to ensure compliance with transit-related measures in MAP-21.
- Transit Service Overlay Zone – Refine the definition and regional eligibility criteria for a Transit Service Overlay Zone that helps define planned core transit service corridors that will provide all-day frequent bus service within the regional planning period. Engage a technical advisory committee with membership drawn from both transit and local jurisdictions to do this work. This concept and the work associated with it builds on previous work requested by the Washington State Legislature to develop a Transit Service Overlay Zone concept, the Growing Transit Communities work; and similar efforts by local jurisdictions and transit agencies in the region.

PSRC organized staff and prepared agendas for 10 regular Transportation Operators Committee (TOC) meetings, and nine regular Special Needs Transportation Committees (SNTC) meetings. PSRC staff also participated in regular Transit Integration Group (TIG) committee meetings to discuss ongoing transit coordination and integration efforts. PSRC staff participated in the following ongoing transit-related projects: the Sound Transit Long Range Plan Update, King County Metro Long Range Plan; Pierce Transit Long Range Plan; Washington State Department of Transportation’s Public Transportation Plan Update; and Sound Transit’s Federal Way Transit Extension Interagency Work Group (Sound Transit project). PSRC has been an active participant in all of these transit planning efforts. PSRC also completed a Transit-Supportive Planning Toolkit; and obtained Executive Board approval for transit representation on the PSRC Transportation Policy Board, in compliance with MAP-21. A number of these efforts are continuing, including working with transit stakeholders on MAP-21 performance measure compliance. Please see Livable Communities below for additional transit planning activity covered under that subject.

k. Special Needs Transportation Planning

PSRC has a lead role in coordinating the Enhanced Mobility of Seniors and Individuals with Disabilities grant funding program (FTA 5310 funds) in the central Puget Sound region.

PSRC updated its Coordinated Transit-Human Services Transportation Plan for 2011-2014 (Coordinated Plan); the plan is the foundation for the competitive distribution of Enhanced Mobility of Seniors and Individuals with Disabilities funds and is consistent with Transportation 2040 (T2040). Staff will continue to administer a competitive selection program to distribute Enhanced Mobility of Seniors and Individuals with Disabilities dollars apportioned to the Seattle-Tacoma-Everett Urbanized Area; this competition is to occur every two years and is next scheduled to begin in summer 2014 and conclude in spring 2015. A work program item for the next competitive cycle will be updating the Enhanced Mobility of Seniors and Individuals with Disabilities Program Management Plan (PMP), consistent with FTA MAP-21 guidance. The PMP outlines how PSRC administers its competitive process and distributes these FTA funds. It is expected that the PMP update will begin in fall/winter of 2013.

PSRC will next update the Coordinated Transit-Human Services Transportation Plan in 2014 in connection with the update of Transportation 2040. However, there is ongoing work on the implementation of these plans. Job Access and Reverse Commute (JARC) and New Freedom programs (under SAFETEA-LU) and Enhanced Mobility of Seniors and Individuals with Disabilities (under MAP-21) allow a maximum of 10% of the annual apportionment to be utilized for planning and administration expenses. The allowable administrative funds PSRC receives are used to conduct the tasks related to the Special Needs Transportation Program that consists of activities related to planning, the funding program, and staffing a region-wide committee.

Similar to the Transit program discussion, staff will be required to monitor FTA MAP-21 guidance related to special needs transportation programs and funds, and incorporate changes as necessary. One example of this activity is the development of performance measures related to the Enhanced Mobility of Seniors and Individuals with Disabilities grant funding program, as required in MAP-21.

PSRC is engaging in an update of the Coordinated Plan to cover the 2015-2018 period as part of the T2040 Update in 2014. General committee support is ongoing. The Coordinated Plan update will be approved as part of the 2014 Transportation 2040 Update. Update of the Enhanced Mobility of Seniors and Individuals Program Management Plan will begin in the fall/winter of 2013. A grant completion for special needs transportation funds will begin in summer 2014 and conclude in spring of 2015.

PSRC staff used input from the previous year's scope of work exercise to update the regional Coordinated Transit-Human Services Transportation Plan (Coordinated Plan) in conjunction with the update of Transportation 2040. The 2015-2018 Coordinated Transit-Human Services Transportation Plan was adopted at the General Assembly on May 29, 2014. A significant part of the update effort was associated with updating the prioritized strategies of the Coordinated Plan to address the needs, gaps and duplications within the region.

The adoption of MAP-21 also created additional work related to special needs transportation. PSRC staff obtained designated recipient status for Section 5310 funds (Enhanced Mobility for Seniors and Individuals with Disabilities) as allowed under MAP-21. As the Designated Recipient of Section 5310 funds for the Seattle-Tacoma-Everett urbanized area, PSRC embarked on an update of the Section 5310 Program Management Plan (PMP) that incorporates the FTA's final Section 5310 Circular implementing MAP-21. In addition, PSRC facilitated a special needs funding working group that addressed preparation for the 2014 Coordinated Grant competition, and educated special needs transportation stakeholders on the ability to seek Section 5307 funds for Jobs Access Reverse Commute projects as part of a separate funding competition PSRC hosts.

1. Transportation Demand Management (TDM)

PSRC will continue to play a coordination and collaboration role in TDM efforts across the region, working with state and local TDM agencies and implementers.

Key activities related to regional TDM planning, coordination, and technical assistance include:

- Facilitate regular meetings of TDM Steering Committee

- Develop, update, and/or monitor Regional TDM Implementation Strategy, as necessary
- Participate in local, regional, state, and national TDM efforts that affect the region and PSRC stakeholders
- Develop, update, and/or monitor a regional CTR plan for incorporation into the overall Regional Transportation Plan (Transportation 2040), as necessary
- Coordinate with jurisdictions to review local CTR plans for consistency with the regional CTR plan, Transportation 2040, the requirements of the law, and state CTR Board requirements

PSRC was awarded an INVEST grant in 2013. The INVEST resources will be used to clarify the role of PSRC and articulating ways that PSRC can amplify the impacts of the TDM programs throughout the region. One of these key roles will be measuring the cumulative impacts and monitoring the progress of the various TDM efforts occurring throughout the region. With the help of the INVEST tool and resources provided through the INVEST program, PSRC will establish a framework for measuring the impacts of the various TDM efforts across the region and investigate the ways to implement a monitoring program.

As part of the Transportation 2040 Update process, the TDM Steering Committee approved the Regional TDM Action Plan at the beginning of FY2014. The Regional TDM Action Plan identifies the strategic priorities of local TDM implementers as well as regional implementation actions to be undertaken by the TDM Steering Committee and PSRC. Major activities of the committee in the last fiscal year include:

- *Tracking the 2014 project selection process and identifying appropriate opportunities to make recommendations that help make TDM projects more competitive for funding*
- *New operating procedures for the TDM Steering Committee that identify the Committee's role, schedule, and roster*
- *The formation of an integration working group meant to consider ways that TDM activities can be better integrated across modes, within projects, and at a policy level*
- *The formation of a performance measurement working group meant to improve the capacity to measure TDM performance at the activity and regional levels*

In addition to the activities described above, PSRC staff also utilized INVEST funds to conduct an inventory of TDM activities occurring across the region, look at how peer regions' TDM programs are carried out (with a particular focus on funding and performance measurement), and develop a scope of work for a possible TDM performance measurement framework.

m. Intelligent Transportation Systems (ITS) Strategies, Architecture and Regional Operations

ITS and operations strategies optimize the systems efficiency and effectiveness of the transportation systems by managing congestion, increasing reliability, and providing connections for people and goods. This subtask provides overall support of regional operations and ITS in the region as part of the long-range plan required by MAP-21. This work will support the Regional Traffic Operations Committee (RTOC). PSRC will support and maintain the committee structure to respond to the transit, freight, emergency

management regional operations needs. Staff will seek opportunities to promote and implement the Regional Operations and ITS Implementation Plan as well as maintain and update Regional ITS Architecture. PSRC will further integrate the ITS Architecture with the long-range transportation plan and Congestion Management Process (CMP) through regional operations coordination efforts and maintain agency involvement with ITS Washington and ITS America

There consultant costs of \$30,000 to update the ITS Architecture and ITS planning in the summer/fall of 2014.

The Regional Traffic Operations Committee (RTOC) was officially formed in 2007 and continues to meet every other month to discuss topics related to ITS and regional operations. Participation includes local jurisdictions, counties, WSDOT, FHWA and transit. The committee has completed three projects this biennium, including the Regional Intelligent Transportation System Implementation Plan (RITSIP), the Regional Concept of Transportation Operations (RCTO), and the Advanced Traveler Information System (ATIS) framework. The RITSIP identifies key corridors and Intelligent Transportation System (ITS) implementation for those corridors. The RCTO provides the guidelines in which to operate the RITSIP corridors and the ATIS task provided the high-level functionality and framework for a regional traveler information web page.

Staff continues to review projects proposed for federal funding for consistency with the Regional ITS Architecture.

The ITS Architecture is being modified as needed to accommodate new and innovative ITS concepts in the region. A schedule and work plan has been developed for an overall update of the architecture, which will be taking place through 2014. A request for proposals went out in June 2014. Work will commence on the update of the architecture in August 2014.

n. Safety and Security System Coordination

Federal transportation guidelines call for increasing safety and security of the transportation system. This work will continue to explore the role of the PSRC in the realm of security and emergency management planning. Staff will incorporate the Transportation Recovery Plan into PSRC planning processes such as the CMP and Transportation 2040 through existing committees such as the Regional Catastrophic Preparedness Team; coordinate passenger security efforts by air, water and land, where appropriate. In addition, this will support Washington State in its efforts to implement the Strategic Highway Safety Plan, and Target Zero. PSRC will monitor collision data from WSDOT and ensure this information is considered when establishing the policy framework and criteria for PSRC's project selection process. Collision data will be included in the prioritization process and monitoring efforts.

This subtask provides overall support of safety and security in the region as part of the long-range plan required by MAP-21.

PSRC staff is represented at the Regional Catastrophic Preparedness Team (RCPT), which oversees Urban Areas Security Initiative (UASI) grants. The RCPT manages several projects that receive UASI funding. PSRC is on the advisory committees for the Transportation

Recovery Plan and the Regional Coordination Plan. PSRC has used the data from the Regional Transportation Recovery Plan in the CMP and project prioritization to identify priority locations.

PSRC continues to serve on the Target Zero Steering Committee and the Project Team. Target Zero was updated and adopted in late 2013. The new priority areas were identified in the updated Transportation 2040.

PSRC has reviewed the MAP-21 notice of proposed rulemaking for safety performance measures and provided comments to the federal docket. PSRC is coordinating with WSDOT, state RTPs and MPOs on the development of safety targets.

o. **Biennial Action Strategy**

The Action Strategy report provides a snapshot of the region's progress implementing Transportation 2040 and lays out the region's transportation investment priorities for the coming decade. As part of the 2014 Transportation 2040 Update, staff will prepare a biennial Action Strategy in collaboration with WSDOT, local transit agencies, Sound Transit, local jurisdictions, and ports, and submit a report to WSDOT. This work meets state mandates for biennial reporting and is scheduled to be completed during the spring of 2014.

PSRC published the 2014 Action Strategy as part of the Transportation 2040 Update, which was adopted in May 2014. As in the past, the 2014 Action Strategy provides an update on changes since the plan was adopted in 2010, discussions of key Transportation 2040 strategies (Prioritization, State of Good Repair, Financial, Mobility, and Environmental), the region's proposal for legislative action, and the ten-year investment strategy. The 2014 Action Strategy was published as Appendix A of the Transportation 2040 Update. For more information, see www.psrc.org/assets/10557/T2040UpdateAppendixA.pdf.

3. **Air Quality and Climate Change**

PSRC will continue to work with our federal, state, regional and local partners to monitor air quality and climate change issues in the region, and to estimate regional emissions from plans, programs and projects using the best available technical tools. This task will ensure PSRC meets federal and state requirements regarding the conformity of Transportation 2040 and the Regional Transportation Improvement Program to the State Implementation Plan for Air Quality, including ongoing interagency consultation, and will advance regional policies related to the reduction of emissions. Specific activities of this task include the following:

- a. Maintain the air quality/climate change web page for the agency's website to provide information about air quality and climate change related topics and to provide data to project sponsors
- b. Conduct the air quality conformity analyses for the Regional TIP and Transportation 2040 Update
- c. Prepare the annual CMAQ emissions report for submittal to WSDOT.
- d. Work in consultation with the region's air quality partner agencies to monitor and discuss issues affecting air quality in the region

- e. Review Regional TIP and Transportation 2040 project actions for consistency with the regional conformity determination
- f. Transition the agency to EPA's MOVES software, and provide technical assistance to local jurisdictions
- g. Continue to monitor the implementation of Transportation 2040's Four-Part Greenhouse Gas Strategy
- h. Improve the technical tools for estimating project-level emissions, both for project selection and CMAQ reporting as well as for additive improvements to the regional technical analyses
- i. Continue efforts to incorporate climate change into the agency's planning and programming processes, including technical and policy work on emissions reduction possibilities and adaptation, technical assistance and guidance to project sponsors and other jurisdictions, and interagency consultation at the local, regional, state and federal level

There are consultant costs of \$40,000 to update the regionally based project level emissions estimation software, TCM Tools, in FY2014. This task is ongoing, with a few key dates; the conformity analysis for the 2014 Transportation Update will be conducted during the summer of 2013; the conformity analysis for the 2015-2018 Regional TIP will be conducted in the summer of 2014.

Ongoing reviews of transportation projects were conducted as part of the routine amendment process to the Transportation Improvement Program for consistency with the regional air quality conformity determination. The annual CMAQ emissions report was prepared and submitted to WSDOT in January. Work began with the air quality partners to prepare the maintenance plan for the Pierce County nonattainment area, including an emissions inventory and updated motor vehicle emissions budgets. The air quality conformity analysis was conducted for the 2014 Update to Transportation 2040. Various research projects to improve our analytical tools were also begun.

