



Puget Sound Regional Council

Executive Board

Thursday, January 27, 2022 • 10:00 – 11:30 AM

Hybrid Meeting • PSRC Board Room • 1011 Western Avenue, Suite 500, Seattle 98104

The meeting will be streamed live over the internet at www.psrc.org.

In accordance with the Governor’s Proclamations and the Seattle-King County Department of Public Health Officer’s orders, masks are required for all visitors to PSRC’s office, regardless of vaccination status. No refreshments will be provided at the meeting.

PSRC will continue to monitor public health guidance from the Washington State Department of Health and Seattle-King County Public Health Officer. Should there be any major changes to guidance, this meeting may be held virtually only.

Attend in person, watch or listen

This is a hybrid meeting. Members of the public can attend meetings at PSRC’s offices, watch the meeting live at <https://www.psrc.org/boards/watch-meetings>, or listen by phone 1-888- 475-4499, Meeting ID: 870 4515 1418, Passcode: 980175.

Provide public comment

PSRC’s boards value public comment. Members of the public may provide public comment in multiple ways:

- Written comments may be submitted via email to srogers@psrc.org up to one hour before the meeting. Comments will be emailed to board members. Comments received after that deadline will be provided to board members after the meeting.
- Public comment may be made via Zoom or by phone. Registration is required and closes one hour before the meeting starts. Late registrations will not be accepted. [Register here](#). You will have 2 minutes to address the board.
- Public comment may be made in person at PSRC’s office.

Public comments are public records and may be subject to disclosure pursuant to the Public Records Act, RCW Chapter [42.56](#). For further information regarding public comment, see our [website](#).

- 1. Call to Order and Roll Call (10:00) - Councilmember Claudia Balducci, President**
- 2. Communications and Public Comment**
- 3. President's Remarks**
- 4. Executive Director's Report**
- 5. Committee Reports**
 - a. Operations Committee -- Mayor Becky Erickson, Vice President
- 6. Consent Agenda (10:20)**

- a. Approve Minutes of Meeting Held December 2, 2021
- b. Approve Vouchers Dated November 15, 2021 through January 10, 2022 in the Amount of \$1,830,912.20
- c. Adopt 2022 Amendment to PSRC's Title VI Plan
- d. Adopt Routine Amendment to the 2021-2024 Transportation Improvement Program

7. New Business (10:25)

- a. Approve Growth Management Policy Board Chair Appointment -- *Claudia Balducci, President*

8. New Business (10:30)

- a. Approve 2022 Policy Framework for PSRC's Federal Funds -- *Kelly McGourty, PSRC*

9. New Business (11:00)

- a. Approve and Initiate Implementation of the Regional Housing Strategy -- *Laura Benjamin, PSRC*

10. Information Item

- a. Draft Supplemental Biennial Budget and Work Program (FY2022-2023)
- b. New Employees Status Report
- c. 2022 Executive Board and Operations Committee Meeting Schedule

11. Other Business

12. Next Meeting: Thursday, February 24, 2022, 10 – 11:30 a.m., Hybrid Meeting

13. Adjourn (11:30)

Board members please submit proposed amendments and materials prior to the meeting for distribution. Organizations/individuals may submit information for distribution. Send to Sheila Rogers at srogers@psrc.org.

Sign language and communication material in alternate formats can be arranged given sufficient notice by calling (206) 464-7090 or TTY Relay 711.

العربية | Arabic, 中文 | Chinese, Deutsch | German, Français | French, 한국어 | Korean, Русский | Russian, Español | Spanish, Tagalog, Tiếng Việt | Vietnamese, visit <https://www.psrc.org/contact-center/language-assistance>.



January 13, 2022

Policy Framework for PSRC's Federal Funds

The Transportation Policy Board reviewed changes proposed by the Project Selection Task Force as well as public comments received on the *Policy Framework for PSRC's Federal Funds*. Proposed changes include development of an Equity Pilot Program and strengthening of criteria for equity and safety. The Equity Pilot Program would be funded through a set aside of 5% of PSRC's Federal Highway Administration Surface Transportation Block Grant Program funds. PSRC would work with its new Equity Advisory Committee on the development and parameters of this program beginning in July 2022. The Transportation Policy Board recommended approval of the Policy Framework as revised. The Executive Board is expected to take final action on this recommendation at its meeting on January 27. View the [presentation](#) or watch the [meeting video](#).

For more information, contact Kelly McGourty at 206-971-3601 or kmcgourty@psrc.org.

Economic Development District Update

The Transportation Policy Board was briefed on the new Regional Economic Strategy and EDD workplan for 2022. The strategy aims to address the current challenges of the COVID-19 pandemic and looks ahead to what needs to

happen to support the region's long-term economic success. It is organized around three overarching goals: expanding economic opportunity, maintaining global competitiveness, and sustaining the region's high quality of life. New and expanded regional challenges identified include equity, health, childcare, regional job distribution, broadband, housing, business recovery, and industry resilience. View the [presentation](#).

For more information, please contact Jason Thibedeau at 206-389-2879 or jthibedeau@psrc.org.

In other business, the board:

- Recommended adoption of a routine amendment to the 2021-2024 Regional Transportation Improvement Program.
- Deferred its discussion of the 2022 Preliminary Work Program. [View the slides](#).



January 6, 2022

PSRC Receives Planning Excellence Award

Each year the Planning Association of Washington and the American Planning Association Washington Chapter team up to recognize outstanding contributions to the field of planning in Washington state through the [Joint APA/PAW awards program](#).

At the board meeting, Darby Cowles, co-chair of the awards committee, presented the Joint APA/PAW Award honoring PSRC for planning excellence in the category of Comprehensive Plan/Development Regulations for the development of VISION 2050. The awards committee recognized the significant collaborative work from local governments and stakeholders throughout the region to develop the plan.

For more information, contact Paul Inghram at pingham@psrc.org.

2022 Legislative Overview

The board was briefed on the upcoming 2022 legislative session that will convene on January 10. Dave Andersen, managing director for the Washington Department of Commerce's Growth Management Services, gave a preview of the session and anticipated growth management related bills.

Throughout the session, staff will track relevant bills and report back to the

board on legislation related to the priorities outlined in VISION 2050.

For more information, contact Liz Underwood-Bultmann at lunderwood-bultmann@psrc.org.

Industrial Lands Analysis Update

The growth board discussed the forthcoming [update to PSRC's 2015 Industrial Lands Analysis](#).

VISION 2050 directs PSRC to update the inventory of industrial lands with the guidance of a project working group. Staff will update the report using available GIS data and in-house research. Data collection, mapping updates, and initial interviews of stakeholders will be conducted in the spring. A final report is anticipated late in 2022. Completing the update at this time will be useful for cities and counties as they begin work on local plan updates.

For more information, contact Paul Inghram at pinghram@psrc.org.

Webstream of meeting

We experienced technical difficulties with our webstream of this meeting. Staff are working to edit the video with corrected audio and will post the file on PSRC's website when available.



December 1, 2021

Regional Economic Strategy Adopted

The Central Puget Sound Regional Economic Development District Board (EDD) unanimously adopted the 2022-2027 Regional Economic Strategy, with the recommended changes in response to public comments, as the Comprehensive Economic Development Strategy (CEDS) and will submit the plan to the U.S. Economic Development Administration for approval.

The strategy is used as the framework for establishing the EDD's economic development workplan and includes a background of the economic conditions in the region, including identifying ways to address economic challenges and opportunities in the region. It builds upon other local economic development efforts and is implemented by many partners. The strategy qualifies regional organizations for Economic Development Administration assistance. View the [presentation](#) or watch the [meeting video](#).

For more information, contact Jason Thibedeau at 206-389-2879 or jthibedeau@psrc.org.

2022 Economic Focus Areas

The EDD also adopted 19 focus areas for 2022 which centered on the analysis and development of strategies for emerging industries such as space, artificial

Intelligence, and cloud computing. The focus areas also directed the board and staff to analyze the regional impacts of COVID-19 on women in the workforce, as well as support for the rollout of the Forward Together Framework for building a more equitable and inclusive economy. The board also identified a need to amplify regional efforts through state tourism and efforts to expand broadband and childcare capacity in the region.

For more information, contact Jason Thibedeau at 206-389-2879 or jthibedeau@psrc.org.

In other business, the board:

- Ratified the Nominating Committee for Election of 2022-2023 Board Officers.



Puget Sound Regional Council

MINUTES

Puget Sound Regional Council Executive Board Thursday, December 2, 2021, 10 – 11:30 AM Virtual Meeting

This meeting was conducted remotely.

CALL TO ORDER AND ROLL CALL

The meeting of the Executive Board was called to order at 10:01 AM by King County Councilmember Claudia Balducci, PSRC President. The meeting was conducted remotely. Roll call determined attendance and that a quorum was present.

[To watch a video of the meeting and hear the full discussion, please go to <https://www.psrc.org/boards/watch-meetings.>]

COMMUNICATIONS AND PUBLIC COMMENT

There were no public comments received.

PRESIDENT'S REMARKS

President Claudia Balducci welcomed board members.

President Balducci thanked the following outgoing board members and alternates for their service:

- Port Orchard Mayor Pro-Tem Bek Ashby (alternate)
- Auburn Deputy Mayor Claude DaCorsi (alternate)
- Seattle Mayor Jenny Durkan
- Edmonds Councilmember Adrienne Fraley-Monillas (alternate)
- Seattle Councilmember Lorena González
- Bremerton Councilmember Kevin Gorman (alternate)
- Redmond Councilmember Tanika Padhye (alternate)
- Summer Mayor Bill Pugh
- Tacoma Councilmember Robert Thoms (alternate)
- Burien Councilmember Nancy Tosta (alternate)

President Balducci reported that she would slightly adjust the agenda to allow for Representative Rick Larsen to participate from 10:15-10:30 AM and Representative Marilyn Strickland to participate from 10:30-10:45 AM.

COMMITTEE REPORTS

Vice President Becky Erickson, Chair, Operations Committee, reported that at today's meeting the committee recommended approval of vouchers dated September 30, 2021 through November 17, 2021 in the Amount of \$1,195,031.44; contract authority for engagement platform; and contract Authority for website hosting and support services; contract authority for consultant services to update PSRC's project level emissions estimation tool. The committee also reviewed the Draft Supplemental Biennial Budget and Work Program.

Vice President Erickson shared that PSRC has been recognized by the Government Finance Officers Association with the Distinguished Budget Presentation Award.

Vice President Erickson reported that the committee also met new interns and received updates from PSRC Deputy Executive Director Nancy Buonanno Grennan on the lawsuit challenging VISION 2020 and 2050, noting that the lawsuit was dismissed in its entirety on November 15, 2021. And regarding a break-in/burglary on October 31, 2021, at Waterfront Place, she noted that staff have been working with PSRC's insurance companies on reimbursement of legal expenses paid to date. She also noted that staff have taken several steps in conjunction with Waterfront Place's Building Management to better secure the lobby and office areas, including installing new locks, new stair well doors, and security cameras.

