

Southwest Washington Regional Transportation Council Unified Planning Work Program

Fiscal Year 2024 Annual Report

July 1, 2023, to June 30, 2024



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1300 Franklin Street
Vancouver WA 98660
Telephone: 564-397-6067
Fax: 564-397-6132
Relay Service: #711 or (800) 833-6388
www.rtc.wa.gov



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Những người không nói hoặc đọc Tiếng Anh trôi chảy có thể yêu cầu dịch vụ hỗ trợ ngôn ngữ, thông dịch và/hoặc biên dịch miễn phí. Hãy liên hệ với RTC theo số 564-397-6067 (TTY 711) hoặc email info@rtc.wa.gov.

Thông báo về Đạo luật Người khuyết tật Hoa Kỳ (ADA)

RTC sẽ đảm bảo rằng không có cá nhân khuyết tật đủ tiêu chuẩn nào, chỉ vì tình trạng khuyết tật của mình, sẽ bị loại khỏi việc tham gia, bị từ chối các lợi ích hoặc bị phân biệt đối xử trong bất kỳ chương trình, dịch vụ hoặc hoạt động nào của RTC như được cung cấp theo Mục 504 của Đạo luật Phục hồi chức năng năm 1973 và Đạo luật Người khuyết tật Hoa Kỳ năm 1990 (ADA).

Những cá nhân yêu cầu chỗ ở hợp lý có thể yêu cầu tài liệu bằng văn bản miễn phí, ở các định dạng thay thế, thông dịch viên ngôn ngữ ký hiệu, chỗ ở dành cho người khuyết tật hoặc chỗ ở hợp lý khác bằng cách liên hệ với RTC theo số 564-397-6067 (TTY 711) hoặc gửi email tới info@rtc.wa.gov, báo trước hai ngày.

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Introduction

The Unified Planning Work Program (UPWP) outlines transportation studies and tasks carried out by Southwest Washington Regional Transportation Council (RTC) in FY 2024: July 1, 2023, through June 30, 2024. For a full understanding of the complete work of RTC, [RTC's website](#) is the best source for this information. The introductory page of the website includes links to monthly RTC Board packets, which provide planning study information and Board actions relating to the work of RTC during the fiscal year.

Work tasks listed in this document are based on the priorities set by the Region through the Regional Transportation Plan, by guidelines established under the federal metropolitan transportation regulations [23 USC 134](#), and state requirements set forth in [RCW 47.80](#) and [WAC 468](#).

RTC is required by [23 CFR 420.117](#) to report annually on UPWP progress. The UPWP Annual Performance and Expenditures Report summarizes progress made on approved UPWP tasks, programs, and planning activities. The performance and expenditures report includes:

- Comparison of actual system performance with established goals
- Progress in meeting schedules
- Budgeted funds compared to actual expenses
- Cost overruns or underruns
- Approved work program revisions

Approved Amendments to the FY2024 Unified Planning Work Program

One amendment to the SFY 2024 UPWP was prepared and approved by RTC. The [amendment](#) occurred on March 5, 2024.

FY2024 Unified Planning Work Program Work Elements

DELIVERABLES	STATUS
Regional Transportation Plan	Adopted by RTC Board February 2024
Congestion Management Program Update	Adopted by RTC Board June 2024
Transportation Improvement Program	Adopted by RTC Board October 2023
Vancouver Area Smart Trek Program Annual Program Report	Presented To RTC Board September 2023
Safety Action Plan (SS4A) – Clark County	Due March 2025
Freight Plan Update – Phase 1	Due April 2025
Regional Signal Timing Plans	Due December 2025

Unified Planning Work Program Elements

1. Regional Transportation Planning Program

The purpose of the tasks within this element is to meet state and federal transportation planning requirements through a continuous, cooperative, and comprehensive planning process. This element also addresses federal, state, and regional priorities and outlines tasks to develop regional multimodal transportation long-range strategies for the region and tasks that prioritize and program federally funded and regionally significant projects.