4. Federal and State Program including MAP-21 and WTP

This task will maintain compliance and influence development of federal and state rulemaking/regulation development as well as the state transportation plan. PSRC will continue efforts to monitor and provide input on federal legislative initiatives that will impact metropolitan planning programs and funding.

- a. Participate in Association of Metropolitan Planning Organizations (AMPO) activities
- b. Monitor and provide input on federal reauthorization efforts
- c. Work with federal representatives on initiatives that support implementation of Transportation 2040, including environmental and project and program funding programs
- d. Participate in committees and meetings that provide guidance on federal programs
- e. Provide regular updates to boards on the status of federal initiatives and legislation
- f. Continue to support state programs and initiatives that facilitate and promote the implementation of Transportation 2040
- g. Participate in efforts to coordinate the regional transportation planning organizations (RTPO) state initiatives
- h. Monitor and comment on pending state legislation and other initiatives that impact regional transportation programs and funding

- i. Participate in work groups and committees established by the Legislature, WSDOT and city and county associations designed to provide guidance on state programs and legislation
- j. Provide regular updates to boards on the status of state initiatives and legislation
- k. Prepare data and written materials about the Puget Sound region to integrate the region's plan with the Washington Transportation Plan (WTP), including regional safety, congestion, ferry, air, freight, and transit data
- l. Support development and review of congestion relief methodologies and measurements
- m. Coordinate with cities, counties, ports and other local and regional transportation agencies to develop data and compile adopted needs for the WTP implementation, including:
 - County road and city street needs
 - Transit needs
 - Airport needs
 - Non-motorized needs
 - Port, marine/riverine navigation, and other freight needs
- n. Consult with WSDOT in development of performance measures to track plan accomplishments
- o. Coordinate Transportation 2040 with the themes and programs identified in the WTP
- p. Communicate with legislators and other decision makers in the central Puget Sound region on the region's compliance with the WTP

PSRC is coordinating with WSDOT as well as the other RTPO and MPOs in the state on the development of performance targets. Staff have been reviewing notice of proposed rulemaking documents as they are released and providing comments to WSDOT, transit agencies, RTPOs, MPOs as well as AMPO. Comments on the safety notice of proposed rulemaking were submitted to the federal docket in June 2014.

Staff are periodically updating our board members on MAP 21 and working to anticipate MAP 21 requirements as part of the development of the next plan update and the performance trends program.

PSRC staff has worked with WSDOT Aviation on a statewide Airport Investment Study, which is providing policy and technical input to the Transportation Commission and Legislature on investment needs to preserve and enhance the state's airport system. Staff has also worked with WSDOT Aviation on scoping the next update to the State Airport System Plan to include Next Generation technologies. PSRC staff also provided input to Washington State Ferries on the scope of the upcoming Long Range Ferry Plan Update, which will become part of the WTP.

5. Participate in Regional/Local Transportation Planning Projects

This task will support regional and local transportation planning programs and initiatives that implement Transportation 2040.

- a. Corridor Planning: Continue monitoring and supporting regionally significant corridor and subarea planning

- b. Sound Transit- Lynnwood Link: Planning program to extend Link Light Rail service from Northgate to Lynnwood
- c. Sound Transit- East Link: Planning program to extend Link Light Rail service from Seattle to Redmond/Overlake
- d. Sound Transit-Federal Way Transit Extension: Planning program to extend high capacity transit from SeaTac to Federal Way
- e. Sound Transit-Tacoma Link Alternatives Analysis: Planning program for extension of Tacoma Link
- f. SR-520 Urban Partnership Agreement: Implement early tolling, TDM, additional bus service and telecommuting programs to support replacement of the SR-520 Bridge and supporting improvements
- g. SR 523 Route Development Plan: The study will identify pedestrian needs along SR 523 consistent with Americans with Disabilities Act (ADA) requirements. The analysis will also identify traffic congestion issues at three key intersections
- h. Advisory Committee on Tolling and Transportation (ACTT): Advisory committee with WSDOT and Seattle DOT as co-leads to advise and make recommendations with regards to mitigating diversion related to a tolled SR 99 tunnel
- i. WSDOT Multimodal Terminal at Colman Dock in Seattle
- j. Tolling Studies: Continue to monitor and support work being conducted by WSDOT at the direction of the Legislature or supported by federal grants to conduct tolling studies, including but not limited to:
 - Express lanes system integration issues and implementing express lanes on I-5
 - SR-167 extension and SR-509 improvements
 - An express lane network including SR-512, SR-167 and I-405
 - Alaskan Way Viaduct replacement tunnel
- k. Community Transportation Planning Programs: Support local transportation planning programs to improve coordination among agencies and consistency with regional transportation planning objectives:
 - Redmond Transportation Plan Update
 - Seattle Transit Plan
 - Seattle Freight Master Plan
 - Port of Seattle and City of Seattle Industrial Area Access Study

PSRC is currently involved in several corridor and route development plans being conducted by the WSDOT Urban Planning and Urban Corridors Office, Sound Transit (ST) and local cities. This includes participation in technical committees and providing technical assistance related to transportation modeling and employment and population forecasts. In FY 2014, PSRC staff attended regularly scheduled meetings for the following corridor/study programs outlined above:

- *SR 99 Advisory Committee on Tolling and Traffic Management*
- *I-5 Express Lanes Tolling*
- *I-405/SR 167 Express Toll Lane Executive Advisory Group (EAG)*
- *Lynnwood Link Extension*
- *Federal Way Transit Extension*
- *Seattle Multimodal Terminal at Colman Dock Project*
- *SR 523 Pre-Planning Study, Kingston Complete Streets*

- *Regional Advisory Council for the Eastside Rail Corridor*
- *Executive Committee and Technical Support Group for the I-5/JBLM Interchange Justification Report & Environmental Documentation.*

INITIATIVE TASKS:

6. NextGen Airspace Study

The NextGen Airspace Study will expand on the project completed last year: “Preparing Busy General Aviation Airports for Next Generation Technologies.” This Phase 2 study is anticipated to be funded at 90% through a Federal Aviation Administration (FAA) planning grant. The total project is estimated at \$388,888, with the FAA grant covering \$350,000. The NextGen Regional Airspace Study will take another step toward implementing NextGen for the Busy GA airports in the Puget Sound Region. It will focus on using NextGen technologies to enhance airspace, reduce congestion and delay, and improve safety in the most congested areas of the Puget Sound region. The study will review activity levels, airspace structure (design and operations), existing procedures, congestion and delay, safety data, and facilities and equipment currently deployed to monitor and manage the region’s airspace. The study will identify key issues and conflicts and lay out a set of actions which could be taken to address those issues and conflicts. The study will also evaluate Terminal Instrument Procedures (TERPS) for approaches and departures, along with associated obstructions, at key airports to help inform future decisions which might benefit from NextGen improvements.

The anticipated budget is for \$388,888. \$310,470 of this is allocated to consultants and \$78,418 will be used to support PSRC staff efforts. The estimated start date is during the winter of 2014 and the completion date is expected in the summer of 2015.

This year staff shared the findings of the Phase I NextGen Study, making presentations to the Port of Bremerton, SCATBd, FAA groups, WSDOT Aviation Division, and the State Transportation Commission. Staff worked with FAA, WSDOT Aviation, and airport sponsors to integrate Phase I NextGen recommendations into ongoing airport master plans for Bremerton, Renton, and Tacoma Narrows Airports, as well as the Washington State Airport System Plan. Staff also made progress on the Phase II NextGen Airspace Study, preparing a draft scope of work and budget and completing the consultant selection process. This \$388,888 project will be funded at 90% (\$350,000) by the FAA. Staff is currently preparing a final scope of work and budget, an Independent Fee Estimate, and FAA grant. The project will begin in August.

7. Livable Communities

This proposed work is subject to additional funding, the recommendations of the Growing Transit Communities Partnership, and the agreement by PSRC Boards to proceed with this task. The Livable Communities Program includes four elements to promote a safe increase in the number of transit, bicycle and pedestrian trips within the Puget Sound region, including an outreach program to transit planners, an update of the region’s Bicycle and Pedestrian Implementation Strategy, and a safety outreach campaign.

The Livable Communities Program is intended to promote a safe increase in the number of transit, bicycle and pedestrian trips within the Puget Sound region in support of the goals and policies of VISION 2040 and Transportation 2040.

The four elements of the Livable Communities Program include:

- a. **Outreach** to transit planners on updated tools. This will involve a series of workshops on Transit Competitive Index (TCI) and Service Planning Tool (SPT) usage and technical support to transit operators to ensure the successful implementation thorough utilization of TCI and SPT.
 - Product: TCI and SPT Technical Support. Ongoing

PSRC staff completed an update of two transit sketch planning tools: the Transit Competitiveness Index (TCI), and the Service Planning Tool (SPT). The TCI is used to help identify transit competitive markets within the region, while the SPT is used to test altering the regional transit route network to identify potential changes to transit ridership resulting from those changes. PSRC staff conducted outreach to all transit agencies within the region on use of these transit tools, which agencies are able to access remotely on the PSRC network.

- b. Update the region's **Bicycle and Pedestrian Implementation Strategy**. This will include:
 - Report on regional guidance on Complete Streets policies and description of connection to regional to comprehensive plans.
 - Develop Regional Bicycle Corridor Network in close coordination (charettes) with local jurisdictions; this would include a list of identified regional trails as well as future needs.
 - Regional inventory and network coding of Regional Bicycle Lanes and Bicycle and Pedestrian facilities within (3 mile/1 mile) catchment area of transit stations.
 - Product: Bicycle and Pedestrian Implementation Strategy.

This committee worked together with staff to draft and adopt a regional Active Transportation Plan that included a Regional Bicycle Network based on VISION 2040. In addition, staff incorporated existing facility data into the region's geodatabase network. This tracking of bicycle facilities will provide for future monitoring of the bicycle transportation system. Existing sidewalk data within centers and around transit facilities were also summarized in the Active Transportation plan, as well as in the Regional Centers Monitoring Report and within the Growing Transit Communities work.

- c. Develop and implement a **Regional Safety Outreach Campaign** in partnership with local agencies and non-profit/advocacy entities to build on existing regional safety data.
 - Reports identifying regional role for Safe Routes to School.
 - Develop report on Puget Sound region pedestrian safety trends, including demographic trends (source: state and local Target Zero data).
 - Develop CMP designation maps for areas of potential need, high priority.
 - In partnership with non-profit/advocacy groups and local jurisdictions, develop and implement a regional pedestrian safety campaign.
 - Product: Regional Bicycle and Pedestrian Safety Data Development and Outreach Campaign.

Staff worked together with the BPAC to implement the first phase of this safety campaign. The BPAC invited a larger group of transportation planners, bicycle and pedestrian advocates, researchers, public health professionals and others who are working on or have some interest in pedestrian and bicycle transportation safety to inform the regional role around safety. The results of this coordination effort resulted in a Safety Coordination Framework currently included as an Appendix to the Active Transportation Plan. This framework addresses needs and opportunities related to Policy and Planning, Education and Encouragement, Infrastructure and Environment, and Data and Research. Part of this effort is to utilize Target Zero data to report on regional safety trends and to make this data more accessible to our regional partners. This component of this work is extending into the next cycle because we were waiting on WSDOT to send updated data. Staff is currently working on a web map to display collision data on the web and is preparing a report on these trends. The web map is expected to launch in fall 2014.

- d. **Regional Transit Oriented Development Implementation:** This new proposed Livable Communities Program builds on the work of the Growing Transit Communities Partnership (GTC). The Puget Sound Regional Council will work to establish and implement a regional Transit Oriented Development implementation work program. The program will focus on actions the PSRC can take to support, incentivize, and coordinate strategies to improve regional mobility, sustainability, and social equity through a comprehensive set of community development tools targeted to high capacity transit areas. This work will contribute to the successful development of designated Regional Growth Centers, Manufacturing Industrial Centers, locally identified centers, and transit station areas. Accommodating growth in these areas is a central goal of both VISION 2040 and Transportation 2040.

The initiative will leverage the Growing Transit Communities work conducted from February 2011 through December 2013 by applying recommendations, templates and tools to an expanded geographic scope to include commuter rail, bus rapid transit (BRT), streetcar, and other high capacity transit investments in the region, as appropriate.

The work program will focus on two primary areas: 1) Internal work to align regional plans, procedures, and materials, and 2) External collaboration to expand TOD opportunities in corridors and transit communities throughout the region. Activities include:

- Incorporate relevant Corridor Action Strategies recommendations into PSRC's adopted plans, procedures and materials.
- Adapt existing data resources and initiatives to support the regional TOD work plan.
- Work to increase regional share of planned and achieved residential and employment growth in transit station areas and transit related areas.
- Work with transit agencies and local jurisdictions to develop detailed guidance on transit supportive densities and uses, including recommended density ranges to support different types of transit service and transit station areas.
- Engage local jurisdictions on 2015-2016 comprehensive plan updates. Develop guidance on best practices for station area planning and community development, and work directly with affected cities and counties to address findings and recommendations from the Corridor Action Strategies.

- Partner with transit agencies to strengthen collaboration on TOD implementation.
- Convene a Regional TOD Advisory Committee (reporting to the PSRC Transportation Policy Board and Executive Board) of GTC Compact signatories as a regional peer networking exchange for private, non-profit, and philanthropic organizations working on transit community development. Members of the TOD Advisory Committee will represent GTC Compact signatories, as described in the GTC Compact. As with all PSRC advisory committees, the chair or other committee members will report to PSRC Policy and Executive Boards and bring relevant topics to their attention. Like other PSRC advisory committees, any recommendations that might be developed must be considered and acted upon by the Policy and Executive Boards. The TOD Advisory Committee will also coordinate on an ongoing basis with the Transportation Operators Committee (TOC).
- Develop guidance materials to support local adoption of innovative affordable housing tools around high capacity transit stations.
- Develop a pilot Local Implementation Grant program to support best practices in implementing transit oriented development.

Two new staff will facilitate this work supported by a portion of FTA Section 5307 grants in the Seattle-Tacoma-Everett, Bremerton, and Marysville Urbanized Areas. Exact amounts are to be determined. This task is scheduled to begin in the fall of 2014.