CONSENT AGENDA

ACTION: It was moved and seconded (Franklin/Roberts) to: (a) Approve Minutes of Meeting Held October 28, 2021, (b) Approve Vouchers Dated September 30, 2021 through November 17, 2021 in the Amount of \$1,195,031.44, (c) Approve Contract Authority for Engagement Platform, (d) Approve Contract Authority for Website Hosting and Support Services and (e) Approve Contract Authority for Consultant Services to Update PSRC's Project Level Emissions Estimation Tool.

The motion passed unanimously.

DISCUSSION ITEMS

Presentation on the Infrastructure Investment and Jobs Act

Josh Brown introduced the topic, noting that U.S. Representative Rick Larsen and Representative Marilyn Strickland are participating in today's meeting and will share

their perspectives and answer questions regarding the Infrastructure Investment and Jobs Act and its benefits for Washington state and the region.

Congressmember Larsen emphasized the importance of infrastructure investment with respect to quality of life as well as the diversity of types of infrastructure the bill will invest in.

Congressmember Strickland echoed those sentiments and highlighted the importance of equity not only in the delivery of projects and economic opportunity, but also in terms of access to high-speed internet and the potential of this investment to help remedy the virtual connectivity issues that contribute to inequity.

PSRC will continue to work closely with our federal, state, and local partners to ensure that infrastructure dollars come to the region and that they are spent in an efficient, effective, and equitable manner.

Awards Presentation

John Flanagan, Senior Policy Advisory, Washington State Office of the Governor, presented the board with the 2020-2021 Governor's Smart Communities Award for VISION 2050.

The Puget Sound Regional Council and five cities within the region are winners of 2020-2021 Governor's Smart Communities Awards. This annual awards program recognizes achievements by local leaders who promote smart growth planning and projects that contribute to thriving communities, a prosperous economy, and sustainable infrastructure in Washington.

Update on the Regional Housing Strategy

Paul Inghram, PSRC Director of Growth Management, briefed the board on updates to the Regional Housing Strategy. The board was also briefed on steps to involve the newly formed Equity Advisory Committee in review of the draft strategy and future implementation efforts. The Executive Board may be asked to take action on the strategy at its January 2022 meeting.

EXECUTIVE SESSION

At 11:02 AM President Claudia Balducci announced that the board would adjourn to an Executive Session for 20 minutes to discuss the Executive Director's annual performance evaluation. President Balducci reconvened the board meeting at 11:22 AM a.m.

ACTION: It was moved and seconded (Erickson/Roberts) to approve a merit increase for the Executive Director of four percent (4%) and an increase to the employer annual match from \$8,500 to \$9,000 to his 401(a) deferred compensation plan effective January 1, 2022.

The motion passed unanimously.

INFORMATION ITEMS

Included in the agenda packet was the schedule of 2022 Executive Board and Operations Committee meetings.

OTHER BUSINESS

There was no other business brought before the board.

NEXT MEETING

The Executive Board will not meet in November. The next meeting will be on Thursday, January 27, 2022, 10 - 11:30 AM. This will be a hybrid meeting.

ADJOURN

The meeting adjourned at 11:27 AM.

Adopted this 27th day of January, 2022.

Councilmember Claudia Balducci, President
Puget Sound Regional Council

ATTEST:

Josh Brown, Executive Director

Attachments:
eb2021-dec2-finalRSVPs

Executive Board - December 2, 2021 Meeting		
Members and Alternates that participated for all or part of the meeting included:		1 = Present
King County	EXC Dow Constantine	
	CM Claudia Balducci	1
	CM Joe McDermott	
	Vacant Alt	
	CM Jeanne Kohl Welles Alt	
Seattle	MYR Jenny Durkan	
	CM Lorena González	
	CM Andrew Lewis	1
	CM Dan Strauss	
	CM Tammy Morales Alt	
	CM Teresa Mosqueda Alt	
Bellevue	MYR Lynne Robinson	1
	CM Jeremy Barksdale Alt	
Federal Way	MYR Jim Ferrell	1
	Vacant Alt	
Kent	MYR Dana Ralph	1
	CM Toni Troutner Alt	
Kirkland	MYR Penny Sweet	
	DP MYR Jay Arnold Alt	1
Renton	MYR Armondo Pavone	1
	CM Ed Prince Alt	
Redmond	MYR Angela Birney	1
	CM Tanaka Padhye Alt	
Auburn	MYR Nancy Backus	1
	DP MYR Claude DaCorsi Alt	1
Cities/Towns	MYR Amy Ockerlander, Duvall	1
	CM Chris Roberts, Shoreline	1
	MYR Allan Ekberg, Tukwila	1
	MYR David Baker, Kenmore Alt	
	CM James McNeal, Bothell Alt	
	CM Nancy Tosta, Burien Alt	1
	MYR Jeff Wagner, Covington Alt	1
MYR Mary Lou Pauly, Issaquah Alt		
Kitsap County	COM Charlotte Garrido	1
	COM Robert Gelder Alt	
Bremerton	MYR Greg Wheeler	1
	CM Kevin Gorman Alt	
Port Orchard	MYR Rob Putaansuu	
	CM Bek Ashby Alt	1
	CM Jay Rosapepe Alt	
Cities/Towns	MYR Becky Erickson, Poulsbo	1
	CM Leslie Schneider, Bainbridge Island Alt.	1
Pierce County	EXC Bruce Dammeier	1
	CM Derek Young	
	CM Dave Morell Alt	
Tacoma	MYR Victoria Woodards	
	CM Robert Thoms Alt	
Lakewood	MYR Don Anderson	1
	CM Linda Farmer Alt	
Cities & Towns	MYR Bill Pugh, Sumner	1
	CM Paul Bocchi, Lakewood Alt	
Snohomish County	EXC Dave Somers	
	CM Sam Low	1
	CM Stephanie Wright Alt	
Everett	MYR Cassie Franklin	1
	CM Brenda Stonecipher Alt	
Cities/Towns	MYR Barbara Tolbert, Arlington	1
	CM Bryan Wahl, Mountlake Terrace	1
	CM Adrienne Fraley-Monillas, Edmonds Alt	
Port of Bremerton	COM Axel Strakeljahn	1
	COM Cary Bozeman Alt	
	COM Gary Anderson Alt	
Port of Everett	COM Glen Bachman	1
	COM Tom Stiger Alt	
Port of Seattle	COM Fred Felleman	1
	COM Ryan Calkins Alt	
Port of Tacoma	COM Dick Marzano	1
	Vacant Alt	
Washington State Department of Transportation	Secretary Roger Millar	1
	Julie Meredith Alt	1
	Mike Cotten Alt	
	John Wynands Alt	
	Robin Mayhew Alt	
Washington State Transportation Commission	COMM Hester Serebrin	1
	COMM Jerry Litt Alt	



Puget Sound Regional Council

CONSENT AGENDA

January 20, 2022

To: Executive Board

From: Mayor Becky Erickson, Chair, Operations Committee

Subject: **Approve Vouchers Dated November 15, 2021 through January 10, 2022 in the Amount of \$1,830,912.20**

IN BRIEF

Two representatives of the Operations Committee review and sign off on the vouchers. In accordance with RCW 42.24.080, following the Operations Committee's review, the Executive Board approves the vouchers. Because the meeting is being attended remotely, PSRC will email voucher information to 2 members of the Operations Committee for review and approval.

RECOMMENDED ACTION

Recommend the Executive Board approve the following vouchers:

REQUESTED

<u>WARRANT DATE</u>	<u>VOUCHER NUMBER</u>	<u>TOTALS</u>
11/22/21 - 01/10/22	AP Vouchers	\$ 564,772.50
11/15/21 - 12/31/21	Payroll	\$ 1,266,139.70
		\$ 1,830,912.20

For additional information, please contact Andrew Werfelmann at 206-971-3292; email awerfelmann@psrc.org.



Puget Sound Regional Council

CONSENT AGENDA

January 20, 2022

To: Executive Board

From: Mayor Becky Erickson, Chair, Operations Committee

Subject: **Adopt 2022 Amendment to PSRC's Title VI Plan**

IN BRIEF

As a recipient of federal funds, the Puget Sound Regional Council is required to have a Title VI Plan. Title VI of the Civil Rights Act of 1964 ensures that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance. A recipient is required to update the plan when substantial changes occur, including the assignment of personnel as the Title VI Coordinator.

RECOMMENDED ACTION

Recommend the Executive Board adopt the 2022 Amendment to PSRC's Title VI Plan.

DISCUSSION

PSRC's Title VI Plan ensures that all of the agency's activities are conducted in a nondiscriminatory manner. The plan covers five program areas: (1) Communications & Public Involvement, (2) Planning & Programming, (3) Environmental Affairs, (4) Contracts, and (5) Education & Training.

PSRC adopted its first Title VI Plan in 2004 and most recently adopted its current plan on September 23, 2021. A staffing change in the coordination of an agency's Title VI work is considered a "substantial change" and it is best practice to have the governing body approve an amended plan to reflect the up-to-date staffing of the program. Maggie Moore, Senior Planner, has transferred to a new position within the agency and is no longer a "co-coordinator" of the program. The staffing section within the 2021 plan

has been updated to reflect that change, leaving Nancy Buonanno Grennan, Deputy Executive Director, as the sole Title VI Coordinator for PSRC. An amendment log has been added at the end of the document to reflect the change and the anticipated date of approval of this amended plan.

There are no other changes to the 2021 plan. The full plan can be found online at <https://www.psrc.org/title-vi>. FTA requires the Title VI Plan to be adopted by the Executive Board and signed by PSRC's President and Executive Director.

For additional questions, please contact Nancy Buonanno Grennan at nbgrennan@psrc.org.

Attachments:

2022 Amendment to PSRC's Title VI Plan



Puget Sound Regional Council

Puget Sound Regional Council Title VI Plan

Funding for this document provided in part by member jurisdictions, grants from U.S. Department of Transportation, Federal Transit Administration, Federal Highway Administration and Washington State Department of Transportation.

Title VI Notice to the Public

The Puget Sound Regional Council (PSRC) hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which PSRC receives federal financial assistance. Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with PSRC. Any such complaint must be in writing and filed with PSRC's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. For more information, or to obtain a Title VI Discrimination Complaint Form, please see our Web site at <https://www.psrc.org/title-vi> or call (206) 464-6171.

Alternative Formats

Sign language, and communication material in alternative formats, can be arranged given sufficient notice by calling 206-464-7090, TTY Relay 711.

العربية | Arabic, 中文 | Chinese, Deutsch | German, Français | French, 한국어 | Korean, Русский | Russian, Español | Spanish, Tagalog, Tiếng Việt | Vietnamese, visit <https://www.psrc.org/contact-center/language-assistance>.