A. Regional Transportation Plan

FY 2024 Accomplishments

- Orchestrated the Clark County Walkability Action Institute Team and Clark Communities Bicycle and Pedestrian Advisory Committee meetings
- Collaborated with local partners to implement transportation demand strategies outlined in local and regional Commute Trip Reduction plans
- Collaborated with the Columbia River Economic Development Council ([CREDC](#)) to support implementation of the Economic Development Plan and regional transportation needs
- Participated in the coordination with planning partners on the update of the Clark County Comprehensive Plan
- Collaborated with partner agencies on the development and adoption of the 2024 [Regional Transportation Plan for Clark County](#). The RTP integrated the following issues/themes: safety, efficiencies, freight, transit, transportation corridors, Transportation System Management and Operations, active transportation and health, human services transportation needs,

environmental stewardship, emerging transportation technologies, and comprehensive planning and local transportation system plan coordination

- Coordinated with Portland (OR) Metro on the Regional Transportation Plan update
- Collaborated with Metro on a second phase for Regional Emergency Transportation Routes ([RETR](#)) to prioritize/tier the updated routes and develop operational guidance for route owners/operators
- Worked with planning partners on development and implementation of the federally required [Performance-Based Planning](#) program
- Developed and adopted [Transportation Performance Management](#) report
- Presented Freight Mobility Strategic Investment Board (FMSIB) meetings

Financial Data: Status of Expenditures

Regional Transportation Plan: PL, STBG, & RTPO Funds		
FY 2024 Budgeted Amount	Expenditure	Balance*
\$826,948	\$632,772	\$194,176

* Balance = cost overrun/underrun for this work element task

B. Transportation Improvement Program

FY 2024 Accomplishments

- Reviewed and updated the [Transportation Programming Guidebook, TIP Policies and Procedures](#)
- Coordinated the grant application process for federal, state, and regionally competitive funding programs, such as the Surface Transportation Block Grant program, federal Transportation Alternatives (TA), Congestion Mitigation and Air Quality (CMAQ), and Carbon Reduction Program (CRP) funds
- Developed and adopted the [2024-2027 Transportation Improvement Program for Clark County](#)
- Processed [TIP Amendments](#) on RTC’s website
- Updated the TIP project database to showcase TIP implementation with project showcases and before and after project studies, made available on RTC’s website
- Facilitated meetings with the TIP subcommittee to evaluate the TIP development process and project funding

Financial Data: Status of Expenditures

Transportation Improvement Program: PL, STBG, & RTPO Funds		
FY 2024 Budgeted Amount	Expenditure	Balance*
\$318,057	\$124,156	\$193,901

* Balance = cost overrun/underrun for this work element task

C. Congestion Management Process

FY 2024 Accomplishments

- Developed the regional [Congestion Management Process](#) (CMP) annual report
- Measured and analyzed performance of the transportation corridors in the CMP network
- Coordinated with local agencies to ensure consistency of data collection, data factoring, and ease of data storage/retrieval
- Incorporated annual [traffic counts](#) collected by Quality Counts into the CMP process

Financial Data: Status of Expenditures

Congestion Management Process: PL, STBG, & RTPO Funds		
FY 2024 Budgeted Amount	Expenditure	Balance*
\$190,834	\$51,396	\$139,438

* Balance = cost overrun/underrun for this work element task

D. Vancouver Area Smart Trek Program

FY 2024 Accomplishments

- Coordinated all [Vancouver Area Smart Trek](#) (VAST) activities within Clark County and with Oregon; provided a forum to host periodic VAST program events to promote regional discussion and education on Transportation Systems Management and Operations (TSMO) and transportation technology issues
- Coordinated efforts with transportation agencies in Clark County in the ongoing development and implementation of the Vancouver Area Smart Trek (VAST) program and the 2023 [VAST Annual Program Report](#)
- Implemented the Clark County TSMO Plan, which provides a strategic framework to guide transportation system management objectives, informs future Intelligent Transportation Systems (ITS) technology investments and capital improvements necessary to support the plan’s objectives
- Collaborated with partner agencies to update and expand Portland State University’s portal database