As part of the Livable Communities work program, PSRC is building on work conducted under its completed Sustainable Communities Regional Planning Grant to continue to convene regional stakeholders to identify strategies for supporting transit and transit-oriented development in the region.

There are currently 33 signatories to the Growing Transit Communities Regional Compact who have pledged an ongoing commitment to implementation of the Growing Transit Communities Strategy. In FY 2014, staff worked to develop a charge, bylaws, and membership for a new Regional Transit-Oriented Development Advisory Committee, to provide advice on implementation to the PSRC's Growth Management Policy Board. The committee reviewed its upcoming work program and discussed priority initiatives that it could undertake over the next year. The next meeting of the committee will be in September 2014.

Staff worked to incorporate strategies and recommendations developed in the Growing Transit Communities program into the Transportation 2040 Update, adopted in May 2014.

As part of work to engage with local jurisdictions as they update their local comprehensive plans, PSRC also developed and released three new guidance documents for local jurisdictions – all aimed at improving transit supportive land uses and better coordination of local planning and transit: Transit Supportive Planning Toolkit, Housing Element Guide, and Growth Targets and Mode Split Goals for Regional Centers. PSRC staff will provide technical assistance to local jurisdictions to use these resources in their local plans and regulations.

PSRC also initiated a new, monthly series of brownbag discussions called “Toolbox 2014.” The brownbag sessions feature a variety of speakers from around the region, and offer AICP certification maintenance credits to encourage attendance. FY 2014 brown bags in the series were: Transit Supportive Planning Toolkit (May) and Planning for Healthy Food Access (June).

e. **Development of Optimized Future Transit Network.** PSRC is planning for a substantive update of the future horizon-year (2040 or other) transit network as part of developing a Metropolitan Transportation Plan (MTP) for General Assembly adoption in 2018. The future transit network would be developed in close coordination with the region’s transportation operators, and make use of updated Transit Tools and models, as appropriate. This task will develop a future transit network that:

- Incorporates best available future land use estimation data from the land use model used for Transportation 2040 Plan updates,
- Includes the assumed (with extensions to Everett, Redmond and Tacoma) high capacity network provided by Sound Transit,
- Addresses future local transit network in proximity to future regional high capacity transit (e.g., whether to truncate certain existing transit network routes, retain some level of duplication within the corridor, or other methods),
- Is consistent with performance planning and monitoring measures resulting from MAP-21, and
- Explores options for optimizing future transit network in a way consistent with recent practice of local transit operators that both improves the MTP and assists transit agencies in planning for long-term future needs. Any optimization of the network would occur in cooperation with the region’s transit operators.

PSRC staff initiated a more detailed scope of work for the future transit network work program item and initiated discussion among PSRC staff and at the Transportation Operators Committee on this scope of work.

f. **Annual Transit Coordination Report.** To increase the awareness of the ongoing transit coordination activities, the Transportation Policy Board (TPB) recommended a periodic public report on interagency transit coordination efforts on at least an annual basis. PSRC staff will coordinate with the region’s transportation operators to develop an annual report and presentation to the TPB. This report will highlight:

- Coordination activities have taken place,
- Changes that have been made in response,
- Outstanding coordination issues that the agencies continue to work on, and
- Responses to any board-initiated priorities in support of regional planning efforts.

This effort will be a partnership of PSRC staff and transportation operators through existing coordination structures (when possible), including the Transit Executives, the Transit Integration Group and the Transportation Operators Committee.

PSRC worked with transit stakeholders in the region to develop the first Transit Coordination Report, called for by the Executive Board. This initial effort involved defining the report and topics to be covered and developing content. PSRC presented the first report to the PSRC Transportation Policy Board in February 2014 and held follow-up presentations to additional external groups (SeaShore and ETP) in spring 2014. Staff also followed up on several topics, including wayfinding and private transit, in preparation for a July 2014 check-in with the Transportation Policy Board on development of the second annual Transit Coordination Report.

- g. **Regional Transit-Supportive Corridor and Transit Access Assessment.** This work program consists of several interrelated topics associated with improving transit operations and access along existing and planned transit corridors within the region.

Activities include:

- Work collaboratively with local jurisdictions and transit agencies to identify transit-supportive infrastructure needs and incorporate them into transportation, capital facilities, and other elements of comprehensive plans as part of the 2015-2016 comprehensive plan updates. Needs may include, but are not limited to, anticipated speed and reliability improvements, and other infrastructure needs associated with future transit operations.
- Develop an assessment of regional transit access needs and identify any potential recommendation to incorporate into the 2018 update of Transportation 2040. Transit access assessment would include but not be limited to park and ride, bicycle, and pedestrian. This effort will build upon existing work and collaborate with current efforts already underway, including the Sound Transit pilot project on transit access and the PSRC Active Transportation Plan, and other efforts by transit agencies and local jurisdictions.
- Work to advance the Transit Service Overlay Zone concept or similar transit-corridor-based approaches to coordination between transit service providers and local jurisdictions.

PSRC collaborated with a number of other transportation organizations in the region to refine the scope of work relating to the regional transit access assessment. PSRC convened a Transit Access Working Group (TAWG) to assist in this effort. The TAWG met three times in the past fiscal year to refine the scope, help define transit access, and hear reports from various organizations currently working on individual transit access projects (King County Department of Transportation, Sound Transit, WSDOT).

The work on the Transit Supportive Planning Toolkit helped local jurisdictions and transit agencies to incorporate transit-supportive infrastructure needs into comprehensive plans. PSRC hosted a brown bag and peer exchange to publicize the Transit Supportive Planning Toolkit and staff met with jurisdictions with interest in making use of this tool. Finally, the work on the Transit Service Overlay Zone identified above has been put on hold. Instead, resources are being allocated to the transit access assessment described above.

8. Transportation Futures

At the request of its membership, PSRC will conduct a Transportation Futures study in FY 2015-2017 to prepare for the planned 2018 update of the region's long-range transportation plan. The Transportation Futures study will build on the policies and long-range financial strategy in the region's plans, resulting in an updated recommended policy framework for deciding the best next steps and set the stage for regional transportation planning through the year 2050. The framework will inform future decisions for prioritizing transportation investments, making technology improvements, devising innovative, fair, and sustainable financing mechanisms, and addressing topics like climate change, community vitality, and economic equity.

PSRC is the lead agency for this project, with WSDOT and King County providing direct staff participation. \$1.729 million in grant funding from the FHWA Value Pricing Pilot program will support the effort.¹ Approximately \$1.529 of the budget will be used for one or more consultant contracts to provide project management, task force facilitation, technical program support, public opinion research, traffic and revenue analysis, and financial analysis.

Work will focus on convening a task force to discuss critical regional, national, and international issues that will have a direct impact on the region's current and future transportation system. The task force is expected to be comprised of regional and state officials, the Federal Highway Administration (FHWA), and civic leaders representing regionally diverse interests. The task force will be supported by agency staff and an interdisciplinary team of consultants and independent subject matter experts. The task force will examine different long-range approaches to transportation finance, including – but not limited to – tolling, and propose and evaluate alternative paths to implementation. Major tasks will include:

- **Task Force.** Convening and facilitating a project task force.
- **Key Trend Investigation.** Developing a baseline of information on the regional, national, and international trends that affect the current and future transportation system operating environment. A series of papers, technical materials, and other resources will be produced to support the work of the project task force.
- **Public Engagement.** Outreach will be conducted early and throughout the process, offering a number of opportunities for both key stakeholders and the general public to inform the study.
- **Scenario Analysis.** Alternative tolling, phasing, and funding approaches to achieve the region's transportation needs will be analyzed.
- **Policy Framework Report.** Findings and recommendations developed will be published in a final project report, to be completed in December 2015, prior to the initiation of project scoping for the PSRC major of the next evolution of the region's plan in 2018, and the beginning of the 2016 Washington State Legislative Session.

\$1.529 in funding will be used for one or more consultant contracts to provide support for the study.

In FY 2014, PSRC worked with King County and the Washington State Department of Transportation to define a scope of work and secure grant funds from the FHWA Value Pricing Pilot Program to support a new regional study called "Transportation Futures." At the request of its membership, PSRC will conduct the study in FY 2015-2017 to prepare for

the planned 2018 update of the region's long-range transportation plan. The Transportation Futures study will build on the policies and long-range financial strategy in the region's adopted plans, resulting in an updated recommended policy framework for the next iteration of regional transportation planning. The framework will inform future decisions for prioritizing transportation investments, making technology improvements, devising innovative, fair and sustainable financing mechanisms, and addressing topics like climate change, community vitality, and economic equity.

ⁱ The 20% local match (\$432,250) requirement for use of these funds will be satisfied by FHWA-approved Washington State Toll Credits. The entire project cost total is \$2,161,250.

FUNCTION: Regional Transportation Planning

WORK ELEMENT: Short-Range Transportation Planning (260)
PSRC Funding

OBJECTIVE:

To maintain a Regional Transportation Improvement Program (TIP) with an emphasis on customer service, conduct project selection processes for the federal funds PSRC manages, and implement regional policy related to the effective use of PSRC funds and the timely delivery of projects to implement Transportation 2040.

MANDATES:

This work element maintains the Regional Transportation Improvement Program as required by:

1. **Interlocal Agreement for Regional Planning of the Central Puget Sound Area** (Article VII, A.3), which requires preparation of a six-year transportation capital plan with an annual element.
2. **Regional Transportation Planning Organization** legislation (RCW 47.80.023), which requires development of a six-year regional transportation improvement program (TIP). The four-year federal portion of the six-year regional TIP is included in the state TIP.
3. **Moving Ahead for Progress in the 21st Century (MAP-21)** [23 CFR Part 450.324 Subpart C (FHWA) and 49 CFR, part 613, subpart A (FTA)], which requires a metropolitan planning process that includes the development and maintenance of a transportation improvement program (TIP).
4. **Federal Clean Air Act** (42 USC Section 7401-7671q) and **Clean Air Washington Act** (RCW 70.94.37) which legislates federal and state requirements through Air Quality Conformity rules for Transportation Plans, Programs and Projects.

REVENUES:

EXPENDITURES:

FHWA	482,114	Scheduled Completion	50%
FHWA Local Match	75,243	Actual Completion	50%
FHWA Carryover	700,000	Budget Expended	50%
FHWA Carryover Match	109,249		
FTA 5303	372,712		
FTA Local Match	58,169		
FTA 5303 Carryover	108,939		
FTA 5303 Carryover Match	17,002		
Local	750		
Total	\$1,924,177		

BUDGET COMPARISON:

Dec. Adopted Amended
FY14-15
\$1,922,166

Supplemental
FY14-15
\$1,924,177

FTE STAFFING COMPARISON:

6.64

6.64

POLICY DIRECTION and INTERAGENCY STAFF INVOLVMENT:

Policy direction and oversight will continue under the Transportation Policy Board, with formal actions taken by the Executive Board. This work element will continue to have extensive involvement from PSRC's Regional Project Evaluation Committee (RPEC), the countywide organizations, the Transportation Operators Committee (TOC) and the Federal Transit Administration Caucus.

ONGOING TASKS:

1. PSRC Funding

The production and maintenance of the Regional TIP is a robust exercise, with ongoing processing of projects from local jurisdictions and new expectations for data and delivery from our federal and state partners. PSRC continues to find ways to improve our processing and our service to member jurisdictions. Activities will include:

- a. Maintain the routine amendment process for adding projects to, and amending existing projects in the Regional TIP.
- b. Maintain and improve the Regional TIP database.
- c. Provide assistance to local and state agencies.
- d. Continue participation in agency database integration efforts.
- e. Continue to electronically map TIP projects and maintain the TIP on the agency's website.
- f. Continue efforts to improve the TIP applications.
- g. Maintain and enhance the project tracking system to monitor progress of projects funded with PSRC funds. Continue the monitoring and reporting of project statuses to each of the recommending committees and the PSRC Boards.
- h. Conduct project selection processes for PSRC's federal funds.
 - Support the Regional Project Evaluation Committee, Transportation Operators Committee, FTA Caucuses, the four countywide committees and other project selection committees as necessary.
 - Complete the process for the 2014 distribution of PSRC's federal funds: review policies and procedures with the recommending forums for the preparation and approval of the 2014 Policy Framework; incorporate as appropriate guidance from the Transportation 2040 prioritization process; prepare and distribute a call for projects and conduct the competitive process for approval of recommendations by PSRC boards.
 - Conduct the project selection process for the 2013 Rural Town Centers and Corridors Program, including an update to the program parameters.
 - Conduct a project selection process for the FY 2013-2014 Transportation Alternatives program, including the formation of a new project selection committee.
 - Continue the annual contingency funding processes.
- i. Prepare the documentation of the 2015-2018 Regional TIP, including air quality conformity analysis, environmental justice analysis, project reviews, mapping, and a public review process.
- j. Maintain the protocols and procedures for Transportation 2040 project amendments and PSRC's approval process.
- k. Maintain and improve the Transportation 2040 project database.

PSRC will conduct the project selection processes for the various federal funds PSRC manages, and continue the operation and maintenance of the Regional TIP. PSRC will also continue the operation and maintenance of the Transportation 2040 project database.

This task will help meet federal and state requirements for the preparation of the Regional TIP, meet federal, state and regional policy regarding the effective use of federal funds and timely project delivery, and continue to provide assistance and service to project sponsors.

There are task-specific expenses of \$55,000 estimated for consultant costs to maintain and improve the TIP database, maintain and improve the new web-based applications; maintain and improve the MTP database, improve PSRC's project tracking forms and the conversion to a web-based format, and the facilitation for project funding recommendation meetings.

Staff continued to process routine amendments and corrections each month. All the amendments were processed accurately and on schedule while still undergoing a rigorous review for plan consistency, air quality conformity, consistency with ITS architecture and financial feasibility by staff members with responsibility for the direct oversight of these areas. The continued focus on full funding of phases and financial constraint resulted in greater oversight and education to our sponsoring agencies, to ensure all projects were approved into the STIP. Project sponsors continued to be notified and provided with all appropriate documentation once an amended project was approved. In addition, a revised version of Appendix A, which lists all projects and corresponding project information of the Regional TIP, is posted to the PSRC website each month, and all projects with specific geographical locations are mapped and posted on PSRC's website.