Additional copies of this document may be obtained by contacting:
PSRC Information Center
1011 Western Avenue, Suite 500
Seattle, Washington 98104-1035
206-464-7532 | info@psrc.org | www.psrc.org

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Puget Sound Regional Council Title VI Plan

“It has been The Federal Highway Administration's (FHWA's) and the Federal Transit Administration's (FTA's) longstanding policy to actively ensure nondiscrimination under Title VI of the 1964 Civil Rights Act in Federally funded activities. Under Title VI and related statutes, each Federal agency is required to ensure that no person is excluded from participation in, denied the benefit of, or subjected to discrimination under any program or activity receiving Federal financial assistance on the basis of race, color, or national origin. The Civil Rights Restoration Act of 1987 clarified the intent of Title VI to include all program and activities of Federal-aid recipients, subrecipients, and contractors whether those programs and activities are federally funded or not.” (Source: US Department of Transportation)

Title VI and environmental justice are an integral part of the transportation planning and programming process throughout the United States, particularly in urban regions. This renewed commitment to Title VI has, and continues to be, reflected in the Puget Sound Regional Council's (PSRC) work program, publications, communications, and public involvement efforts. This document establishes a framework for efforts that will be taken at PSRC to ensure compliance with Title VI and related statutes regarding nondiscrimination and environmental justice.

About the Puget Sound Regional Council

PSRC is a regional planning organization that develops policies and makes decisions about transportation planning, economic development and growth management in the central Puget Sound region. It is a forum for cities, towns, counties, transit agencies, port districts, Native American tribes and state agencies to address common regional issues. PSRC is designated under federal law as the Metropolitan Planning Organization (MPO) and Economic Development District (EDD), and under state law as the Regional Transportation Planning Organization (RTPO), for King, Kitsap, Pierce, and Snohomish counties. Under state and federal mandates and an Interlocal Agreement signed by all its members, the PSRC conducts and supports numerous state and federal planning, compliance and certification programs which enable members and other jurisdictions and entities in the region to obtain state and federal funding.

Members

PSRC members include more than 80 entities, including King, Kitsap, Pierce and Snohomish counties, as well as cities, towns, ports, state and local transportation agencies and tribal governments within the region.

In addition, a memorandum of understanding with the region's eight transit agencies outlines their participation in PSRC. The transit agencies are: Community Transit, Everett Transit, King County Metro, Kitsap Transit, Pierce County Ferries, Pierce Transit, City of Seattle and Sound Transit.

Membership benefits include: a voice in key regional decisions, distribution of federal transportation dollars, technical assistance to obtain federal and state funding, education and training, data to meet special planning needs, access to Geographic Information systems databases, free standard and secondary data products and working data sets, and technical expertise.

Governance, Boards, and Committees

PSRC is governed by a General Assembly and an Executive Board. Each member of PSRC is a voting member of the General Assembly, which meets at least annually to vote on major decisions, establish the budget, and elect new officers. The Executive Board is chaired by the PSRC President, meets monthly, and serves as the governing board. Both the General Assembly and Executive Board use weighted votes based on population to make decisions.

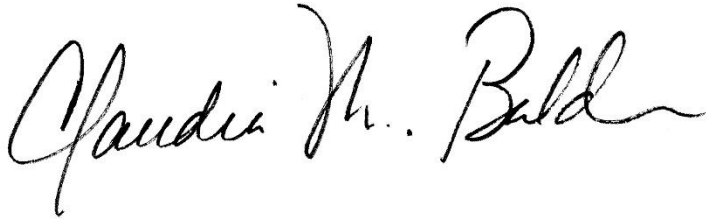
The Transportation Policy Board and Growth Management Policy Board include representatives of PSRC's member jurisdictions, tribes, regional business, labor, civic, and environmental groups, as well as voting members representing each caucus of the state Legislature. These boards make recommendations on key transportation and growth management issues to the Executive Board.

PSRC's Economic Development District is governed by a board composed of public and private members that meets quarterly to coordinate regional economic development planning.

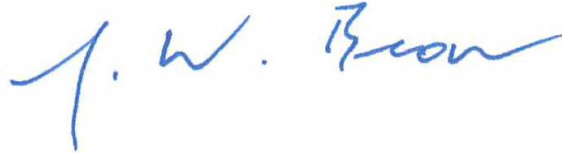
Board action on PSRC's Title VI Plan

PSRC's Operations Committee and Executive Board acted on this plan on September 23, 2021.

Adopted this 23rd day of September, 2021



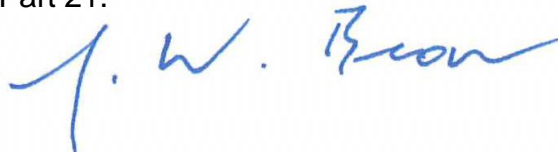
Claudia Balducci, Councilmember
President, Puget Sound Regional Council



ATTEST: _____
Josh Brown, Executive Director

Title VI Policy Statement

The Puget Sound Regional Council (PSRC) assures that no person shall, on the grounds of race, color, or national origin, as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (PL 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. PSRC further assures that every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not. In the event PSRC distributes federal aid funds to another governmental entity, PSRC will include Title VI language in all written agreements and will monitor for compliance. PSRC's Title VI Coordinator is responsible for initiating and monitoring Title VI activities, preparing required reports, and other PSRC responsibilities as required by Title 23 Code of Federal Regulations (CFR) Part 200, and Title 49 CFR Part 21.



09/23/2021

Josh Brown, Executive Director

Date

Attachment: 2022 Amendment to PSRC's Title VI Plan (3310 : Adopt 2022 Amendment to PSRC's Title VI Plan)

Authorities

Title VI of the 1964 Civil Rights Act provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance (refer to 23 CFR 200.9 and 49 CFR 21). The Civil Rights Restoration Act of 1987 broadened the scope of Title VI coverage by expanding the definition of the terms “programs or activities” to include all programs or activities of Federal Aid recipients, subrecipients, and contractors, whether such programs and activities are federally assisted or not (Public Law 100259 [S. 557] March 22, 1988).

Additional Authorities and Citations Include: Title VI of the Civil Rights Act of 1964, 42 USC 2000d to 2000-4; 42 USC 4601 to 4655; 23 United States Code 109(h); 23 United States Code 324; Department of Transportation Order 1050.2; Executive Order 12250; Executive Order 12898; Executive Order 13166; 28 CFR 50.

Title VI Notice to the Public

The paragraph below will be inserted in all significant publications that are distributed to the public, such as future versions and updates of the Growth Management, Economic, and Transportation Strategy; Metropolitan Transportation Plan; and Regional Transportation Improvement Program for the central Puget Sound region. The text will remain permanently on the agency’s website, www.psrc.org and in the office. The version below is the preferred text, but where space is limited, the abbreviated version can be used in its place.

The Puget Sound Regional Council (PSRC) hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which PSRC receives federal financial assistance. Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with PSRC. Any such complaint must be in writing and filed with PSRC’s Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. For more information, or to obtain a Title VI Discrimination Complaint Form, please see our Web site at <https://www.psrc.org/> or call (206) 587-4819.

Abbreviated Title VI Notice to the Public

The following shortened version of the above paragraph can be used in communications where space or cost is an issue. This is what appears in PSRC news releases.

PSRC fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information, or to obtain a Title VI Complaint Form, see <http://www.psrc.org> or call (206) 587-4819.

Complaint Procedures

These procedures apply to all complaints filed under Title VI of the Civil Rights Act of 1964 [including its Disadvantaged Business Enterprises (DBE) and Equal Employment Opportunity (EEO) components], Section 504 of the Rehabilitation Act of 1973, the Civil Rights Restoration Act of 1987, and the Americans with Disabilities Act of 1990, relating to any program or activity administered by PSRC or its subrecipients, consultants, and/or contractors. Intimidation or retaliation of any kind is prohibited by law.

These procedures do not deny the right of the complainant to file formal complaints with other state or federal agencies, or to seek private counsel for complaints alleging discrimination. These procedures are part of an administrative process that does not provide for remedies that include punitive damages or compensatory remuneration for the complainant.

Every effort will be made to obtain early resolution of complaints at the lowest level possible. The option of informal mediation meeting(s) between the affected parties and the Title VI Coordinator may be utilized for resolution, at any stage of the process. The Title VI Coordinator will make every effort to pursue a resolution to the complaint. Initial interviews with the complainant and the respondent will request information regarding specifically requested relief and settlement opportunities.

Procedures

1. Any individual, group of individuals, or entity that believes they have been subjected to discrimination prohibited by Title VI nondiscrimination provisions may file a written complaint with PSRC's Title VI Coordinator. A formal complaint must be filed within 180 calendar days of the alleged occurrence or when the alleged discrimination became known to the complainant. The complaint must meet the following requirements:
 - a. Complaint shall be in writing and signed by the complainant(s).
 - b. Include the date of the alleged act of discrimination (date when the complainant(s) became aware of the alleged discrimination; or the date on which that conduct was discontinued or the latest instance of the conduct).

- c. Present a detailed description of the issues, including names and job titles of those individuals perceived as parties in the complained-of incident.
 - d. Allegations received by fax or e-mail will be acknowledged and processed, once the identity(ies) of the complainant(s) and the intent to proceed with the complaint have been established. For this, the complainant is required to mail a signed, original copy of the fax or e-mail transmittal for PSRC to be able to process it.
 - e. Allegations received by telephone will be reduced to writing and provided to the complainant for confirmation or revision before processing. A complaint form will be forwarded to the complainant for him/her to complete, sign, and return to PSRC for processing.
2. Upon receipt of the complaint, the Title VI Coordinator will determine its jurisdiction, acceptability, and need for additional information, as well as investigate the merit of the complaint. In cases where the complaint is against one of PSRC's subrecipients of federal funds, PSRC will assume jurisdiction and will investigate and adjudicate the case. Complaints against PSRC will be referred to the Washington State Department of Transportation's (WSDOT) Office of Equal Opportunity (OEO), the Federal Highway Administration or the Federal Transit Administration, as appropriate, for proper disposition pursuant to their procedures. In special cases warranting intervention to ensure equity, these agencies may assume jurisdiction and either complete or obtain services to review or investigate matters.
3. In order to be accepted, a complaint must meet the following criteria:
 - a. The complaint must be filed within 180 calendar days of the alleged occurrence or when the alleged discrimination became known to the complainant.
 - b. The allegation(s) must involve a covered basis such as race, color, national origin, gender, disability, or retaliation.
 - c. The allegation(s) must involve a program or activity of a Federal-aid recipient, subrecipient, or contractor, or, in the case of ADA allegations, an entity open to the public.
4. A complaint may be dismissed for the following reasons:
 - a. The complainant requests the withdrawal of the complaint.
 - b. The complainant fails to respond to repeated requests for additional information needed to process the complaint.
 - c. The complainant cannot be located after reasonable attempts.
5. Once PSRC or WSDOT decides to accept the complaint for investigation, the complainant and the respondent will be notified in writing of such determination

within five calendar days. The complaint will receive a case number and will then be logged in PSRC's or WSDOT's records identifying its basis and alleged harm, and the race, color, national origin, and gender of the complainant.