Financial Data: Status of Expenditures

Vancouver Area Smart Trek: STBG & Local Match Funds		
FY 2024 Budgeted Amount	Expenditure	Balance*
\$572,503	\$174,956	\$397,548

* Balance = cost overrun/underrun for this work element task

E. Skamania and Klickitat County RTPO

FY 2024 Accomplishments

- Developed meeting packets and presentations for meetings of the [Skamania County Transportation Policy Committee](#) and [Klickitat County Transportation Policy Committee](#)
- Developed the 2024-2027 RTPO Transportation Improvement Program (TIP) for Skamania County and Klickitat County and input to the State Transportation Improvement Program (STIP)
- Provided transportation planning technical assistance for the two counties, including funding expertise and support for project funding applications
- Participated in the statewide rural RTPO working group meetings
- Provided technical support and participated in monthly meetings with [Gorge Transit](#) and the [Hood River Bridge Replacement](#) Bi-State Working Group.

Financial Data: Status of Expenditures

Skamania and Klickitat Regional Transportation Planning Organization: RTPO Funds		
FY 2024 Budgeted Amount	Expenditure	Balance*
\$45,310	\$52,745	-\$6,435

* Balance = cost overrun/underrun for this work element task

F. Interstate Bridge Replacement (IBR) Program

FY 2024 Accomplishments

- Participated in IBR-related team meetings, including the Executive Steering Group (ESG), ESG Staff Level Group, Community Advisory Group, Project Management Group, and Equity Advisory Group
- Prepared progress reports and reviewed hours and invoices
- Briefed RTC Board and the Regional Transportation Advisory Committee regularly on IBR program activities and emerging issues
- Participated in the IBR environmental process to include attendance at Agency Coordination Group (ACG) meetings

Financial Data: Status of Expenditures

Interstate Bridge Replacement Project: WSDOT IBR Funds		
FY 2024 Budgeted Amount	Expenditure	Balance
\$144,259	\$144,259	\$0

G. Safe Streets and Roads for All – Clark County

FY 2024 Accomplishments

- Orchestrated the development of a Comprehensive Safety Action Plan for the Clark County MPO region
- Collaborated with partner agencies to lay the foundation for the development of improving safety for all transportation system users

Financial Data: Status of Expenditures

Safe Streets and Roads for All: Clark County Federal Grant		
FY 2024 Budgeted Amount	Expenditure	Balance*
\$346,821	\$134,573	\$212,248

* Balance = cost overrun/underrun for this work element task

H. Regional Signal Timing Plans

FY 2024 Accomplishments

- Developed and coordinated all [Regional Signal Timing Plans](#) project tasks with the consultant and the VAST Steering Committee
- Worked with consultant to develop internal and external communication plans
- Coordinated the development of a prioritization methodology
- Collaborated with the consultant and VAST Steering Committee to prioritize CMP corridors

Financial Data: Status of Expenditures

Regional Signal Timing Plans: CPR Funds		
FY 2024 Budgeted Amount	Expenditure	Balance*
\$658,413	\$58,541	\$599,872

* Balance = cost overrun/underrun for this work element task

I. Strategic Regional Planning: Clark County Freight Mobility Study

- Update the Clark County Freight Mobility Study
 - Include a review of existing conditions; identify future priority project needs; identify relevant performance measures; incorporate a review of local, state, and federal policy and funding programs related to freight and commerce activities

Financial Data: Status of Expenditures

Regional Signal Timing Plans: STBG		
FY 2024 Budgeted Amount	Expenditure	Balance*
\$115,607	\$0	\$115,607

* Balance = cost overrun/underrun for this work element task

2. Data Management, Travel Forecasting, and Technical Services

This element includes the development, maintenance, and management of the regional transportation database and website to support the regional transportation planning program. The database is used to monitor transportation system performance, to evaluate level of service standards, and to calibrate the regional travel forecasting model. This element also includes development and use of the regional travel forecasting model to estimate and analyze future transportation needs, air quality planning, and technical support to local jurisdictions.