Staff continues to maintain and update the TIP database to include obligations of FHWA and FTA funds and perform rigorous quality control of the data. Improvements continue to be made to the structure of the database, to meet new requirements and to streamline and provide quality service to our member agencies. The connection between TIP and plan projects continues to be monitored and updated for accuracy and reporting purposes. We continue to utilize and improve our web-based applications.

The project tracking program continued to be a robust and meaningful activity, given the second year of obligation delivery requirements for FHWA funds. Extensive monitoring and outreach to sponsors of all projects with PSRC funds was conducted throughout the year, and a 2014 supplemental funding action was recommended. PSRC continued to attend countywide meetings on a regular basis to provide support to our sponsors.

The 2014 project selection process for FFY2015-2018 federal funds was begun, with extensive work with our project evaluation committees and a Project Selection Task Force comprised of volunteer representatives of PSRC's boards. The Policy Framework was adopted in January and the Call for Projects was released in February. Several new features were launched as part of this process, including using a web-based form for grant applications, an eligibility screening review for all projects considering application, and the use of Tableau for visuals and graphics.

Extensive work was also conducted related to the Transportation 2040 projects in the MTP database as part of the Transportation 2040 update. This included data retrieval and analysis as part of the prioritization process, leading to the decision to create a new database to assist with better quality control and data management. This project is ongoing and should be concluded in 2014.

2. Departmental Administration

Manage and administer the short-range transportation planning work program, including development, schedule, budget, progress and evaluation reports and related documentation. Administration will also include assuring compliance with rules and regulations of funding agencies and the Regional Council.

The short-range planning work program was successfully implemented in FY14, and all federal, state and regional requirements and policies were implemented.

FUNCTION: Economic Development

WORK ELEMENTS: Economic Development District Support (300)
Prosperity Partnership

OBJECTIVE:

Provide staff support to the EDD Board of Directors. Maintain the central Puget Sound region’s eligibility for economic development planning, technical assistance, and public facility construction grants from the federal Economic Development Administration (EDA). Contribute to key Economic Development District (EDD) projects and activities, as required by the EDA and requested by the EDD’s Board of Directors and public agencies within the region. Oversee the Prosperity Partnership’s efforts to coordinate with public, private and community stakeholders to develop and implement initiatives that strengthen the region’s economy.

MANDATES:

The following mandates work of the EDD:

1. **EDD/PSRC Memorandum of Agreement** dated June 27, 2002.
2. Authority for the CPSEDD creation is by a **Joint Exercise of Powers Agreement** between the counties of King, Kitsap, Pierce and Snohomish dated May 5, 1971 and amended November 13, 2003.
3. Federal authority for the creation, recognition and funding of multi-jurisdictional economic development districts is found in the **Public Works and Economic Development Act of 1965** (Public Law 89-136, 42 U.S.C. 3121 *et sec.*) as amended, including the comprehensive amendments by the Economic Development Administration Reform Act of 1998 (Public Law 105-393) and the Economic Development Administration Reauthorization Act of 2004 (Public Law 108-373). Criteria for district program functions and funding are found in 13 CFR Part 301 (area eligibility), 302 (district designation), 303 (district planning process) and 306 (planning assistance).

REVENUES:

EXPENDITURES:

EDA Grant	200,000	Scheduled Completion	50%
EDA Grant Match (PSRC Local)	200,000	Actual Completion	50%
EDD Dues	237,780	Budget Expended	50%
EDD Summit & Tour Revenues	236,000		
EDD TAG Carryover	14,588		
EDD TAG Carryover Match	14,329		
i6 Grant Carryover	1,028,236		
EDD Donations	20,000		
PSRC Local Carryover	557,653		
Total	\$2,508,586		

BUDGET COMPARISON:

Dec. Adopted Amended
FY14-15
\$2,409,689

Supplemental
FY14-15
\$2,508,586

FTE STAFFING COMPARISON:

4.00

4.36

POLICY DIRECTION and INTERAGENCY STAFF INVOLVMENT:

The Economic Development receives policy direction from the EDD Board of Directors.

ONGOING TASKS (not in order of importance):

1. EDD General

Certain ongoing work is required to maintain status as the Central Puget Sound Economic Development District. This involves all the administration, management and operations involved in running the Central Economic Development District, which includes:

- a. Budget and work program preparation, employee performance reviews
- b. Develop and update of a comprehensive economic development strategy (CEDDS)
- c. Establish regional EDA economic development investment priorities, in line with EDA's investment schedule, from projects submitted by public agencies and nonprofit organizations in the region (Public Works Prioritization)
- d. Development, application and monitoring of grant award contracts
- e. Serve as convener and provide staff support to board and sub-committee and other working groups

Staff continues to support the CPSEDD, including budget and work program development and employee performance reviews. The EDD Board adopted their 2014 Action Items, which serve as the annual CEDDS update, in December 2014. Staff successfully applied for an EDA Manufacturing Communities designation for the I-5 and I-90 corridors in Washington State as part of the IMCP program. CPSEDD was also awarded an FY15 Planning Grant. During FY14, the CPSEDD also successfully closed out two EDA grants – a TAG and FY14 Planning Grant. We received a one-year extension for our i6 Green Challenge grant to provide additional time for sub-grantees to expand the impact of their work. Staff provided support to several boards and subcommittees in FY14, including the Washington Aerospace Partnership Board, the EDD Board's Legislative Taskforce, and the Washington Global Health Alliance Business Roundtables.

2. Prosperity Partnership Luncheon

EDD convenes a luncheon approximately every other year to bring together members of the Prosperity Partnership, a coalition of over 300 government, business, labor, and community organizations to discuss progress and the results of the action items in the Regional Economic Strategy. The next luncheon is scheduled for fall 2014; however, the efficacy and necessity for a lunch will be reviewed by the PSRC Executive Team and ED staff in spring 2014.

After careful consideration by the PSRC Executive Team and EDD staff, the agency decided not to convene a Prosperity Partnership luncheon in 2014. This decision takes into account the feedback collected on the Executive Director's "Listening Tour" of our members across the region and how current staffing resources would be best allocated. Conversations are continuing about the need and demand for a Prosperity Partnership lunch in fall 2015 to commemorate the 10 year anniversary of its creation.

3. **Outreach Events**

ED staff facilitates forums, tours and study missions as part of an effort to promote the central Puget Sound region's industry and workforce strengths, highlight challenges that need to be faced, and promote collaboration within the industry and economic development communities. These activities work to help local leaders learn about regional industry clusters and foundational economic issues, while also building more connections within the industries themselves. Staff will facilitate multiple events each year with local partners, coordinated with industry specific development strategies and communication efforts.

Staff partnered with the Seattle Metropolitan Chamber to facilitate two statewide study missions. In June 2014, a group of regional leaders visited Northwest Washington to learn about the area's higher education, research & development, aerospace, maritime, aquaculture and petrochemical assets, as well as the I-5 U.S. - Canada border crossing.

4. **Benchmarking**

Because the Puget Sound region competes globally, it is important to ensure partners and agencies in the region have the latest information on economic initiatives and best practices of key regions worldwide. The Trade Development Alliance of Greater Seattle and the Prosperity Partnership serve as the coordinating organization for the International Regions Benchmarking Consortium, a network of a dozen regions from around the world focused on sharing economic development best practices. The group has held five annual conferences and produced research reports on key areas of mutual interest. In FY2013, the group evaluated progress and accomplishments to date and developed a plan for long-term sustainability. Under this plan, conferences will be held every other year instead of annually. Group organizers will meet in the off years to plan the conferences. Group leaders, which include TDA, the Prosperity Partnership and other key members, will meet in fall 2013 to plan the next annual conference, which will be held in November 2014.

In 2014, the core staff group from the 10 regions met in Stockholm to begin planning the 2014 IRBC Conference in Munich. This conference will be in conjunction with the Eurocities Annual General Meeting. Both of these conferences are focused on Smart Cities and the role of technology in forwarding sustainability, increasing civic engagement and promoting innovation. The conference will also provide PSRC and our i6 Green Challenge grant partners to highlight their progress in energy efficiency in commercial and industrial buildings. Staff from PSRC and the Trade Development Alliance continue to assemble the Seattle/Puget Sound region delegation, and have completed a refresh of the IRBC website.

5. **Indicators Report**

This project measures and tracks the progress and impact of the integrated PSRC Monitoring program, which includes the Regional Economic Strategy action initiatives. Staff will work across PSRC departments to develop economic measures for use in determining economic performance and trends for the region. Data will be released continuously on the PSRC website, eNews, blogs and news releases as it becomes available, and the EDD Board will be briefed regularly on results. This is an ongoing project that will continue through June 2015 and beyond.

Previously, economic development staff has been unable to move forward on the Indicators Report due to resource constraints. Staff resources have become available and work has begun on this project. Now staff is examining how to more efficiently develop and communicate data products utilizing data collected for IRBC, PSRC “Performance Trends” and the need to develop Regional Economic Strategy performance measures. Two near-term successes include the reporting of regional economic data to the EDD Board at their quarterly meeting and beginning the development of “cluster profiles” for each of 10 industry clusters. Staff will continue this work throughout FY15.

6. Online Communication Strategy

In the fall of 2013, an EDA grant funding the update of the EDD/Prosperity Partnership pages on the PSRC website was completed. Throughout FY14, EDD staff will work with PSRC communications staff to integrate a social media strategy. Timing of various elements will be dependent on staff resources.

Staff continues to publish economic development articles on the PSRC Regional View blog highlighting important progress in our region.

INITIATIVE TASKS:

7. Global Health

The central Puget Sound region is home to one of the largest and most dynamic life sciences clusters in the United States. Action initiatives that came out of the 2005 Regional Economic Strategy helped bring together the region’s business, research, government and medical community to build a platform for enhanced collaboration and action. In FY2014-15, ED staff will support the Business Partnerships for Global Health initiative to convene groups around topic areas that resonate with companies and non-governmental organizations (NGOs) doing global health work.

We continue to support the Business Partnerships for Global Health on an as-needed basis. Staff joined in a successful effort in the 2014 legislative session to save the Life Sciences Discovery Fund, a key tool for funding life sciences innovation in the state, from being cut entirely in the state supplemental budget.

8. Cultural Access

In 2006, the Prosperity Partnership created a Cultural Taskforce to focus on strategies to support improved access to Puget Sound cultural organizations. One of the taskforce recommendations was to support state legislation to allow local jurisdictions to create Cultural Access Funds to strengthen access to and participation in arts and science organizations and activities. Legislation has been introduced and is currently being considered by the Legislature. The result of the session will help determine the necessary course of action.

Staff continues to participate in Cultural Access Washington, the statewide group focused on passing cultural access legislation. During the 2014 session, ED staff wrote several emails to legislators encouraging passage of cultural access legislation. The legislation was passed by

the Senate, but failed in the eleventh hour to secure a final passage vote on the House floor. Hopes are high that the legislation will finally pass in the 2015 legislative session. Economic development staff will continue to engage in these efforts.

9. Military

With over 91,000 employees, the Puget Sound region's military cluster has a huge impact on the economic health of this area. The Regional Economic Strategy outlines three action initiatives to support and maintain this important resource, including:

- a. Advocate for establishment of a state military office. This task was completed and ED staff is currently working with the state military sector lead to coordinate the work of the Washington Defense Partnership (housed at PSRC) and the Washington Military Alliance as it relates to issues such as Base Realignment and Closure, increasing use of local contractors and other issues important to our region's military installations and their surrounding communities.
- b. Ensure that service members and veterans in the region can get credit at community colleges and universities for training and education they received in the military. ED staff is continuing to monitor and support as necessary the work of the Washington Military Transition Council that was empowered by the Governor to champion this issue per executive order.

Staff continues to work with the state military sector lead to support the Washington Military Alliance. EDA alerted economic development staff to an opportunity through the Department of Defense's Office of Economic Adjustment that may be able to fund these and other initiatives important to this cluster. Work on this opportunity will continue throughout 2015. Staff continues to monitor the work of the Military Transition Council and will assist as necessary.

10. Small Business and Women and Minority Owned Business

As Washington State continues to become more diverse, support of small businesses in general and those owned by minorities and women is an increasingly important part of the Regional Economic Strategy. Success among minority-owned businesses translates to increased jobs, increased wealth and long-term prosperity for all of the region's residents. ED staff have partnered with the UW Evans School of Public Administration to research challenges faced by small businesses and women- and minority-owned businesses in the region to grow their business, the resources currently available to meet the needs and identify the gaps.

We are waiting on the final report from the UW Evans School of Public Administration. Once the report is received and analyzed, staff will determine if there are actionable initiatives that can be undertaken by PSRC and other stakeholders.

11. Tourism

Although tourism is a major contributor to the regional economy, the loss of public funding for the statewide tourism marketing office has presented a unique challenge for the industry. In response, industry leaders and supporters created a statewide membership and board-managed Washington Tourism Alliance. The Regional Economic Strategy includes an action initiative to discuss possible EDD support for the WTA's legislative agenda. In

November 2012, the WTA presented a preliminary organization action plan to the EDD Board. Legislation has been introduced to create a statewide self-assessment model to fund ongoing tourism promotion in the state and is currently being considered by the Legislature. The result of the session will help determine the necessary course of action.

WTA was successful in passing legislation in the 2014 legislative session to advance tourism efforts. Work completed in the interim should allow for a successful 2015 legislative session for WTA. Economic development staff testified before a legislative committee in support of WTA legislation and sent several emails of support. Staff will continue to support WTA's efforts throughout FY15.

12. Higher Education

Many of the central Puget Sound's high growth industries are requiring workers with more advanced education and skills, especially in the fields of science, technology, engineering and math (STEM). This action item focuses on increasing high-demand degree capacity at the state's two and four-year post-secondary institutions. Instead of helping lead this initiative as in past years, EDD is participating in and monitoring the work of several other groups that are playing central roles. EDD staff will continue to monitor this issue through mid FY14, and then reassess at that time.