6. In cases where PSRC assumes the investigation of the complaint, PSRC will provide the respondent with the opportunity to respond to the allegations in writing. The respondent will have 10 calendar days from the date of PSRC's written notification of acceptance of the complaint to furnish his/her response to the allegations.
7. In cases where PSRC assumes the investigation of the complaint, within 40 calendar days of the acceptance of the complaint, PSRC's Investigator* will prepare an investigative report for review by the agency's Legal Counsel and Executive Director. The report shall include a narrative description of the incident, identification of persons interviewed, findings, and recommendations for disposition. *This can be one of PSRC's Title VI Liaisons, or PSRC's Title VI Coordinator.
8. The investigative report and its findings will be sent to PSRC's Legal Counsel for review. The Counsel will review the report and associated documentation and will provide input to the Investigator within 10 calendar days.
9. Any comments or recommendations from PSRC's Legal Counsel will be reviewed by PSRC's Investigator. The Investigator will discuss the report and recommendations with the Executive Director within 10 calendar days. The report will be modified as needed and made final for its release.
10. PSRC's final investigative report and a copy of the complaint will be forwarded to WSDOT's OEO within 60 calendar days of the acceptance of the complaint. WSDOT's OEO will share the report with FHWA and FTA, Washington Division Offices, as part of its Annual Title VI Update and Accomplishment Report.
11. PSRC will notify the parties of its preliminary findings, which are subject to concurrence from WSDOT's OEO. WSDOT's OEO will issue the final decision to PSRC based on PSRC's investigative report.
12. Once WSDOT's OEO issues its final decision, PSRC will notify all parties involved about such determination. WSDOT's final determination is not subject to an appeal.
13. WSDOT will also serve as the appealing forum to a complainant that is not satisfied with the outcome of an investigation conducted by PSRC. WSDOT will analyze the facts of the case and will issue its conclusion to the appellant according to their procedures.

In addition to the complaint process described above, a complainant may file a Title VI complaint with the following offices:

Washington State Department of Transportation
Office of Equal Opportunity
PO Box 47314
310 Maple Park
Olympia, WA
98504-7314

Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
East Building, 5th Floor – TCR 1200
New Jersey Ave., SE Washington, DC 20590

United States Department of Justice Civil Rights Division
Coordination and Review Section – NWB
950 Pennsylvania Avenue NW
Washington, DC, 20530

Jodi Petersen
Civil Rights Program Mgr. & Training Coordinator
FHWA Washington Division
711 S. Capitol Way, Suite 501
Olympia, WA 98501-1284

Complaint Form

The complaint form is available at <https://www.psrc.org/title-vi>.

Investigations

PSRC has not received any complaints in the reporting period.

Title VI as part of PSRC's Work Program

PSRC's Executive Director is responsible for ensuring implementation of the agency's Title VI program. Title VI Coordinators, under supervision of the Executive Director, are responsible for coordinating the overall administration of the Title VI program, plan, and Assurances.

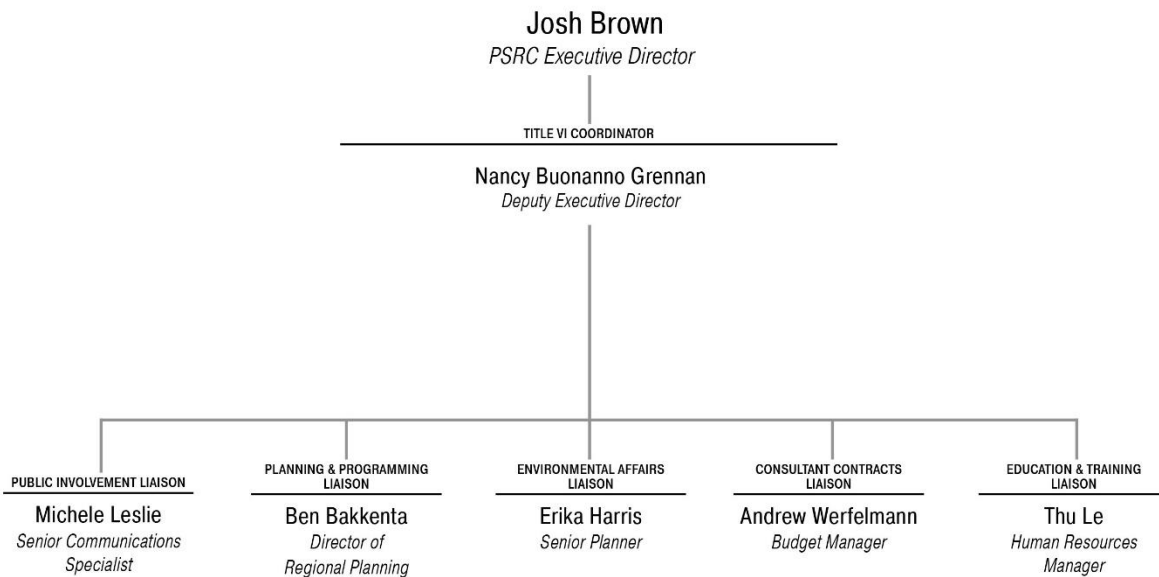
Five areas of PSRC's work program have been identified as applicable to Title VI regulations – they are referred to as the five Title VI Program Areas: (1) Communications & Public Involvement, (2) Planning & Programming, (3) Environmental Affairs, (4) Contracts, and (5) Education & Training. One staff member has been assigned to each Title VI Program Area as that area's Title VI Liaison. Staff assigned as Title VI Liaisons generally have prime responsibility for that area of the agency's work program. Title VI Liaisons, under supervision of the Title VI Coordinators, are

responsible for the day-to-day administration of the Title VI program, and for carrying out the “Program Area responsibilities” in their assigned Title VI Program Area. Other staff members are assigned to assist the Liaisons or consulted and involved, as needed.

Organizational Chart of PSRC Title VI Responsibilities

Organizational Chart of Title VI Responsibilities

January 2022



General Title VI Program Responsibilities

Following are general Title VI responsibilities of the agency. The Title VI Coordinator is responsible for ensuring these elements of the plan are appropriately implemented and maintained; Title VI Liaisons are responsible for implementing and maintaining these elements in their assigned Program Area.

1. Data collection

Demographic data on race, color, national origin, income level, and language spoken of the region’s population is to be collected and maintained by PSRC. This demographic data will be used to develop public outreach efforts and to conduct environmental justice analyses.

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2. Annual Title VI Report

An Annual Title VI Report is to be submitted each year, to WSDOT's Office of Equal Opportunity. The document is to include:

- Any changes to the Title VI Plan
- Organization and Staff
- Complaints
- Accomplishments and Updates on the 5 Reporting Areas

3. Annual review of Title VI program

Each year, in preparing for the Annual Title VI Report, the Title VI Coordinator and Liaisons will review the agency's Title VI program to assure compliance with Title VI. In addition, they will review agency operational guidelines and publications, including those for contractors, to ensure that Title VI language and provisions are incorporated, as appropriate.

4. Dissemination of information related to the Title VI program

Information on the agency's Title VI program is to be disseminated to agency employees, contractors, and beneficiaries, as well as to the public, as described in the "Program Area Responsibilities" section of this document, and in other languages when needed.

5. Resolution of complaints

Any individual may exercise his or her right to file a complaint with PSRC, if that person believes that s/he or any other program beneficiaries have been subjected to unequal treatment or discrimination, in their receipt of benefits/services or on the grounds of race, color, or national origin. PSRC will make a concerted effort to resolve complaints informally at the lowest level, using the agency's Nondiscrimination Complaint Procedures.

Responsibilities of the Title VI Coordinator

The Title VI Coordinator is responsible for supervising Title VI Liaisons in implementing, monitoring, and reporting on PSRC's compliance with Title VI regulations. In support of this, the Title VI Coordinator will:

- Identify, investigate, and eliminate discrimination when found to exist.
- Process Title VI complaints received by PSRC.
- Meet with Liaisons quarterly to monitor and discuss progress, implementation, and compliance issues.
- Periodically review the agency's Title VI program to assess if administrative procedures are effective, staffing is appropriate, and adequate resources are

- available to ensure compliance.
- Work with Liaisons to develop and submit the Annual Title VI Report to WSDOT by the end of August each year.
- If a subrecipient is found to not be compliance with Title VI, work with the Consultant Contracts Liaison and subrecipient to resolve the deficiency status and write a remedial action if necessary, as described in the Consultant Contracts section of this plan.
- Review important Title VI-related issues with the Executive Director, as needed.
- Assess communications and public involvement strategies to ensure adequate participation of impacted Title VI protected groups and address additional language needs when needed.

Responsibilities of the Title VI Liaisons

Title VI Liaisons, under supervision of the Title VI Coordinator, are responsible for day-to-day administration of the Title VI program, including implementation of the plan and Title VI compliance, program monitoring, reporting, and education within the assigned program area, as described in the “Program Area Responsibilities” section of this document. In addition, each Liaison is responsible for drafting text for their section of the Annual Title VI Report and maintaining the data and documentation necessary for that report. This includes reviewing guidelines and procedures for the assigned Title VI Program Area and incorporating Title VI-related language and provisions into agency documents, as appropriate.

Program Area 1: Communications and Public Involvement

Title VI Liaison’s Responsibilities

The Communications & Public Involvement Liaison is responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the agency’s public involvement process.

The Liaison will:

- Ensure all communications and public involvement efforts comply with Title VI.
- Develop and distribute information on Title VI and agency programs to the general public. Provide information in languages other than English, as needed.
- Disseminate information to minority media and ethnic/gender related organizations, to help ensure all social, economic, and ethnic interest groups in the region are represented in the planning process.
- Include the abbreviated Title VI Notice to the Public in some press releases and on the agency Web site.
- Notify affected, protected groups of public hearings regarding proposed actions, and make the hearings accessible to all residents. This includes the use of interpreters when requested, or when a strong need for their use has been identified.

- Ensure that any Citizen Advisory Committee PSRC creates has representation from Title VI relevant populations.

Public Participation Plan

PSRC operates under a comprehensive Public Participation Plan. The Plan explains the agency role and mission, goals for public participation, governing structure, composition of boards, procedures for board meetings, program areas, interagency coordination, specific procedures for public participation in the Regional Transportation Plan and Regional Transportation Improvement Program, public engagement and notification methods, a menu of public participation techniques, an evaluation matrix, and an appendix of the various laws and regulations PSRC operates under. The full plan is available at <https://www.psrc.org/contact-center/public-involvement>.

In an effort to keep the Title VI Plan a reasonable size, the sections of the Public Participation Plan specifically relevant to Title VI are included below.

Environmental Justice and Title VI of the 1964 Civil Rights Act and the Americans with Disabilities Act

PSRC maintains a Title VI Plan to ensure that no person in the region shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which PSRC receives federal financial assistance. PSRC's Title VI Plan is updated approximately every three years. PSRC also submits annual reports on its Title VI program to the Washington State Department of Transportation to ensure all federal regulations are being met.

Demographic Profile of the Metropolitan Area

PSRC seeks out and considers the needs of people traditionally underserved by transportation systems (e.g., low-income and minority households). To identify these populations, PSRC publishes a Demographic Profile of the Metropolitan Area using Census and American Community Survey data to identify the number and locations of minority, low-income, elderly and limited English proficient populations in the region. PSRC updates this profile approximately every three years. The current demographic profile can be found at <https://www.psrc.org/title-vi>.