A. Regional Transportation Data, Forecast, Air Quality, and Technical Services

FY 2024 Accomplishments

Regional Transportation Data and Travel Forecasting

- Developed, maintained, and managed the regional transportation database, including the TAZ allocation and [traffic count program database](#), and worked in coordination with Metro on the [regional travel forecast model](#) to support the planning program
- Coordinated with bistrate planning partners on the development of the bistrate travel model and the [Portal](#) database
- Updated the region's [Demographic Profile](#) report
- Assisted local jurisdictions in analyzing data from the regional transportation database in updating and implementing comprehensive plans
- Used regional travel forecasting model data to support RTC's RTP implementation and TIP development, development of state multimodal plans, and support

for corridor planning studies and local subarea modeling

- Compiled crash data for use in development of safety management plans and project priorities
- Coordinated with FHWA, WSDOT, and local agencies in updating urban area boundaries for Vancouver, Ridgefield, Woodland, and Bingen/White Salmon

Air Quality Planning

- Consulted with local agencies, WSDOT, DOE, EPA, SWCAA, Metro, and Oregon's Department of Environmental Quality on emerging issues related to air quality and transportation
- Continue to support Clark County in the development of the Climate Element of the County's Comprehensive Plan

Technical Services

- Provided technical support for studies by local jurisdictions and partner agencies
- Provided modeling support and technical assistance to WSDOT and ODOT on the Interstate Bridge Replacement Project

Financial Data: Status of Expenditures

Regional Transportation Data, Forecast, Air Quality & Technical Services: PL, STBG & RTPO Funds		
FY 2024 Budgeted Amount	Expenditures	Balance*
\$826,948	\$308,880	\$528,068

* Balance = cost overrun/underrun for this work element task

B. Regional Household Behavior Travel Study

FY 2024 Accomplishments

- Coordinated with Oregon partners—including Metro, ODOT, and other Oregon MPOs—in developing the next Oregon Household Activity Survey (OHAS)
- Developed public outreach strategies before fielding the survey, sampling approach, and Clark County geographical strata and conducted the travel and activity-based survey
- Monitored the progress of the activity survey and continued to communicate with the survey consultants and local jurisdictions
- Worked with consultant team to produce final report

Financial Data: Status of Expenditures

Household Travel Survey: STBG Funds & Local Match		
FY 2024 Budgeted Amount	Expenditures	Balance*
\$534,219	\$256,510	\$277,709

* Balance = cost overrun/underrun for this work element task

C. Transportation Data Study and Data Acquisition

FY 2024 Accomplishments

- Assisted local jurisdictions in analyzing vehicle travel patterns using TomTom Traffic Stats and O/D Analysis products area web-based tools
- Utilized Cambridge Systematics' LOCUS web-based tool to understand how people move within the region
- Worked with consultant and partner agencies to understand analysis needs and develop a plan for customizing results and reports to streamline work steps and visualize and interpret results

Financial Data: Status of Expenditures

Transportation Data Study and Data Acquisition STBG Funds & Local Match		
FY 2024 Budgeted Amount	Expenditures	Balance*
\$300,000	\$109,998	\$190,002

* Balance = cost overrun/underrun for this work element task

3. Transportation Program Coordination and Management

This element provides for overall coordination and management required of the regional transportation planning program. Ongoing coordination includes holding regular RTC Board and RTAC meetings. It also provides for bistate coordination with Metro and ODOT to address both transportation and land use issues of bistate significance. In addition, this coordination and management work element provides for public participation activities, as well as federal and state transportation planning compliance.