Some minor gains were achieved in increasing STEM degree slots in the state's higher education institutions. Staff will continue to monitor progress on efforts to significantly increase STEM and other high demand degree capacity in Washington.

13. Aerospace

Washington State has been a center of excellence in aerospace manufacturing and innovation for nearly 100 years; going forward, the goal is to ensure the Puget Sound region remains the world leader for aerospace design, development and manufacturing for the next century. In 2013, ED staff worked with the Washington Aerospace Partnership and the Governor's Office of Aerospace to develop the first comprehensive Washington Aerospace Industry Strategy. This document will be updated annually, with a new version being finalized in early 2014. In addition, ED staff supported the development of a statewide Economic Impact Study for the aerospace industry. Moving forward, staff will support efforts focused on diversification of the aerospace cluster in the region, including developing an industry organization focused specifically on space exploration businesses in the region. In FY2014, there is \$326 of continued consultant work.

Staff is also pursuing a "manufacturing communities" designation from the U.S. Economic Development Administration for the Puget Sound region leveraging the aforementioned work developing the statewide strategy and economic impact statement. This work will conclude in spring 2014.

We were successful in winning one of 12 "manufacturing communities" designations awarded by the U.S. Economic Development Administration. Staff continues to work with EDA and other participating agencies to understand the full benefits of the designation. In the meantime, we have developed an intake process for partners seeking to apply the designation to their grant applications. The Washington Aerospace Partnership Board of

Directors has the final decision-making authority as to which application receives the designation. At the end of FY14, the designation had been applied to five grants in the state. Results of these applications are pending. The designation also helped connect our state to opportunities to strengthen the region's military cluster (see Military section above). Work to maximize the impact of the designation will continue through June 2016 when the designation expires.

Staff offered substantial support to an update to the Washington Aerospace Industry Strategy that takes into consideration the opportunities associated with winning the 777X program. Staff also continues to support the development of the state's nascent space exploration industry. The group has been officially named the Washington State Space Consortium. Work will continue on this initiative throughout FY15.

14. i6 Green

The Prosperity Partnership continues to work with stakeholders in the Clean Tech industry to remove barriers for the region's inventors of energy efficiency products and services so they can get their products to market. EDD administers a federal i6 Green Challenge grant, which provides the seed money to create the Washington Clean Energy Partnership, a public-private partnership that is leading this work. This initiative includes: development of The Northwest Smart Buildings Demonstration Center (formerly BETI) to evaluate the performance of energy efficiency technology in real buildings in real time; the Seattle High Performance Buildings pilot, a project to pilot how cloud technology can test and monitor energy efficiency in commercial buildings in real time; a mentoring program for energy efficiency companies; and, a workforce training curriculum. At the same time, EDD staff is working with the partnership to develop an economic impact study that could serve as the basis for a marketing program. The i6 grant ends in September 2014 using \$914,760 of consultant assistance; work on an economic impact study begins in spring of 2014.

We received a one-year extension for our i6 Green Challenge grant, to provide additional time for sub-grantees to expand the impact of their work. Results to date include:

- The Smart Buildings Center held its grand opening in January 2014 at its temporary quarters in the Seattle HUB. Long term, it will be housed in the Pacific Medical Tower and lead a deep energy retrofit of that iconic building.*
- The Seattle High Performance Buildings pilot has one hotel, one laboratory and one office tower online. Results are better than expected: For example, the UW Brotman Laboratory is saving on average 26.3% in natural gas consumption and 8.1% in electricity consumption per month. A manufacturing facility is scheduled to be up and running by September, and the city hopes to connect two more buildings by the end of the year.*
- South Seattle College is now recruiting for its Bachelors of Applied Science to train building operators to run new smart buildings.*
- Staff is developing a communication strategy in conjunction with the i6 grantee group. Meanwhile, Brookings included the project in its inaugural blog to top funders.*

15. Maritime

The 2011 Regional Economic Strategy included analysis of the Maritime Industry cluster, which includes a variety of industrial and service-related activities, ranging from commercial fishing and seafood processing to ship and boat building, and passenger and deep and shallow draft water transportation. The strategy includes four action initiatives focused on this cluster:

- a. EDD contributed both staff time and money to an economic impact study of the maritime industry in partnerships with the EDC of Seattle-King County and the WDC of Seattle-King County. This study was released in December 2013, and as a result, progress is being made to create the Washington Maritime Federation (WMF), a private-public partnership to promote the economic importance of this cluster and address various workforce, regulatory and policy issues to keep this cluster thriving. EDD staff will serve on the WMF and support its activities as necessary. Activities are ongoing through FY14-15.
- b. Involves convening maritime industries to ensure regional shipyards capture new shipbuilding work, needs to be further refined to determine specific goals and ensure maximum impact. Working with the Department of Commerce's maritime sector lead, the newly formed Washington Maritime Federation and other stakeholders, EDD will support a scoping effort to determine the direction and focus of this initiative. Timing of this initiative is contingent on staffing and the work of our partners; however, this initiative should be complete by winter 2014.
- c. Involves convening ports and other stakeholders to develop policy and educate leaders on the importance of a national freight strategy that meets the strategic interests of Puget Sound. Development and updates of a regional freight strategy will continue to be led by PSRC's Regional Freight Mobility Roundtable, which is coordinated by PSRC's Transportation staff. Development of messaging and educational materials is being led by PSRC's Transportation staff, assisted by EDD staff, and should be complete by the beginning of summer 2013.
- d. Educating policy makers on the need to reform the Harbor Maintenance Tax to ensure Puget Sound competitiveness is being led by a group including the Washington Council on International Trade, the Trade Development Alliance, the ports and other stakeholders. ED staff will continue to monitor the initiative, which will be ongoing through the end of FY15.

A provision addressing the Harbor Maintenance Tax was included in the federal Water Resources Development Act in spring 2014. While the language does not fully correct competitiveness issues associated with the tax, it was a major step forward to mitigate the impacts to Puget Sound ports. Staff continues to engage with stakeholders on the issues in the maritime industry, including work with the Washington Maritime Federation. This work will continue throughout FY15.

16. International Competitiveness

While the Regional Economic Strategy was being completed, the Trade Development Alliance and the Washington Council on International Trade were in the midst of developing the International Competitiveness Strategy Report. In order to build on and support the work of these organizations and others, the EDD Board decided to create an action initiative that involves convening international trade stakeholders to review this and other organizations'

strategies to identify elements of regional significance to include in the Prosperity Partnership work plan. Additional coordination is required in FY14-15, but initial conversations have identified Export-Import Bank reauthorization in FY14-15 as an item of critical importance.

In April 2014, Brookings and JP Morgan Chase launched the Global Cities Initiative in Seattle. A six-region foreign direct investment pilot project was also launched as a part of the project. Economic development staff are part of the Core Group leading the work on this project along with the Trade Development Alliance, EDC of Seattle-King County, King County and Washington State Department of Commerce. Development of an FDI strategy will conclude by December 2014 with implementation to continue through 2016. Staff has begun to engage in efforts to reauthorize the Ex-Im Bank and will continue this work through FY15, as necessary.

17. Transportation 2040 Support

Transportation is key to the region's economic prosperity; good transportation infrastructure and services ensure the flow of goods as well as access to jobs and education. Transportation 2040 is an action plan for transportation in the central Puget Sound region for the next 30 years. This Regional Economic Strategy action initiative focuses on encouraging and supporting the implementation of Transportation 2040. Most of the work of this initiative will be done by PSRC's Transportation staff; EDD staff will assist in ensuring that the update of this plan, scheduled to be completed by spring 2014, is integrated with the Regional Economic Strategy.

Economic development staff participated in the Transportation 2040 update, as necessary.

18. Growing Transit Communities Support

Growing Transit Communities Partnership supports multijurisdictional planning to ensure jobs and opportunities are closer to where current and future residents live. PSRC's GTC staff are leading this initiative; ED staff will work with GTC staff on Regional Economic Strategy related action initiatives including: development of economic development financing tools (GTC's Value Capture Financing Subcommittee is lead); and, small business and minority and women owned business support through GTC's Equity Network Subcommittee staff. These initiatives will continue through December 2014.

Economic development staff monitored the progress of value capture financing during the 2014 legislative session. Unfortunately, there appeared to be little interest on this topic in the Legislature last year. We will revisit the issue in the 2015 legislative session.

19. K-12 Education System Support

In a competitive economy, young people need a strong foundation built at the K-12 level that leads them on a path towards fulfilling careers in family wage jobs. This initiative specifically calls out initiatives such as High Skills High Wages, Excellent Schools Now, Eastside Pathways, the Community Center for Education Results and other similar programs to strengthen the K-12 education system. These organizations are lead on this initiative; EDD

staff's involvement is limited, however at some point EDD Board may request a briefing from these organizations, most likely in FY15.

Staff assisted in passage of legislation through letters of support to increase high school graduation requirements to 24 credits. The change better aligns high school graduation requirements with college entrance requirements and requirements in the majority of other states.

20. Research and Development Tax Incentives Support

Tax incentives for Research and Development are important to the Puget Sound region because they allow companies of all sizes to invest in innovation, create more jobs, create new products and expand markets. The initiative, which is expected to be ongoing through the end of FY15 and beyond, will be led by Washington Technology Industry Association, Washington Biotechnology and Biomedical Association, Washington Technology Cities Coalition, and related industries and organizations. Legislation has been introduced and is currently being considered by the Legislature. The result of the session will help determine the necessary course of action.

Efforts to reauthorize the state R&D tax credit were unsuccessful. ED staff continues to work closely with WBBA, WTIA and the Washington Tech Cities Coalition on a solution. During FY14, staff also worked with UW Bothell graduate students to examine the use of R&D tax credits in other states.

21. U.S. Open 2015

The U.S. Open will be coming to Pierce County's Chambers Bay Golf Course in the spring of 2015. Hundreds of thousands of visitors expected to travel to the region with millions around the world watching it on television. Our region will be on the world stage. Staff is exploring how best to raise regional awareness around the branding, tourism and foreign direct investment opportunities this event affords the region. ED staff support of this effort could continue through FY14-15.

Staff continues to engage with Pierce County and other stakeholders to determine how we can best leverage this opportunity for the region. Economic development staff will continue to look for ways that they can add value to the process as the event gets closer.

FUNCTION: Regional Technical and Data Services

WORK ELEMENT: Data Development and Analysis (400)

OBJECTIVE:

To oversee the development and maintenance of effective data collection, management, and analysis tools to support all PSRC activities including planning, modeling, forecasting, and technical assistance to local jurisdictions.

MANDATES:

This work element provides for the program development, administration, and management of the regional technical assistance, data collection, data maintenance, forecasting, and modeling activities as required by:

1. **Interlocal Agreement for Regional Planning of the Central Puget Sound Area** (Article VII), which requires that, as requested, the agency shall provide technical assistance to local, state, and federal governments through regional data collection and forecasting services, consistent with the mission and functions of the agency; and that a regional database (including demographic, economic, and travel condition data) and modeling capabilities will be established and maintained to support development of Transportation 2040 and VISION 2040.
2. **Regional Transportation Planning Organization legislation** [RCW 47.80], which requires establishment and maintenance of a coordinated planning program for regional transportation systems and facilities, and integrated transportation and comprehensive planning.
3. **Moving Ahead for Progress in the 21st Century (MAP-21)** [23CFR, Part 450, Subpart C (FHWA) and 49 CFR, Part 613, Subpart A (FTA)] which requires a comprehensive database to support continuing, cooperative, and comprehensive planning processes.
4. **Federal Clean Air Act** (42 USC Section 7401-7671q) and the **Washington Clean Air Act** [RCW 70.94.37] which legislates federal and state requirements through air quality conformity rules for transportation plans, programs, and projects.

REVENUES:

EXPENDITURES:

FHWA	3,002,471	Scheduled Completion	50%
FHWA Local Match	468,594	Actual Completion	47%
Carryover FHWA	456,812	Budgeted Expended	47%
Carryover FHWA Match	71,294		
LiDAR	40,000		
FTA 5303	1,517,313		
FTA 5303 Local Match	236,806		
Carryover FTA 5303	435,756		
Carryover FTA 5303 Match	68,008		
FTA 5307	646,311		
FTA 5307 Local Match	161,578		
Carryover FTA 5307	300,522		
Carryover FTA 5307 Match	75,131		
STP 2014	500,000		
STP 2014 Local Match	78,035		

Carryover STP	91,239		
Carryover STP Match	14,240		
Local	89,873		
Total	\$8,253,982		

BUDGET COMPARISON:

	Dec. Adopted	Amended	Supplemental
	FY14-15		FY14-15
	\$8,727,802		\$8,253,982

FTE STAFFING COMPARISON: 19.29 18.73

POLICY DIRECTION & INTERAGENCY STAFF INVOLVMENT:

Policy direction is received from the Executive Board.

ONGOING TASKS:

1. Departmental Administration

Manage and administer the data systems and analysis work program, including development, schedule, budget, progress and evaluation reports and related documentation. Administration will also include assuring compliance with rules and regulations of funding agencies and the Regional Council.

This work is ongoing with seasonal workload adjustments to accommodate project work schedules.

2. Maintain and improve spatial data systems

PSRC’s repositories of transportation, land use and economic data, together with analytical tools, reside in a Geographic Information System linked to forecasting and modeling systems. This work task will fulfill MPO responsibilities to maintain and update transportation, land use and economic data, and to support plan development and PSRC member projects.

This task encompasses all non-project-specific Geographic Information Systems data updates (e.g., transportation network updates, changing transit routes, city and county land use plans, etc.) and minor system and database schema changes needed to accommodate new and updated data. LiDAR data collection (coordinated by PSRC staff) takes place in winter months and data quality control and distribution primarily in the spring and summer. The level of effort varies with the amount of financial support for data collection/QC.

Revenues specific to the Puget Sound LiDAR Consortium are anticipated at \$40,000 for the biennium. Other direct costs supporting spatial data include:

- Software licensing costs – \$25,000
- Imagery data purchase – \$5,000

Spatial data layers within the geodatabase were consistently updated to a current level required to support both the travel demand models and Urbansim. This included update of the transportation network and renderings of the metropolitan transportation plan projects that are mounted on the network for the Transportation 2040 Update modeling process.