With these data, PSRC provides an Environmental Justice analysis of the impacts of key decisions on traditionally underserved populations as part of the planning process. During plan updates, PSRC may work with an EJ advisory group or hold focus groups with EJ populations to discuss transportation impacts and hear concerns as a way to help identify the needs of historically underserved populations. PSRC mailing lists include EJ populations, Title VI relevant community groups, and minority-owned

businesses. PSRC publishes its Title VI Notice to the Public on major publications, news releases pertaining to federal programs, and its website. Find out more on PSRC's website at psrc.org. PSRC is committed to accessibility and has an ADA coordinator to request accommodation and lodge grievance with. For more information, contact Thu Le at 206-464-6175.

Alternative Formats and Limited English Proficiency

PSRC's agendas, news releases, and publications are available in alternative formats and in other languages with advance request. Notification about alternative formats and TTY Relay 711 are on agendas, psrc.org, and all publications, along with contact information for obtaining translation services. PSRC has obtained the services of a telephone translation provider, which can instantly connect anyone in the office to over 100 different languages. PSRC's website also offers a translation widget with dozens of languages available for instant translation. PSRC has a language assistance plan, a list of staff who speak other languages, and the receptionist keeps an "I Speak" card at the front desk in case someone with limited English proficiency enters the office.

PSRC maintains a Language Assistance Plan as part of its Title VI Plan and Program. This includes a four-factor analysis of language needs in the region. PSRC will translate vital documents for needed languages based on this analysis. See the Title VI Program for the most up to date information on this.

PSRC staff received training in 2018 on how to make Word, InDesign, and PDF documents accessible for individuals using screen readers and is working towards improved accessibility of its online publications.

Techniques for Involving, ADA Low-Income Communities and Communities of Color

- Outreach in the community (farmer's markets, festivals, churches, health centers, etc.)
- Personal interviews or use of audio recording devices to obtain oral comments
- Focus groups to obtain oral comments
- Translate materials; have interpreters and cultural mediators available at meetings as requested
- Include information on meeting notices on how to request translation or ADA assistance
- Robust use of "visualization" techniques, including maps and graphics to illustrate trends, choices being debated, etc.
- Use of community and minority media outlets to announce participation opportunities
- Use of Regional Equity Network to engage communities

Techniques for Involving Limited - English Proficient Populations

- Use of Department of Justice 4-Factor Analysis
- Personal interviews or use of audio recording devices to obtain oral comments
- Interviews conducted in languages other than English
- Translated documents and web content on key initiatives
- Web based translation tools
- On-call translators for meetings (requires 5 days advanced notice)
- Translated news releases and outreach to alternative language media
- Include information on meeting notices on how to request translation assistance
- Robust use of "visualization" techniques, including maps and graphics to illustrate trends, choices being debated, etc.

Strategy 4

Proactively encourage and solicit the involvement of all, including, but not limited to, the transportation disadvantaged, minorities, non-English-speaking, older adults, people with disabilities, and low-income households.

Tactics

4.1 Demographic Profile: PSRC uses Census Data on minority, low-income, and limited English proficient residents of the region to analyze the impact of plans and programs. In addition, PSRC uses this information to consider the transportation needs of these populations. PSRC may also use this data to map where public comments are coming from.

4.2 PSRC meetings: PSRC holds its meetings at accessible locations with transit access.

4.3 Visualization Techniques: PSRC uses visualization techniques, such as maps, charts, graphics, photos, or drawings to provide information to people with limited English proficiency or low literacy.

4.4 Special Needs Transportation: PSRC works with the Special Needs Transportation Committee to maintain a regional Coordinated Transit-Human Services Transportation Plan.

4.5 Alternate Formats: PSRC offers sign language and translation services on the website, agenda packets, and publications. TTY Relay 711 is published in all publications. PSRC staff received training in 2018 on how to make Word, InDesign, and PDF documents accessible and is working towards improved accessibility of its online publications.

4.6 Vital Documents: Translation of vital documents as needed

Guidance for public participation in the Regional Transportation Plan and the Transportation Improvement Program

There are two key transportation initiatives of PSRC's that are specially called out in federal law as needing early and continuing opportunities for public participation: development of the Regional Transportation Plan (RTP) and the Transportation Improvement Program (TIP). Because of its comprehensive, long-term vision, the Regional Transportation Plan provides the earliest and the best opportunity for interested persons and public agencies to influence PSRC's policy and investment priorities for transportation. It is at this earlier RTP stage where investment priorities and major planning-level project design concepts are established, and broad, regional impacts of transportation on the environment are addressed.

Regulatory and Planning Context for Environmental Justice

Under 1998 guidance from the Federal Highway Administration and the Federal Transit Administration on environmental justice, metropolitan planning organizations must, as part of the planning process:

- Enhance analytical capabilities to ensure that the long-range transportation plan and transportation improvement program comply with Title VI.
- Identify residential, employment and transportation patterns of low-income, ADA and minority populations, identify and address needs, and assure that benefits and burdens of transportation investments are fairly distributed.
- Improve public involvement processes to eliminate participation barriers and engage minority and low-income populations in transportation decisions.

PSRC carries out each of these directives by:

- Gathering and analyzing regional demographic and travel data and refining its analytical capabilities.
- Conducting an equity analysis of each long-range plan, available on the website.
- Preparing an investment analysis of the TIP with a focus on environmental justice.
- Examining and refining the agency's public involvement process to ensure full and fair participation in decision-making.

Summary of Outreach Efforts

October 1, 2018 to August 31, 2021 Reporting Period

PSRC's Website – psrc.org

PSRC maintains a website about its programs and activities, including a meeting calendar and electronic copies of agendas, public comment periods, comments

received, data products, publications, and other relevant information. The website offers web streaming of meetings and often other interactive features like comment forms, surveys, presentations, or searchable maps. PSRC follows its adopted privacy policy, which describes the privacy protections offered to users of the agency's website. PSRC's website is accessible. PSRC's website is updated on a daily basis. In the reporting period, PSRC's website had 223,602 users of its website.

Public Comment Periods

Public comment is always encouraged on any topic. When the agency is seeking public comment on a particular action, PSRC may offer a specific public comment and review period of at least 20 days and use the variety of notification methods discussed in this plan to let the public know how to comment. Federal and SEPA requirements are also taken into consideration when determining the length and number of public comment and review periods. The Transportation Improvement Program and Regional Economic Strategy public comment periods will be a minimum of 30 days. The Regional Transportation Plan and the Public Participation Plan public comment periods will be a minimum of 45 days. In the reporting period, PSRC held 15 public comment periods.

Summary of Public Involvement Activities for Key Decisions

PSRC provides a summary document that records all of the public involvement activities related to a key decision, including summaries of public comments received, lists of presentations offered, events, or related publications. In the reporting period, PSRC adopted VISION 2050 and the 2021-2024 Regional Transportation Improvement Program. PSRC also updated its Public Participation Plan.

Find out about the public involvement and comments received here:

VISION 2050: https://www.psrc.org/sites/default/files/v50_outreach_summary.pdf

2021-2024 Regional Transportation Improvement Program:

<https://www.psrc.org/sites/default/files/tip2020appendixc-publiccomments.pdf>

Public Participation Plan: https://www.psrc.org/sites/default/files/ppp_dec_19_2018.pdf

Studies conducted by PSRC relevant to Title VI and Environmental Justice

Title VI and Environmental Justice are an integral part of PSRC's Work Program and are covered in studies and planning efforts. In the reporting period, the following studies were done related to equity and environmental justice:

VISION 2050: <https://www.psrc.org/sites/default/files/v2050finaleis-appendixh-equity-march2020.pdf>

2021-2024 Regional Transportation Improvement Program:

<https://www.psrc.org/sites/default/files/tip2020-appendixf-equityanalysis.pdf>

Regional Equity Strategy Work Plan: [Regional Equity Strategy Initial Work Plan \(psrc.org\)](#)

Opportunity Mapping: [Opportunity Mapping | Puget Sound Regional Council \(psrc.org\)](#)

Displacement Risk Mapping: [Displacement Risk Mapping | Puget Sound Regional Council \(psrc.org\)](#)

Blog and Social Media

PSRC has developed a blog, which provides near daily updates on the programs and events related to its work program. The blog feeds into the PSRC website to keep content fresh and is posted on Facebook, Twitter and Instagram. The blog has been a popular source for the local media and has led to more news coverage of PSRC work. In the reporting period, the blog received 81,337 pageviews.

Newsletters

PSRC distributes an email newsletter after meetings of the Executive Board, Transportation Policy Board, Growth Management Policy Board and Economic Development District Board. The At Work email newsletter provides a summary of what took place at the meetings and may include links to presentation materials, background materials or to the webstream of the meeting. At Work is emailed to PSRC's membership and mailing list and posted on the website at psrc.org after the meeting. PSRC also distributes a newsletter from the Executive Director covering relevant regional news. In the reporting period, PSRC sent over 97 At Work E-Newsletters and 61 messages from the Executive Director.

News Releases, Media Advisories and Media Relations

PSRC sends news releases or media advisories as appropriate on its programs and other important information to news and social media in the four-county region. In addition, news releases or media advisories are distributed to news and social media in the region regarding major upcoming actions or events, whom to contact for more information or to make a comment. PSRC maintains and routinely updates a comprehensive contact list of media outlets within the region. In the reporting period, PSRC sent out 27 news releases.

Information Center

PSRC maintains an Information Center at its offices to keep its documents, publications and other significant material on file for public inspection and use. The Information Center is open to the public weekdays from 8 a.m. to 5 p.m. at 1011 Western Avenue Suite 500, Seattle, WA 98104. A librarian is available to help answer questions and find requested documents and data. In the reporting period, there was a mandatory office closure due to the pandemic, but the Information Center was available virtually and assisted 320 people.

Other Publications

PSRC produces other publications as needed, including reports, maps, and brochures, and makes them available to anyone. These publications include technical and policy information and often use visualization techniques (such as aerial and 3D maps; charts and graphs; comparison graphics; and mapping techniques which display data by area) to enhance understanding of regional planning. All publications are available free of charge. In the reporting period, PSRC produced 85 publications.

Language Assistance Plan

PSRC takes reasonable steps to ensure that all persons have meaningful access to its programs, services, and information, at no cost. PSRC develops a Language Assistance Plan for Limited English Proficiency persons as part of its Title VI Plan. This plan is specifically aimed at individuals who have a limited ability to read, write, speak or understand English, referred to as limited English proficient (LEP).

This plan includes an assessment to identify LEP individuals who need language assistance. Implementation includes the development of language assistance methods, notification to LEP individuals, and monitoring of the plan.

The full Language Assistance Plan can be found at <https://www.psrc.org/title-vi>.

Non-Elected Committees/Citizen's Advisory Committees

PSRC is currently developing an Equity Advisory Committee, a cross-sector working group composed of residents as well as governmental and community-based organizations in the Puget Sound region representing communities of color. Membership will be composed of residents, elected officials, and staff from governmental and nongovernmental organizations focused on equity issues around the region. PSRC staff used a variety of techniques to reach potential committee members. This included networking through partner community based organizations, social media and reaching out directly to community leaders. Meetings will occur at a time most convenient for committee members.