A. Transportation Program Coordination and Management

FY 2024 Accomplishments

Regional Transportation Program Coordination and Management

- Conducted meetings and prepared agenda and materials for monthly [RTC Board of Directors](#), [Regional Transportation Advisory Committee](#) (RTAC), [Skamania County Transportation Policy Committee](#), and [Klickitat County Transportation Policy Committee](#) meetings.
- Reviewed partner agency committee meeting agenda and materials and participated in meetings. These included Washington State Joint Transportation Committee meeting, quarterly MPO/RTPO/WSDOT Coordinating Committee, C-TRAN Board, Accessible Transportation Coalition initiative, CREDC Economic Development Partners, and Clark County Transportation Alliance.
- Participated in regional and statewide transportation committees and advisory boards, such as the statewide MPO/RTPO Coordinating Committee, the

state Commute Trip Reduction (CTR) program, WSDOT's TDM Technical Team, and specific modal plan studies as commissioned by WSDOT and other state agency partners

- Developed and adopted the FY 2024 Budget and Indirect Cost Plan, decision on annual dues, RTC procurement policy, and Personnel Policy Manual
- RTC's Executive Director reached out to planning partners, oriented new RTC Board members, and held regular meetings to facilitate discussion of regional transportation planning issues
- Provided consultation and technical support to various local agencies on issues related to the RTIP/STIP and STBGP/TA obligation process, as well as data collection and analysis for specific projects
- Participated in training opportunities, including webinars and workshops

Bistate Coordination

- Participated in Metro's monthly Transportation Policy Alternatives Committee (TPAC), monthly TPAC/MTAC workshops, monthly Joint Policy Advisory Committee on Transportation (JPACT) meetings, and Metro/RTC RTP update meetings
- Provided leadership and coordination and represented RTC on policy and technical issues at committee meetings within the Portland-Vancouver region, specifically participated in Metro's regional transportation planning process and ODOT's transportation planning activities, including participation at Metro's and ODOT's transportation committees; [JPACT](#), [TPAC](#), and joint [MTAC/TPAC](#) meetings, as well as ODOT's Regional Tolling Advisory Committee

Public Participation

- Worked on regional public outreach activities related to regional transportation planning programs and projects to increase public awareness of and provide information on regional and transportation issues
- Continued broadcast of RTC’s monthly Board meetings on Clark/Vancouver Television (CVTV), with [public replay](#) available from RTC’s website
- Ensured the website was updated regularly to convey information about the regional transportation planning program and to solicit feedback
- Responded to requests from various groups, agencies, and organizations to provide information and give presentations on regional transportation topics
- Responded to public records requests
- Regularly updated [RTC's website](#), providing public access to monthly RTC Board agenda materials, the Board’s CVTV coverage, as well as information on planning studies being developed by RTC
- Ensured that required [governing documents](#), Memoranda of Understanding, or Memoranda of Agreement are in place and are regularly reviewed for currency. Currently MOAs/MOUs are in place among RTC, WSDOT, and C-TRAN (§314 agreements) and between RTC and Metro

Federal Compliance

- Fulfilled federal and state requirements, including adoption of the SFY [2024 UPWP](#) document and participated in consultation with federal, state, and regional agencies' staff to review/discuss UPWP
- Updated RTC’s existing [Public Participation Plan](#), [Title VI Annual Report](#), and [RTC’s Title VI web page](#)

- Consulted with, communicated with, and conducted outreach to tribes with interests in the three-county region regarding transportation issues
- Supported [Identity Clark County](#) efforts to raise awareness and solicit feedback from the public on transportation issues. RTC staff collaborated with Identity Clark County to publish the transportation priorities for the region in the [Clark County Transportation Alliance 2024 Policy Statement](#).
- Responded to requests from various groups, agencies, and organizations to provide information and give presentations on regional transportation topics. Such groups include the C-TRAN Citizens' Advisory Committee, Vancouver’s Neighborhood Traffic Safety Alliance, Clark County’s Commission on Aging, the Accessible Transportation Coalition Initiative, and Clark Communities Bicycle and Pedestrian Advisory Committee.