During FY 2014, the model network was fully automated for direct use within the travel demand model for the first time. Additionally, future-year transit networks were significantly revised. These efforts involved both intensive data development as well as geodatabase design extensions.

LiDAR Consortium: FY 2013 LiDAR data collection missions completed under Puget Sound LiDAR Consortium (PSLC) specifications covered approximately 520,000 acres, and during FY 2014 covered another 350,000 acres. They were mostly flown during 'leaf off' season, with mission coordination, quality assurance and quality control data checks done at PSRC throughout the year. PSRC was reimbursed 7% of the mission costs for the quality assurance and quality control data checks. Additionally, PSRC helps coordinates distribution of LiDAR data from PSLC missions through a website. In FY 2014, a high volume of data requests and queries about PSLC data were answered regarding the Oso landslide.

Imagery data purchase: Processed one meter resolution composite and infrared imagery, flown in April 2013, was acquired at the end of FY 2014. This imagery adds to a longitudinal, approximately two-year interval image data set for the region. The imagery is used for a current background for land use and transportation analysis applications, and change detection.

3. Collect, maintain and develop land use, economic and transportation data and forecasts

PSRC produces and serves as a clearinghouse for several regional land use, economic, and transportation datasets. Maintenance and update of these baseline land use, transportation and economic datasets are among the mandated MPO functions. This data forms the core information infrastructure supporting agency planning projects and local planning by PSRC member agencies.

The following datasets comprise the core of the agency's data collection and development work program:

- a. Land Use/Demographic: Census/ACS, population and housing estimates, residential building permit estimates, local land use data, land use forecast
- b. Economic: Employment estimates, regional economic forecast
- c. Transportation: Census Transportation Planning Package (CTPP), household travel survey data, parking inventory data, traffic counts, and bicycle counts.

These data sets are used internally to support agency growth management, transportation, and economic development planning projects and communications needs, as well as the agency's model development work program. The data are also heavily relied upon by PSRC member agencies to support local planning projects and analyses.

Direct costs include:

- Traffic and vehicle counts for model validation – \$50,000
- Housing Market Rental Data – \$10,000
- USPS Vacancy Data – \$1,000

Consultant costs of \$5,000 will be used for ACS Tool Development Phase 2, and \$15,000 for an update of the Regional Economic Forecasts and the PSRC in-house econometric model.

The schedule is as follows:

- Annual data products: ACS 1-year estimates (Summer 2013); ACS 3-year and 5-year estimates, residential building permit summaries, population and housing estimates (Fall 2013); employment estimates (Spring 2014)
- Periodic data products: 2013 parking inventory database (Fall 2013), regional economic forecast (Spring 2015), land use forecast (Spring 2015)
- Ongoing data maintenance: Local land use data, CTPP dataset, household travel surveys, traffic counts, bicycle counts

Development and maintenance of the agency's standard annual data sets and products proceeded largely as anticipated. Work to update the small area population and housing model and estimates has been deferred to FY2015. A regional parking inventory was undertaken in early 2013, with data development completed in late 2013. Efforts were also undertaken to refine and update two companion land use forecast products, released in spring 2014. Consultant costs of \$15,000 are currently supporting a contract to update the agency's regional economic model and forecast by late 2014. All remaining direct and consultant budgeted costs will be utilized during FY2015.

4. Provide data and analytical support to PSRC member agencies.

PSRC's member agencies, including counties, cities, tribes, ports and the WSDOT rely on regional data collection, estimation, forecasting and modeling performed by PSRC on an ongoing basis. In addition to routine products, members occasionally request assistance to coordinate their project-specific analysis in a regional context. This task includes preparation of data and analytical products of use primarily to PSRC member jurisdictions rather than in direct support of agency planning projects, although there may be some overlap with agency use. Examples include data and modeling requests by members, PSRC support of regional data coordinating efforts and publications such as "Puget Sound Trends."

Occasionally large labor-intensive projects may involve additional revenues provided by the member agency.

Data and analytic support was provided to PSRC member agencies and other external entities on an ongoing basis throughout FY2014. Support activities included publishing standard data resources on the agency website; responding to requests for routine data products and services; undertaking special projects such as direct travel modeling support and assistance to several PSRC member agencies; publishing Puget Sound Trends articles on regional data trends of interest; and hosting a regular Regional Technical Forum for planners to learn about and discuss technical topics of interest.

Direct travel modeling support and assistance was provided to several PSRC member agencies during FY2014. Those jurisdictions included:

- *City of Tacoma*
- *City of Seattle*
- *Sound Transit*
- *Washington State Department of Transportation*
- *City of Bothell*

- *City of Sumner*
- *City of Puyallup*
- *City of Kirkland*
- *King County*
- *King County Metro*
- *City of Issaquah*
- *City of Shoreline*
- *City of Orting*
- *Pierce County*
- *Port of Seattle*
- *City of SeaTac*
- *City of Bellevue*
- *Snohomish County*
- *City of Federal Way*

5. Provide data and analytical support to PSRC planning staff and projects.

Transportation, Growth Management, and Economic Development planning depends on analysis and effective communication supported by reliable demographic, land use, employment and transportation data. Data products include charts, tables, maps and discussion of the meaning and limitations of regional data. PSRC provides a robust factual and analytical basis for policy development and alternatives evaluation.

This task includes preparation and evaluation of data and analytical products of use primarily to PSRC planning efforts as opposed to external consumers such as member jurisdictions. These include baseline data about transportation, land use and the economy as well as predictive modeling/forecasting and technical analysis of policy alternatives. Coordinated monitoring of VISION 2040, Transportation 2040 and the Regional Economic Strategy outcomes and policy implementation also falls within this task.

Data and analytic support was provided for a number of internal PSRC planning initiatives during FY2014, including the Regional Industrial Lands Supply and Demand Study, Centers Monitoring Report, VISION 2040 Performance Trends, Growing Transit Communities, and the update of the region's Transportation 2040 plan.

For the Transportation 2040 update process, the new 4K travel model was used extensively to analyze system performance for several regional transportation investment and policy future scenarios. The results of several rounds of model run were communicated to PSRC transportation planning department staff.

6. Maintain and improve regional economic, land use and travel demand models.

Transportation, land use and economic development planning depends on modeled analysis of future trends of employment, housing and travel behavior. These models seek to reflect the interaction of economic, employment, housing and travel behavior in the region over time under different policy scenarios. PSRC provides a robust analytical basis for policy development and alternatives evaluation.

Analytical models are dynamic rather than static tools, which always lend themselves to incremental improvement as better/more current data become available, improved

methodologies are developed, and resources become available for tasks postponed by other priorities. This work will be largely performed by agency staff, but other direct costs include \$14,000 for software licensing. Note consultant funding of \$80,000 carried forward from the prior 2012-2013 biennium to complete the Transit Modeling Tools project work.

During the first half of FY2014, the new 4K travel model was improved and refined in anticipation of providing analytical support to the Transportation 2040 update. Model refinements included several rounds of calibration and validation, while model improvements focused mainly on quality control for the more detailed base year and future-year roadway and transit networks. PSRC staff also continued to expand the capabilities of the agency's UrbanSim land use model. Notable accomplishments include developing and implementing a methodology to quantify forecast uncertainty, upgrading how the model processes comments received from output review, and developing the connections with the 4K travel model and successfully running partially integrated assignments.

INITIATIVE TASKS:

7. Conduct a regional household travel survey

The Regional Council has conducted household travel surveys approximately every 10 years, producing one of the most complete surveys records of travel behavior in the country. The most recent survey was conducted in 2006, prior to the recent economic downturn, increased fuel prices and implementation of electronic tolling on the Tacoma Narrows and 520 bridges.

Data produced by the travel survey is used by the PSRC as well as many of our member agencies to develop and calibrate models that predict household travel behavior. In addition, the surveys have been used to build household location models used in land use analysis. This survey will be enhanced with an oversample that will provide more detailed data on things such as transit usage and travel patterns in the region. The timing for this survey is intended to inform the analytical tools which will be used for the 2018 major update to Transportation 2040.

This task has \$1,250,000 in consultant costs, \$250,000 of which is carried forward from the 2012-2013 biennium, and a total of \$45,000 contributed by the cities of Seattle and Bellevue to collect additional surveys in their jurisdictions. In order to calibrate the travel demand model to support the 2018 major update to Transportation 2040, survey results are needed during this budget period. The survey design will be completed in the summer and fall of 2013 and the survey will be conducted and analyzed over the following 18 months.

Scoping and data collection for the main household travel survey occurred over most of FY2014. Complete trip diaries were successfully collected for nearly 6,000 households residing within the four-county region. The initial draft of a weighted and expanded dataset will be available in early August 2014. Follow-up surveys will be conducted in fall 2014 (college survey) and spring 2015 (household booster sample).

8. Complete and deploy the activity-based travel demand model

This project began in 2010 and is scheduled to be completed in this biennium. This is a “next generation” travel demand model that estimates travel behavior through a disaggregated representation of individuals. It will replace the existing trip-based model

prior to the next update of the regional transportation plan. This multi-year effort utilizes both staff and consultant resources for model development, calibration, validation and implementation.

The Puget Sound Regional Council is developing and implementing activity-based models in order to better forecast travel demand, and to integrate travel modeling with its existing (UrbanSim) land use models. Activity-based models provide better behavioral realism and allow for the analysis of a greater breadth of transportation policy. These models will operate at a greater degree of spatial and temporal detail and will simulate the behavior of individual household members.

Among other things, work to complete and deploy the activity-based model will include more detailed representation of transit networks, including more geographic detail as well as transit technology submodes (light-rail, streetcar, local bus, express bus, and ferry).

A consultant services carry-forward contract with DKS Associates, Inc., in the amount of \$85,000 and \$17,581 additional carry-forward funds from the 2012-2013 biennium is being used to aid in the final coding and calibration of the model system. The system will be calibrated and tested extensively throughout the 2014 calendar year, with significant review from local jurisdictions and the local consultant community.

Consultant services of up to \$50,000 will also be used in this budget period to iterate on the final model design and improve model performance (runtime).

A working version of the activity-based travel demand model (i.e., SoundCast) was completed in June 2014, and the consultant contract was subsequently closed out. The model system will undergo extensive calibration, validation, and testing over FY2015 in preparation for the next major update to the long-range regional transportation plan, expected to occur in 2018.

9. Transition the UrbanSim land use model to “production mode” and establish parameters for its use in land use policy analysis

UrbanSim is the land use model in use by the PSRC. This budget task involves refining the model system, creating version control and review processes and establishing a framework for the use of the models in support of policy development. The UrbanSim model works interactively with the travel demand model to forecast the future distribution of population, housing and jobs across the region based on policy alternatives.

Model system improvements will involve some consultant services of \$25,000 that will focus especially on the land development side of the models. The first use of the UrbanSim model was in the development of the 2012 Land Use Forecast. UrbanSim improvements will be made during the summer and fall of 2013, followed by a schedule for model versioning and application.

Much of the work on the UrbanSim land use model in the first nine months of FY2014 centered on the development and release of updated forecasts described in Task 3 (Collect, maintain and develop land use, economic and transportation data and forecasts), above, and corresponding model improvements in Task 6 (Maintain and improve regional economic, land use and travel demand models). Following that work, staff focused on scoping out and initiating a series of projects to strengthen UrbanSim’s scenario analysis capabilities,

including adding the functionality needed to test various policy and pricing alternatives, with a goal of demonstrating these capabilities during FY2015.

10. Improve Freight Modeling and Analysis

An area of identified need within the PSRC model systems is an improved representation of freight movement within the region. Fairly rudimentary freight modeling is typical of most travel models around the country, but the state of the art is improving.

This work task is to improve our understanding of freight movement within the region and the impact on it from various land use, economic development and transportation policy and capital investment alternatives. This task will identify and implement specific model improvements to better characterize freight movement activities in a manner that can be incorporated into both existing trip-based and activity-based travel models.

Costs will include both data development and model development expenditures up to \$150,000 for consultant work. Scoping of freight model improvements will occur during the first two quarters of the budget period; model improvement implementations will occur over the following year.

Funding for freight model improvements was sought through FHWA's State Highway Research Program. Although funding was not secured, an extensive proposal for how PSRC would improve its freight modeling capacity was developed during the application process. That process will provide the building blocks to proceed with the phased development of an improved freight model.

11. Integrate land use, economic and transportation data and model systems

The development of new and improved model systems (e.g., the activity-based travel model, UrbanSim land use model) necessitates new data storage and management systems. In the near term, these tend to be ad-hoc and/or manual. This task will review these inter-system data flows with an eye toward streamlining and automation of tasks. This effort is designed to achieve greater staff and resource efficiencies as well as improved reliability and usefulness of the underlying data. In particular, this will focus on parcel data management and utilization for downstream systems. Increasingly, regional data systems have a fine-grain spatial orientation. Establishing a common spatial treatment of disparate data derivatives will improve a wide range of analytic processes.

This effort will include consultant costs of \$50,000 supporting data use cases and data schema design. This work task is expected to be completed during the first fiscal year of the budget period.

Soundcast, our Activity-Based Modeling System, is a fully automated integration of sub models and processes that includes Daysim, Emme, model networks from our Geodatabase and feedback between Urbansim. We have moved almost all inter-system data (output from one model, input to another) for Soundcast to an open source file based system called HDF5. This includes land use (parcel) data from Urbansim, Daysim outputs, including trips and activity patterns, as well as skims (e.g., time, distance between zonal pairs) from Emme. Using a common data structure allows us to use the same programming interface across different platforms to access and write to this data type. It also reduces both the number of file types we need to support and the overall quantity of files.

FUNCTION: Executive Services

WORK ELEMENT: Council Support (500)

OBJECTIVE:

To provide staff assistance to the Puget Sound Regional Council General Assembly, Executive Board, Operations Committee, and member jurisdictions.