Members will be selected through an application and interview process. Members who are not being compensated for their time spent on the committee will be eligible to receive compensation from PSRC. A table depicting the racial breakdown of members will be available once membership is finalized.

Planning Area 2: Planning and Programming

Title VI Liaison's Responsibilities

The Planning Liaison is responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the agency's planning process. In addition, the Liaison will:

- Ensure all aspects of the planning and programming process operation comply with Title VI.
- Prepare and update a demographic profile of the region using the most current and appropriate statistical information available on race, income, and other pertinent data. Make the document available to the public and member agencies on PSRC's website and in the Information Center.
- Develop a process for assessing the distributional effects of transportation investments in the region as part of actions on plan and programming documents.

Demographic Profile of the Metropolitan Area

PSRC seeks out and considers the needs of people traditionally underserved by transportation systems (e.g., low-income and minority households). To identify these populations, PSRC publishes a Regional Demographic Profile using Census and American Community Survey data to identify the number and locations of minority, low-income, elderly and limited English proficient populations in the region. PSRC updates this profile approximately every three years. The September 2021 update is available at <https://www.psrc.org/title-vi>.

Title VI and the Planning Process

Considerations of Title VI are made throughout PSRC's planning and programming activities, for example:

- Data collection – A large part of the agency's work program involves collecting, analyzing, and reporting on data for the central Puget Sound region. This includes information on population, housing, employment, poverty, income, wages, transportation, traffic, and growth. Member agencies and other groups use this data for activities such as planning and the distribution of funds.
- Regional Transportation Plan – PSRC is currently underway in developing the 2022-2050 Regional Transportation Plan. The development of the plan includes environmental justice considerations from the outset. PSRC sets out to ensure that the burdens and benefits of implementing the plan are equitably distributed across groups based on race, income, age, and disability. PSRC's analysis includes (1)

outreach and meaningful participation from minority and low-income population groups in the development of the plan, and (2) an equity analysis to determine any discrimination of minority and low-income population groups in the distribution of impacts and benefits associated with the projects and programs advanced in the Regional Transportation Plan. This was also completed for the 2018 plan. Refer to [Appendix B: Equity Analysis Report](#) for a full review of environmental justice efforts and demographic maps related to development of the Regional Transportation Plan and [Appendix C: Public Engagement and Outreach](#) for a summary of Public Involvement efforts related to development of the Regional Transportation Plan. Similar documentation will be prepared for the 2022-2050 Regional Transportation Plan when it is adopted in spring 2022.

- VISION 2050 – Development of the region’s growth, economic development and transportation strategy involved a comprehensive public involvement effort as well as an evaluation of environmental justice issues. The plan was adopted in October 2020. The [Outreach and Engagement Summary](#) includes a full report on public involvement techniques that were used to reach all segments of the population, including an emphasis on people of color and people with low-income. The [Final Supplemental Environmental Impact Statement Equity Analysis](#) considers impacts of the Regional Growth Strategy alternatives in areas with particularly high concentrations of people of color and people with low incomes. For each measure possible mitigation measures are discussed.
- Regional Transportation Improvement Program (TIP) – The region’s short-term, four-year Regional TIP implements the plan and policies established in the Regional Transportation Plan. Included in the program of projects are federal STP, CMAQ, and FTA formula funds managed by PSRC. PSRC’s Executive Board selects projects to receive these funds. The criteria used to identify projects to receive funds includes how well the project provides access for transportation users identified in the President’s Order for Environmental Justice. See [Appendix F. Environmental Justice and Social Equity Analysis](#) of the TIP for this analysis, which includes demographic maps. The sponsors of all projects programmed in the TIP are required to submit an annual certification of compliance with Title VI and other applicable federal and state laws and regulations. Similar documentation will be prepared as part of the development and adoption of each TIP.

Program Area 3: Environmental Affairs

Title VI Liaison's Responsibilities

The Environmental Affairs Liaison is responsible for state environmental review, and Title VI environmental justice compliance in all aspects of PSRC's work that triggers environmental review requirements under SEPA.

The Liaison will:

- Ensure Title VI environmental justice compliance, in coordination with the Title VI coordinator, of all EISs prepared by PSRC.
- Analyze and make findings regarding the population affected by the action.

- Analyze and make findings regarding the impacts of the project on protected Title VI groups and determine if there will be a disproportionately high and adverse impact on these groups.
- Look at the mobility needs of Title VI Populations.
- Disseminate information to the public on the processes used and findings of the analysis, in accordance with all agency public involvement procedures. This includes dissemination to groups representing minority media and ethnic/gender related organizations, and the use of public comment periods and public hearings, interpreters, and materials in other languages, as needed.

Title VI and Environmental Affairs

When PSRC adopts new planning documents, or substantively amends existing documents in a manner that requires action by the General Assembly, the agency is required to comply with the Washington State Environmental Policy Act (SEPA), and with federal and state environmental justice requirements. When this occurs, a systematic process is used to study and evaluate all necessary environmental aspects of the proposed action(s), as set forth in EB-2016-01. Depending on the scope, complexity, and impacts of the project, a SEPA checklist, Determination of Non-significance (DSN), or SEPA Environmental Impact Statement (EIS) will be produced. In some cases, an existing environmental document may be adopted and a Supplemental EIS or Addendum may be prepared. When one of these documents is required, the agency's Environmental Affairs Liaison (also designated as the SEPA Responsible Official) oversees the process, and ensures all federal and state requirements are met, and that the public has been involved as appropriate.

Title VI was a part of the [EIS process](#) for VISION 2050. A Supplemental Environmental Impact Statement (SEIS) was prepared that built on the Final EIS from VISION 2040. In the Final SEIS, refer to Chapter 5 for the Environmental Justice analysis and outreach, Appendix H for the Equity Analysis, and Appendix I for comments and responses on the VISION 2050 Draft SEIS. Information on the scoping process and comments received are available on the VISION 2050 [environmental review webpage](#). Future major updates of the [Regional Transportation Plan](#) will include a comprehensive outreach and environmental justice analysis and SEPA review.

Program Area 4: Contracts

Title VI Liaison's Responsibilities

The Contracts Liaison is responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the agency's consultant contracts process.

Contract Procedures

PSRC's contract procedures are described in "PSRC Procurement and Contract Administration Manual." PSRC verifies Title VI compliance by consultants with the use of Title VI Compliance Review forms. Responses provided in the forms are evaluated to verify compliance on the part of the consultant. In addition, Title VI text is included in all PSRC Requests for Proposals (RFP) and contracts.

Disadvantaged Business Enterprises (DBE) Program

PSRC maintains a DBE Program, and corresponding DBE participation goals that are updated as needed. PSRC reports on DBE participation when required. When PSRC's program is active, actual DBE participation is evaluated in comparison to established goals annually, and efforts are made to "create a level playing field" for DBE and non-DBE consultants when PSRC does not meet the established goals. PSRC's DBE program is currently inactive because the agency is under the threshold for contracting opportunities with FTA funds.

Remedial Action Related to Consultant Reviews

PSRC will actively pursue the prevention of Title VI deficiencies and violations and will take the necessary steps to ensure compliance with this Title VI program, both within PSRC and with PSRC's contractors. In conducting reviews of consultants, if a consultant is found to not be in compliance with Title VI, the Title VI Contract Liaison and Title VI Coordinator will work with the subrecipient to resolve the identified issues.

If the issues cannot be resolved, PSRC will issue a notification of deficiency status and remedial action for the consultant, as agreed upon by PSRC and WSDOT, within a period not to exceed 90 calendar days. PSRC will seek the cooperation of the consultant in correcting deficiencies and will provide the technical assistance and guidance needed for the consultant to comply voluntarily. Consultants placed in a deficiency status will be given a reasonable time, not to exceed 90 calendar days after receipt of the deficiency letter and remedial action, to voluntarily correct deficiencies. If a consultant fails or refuses to voluntarily comply with requirements within the allotted time frame, PSRC will submit to WSDOT, FHWA, and FTA two copies of the case file and a recommendation that the consultant be found in noncompliance.

A follow-up review will be conducted within 180 calendar days of the initial review to ensure the consultant has complied with the Title VI Program requirements in correcting deficiencies previously identified. If the consultant refuses to comply, PSRC may, with WSDOT's, FHWA's, and FTA's concurrence, initiate sanctions per 49 CFR 21.

Subrecipient Monitoring

As a part of its subrecipient monitoring plan, PSRC will ensure subrecipients comply with Title VI requirements. The FTA Circular 4702.1B is the basis for PSRC's Title VI monitoring. PSRC will also adhere to other Title VI requirements prescribed by other funding agencies as applicable.

The following steps will be performed to ensure subrecipient compliance. As part of the pre-award assessment and as needed for ongoing subrecipient monitoring, each subrecipient's Title VI plan will be collected and reviewed for compliance with applicable requirements. PSRC will ensure that the subrecipient's board of directors or appropriate governing body approved the program. PSRC will check periodically to determine if there are significant changes to the plan. If there are significant changes, PSRC will review them for compliance. Also, at the request of the FTA, in response to a complaint of discrimination, or as otherwise deemed necessary, PSRC will request verification that the subrecipient in question provides service on an equitable basis.

When a subrecipient is also a direct recipient of FTA funds, that is, applies for funds directly from FTA in addition to receiving funds from a primary recipient, the subrecipient /direct recipient reports directly to FTA and the primary recipient/designated recipient is not responsible for monitoring compliance of that subrecipient.

PSRC does not pass through FTA financial assistance to subrecipients.

If PSRC was in a position of monitoring subrecipients, assistance provided to the subrecipient would be based on the results of PSRC's internal compliance checklist completed by PSRC Staff which includes pre and post award questions. PSRC has not constructed a facility, such as a vehicle storage facility, maintenance facility, or operation center.

Program Area 5: Education and Training

Title VI Liaison's Responsibilities

The Education & Training Liaison is responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the education and training program. WSDOT will provide information on training opportunities open to PSRC staff and subrecipients, including information on training provided by NHI and NTI. The Liaison will:

- Assist WSDOT in the distribution of information to PSRC staff on training programs regarding Title VI and related statutes.

- Ensure equal access to, and participation in, applicable NHI and NTI courses for qualified PSRC employees
- Track staff participation in Title VI, NHI, and NTI courses.

Employees Encouraged to Participate in Training

All PSRC employees are encouraged to participate in professional development and training. All materials received by the agency on training and education opportunities are made available to all employees, which includes all information on federally funded training, such as courses provided by the National Highway Institute (NHI) and the National Transit Institute (NTI).

Questions

For questions on the PSRC's Title VI Plan or procedures, please contact Nancy Buonanno Grennan, at (206) 464-7527 or nbgrennan@psrc.org. For information on PSRC's work program or publications, including reports, data forecasting, maps, or other information available for use, contact the Information Center, at (206) 464-7532 or info@psrc.org. For information on all of the above, including current public comment periods and meetings open to the public, visit PSRC's website at www.psrc.org.