Financial Data: Status of Expenditures

Regional Transportation Program Coordination and Management PL, STBG, RTPO Funds		
FY 2024 Budgeted Amount	Expenditure	Balance*
\$445,280	\$281,218	\$164,062

* Balance = cost overrun/underrun for this work element task

Table 1. FY 2024 Unified Planning Work Program – Summary of Funding Allocations and Expenditures

Program Activity	GCB Agreement	SFY 23-25 Allocation	Multi-Yr Allocation	Expenditures to Date	Balance
UPWP - FHWA (PL)	3864	\$1,654,837		\$764,670	\$890,167
UPWP - FTA (PL)	3864	\$452,078		\$122,905	\$329,173
UPWP - RTPO	3864	\$354,237		\$219,392	\$134,845
UPWP - STBG	3864	\$1,760,000		\$518,157	\$1,241,843
Transportation Data Study	3760		\$300,000	\$171,904	\$128,096
Regional Signal Timing Pilot	3851		\$658,413	\$58,541	\$599,872
Regional Freight Study Update	4051		\$100,000	\$884	\$99,116
VMT Reduction Project	4011		\$138,000	\$0	\$138,000
Interstate Bridge Replacement Program	3482		\$978,175	\$531,106	\$447,069
Household Travel Study	LAA Contract 2006(075)		\$500,000	\$414,967	\$85,033
Safe Streets and Roads for All - Clark	Award: 693JJ32340330		\$300,000	\$134,573	\$165,427
TOTAL		\$4,221,152	\$2,974,588	\$2,937,098	\$4,258,642
Notes:					
* Balance = cost underrun/overrun for each work element task					

Table 2. FY 2024 Unified Planning Work Program – Expense Summary

FUNDING PLAN			TASK EXPENSE SUMMARY								
Task Code	Task Description	FY '24 Expenditure Plan	FHWA (PL)	FTA (PL)	STBG	SS4A	Carbon Reduction Program	*STATE - RTPO	State-Other	Local Match	Total Expenditures
I	REGIONAL TRANSPORTATION PLANNING PROGRAM										
A	Regional Transportation Plan	\$826,948	\$307,888	\$49,922	\$216,973			\$57,989			\$632,772
B	Transportation Improvement Program	\$318,057	\$63,328	\$10,236	\$40,062			\$10,529			\$124,155
C	Congestion Management Process	\$190,834	\$26,996	\$4,546	\$15,430			\$4,424			\$51,396
D	Vancouver Area Smart Trek	\$572,503	\$86,748	\$13,690	\$59,476			\$15,042			\$174,956
E	Skamania and Klickitat RTPO	\$45,310						\$51,745			\$51,745
F	Interstate Bridge Replacement Project: Technical Support	\$292,181							\$144,259		\$144,259
G	Safe Streets and Roads for All (SS4A)	\$346,821				\$134,573					
H	Regional Signal Timing Plans	\$658,413					\$58,541				
I	Strategic Regional Planning - Freight Planning	\$115,607			\$0						
	Regional Planning Total	\$3,366,674	\$484,960	\$78,394	\$331,941	\$134,573	\$58,541	\$139,729	\$144,259	\$0	\$1,372,397
II	DATA MANAGEMENT, TRAVEL MODEL FORECASTING & TECHNICAL SERVICES										
A	Regional Data, Travel Model Forecasting & Technical Services	\$826,948	\$144,724	\$22,892	\$99,565			\$41,699		\$0	\$308,880
B	Household Travel Survey	\$534,219			\$221,701					\$34,808	\$256,509
C	Transportation Data Study (and Data Acquisition)*	\$300,000			\$109,998						\$109,998
	Data Total	\$1,661,167	\$144,724	\$22,892	\$431,264			\$41,699	\$0	\$34,808	\$675,387
III	TRANSPORTATION PROGRAM COORDINATION & MANAGEMENT										
A	Regional Transportation Program Coordination and Management	\$445,280	\$134,986	\$21,618	\$86,651			\$37,964		\$0	\$281,219
	Coordination and Management Total	\$445,280	\$134,986	\$21,618	\$86,651			\$37,964	\$0	\$0	\$281,219
	UPWP TOTAL	\$5,473,121	\$764,670	\$122,904	\$849,856			\$219,392	\$144,259	\$34,808	\$2,329,003