MANDATES:

This work element provides the support of numerous Regional Council functions as required by:

1. **Interlocal Agreement for Regional Planning of the Central Puget Sound Area**, which requires providing information and services to local governments, state and regional agencies, Indian tribes, community organizations, businesses, individuals, and other interested parties. This work also is mandated by numerous federal and state requirements for public information and involvement.

REVENUES:

EXPENDITURES:

FHWA	1,119,898	Scheduled Completion	50%
FHWA Match	174,782	Actual Completion	50%
FHWA Carryover	266,851	Budgeted Expended	50%
FHWA Carryover Match	41,647		
Carryover Local	136,442		
Local	257,929		
City of Seattle Food Action Plan	23,000		
City of Seattle Food Policy	30,000		
Total	\$2,050,549		

BUDGET COMPARISON:

Dec. Adopted Amended
FY14-15
\$1,803,979

Supplemental
FY14-15
\$2,050,549

FTE STAFFING COMPARISON:

2.83

3.50

POLICY DIRECTION and INTERAGENCY STAFF INVOLVEMENT:

The Executive Board and General Assembly provide policy direction. The Regional Staff Committee and countywide planning organizations provide interagency staff involvement.

ONGOING TASKS:

1. Provide assistance to the General Assembly. *(Spring 2014, 2015)*
2. Provide assistance to the Executive Board.
3. Provide assistance to the Operations Committee.

The Operations Committee met prior to each Executive Board meeting to discuss and vote on action items to recommend to the Executive Board. Staff ensured that contracts for authorization were on the agenda as needed, agency vouchers were submitted for approval,

and committee members were provided a status update on contracts. Staff attended all meetings, took notes, prepared agenda materials, secured quorum, updated the committee web page and followed up on member requests.

4. Provide support for Executive Committee meetings.
5. Provide assistance to the Economic Development District Board. \$25,000 consultant work carried over from FY12-13 Budget and Work Program

Economic development staff convened four EDD Board meetings in FY14 as well as monthly Executive Committee meetings. ED staff also provided regular support to the EDD Board including board member correspondence, regular communication with EDA, development of our annual Action Items and Legislative Agenda, and creating meeting agendas and minutes.

6. Convene Regional Staff Committee at least quarterly.

Administrative services staff, along with staff from other PSRC departments, continued to provide support to the Regional Staff Committee, which met every month in FY14, except February and May.

The Committee accomplished the following during FY2014:

- *Played a key role in the update to Transportation 2040*
- *Received briefings and gave input to the 2013 Regional Centers Monitoring Report and updates to the region's Growth Targets*
- *Received briefings and discussed the Growing Transit Communities and the Community Transformation Grant Health, Equity and Sustainable Development Toolkit projects*
- *Reviewed and provided input to PSRC's new forecast products package*
- *Gave input on the design of the Puget Sound Regional Travel Study that was launched in the last quarter of FY14*

Also during FY2014, the Committee was briefed on other PSRC work program elements: PSRC's Supplemental Work Program and Budget; Economic Development District staff's work, including the Regional Economic Strategy; the Regional Transportation Improvement Program; Data Services and Analysis staff work with the Land Use Technical Advisory Committee, Regional Technical Forum, and Model Users Group; and other PSRC and member agencies' projects focusing on work related to the implementation of VISION 2040.

7. Convene Regional Food Policy Council

The Regional Food Policy Council held 10 meetings in FY 2014. At its meetings, the Council heard presentations on labeling genetically modified organisms, native foodsheds, county food and agriculture work, legislation under consideration, food insecurity in Washington, and Clean Greens Farm and Market. The council undertook several work items, including reviewing resource guides for the Planning for Whole Communities toolkit, outreach on the Food Policy Blueprints, a brownbag session on food policy in comprehensive planning, a farm tour of Pierce County, and convening subcommittees to address the dairy industry and

long-term viability of farmers markets in urban areas. The council discussed development of the Food Policy Action Plan at several meetings in FY 2014.

8. With contract funding from the City of Seattle, develop a strategic plan for the Regional Food Policy Council that identifies priority projects over the next three years to advance council goals. *(February – December 2014)*

The Regional Food Policy Council undertook the Food Policy Action Plan process in February 2014. Through facilitated discussion, the Council assessed its accomplishments and identified opportunities to enhance existing work. The Council developed criteria to prioritize future work, along with a consolidated list of projects to prioritize. In FY 2015, the Regional Food Policy Council will complete this work to identify strategic priorities and will begin actions to implement priority projects.

9. Conduct a regional workshop for newly elected officials and legislators.

In January 2014, PSRC hosted a regional workshop for more than 40 newly elected officials from the four counties, in partnership with Sound Transit and the Puget Sound Clean Agency. The goal was to help newly elected officials get acquainted with each other and veteran regional leaders and learn about key regional issues. Facilitated by PSRC's new executive director, the workshop featured small group discussions, a panel discussion of veteran officials, and presentations by the three agencies on their roles and responsibilities in addressing regional challenges.

10. Conduct legislative briefings and develop legislative positions.

In addition to adopting their annual Action Items, the EDD Board also created Legislative Priorities for the 2014 Legislative Session and established a legislative taskforce to allow the Board to be better engaged in state legislative issues and take positions on legislation important to the implementation of the Regional Economic Strategy. The Board's legislative efforts were successful in moving forward bills on K-12 STEM education, statewide tourism, and 777X tax incentives. Letters and emails were also sent supporting the successful effort to save the Life Science Discovery. Efforts were also pursued to pass a state transportation package, renew R&D tax credits and create Cultural Access legislation.

11. Participate in the Association of Metropolitan Planning Organizations.
12. Includes \$95,000 of consultant support to preform outreach work for the transition of new Officers and Executive Director.
13. Includes \$105,000 of consultant support for the Pacific Gateway Study.

PSRC staff developed a scope of work, and managed consultant support for the development the study, Economic Evaluation of Regional Impacts for the Proposed Gateway Pacific Terminal at Cherry Point. The scope of work for the study includes background material on the proposed project, information on the central Puget Sound rail system, economic impacts, and potential mitigation opportunities. Consultant work is 100% complete, with PSRC staff support 95% complete, with the remainder to be complete at the July 24, 2014 Executive Board presentation.

FUNCTION: Executive Services

WORK ELEMENT: Government Relations and Communications (600)

OBJECTIVE:

To develop effective visual, written and electronic communications materials related to the Puget Sound Regional Council's activities and responsibilities, and assist the agency and its staff in reaching out to and effectively involving member jurisdictions, citizens and other interests throughout the region in Puget Sound Regional Council activities.

MANDATE:

This work element helps the Puget Sound Regional Council meet the federal, state and local requirements for consultation, coordination and public participation, including the following laws:

1. **Federal surface transportation law (MAP-21)**

Federal surface transportation law underscores the need for public involvement and requires metropolitan planning agencies such as PSRC to “provide citizens, affected public agencies, representatives of transportation agency employees, private providers of transportation and other interested parties with a reasonable opportunity to comment” on transportation plans and programs. Federal surface transportation legislation also requires PSRC to consult with affected local, regional, state and federal agencies and Tribal governments.

2. **Title VI of the Civil Rights Act of 1964**

The Title VI of the Civil Rights Act of 1964 requires that transportation planning and programming be nondiscriminatory on the basis of race, color, national origin or disability. The fundamental principles of environmental justice include:

- Avoiding, minimizing or mitigating disproportionately high and adverse health or environmental effects on minority and low-income populations;
- Ensuring full and fair participation by all potentially affected communities in the transportation decision-making process; and
- Preventing the denial, reduction or significant delay in the receipt of benefits by minority populations and low-income communities.

3. **State Environmental Policy Act (SEPA), RCW 43.21C**

PSRC uses SEPA to guide its environmental review for key decision making. SEPA rules adopted by the Puget Sound Regional Council require that whenever PSRC issues a Declaration of Non-Significance (DNS) under WAC 197-11-360-(3), the Regional Council will give public notice.

4. **State Growth Management Act (GMA), RCW 36.70A**

For the development and adoption of multicounty policies under the GMA, the Puget Sound Regional Council will comply with GMA procedures that apply to countywide planning policies, including "a public hearing or public hearings on the proposed policies," [RCW 36.70A.210 (2)(e)] with appropriate public notification and participation. The public notification and procedures will include, as required by the GMA, "broad dissemination of proposals and alternatives, opportunity for written comments, public meetings after effective notice, provision for open discussion, communication programs, information services, and consideration of and response to public comments." [RCW 36.70A.140]

5. Washington State Open Public Meetings Act, RCW 42.30

All PSRC committee and board meetings are open to the public, and public comment periods are provided during each regular meeting. Board chairs may limit comment periods as needed. PSRC streams Executive Board, Transportation Policy Board, and Growth Management Policy Board meetings live on its website.

6. Public Records Act, RCW 43.56

Anyone may request to view PSRC records for any reason (although Washington state places some limits on how certain records may be used, including but not limited to prohibiting using lists of individuals for commercial purposes [RCW 42.56.070(9)] and prohibiting using lists of persons to promote election of persons or for promotion or opposition of ballot measures [RCW42.17.130]). PSRC’s Public Records Officer may be reached via PSRC’s website (<http://www.psrc.org/about/infocenter/pr>), phone (206-464-7532) or email (amarkley@psrc.org). All public records requests are answered within five business days.

REVENUES:

EXPENDITURES:

FHWA	775,507	Scheduled Completion	50%
FHWA Local Match	121,033	Actual Completion	43%
FHWA Carryover	273,580	Budgeted Expended	43%
FHWA Carryover Match	42,697		
Carryover Local	42,452		
Local	421,957		
Total	\$1,677,227		

BUDGET COMPARISON:

Dec. Adopted Amended
 FY14-15
 \$1,660,495

Supplemental
 FY14-15
 \$1,677,227

FTE STAFFING COMPARISON:

3.03

3.03

POLICY DIRECTION and INTERAGENCY STAFF INVOLVEMENT:

The Executive Board provides policy direction and the Regional Staff Committee provides interagency staff involvement, as applicable.

ONGOING TASKS:

1. Develop and apply Puget Sound Regional Council publication standards; assist staff in editing documents and in planning presentations.

Communications staff continues to ensure that quality publications are delivered to the public through careful editing and excellent graphic design. PSRC produced over 15 publications during the fiscal year. These included the Annual Report, Transportation 2040 Update, Centers Monitoring Report, Forecasts and six issues of Puget Sound Trends. Staff also edited a number of Growing Transit Communities publications and Transportation 2040 Update related reports.

The At Work series highlighting PSRC board activities was emailed twice monthly to over 2,400 people. The Prosperity Partnership e-newsletter was emailed to over 4,200 people as needed. Staff published a few issues of an e-newsletter on Growing Transit Communities work as needed. Communications staff provided ongoing expertise in writing, editing and designing information on PSRC activities for the website.

2. Prepare and carry out citizen participation plans providing for public involvement and education as appropriate; coordinate agency's MPO and RTPO requirements for citizen involvement. Continuously evaluate the effectiveness of public involvement and outreach strategies and make changes that reflect ongoing analysis of effectiveness. Actively seek citizen participation on appropriate PSRC committees and task forces.

Communications staff continues to keep track of the agency's public involvement activities. Full documentation is part of the agency's Title VI Annual Report. Communications staff implemented the agency's public participation plan. In addition, Communications staff implemented the Title VI Plan and program.

3. Design, publish, and coordinate production of newsletters, electronic newsletters, newspaper supplements, brochures, maps, as well as other materials including registration materials and other graphics products as required; prepare visual presentations covering issues and projects; assist in development and enhancement of PSRC's website.

Communications staff regularly distributes electronic newsletters and updates, including the At Work series, which summarizes the actions of each PSRC board. These included Executive Board At Work, EDD At Work, and Policy Boards At Work. Staff also published issues of the Prosperity e-newsletter, The Update, the Growing Transit Communities e-newsletter, and a variety of reports, registration materials and visual presentations for major events and other speaking engagements.

Communications staff continued to maintain and enhance the website with additional content on PSRC activities. Staff developed the new Regional View blog, and published hundreds of posts highlighting PSRC activities and linking to resources on the PSRC website. Staff also highlighted the agency's activities on Facebook and Twitter.

4. Investigate partnership opportunities for coordinating and developing a program of periodic conferences or other events related to Puget Sound Regional Council responsibilities and regional priorities.

PSRC staff planned and coordinated the General Assembly and VISION 2040 Awards Dinner. The agency sponsored a number of other events, including workshops on the Census, VISION 2040, workshops on applying for PSRC funds and economic tours.

5. Conduct the Regional Council's annual VISION 2040 Awards Program. Continue to actively promote VISION 2040 awards in a variety of media.
In October 2013, communications staff launched the 2014 VISION 2040 Awards Program, beginning with a news release announcing the program and meetings with the nominations

review committee and awards selection committee. PSRC staff notified the winners, planned the awards ceremony at the General Assembly, advised the media on winners, and published an awards booklet featuring the winning efforts.

6. Assist reception with the maintenance of mailing lists of community, business, and special interest groups and disseminate newsletters and other information materials to these groups as appropriate.

Mailing lists were continuously updated. Staff expanded the media list to include more neighborhood blogs and online newspapers. Staff continuously seeks diversity on its mailing lists.

7. Provide information to the public and officials on issues, projects, and agency operations.

All information about issues, projects and agency operations is shared widely with the public in mind. Over this past year staff met individually with elected leadership within the region and state policymakers to enhance understanding. The PSRC communicates four times each month with all 87 members of the state Legislature within the region on things in front of the Transportation Policy Board and the Executive Board. The agency has cultivated relationships with traditional news media and new media – reaching out in newspapers, radio and television, and blogs, about topics related to PSRC’s mission and work program.

8. Assist internal staff communications as appropriate.

Staff meets regularly to discuss agency activities. The agency maintains an internal website, Grapevine, which houses personnel and procedural information. Communications staff has been integral to planning and communicating about the agency’s leadership continuity program, as well as a major remodel of PSRC’s meeting rooms and office spaces as part of the lease terms secured last year.