Title VI Plan Amendment Log

Date	Section(s) Amended	Summary of Amendments
January 27, 2022	Title VI as Part of PSRC's Work Program	Updated staffing and organizational structure to reflect change in Title VI coordinator
September 23, 2021	2021 Title VI Plan Adopted	All sections updated to reflect current Title VI work program



Puget Sound Regional Council

CONSENT AGENDA

January 20, 2022

To: Executive Board

From: Mayor Dana Ralph, Chair, Transportation Policy Board

Subject: **Adopt Routine Amendment to the 2021-2024 Transportation Improvement Program**

IN BRIEF

Six agencies submitted eleven projects this month for routine amendment into the Regional TIP. The projects are summarized in Exhibit A. These projects were awarded local, state, and federal funding through various funding processes, such as the Connecting Washington funds managed by the Washington State Department of Transportation. PSRC staff reviewed the projects for compliance with federal and state requirements, and consistency with VISION 2050 and the Regional Transportation Plan. At its meeting on January 13, the Transportation Policy Board recommended adoption of the amendment.

RECOMMENDED ACTION

The Executive Board should adopt an amendment to the 2021-2024 Regional TIP to include the projects as shown in Exhibit A.

DISCUSSION

Under the Fixing America's Surface Transportation (FAST) Act, PSRC has project selection authority for all projects programming regional funds from the Federal Highway Administration (FHWA) - Surface Transportation Block Grant Program (STP) and Congestion Mitigation and Air Quality Improvement Program (CMAQ) - and Federal Transit Administration (FTA) - Urbanized Area Formula Program (5307), State of Good Repair (5337), Bus and Bus Facilities Formula (5339), and Enhanced Mobility of Seniors and Individuals with Disabilities (5310).

While PSRC does not have project selection authority for other types of federal, state, or local funds, the Executive Board does have responsibility for adding these projects to the Regional TIP. Each project must comply with requirements regarding plan consistency, air quality, and financial constraint. The attached Exhibit A illustrates the action needed to amend the Regional TIP.

The recommended action would approve the TIP amendment request based on a finding of consistency with VISION 2050, the Regional Transportation Plan, and the air quality conformity determination of the Regional TIP. Approval is also based on a determination that funding is reasonably expected to be available to carry out the project. Information describing plan consistency, air quality conformity, and the funding basis for approving the request is further described below.

Consistency with VISION 2050 and the Regional Transportation Plan

The projects recommended for action were reviewed by PSRC staff and have been determined to be consistent with the multicounty policies in VISION 2050 and the Regional Transportation Plan.

Air Quality Conformity

The projects in Exhibit A were reviewed and it has been determined that a new air quality analysis and conformity determination is not required because each project falls into one or more of the following categories:

- It is exempt from air quality conformity requirements.
- It is an existing project already included in the current air quality modeling.
- It is a non-exempt project not able to be included in the regional model.

Funding Reasonably Expected to be Available

For the projects in Exhibit A, PSRC has confirmed that the funds are reasonably expected to be available.

PSRC's Project Tracking Policies

This month's amendment includes no project tracking actions.

Federal Fund Source Descriptions

The following federal and state funding sources are referenced in Exhibit A.

Connecting Washington State Connecting Washington Account.

HSIP	WSDOT-managed Highway Safety Improvement Program.
NHFP	Funding to improve the efficient movement of freight on US highways that are part of the National Highway Freight Network (NHFN)
NHPP	Provides support for the condition and performance of the National Highway System (NHS).
STP(BR)	Local Bridge Program provides assistance for eligible bridges on public roads.
STP(W)	Surface Transportation Block Grant Program funds used for state highway system preservation and interstate reconstruction.

For more information, please contact Jennifer Barnes at 206-389-2876 or jbarnes@psrc.org.

Attachments:
Exhibit A

Month: January

Year: 2022

Project(s) Proposed for Routine Amendment to 2021-2024 TIP

Exhibit A

Sponsor	Project Title and Work Description	Funding		PSRC Action Needed			
				Project Tracking	New Project/Phase	Other	UPWP Amend
1. Kent	Green River Bridge Repainting New project with preliminary engineering and construction phases sandblasting and repainting the Meeker Street Bridge over the Green River in Kent.	\$3,000,000	Federal NHPP	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$238,320	Local				
		\$3,238,320	Total				
2. King County Department of Transportation	S 360th St and 28th Ave S New project with preliminary engineering, right of way, and construction phases adding a new single lane or compact roundabout, median approaches, crosswalk and roadway restriping, landscaping, and drainage improvements at the intersection of S 360th St and 28th Ave S.	\$2,853,000	Federal HSIP	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$317,000	Local				
		\$3,170,000	Total				
3. Orting	Orting Pedestrian Bridge New project with preliminary engineering, right of way, and construction phases constructing a Non-Motorized Bridge crossing that includes a new elevated bridge structure crossing SR 162 for non-motorized access by stairs and ramps that are ADA compliant. It also includes realignment and paving of Rocky Road Rd NE intersection with SR 162, illumination upgrades, stormwater mitigation, new signage, and tie in access to and from the Orting Foot Hills Trail.	\$7,033,692	State	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$7,033,692	Total				

Attachment: Exhibit A (3308 : Routine Amendment to the 2021-2024 Transportation Improvement Program (TIP))

Sponsor	Project Title and Work Description	Funding	PSRC Action Needed						
			Project Tracking	New Project/Phase	Other	UPWP Amend			
4. Snohomish County	Granite Falls Bridge #102 Replacement Project New project with preliminary engineering, right of way, and construction phases designing and constructing a new bridge over the Stillaguamish River with sidewalks, bike lanes, two vehicle lanes on the Mountain Loop Highway.	\$22,106,000	Federal	Other	Federal	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$6,633,000	Local						
		<u>\$28,739,000</u>	Total						
5. Tacoma	Tacoma Spur Stadium NB/SB Ramp New project with preliminary engineering and construction phases providing a modified concrete overlay, replacing expansion joints and the approach slabs on the existing structure for the Tacoma Spur Stadium northbound and southbound ramps.	\$5,396,100	Federal	STP(BR)		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$5,396,100	Total						
6. Tacoma	Schuster Parkway Trail New project with preliminary engineering phase constructing a multi-use path along the Schuster Parkway linking downtown Tacoma/Thea Foss Waterway at S 4th Street with the Old Town District at N 30th. This is a multi-year project and the programming reflects the funds available within the span of the regional TIP.	\$4,000,000	Connecting	Washington		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$4,000,000	Total						

Attachment: Exhibit A (3308 : Routine Amendment to the 2021-2024 Transportation Improvement Program (TIP))

Sponsor	Project Title and Work Description	PSRC Action Needed					
		Funding	Project Tracking	New Project/Phase	Other UPWP Amend		
7. WSDOT Northwest Region	I-5/Southbound Lake Washington Ship Canal Bridge - Deck Overlay & Existing project adding funds to preliminary engineering and adding a construction phase repairing and resurfacing the existing I-5 Southbound Lake Washington Ship Canal Bridge mainline bridge deck, including transverse joint seals and expansion joints and repairing the lower bridge deck, including expansion joint repair, longitudinal and transverse joint seal, and epoxy injection. This is a multi-year project and the programming reflects the funds available within the span of the regional TIP.	\$22,331,030	Federal NHFP	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$1,903,182	Federal NHPP				
		\$649,577	Local				
		<u>\$24,883,789</u>	<u>Total</u>				
8. WSDOT Northwest Region	I-5/Southbound Ravenna Blvd to NE Northgate Way - Deck Seal & Expansion Joint Existing project adding a construction phase applying deck seal to the bridge deck of one I-5 structure and replacing expansion joints of two I-5 structures between Ravenna Boulevard and NE Northgate Way. This is a multi-year project and the programming reflects the funds available within the span of the regional TIP.	\$3,493,586	Federal NHPP	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$71,298	Local				
		\$3,564,884	Total				
9. WSDOT Northwest Region	I-405/NE 85th St Interchange - Toll Infrastructure New project with a construction phase installing toll infrastructure at the Sound Transit In-Line Freeway station and new interchange at I-405/NE 85th St. This is a multi-year project and the programming reflects the funds available within the span of the regional TIP.	\$3,760,066	Local	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$3,760,066	Total				

Attachment: Exhibit A (3308 : Routine Amendment to the 2021-2024 Transportation Improvement Program (TIP))

Sponsor	Project Title and Work Description	Funding		PSRC Action Needed			
				Project Tracking	New Project/Phase	Other	UPWP Amend
10. WSDOT Northwest Region	SR 526/Airport Rd to E Casino Rd - Seismic Retrofit Existing project adding a construction phase providing seismic retrofit on four SR 526 bridges located within Washington's Seismic Lifeline Route. NHS Bridges 526/010, 526/012S-E, 526/014, and 526/020.	\$6,275,174	Local	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$6,275,174	Total				
11. WSDOT Northwest Region	SR 529/Southbound Steamboat Slough Bridge - Bridge Painting New project with a preliminary engineering phase cleaning and painting the steel surfaces of SR 529 Southbound Steamboat Slough Bridge. This is a multi-year project and the programming reflects the funds available within the span of the regional TIP.	\$986,076	Federal NHPP	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$97,524	Local				
		\$1,083,600	Total				

Attachment: Exhibit A (3308 : Routine Amendment to the 2021-2024 Transportation Improvement Program (TIP))



Puget Sound Regional Council

ACTION ITEM

January 21, 2022

To: Executive Board

From: Councilmember Claudia Balducci, Chair, Executive Board

Subject: **Approve Growth Management Policy Board Chair Appointment**

IN BRIEF

The bylaws of the Puget Sound Regional Council require the President to recommend policy board chairs to the Executive Board for approval.

“Pursuant to the Interlocal Agreement, and to applicable state and federal laws, a Transportation Policy Board and a Growth Management Policy Board shall be established to advise the Executive Board on regional transportation and growth management issues, and on any other matters as directed by the Executive Board. Membership on the boards shall be consistent with the Interlocal Agreement, federal and state requirements, and direction provided by the Executive Board. The Chairpersons and voting structure of the Policy Boards shall be recommended by the President to the Executive Board for approval.” (Regional Council Bylaws, Article VI, Section 10)

RECOMMENDED ACTION

The Executive Board should approve the appointment of Renton Councilmember Ed Prince as new Chair of the Growth Management Policy Board.

DISCUSSION

Councilmember Ed Prince is the current Vice Chair of the Growth Management Policy Board and has agreed to serve as the new Chair.

He is in his third term on the Renton City Council, Councilmember Prince is the Executive Director of the Washington State Commission on African American Affairs

and previously worked for the Washington State House of Representatives.