9. Create and maintain a professional image for the Puget Sound Regional Council; maintain a consistent, high level of quality in all communications via a variety of tools, including a blog and social media.

Through agency publications, presentations and ongoing contact with member associations and the public, communications staff worked to maintain a high level of quality in all communication efforts. Staff is well trained in the necessary skills, software and web coding. All publications and material are proofread and edited for grammar and consistency.

10. Coordinate work of vendors for printing, production, reproduction, and mailing of agency products; assist in maintaining vendor files and price lists.

Communication staff coordinated work with vendors related to agency publications, video distribution, and web development, maintained files for various vendors and services, managed tasks related to on-call services for communications, public involvement, and website technical support.

11. Prepare and distribute news releases concerning actions and activities as appropriate.

Communications staff wrote and distributed dozens of news releases to a well-maintained email list of media contacts. Staff also wrote and sent out targeted news releases on PSRC-funded projects tailored to local newspapers and blogs. This approach resulted in dozens of news articles related to PSRC funding.

12. Maintain contacts with the news media; arrange/coordinate press interviews and conferences with local officials and staff as appropriate; monitor press coverage.

Staff is in frequent contact with the media and provides statements, information, and interviews as requested. Cabinet members are also active in responding to the news media. Josh Brown also participates in taped programming during his speaking engagements that is featured on public access and TVW.

13. Work with Federal Transit Administration and Federal Highway Administration staff to assure that the agency's public participation plan and public involvement strategies meet and exceed federal guidance relating to engaging traditionally underserved (minority and low income) communities, engaging people with limited English proficiency, disabled individuals, and native tribes. Continuously evaluate the effectiveness of strategies and make changes, as needed, to the agency's plan.

Communications staff continues to keep track of the agency's public involvement activities. Full documentation is part of the agency's Title VI Annual Report. Communications staff met with FTA and FHWA to review its activities for public involvement and Title VI and continued to implement the agencies plans for both.

DISCUSSION:

PSRC is continuously evaluating the effectiveness of outreach strategies. The Government Relations and Communications function, through an "on call" contract, seeks to enhance the Regional Council's outreach in partnership with citizens, local and state governments, and the private sector.

This work element, in its support of the majority of PSRC's work elements in the agency's budget and work program, develops and refines products, thereby making them useable for Puget Sound Regional Council members, constituents and numerous interests around the region. Ensuring appropriate notice to citizens, agencies and others regarding Council activities, and engaging their participation in such activities, and providing opportunities for member jurisdictions to use Puget Sound Regional Council services are essential functions of this element.

FUNCTION: Administrative Services

WORK ELEMENT: Administrative Support (900-920)

OBJECTIVE:

To develop and maintain an effective and responsive administrative program for the Regional Council that includes administering the budget and work program, and supporting the agency's legal, personnel, contractual, computer operations, Information Center, office management, graphic design operations, mail and copy center, purchasing, and financial duties.

MANDATE:

This work element provides for the program development, administration and management of the Executive and Administrative Services required by:

1. **Interlocal Agreement for Regional Planning of the Central Puget Sound Area**, which requires providing information and services to local governments, state and regional agencies, Indian tribes, community organizations, businesses, individuals, and other interested parties. This work also is mandated by numerous federal and state requirements for public information and involvement.

EXPENDITURES:

		Scheduled Completion	50%
		Actual Completion	43%
		Budgeted Expended	43%

BUDGET COMPARISON:	Dec. Adopted	Amended	Supplemental
	FY14-15		FY14-15
	\$7,207,884		\$7,683,550

FTE STAFFING COMPARISON:	14.44	15.00
---------------------------------	-------	-------

POLICY DIRECTION and INTERAGENCY STAFF INVOLVEMENT:

The Executive Board and Operations Committee provide policy direction and the Regional Staff Committee provides staff involvement, as appropriate.

ONGOING TASKS:

1. **Program Development and Management**
 - a. Prepare and adopt administrative recommendations that improve the operational relationship of the Regional Council with members, businesses, community organizations, and the public.
 - b. Develop and prepare the two-year budget, detailed project milestones, progress reports, dues schedule, and related documentation.
 - c. Provide internal administrative support services, including all aspects of human resource management such as recruitment, staff assignment and evaluation; develop and process interagency agreements; manage consultant selection, contract negotiation,

and contract performance; and assure agency compliance with appropriate rules, regulations, and conditions.

2. **Administration, Legal and Financial Management**

- a. Monitor contracts with federal and state agencies; ensure agency compliance with regulations; and maintain liaison with federal, state, and local officials and state auditors.
- b. Manage outside legal support service required by the Regional Council, including such activities as drafting and/or reviewing all agency legal documents, oversee legal counsel to ensure the Regional Council carries out the role and responsibility as the designated Metropolitan Planning Organization and Regional Transportation Planning Organization under federal and state law.
- c. Review and analyze proposed state and federal legislation and regulations affecting Regional Council responsibility.
- d. Facilitate process, preparation and amendments of the agency's two-year operating budget and work program.
- e. Prepare, monitor and report financial operations, including organizational cash flow, disbursement of payments to contractors, and investment of agency funds.
- f. Maintain and implement the agency's personnel, recruitment, training, benefits and compensation programs, and the agency's Affirmative Action Plan. Prepare and implement organizational and leadership continuity plan for PSRC.
- g. Develop agenda/program for staff retreat.
- h. Coordinate Title VI reporting, including actions in response to FHWA and FTA's certification report.

Note: Consultant costs of \$100,000 will be used for HR support, \$100,000 for Legal support, and \$200,000 for accounting services to implement a new budget tool and integrate the subrecipient monitoring. \$100,000 of consultant services will also be needed for the PSRC's continuity planning, and \$50,000 for recruitment assistance.

All of the administrative, legal and financial management tasks listed above were addressed during the fiscal year.

In October 2013, PSRC received a triennial review by the Federal Transit Administration Region 10. According to the report transmitted November 25, 2013, there were no deficiencies found within 8 of the 9 areas reviewed. A deficiency was found in one area: Procurement. PSRC did not have repeat findings from the 2010 review. It was noted that the deficiency was closed immediately following the site visit and there were no open findings as of the date of transmittal.

In March 2013, we completed the fiscal year 2013 audit by the State Auditor's Office. The audit results were announced at the exit conference on March 13, 2014. Both PSRC and EDD received clean audits. There were no findings reported for the accountability audit, financial statement audit or federal grant compliance audit. Audit results and financial statements are published on the State Auditor's website at www.sao.wa.gov.

On May 29, 2014 the General Assembly adopted a new Supplemental Biennial Budget and Work Program for Fiscal Years 2014-15.

3. Technology and Information Systems

PSRC's information systems function provides and maintains the computer server, network and desktop infrastructure as well as electronic technology for the five board and meeting rooms. The latter includes audio and video conferencing, live webcasting, and digital multimedia presentation facilities. The agency maintains a Technology Plan, most recently updated in the latter part of fiscal 2013, which sets forth agency technology strategies and goals. The goal of this work task is to maximize the efficiency of PSRC staff efforts and communication with our member agencies and with the public.

The building lease renewal executed in FY2013 includes an allowance for tenant improvements, some of which is specifically for technology improvements to board and meeting rooms to update aging equipment and to enable video teleconferencing/"telepresence" for Board meetings. \$271,980 was reimbursed by the landlord for these improvements.

Most tasks are ongoing. Technology improvements to Board/meeting rooms are scheduled for completion in the fall of 2013.

Consultant costs of \$100,000 will go toward network services and maintenance.

The strategic technology plan was updated in December 2013 to reflect the tenant improvement (remodel) work.

Routine system operations and replacement of aging hardware were conducted without significant incidents.

The tenant improvements, including major upgrades to board and meeting room technology, were completed in FY2014. The Boardroom is now fully equipped for audio and video capture and streaming as well as audio/video teleconferencing. The presentation system accepts a variety of inputs and there are monitors in the lobby for viewers to observe meeting video and presentations without disturbing the meeting.

The three small meeting rooms have been equipped with large LCD monitors and computers to facilitate presentations without having to move and set up portable projectors.

The landline telephone system was upgraded for compatibility with newer network technologies.

New vendor contracts were entered into for Audio/Visual equipment maintenance and enhancement services, video web streaming, mobile smartphone service, Internet, and voice (landline telephone) service.

A project management reporting application was created with the help of the IT support contractor for implementation in FY2015.

4. Information Center

- a. Outreach and Public Service Activities
- Answer reference questions about the agency and its products for members, the public, businesses, community organizations, and others.
 - Collect and organize agency products for public review
 - Support outreach activities and distribute agency products through the internet, local libraries or other methods.
 - Respond to Public Records Act requests.
 - Proofread, edit and format agency products.

Information Center staff spent approximately 175 hours over the year responding to 199 requests from people outside the agency. Requests were received from:

- *Academic institutions (6%)*
- *Businesses (10%)*
- *Citizens (25%)*
- *Community and other organizations (13%)*
- *The media (2%)*
- *Non-member public agencies (12%)*
- *PSRC members (32%)*
- *WA state government (3%)*

Six public records requests were received and answered. A total of 145 items were sent to local libraries for use by the public. Information Center staff informed the public about new agency publications and data through email, Twitter and RSS, as well as by sending items to local libraries. The Public Records Officer conducted trainings for all new employees in public records requirements. Info Center librarians hosted a display at the General Assembly and the Newly Electeds Workshop. They assisted other PSRC staff in assembling materials for various display and outreach activities. They also helped out with PSRC social media by researching technical issues and analyzing visitor data.

- b. Council and Staff Support
- Support the work of staff by responding to requests for information and conducting research.
 - Serve as a parliamentary resource.
 - Provide new staff orientations and training in research tools.

Information Center staff spent approximately 199 hours responding to 311 requests from agency staff. Major support projects included assisting with the Manufacturing Communities Designation application, the Garrison Institute energy-savings program, and the Regional Centers report. The Information Center tracked mentions of the agency in the media via the PSRC news web page and provided parliamentary and web streaming assistance at board meetings. Bills in the Washington State Legislature were tracked for staff. Information Center orientations were given to new staff members.

- c. Technology Support
- Plan, implement, and maintain the agency website.
 - Develop and maintain the agency intranet.

- Support staff use of technology by training, troubleshooting and providing information about tools and shortcuts.

The Information Center provided support for staff in using technology and the website. PSRC staff asked the Information Center to proofread website content and documents, and also asked for Information Center to help evaluate and implement new web-streaming software. Tech Tips were emailed to staff on a monthly basis. The Information Center assisted in maintaining the PSRC website and tracking statistics on visitors through web analytics. In addition, the Information Center provided training on the website's content management system (CMS) and on the agency's iPhones. New content was added to the PSRC intranet—a resource the Information Center originally created and continues to maintain. Librarians helped staff edit and redesign pages on the website.

d. Management of Collection and Agency Products

- Acquire and manage reference materials and subscriptions.
- Develop and maintain databases for reference materials, agency products, and subscriptions.
- Digitize older PSRC reports.

New materials were cataloged for the Information Center collection, including 33 agency publications and 56 non-PSRC items. Journal and newsletter subscriptions were circulated to staff. Librarians reduced the print collection and executed phasing steps as part of the agency-wide renovation that happened in FY2014.

PUGET SOUND REGIONAL COUNCIL
Schedule of Expenditures of Federal Awards
For The Year Ending June 30, 2014

Type of Assistance Federal Agency	Program Name	Federal CFDA Number	Other Identification Number	Current Year Federal Expenditures	Description
Direct Assistance					
Dept. of Housing and Urban Development Office of Sustainable Housing and Community	Sustainable Communities Regional Planning Grant Program	14.703	WARIP0042-10	\$ 1,300,665	Sustainable Communities
Department of Commerce Economic Development Administration	Economic Adjustment Assistance	11.307	07-79-06777	\$ 452,157	Washington Clean Energy Partnership Project
Department of Transportation Federal Transit Administration (FTA)	Job Access Reverse Commute	20.516	WA-37-6041-01	42,599	Job Access Reverse Commute
Department of Transportation Federal Transit Administration (FTA)	New Freedom Program	20.521	WA-57-6020-01	5,905	New Freedom
Department of Transportation Federal Transit Administration (FTA)	Federal Transit Formula Grants	20.507	WA-90-2554-01	314,364	Regional Planning/Bremerton UZA Block C
Department of Transportation Federal Transit Administration (FTA)	Federal Transit Formula Grants	20.507	WA-90-2498-01	495,250	Regional Planning/Seattle-Tacoma UZA
Department of Transportation Federal Transit Administration (FTA)	Federal Transit Formula Grants	20.507	WA-90-2499-01	322	Regional Planning/Marysville UZA
Department of Transportation Federal Transit Administration (FTA)	Federal Transit Formula Grants	20.507	WA-90-2500-01	12,188	Regional Planning/Bremerton UZA
Total direct				<u>\$ 2,623,451</u>	
Indirect Assistance					
Pass Through - WA State Dept. of Transportation					
Department of Transportation Federal Transit Administration (FTA)	Metropolitan Transportation Planning	20.505	GCB 1535	\$ 1,540,808	FTA Planning (Note 3)
				<u>\$ 1,540,808</u>	
Department of Transportation Federal Highway Administration (FHWA)	Highway Planning and Construction	20.205	GCB 1535	\$ 5,063,804	FHWA Planning
Department of Transportation Federal Highway Administration (FHWA)	Highway Planning and Construction	20.205	STPUL-9999(572)/LA7054	182,473	Regional Transportation Planning & Programming
Total Federal Highway Administration				<u>\$ 5,246,278</u>	
Pass Through - Seattle Children's Hospital					
Department of Health and Human Services Centers for Disease Control and Prevention	PPHF: Community Transformation Grants - Small Communities Program financed solely by Public Prevention and Health Funds	93.737	PO-415087	\$ 69,468	Transforming the Health of So. King County to Reduce Regional Health Inequities
Total Department of Health and Human Services				<u>\$ 69,468</u>	
Total indirect				<u>\$ 6,856,553</u>	
Total Schedule of Expenditures of Federal Awards				<u>\$ 9,480,004</u>	