Councilmember Price currently serves as President of the Sound Cities Association (SCA). He is also a member of the Sound Transit Board of Directors, and Co-chair of the King County Regional Homeless Authority. During his time on Renton's city council, he has served on several other regional boards and committees, including:

- Association of Washington Cities (AWC) Legislative Committee
- Sound Cities Association (SCA) Public Issue Committee (PIC)
- Regional Transit Committee
- Regional Water Quality Committee
- Growth Management Planning Council
- SCA Legislative Committee
- AWC State and Federal Policy Committee
- Economic Development District Board

For more information, please contact Josh Brown at 206-464-7515 or jbrown@psrc.org.



Puget Sound Regional Council

ACTION ITEM

January 20, 2022

To: Executive Board

From: Mayor Dana Ralph, Chair, Transportation Policy Board

Subject: **Approve 2022 Policy Framework for PSRC's Federal Funds**

IN BRIEF

PSRC is required under federal legislation to have a documented process that provides the policies and guidance for how PSRC will approve, manage and administer projects to be selected to receive PSRC's federal funds. PSRC has project selection authority for several sources of funds from both the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). Prior to each funding cycle, the policies and procedures for the project selection process are reviewed and updated to reflect current regional priorities and requirements and are documented in the *Policy Framework for PSRC's Federal Funds*.

The Project Selection Task Force worked between April and November 2021 to review these policies and procedures and have recommended several revisions. The draft *Policy Framework* was released for public comment between December 15, 2021, and January 5, 2022. At its meeting on January 13, 2022, the Transportation Policy Board recommended approval of the *2022 Policy Framework for PSRC's Federal Funds* as revised.

RECOMMENDED ACTION

The Executive Board should approve the policies and procedures for the 2022 project selection process as documented in the *2022 Policy Framework for PSRC's Federal Funds*.

DISCUSSION

A competitive project selection process is conducted every two to three years for the distribution of PSRC's federal funds. The next process will be conducted in 2022 for PSRC's 2025-2026 FHWA and FTA funds. Prior to each process a Policy Framework is adopted, outlining the policy guidance for the distribution of funds and other details on how the process will be conducted. Volunteers were solicited from PSRC's four boards – Transportation Policy, Growth Management Policy, Economic Development, and Executive – to serve on a Project Selection Task Force charged with reviewing the policies and procedures for the 2022 project selection process. The Task Force, composed of over 40 volunteer board members and alternates, met every month between April and December 2021 and prepared recommendations for the *2022 Policy Framework for PSRC's Federal Funds*.

The recommendations encompass the policies and procedures for conducting the competitive processes for PSRC funds from both FHWA and FTA funding sources. Specific elements include the funding estimates to be used, set-aside programs, the split of funds amongst the various programs, the project evaluation criteria, and other administrative procedures. A summary of the Task Force recommendations is contained in Attachment A. The full draft *Policy Framework* document is contained in Attachment B.

A new feature this year was a recommendation by the Task Force to release the draft *Policy Framework* for public comment prior to board adoption. This public comment period was conducted between December 15, 2021, and January 5, 2022. Attachment C contains the public comments received.

Once the Executive Board approves the *2022 Policy Framework for PSRC's Federal Funds*, a Call for Projects will be released. A draft schedule for the 2022 process is provided below.

January 2022	Policy Framework adopted
February 2022	Call for Projects issued
June 2022	Staff committee project recommendations
July 2022	Board review of recommended projects
August 2022	Air quality conformity analysis and preparation of the new 2023-2026 Regional Transportation Improvement Program (TIP)
September 2022	Public comment period on new TIP
October 2022	Board adoption of new TIP; submittal to WSDOT
January 2023	State and Federal approval of new TIP; funds available to projects

For more information, please contact Kelly McGourty, Director of Transportation Planning, at 206-971-3601 or kmcgourty@psrc.org.

Attachments:

a_Summary of Task Force Recommendations

b_Draft 2022 Policy Framework with Atts

c_Public Comments.docx

Attachment 6A: Summary of 2022 Project Selection Task Force Recommendations

The Project Selection Task Force recommendations on the policies and procedures for the 2022 project selection process for PSRC’s federal funds are summarized below, encompassing both PSRC’s Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funding processes. Full details on the 2022 project selection process are documented in the *2022 Policy Framework for PSRC’s Federal Funds*.

Administrative Details

1. Funding years to program = FFY 2025 and 2026
2. Funding estimates will be based on final FFY 2021 allocations.
3. A four-part selection process will be conducted:

FHWA Funds	FTA Funds
Regional Competition	Regional Competition
Countywide Competitions	Earned Share Distribution

PSRC’s FHWA funds will be split between a regional competition and competitions conducted by each of the four countywide forums. The distribution is 50/50% after the set-asides have been applied to the total available funding. A limit of 36 applications is set for the regional FHWA competition; each countywide forum sets their own procedures for the countywide competitions.

PSRC’s FTA funds will be split between a regional competition and earned share distributions to the region’s transit operators. There are three Urbanized Areas (UZAs) in the region – Marysville, Bremerton and Seattle-Tacoma-Everett – and FTA funds come to the region based on both regional attributes and the individual operating characteristics of each transit agency. Per policy, this latter portion of the funds is distributed to each transit agency based on their earnings, called the “earned share” distribution. Within the Marysville and Bremerton UZAs there is only one transit operator, therefore only an earned share distribution is conducted within those areas. Within the Seattle-Tacoma-Everett UZA approximately 86% of the FTA funds received is based on the service and operating characteristics of the nine transit operators within the UZA, and the remaining 14% is based on regional attributes. ***The distribution process within the Seattle-Tacoma-Everett UZA between the earned share distribution and the regional competition is still under consideration by PSRC’s Executive Board.***

Prioritized contingency lists of projects will continue to be created as part of each competitive process, should additional funds become available prior to the next process.

Attachment: a_Summary of Task Force Recommendations (3313 : Approve 2022 Policy Framework for PSRC’s Federal Funds)

Set-Asides

1. The bicycle/pedestrian set-aside is retained at 10% of the total estimated FHWA funds and will be allocated by population among the four countywide forums, to be distributed via a competitive process.
2. The preservation set-aside for PSRC's FHWA funds is retained at 20% of the total estimated Surface Transportation Block Grant Program (STP) funds. The preservation set-aside for PSRC's FTA funds is retained at 45% of the regional competitive FTA funds.
3. The Rural Town Centers and Corridors Program is retained at 10% of the regional competitive portion of funds, funded with STP funds. This program was created in 2003 to assist rural communities in implementing town center and corridor improvements, in coordination with state highway corridor interests. This program is above and beyond the minimum amount of STP funds required to be spent in the federally designated rural area, and the regional competition for this program will be held in 2023.
4. The methodology to allocate funds for the Kitsap countywide competition by applying their population share to the total estimated STP funds, rather than after other set-asides have been applied as is done for the other counties, is retained. Kitsap County jurisdictions are ineligible to utilize the other PSRC FHWA funding source - Congestion Mitigation and Air Quality Improvement (CMAQ) Program funds – and this methodology provides a modest increase to the amount that would otherwise be available for the Kitsap countywide competition.
5. The minimum floor set-aside, which provides an adjustment for those transit operators earning less than 1% of the total earned share FTA funding within the Seattle-Tacoma-Everett Urbanized Area, is ***on hold pending final Executive Board determination on the distribution of funds between the earned share distribution and regional competition.***
6. The amount of funds from both FHWA and FTA for PSRC's work program is retained at \$1 million per year of FHWA funds and \$1.25 million per year of FTA funds.
7. **A new set-aside is proposed for an Equity Pilot Program.** It is recommended that PSRC work with the Regional Equity Advisory Committee to develop a new Equity Pilot Program. It is proposed that 5% of FHWA Surface Transportation Block Grant Program funds be set aside for this pilot, and for PSRC to work with the Equity Advisory Committee on the development and parameters of this program beginning in July 2022. This will allow the committee to evaluate the outcomes of the 2022 project selection process with the proposed criteria revisions in place, and to use that information in consideration of the pilot and any recommendation for future improvements. Criteria revisions are summarized below.

Policy Details and Project Evaluation Criteria

1. The policy focus of support for centers and the corridors that serve them is retained, as directed by the policies in VISION 2050. For the regional FHWA competition centers are defined as regionally designated growth and manufacturing/industrial

centers; for all other competitions centers are broadened to include locally identified centers including military bases.

2. The project evaluation criteria apply to all project types, and encompass the key policies and goals identified in VISION 2050, including the overarching policy focus of support for centers. The criteria address:
 - Support for the development of centers, including population and employment growth
 - Multimodal mobility, removal of barriers and gaps for a variety of modes, accessibility, connectivity, etc., including improvements for active transportation and public health
 - Safety
 - Equity
 - Air quality and climate change / emissions reduction
 - Project readiness

Given the emphasis in VISION 2050 on equity and safety, in particular, the Task Force focused on improvements to the evaluation criteria for these two elements. While they were included in the existing set of criteria, revisions are proposed to significantly strengthen these elements by 1) strengthening criteria language, elements and guidance; 2) increasing the point values; and 3) identifying them as stand-alone criteria rather than embedded within other categories. In addition, the inclusion of apprenticeship utilization programs is proposed to be added to the non-scored Other Considerations.

Equity

Revisions applied to All projects:

- Stand-alone criterion with consistent point values
- Expanded criterion to include additional population groups and addressing disparities and gaps
 - Populations groups = people of color, people with low-income, older adults, people with disabilities, youth, people with Limited English Proficiency, populations located in highly impacted communities (referencing the WA Environmental Health Disparities map), areas experiencing high levels of unemployment or chronic underemployment, immigrants and refugees, and transit dependent populations
- Expanded criterion to address community outreach
- Expanded criterion to address displacement risk
- Expanded guidance and resources

Revisions applied to the Regional CMAQ competition:

- 10 points would be set aside from the 50 points available under the air quality / climate criterion and focused specifically on projects that are in an area identified as a 7 of 10 for diesel pollution and disproportionate impacts in the WA Environmental Health Disparities map

Safety

Revisions applied to All projects:

- Stand-alone criterion with consistent point values
- Expanded criterion to address specific components related to improvement of bicycle/pedestrian safety, reduced reliance on enforcement, design for decreased speeds
- Expanded criterion to address adoption of safety policies and influence on projects
- Expanded criterion to address protection of vulnerable users
- Expanded guidance and resources

Project Tracking Policies

The project tracking policies for PSRC's FHWA funds are recommended to be updated specifically to address the parameters around which emergency requests for funding may be considered.

The Task Force recommends the following updates to the policies (see Attachment 4 of the *Policy Framework* for more details):

- The **definition of “emergency”** as it applies to the project of concern would include the following:
 - The need is due to a situation that was unpredictable and for which the sponsoring agency could not have planned; **AND**
 - The facility / project has been impacted by a natural disaster or catastrophic event; or
 - The facility / project is experiencing a major safety issue; or
 - There are or will be significant impacts to the regional system and/or local population / employment centers if the need is not addressed.

The existence of a funding shortfall by itself is not considered to meet the threshold of an emergency under these procedures.

Should the request be approved, any subsequent **offsets** to future funding competitions will be considered on a sliding scale basis.



DRAFT 2022 POLICY FRAMEWORK FOR PSRC'S FEDERAL FUNDS



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- 1- Draft Schedule for Development of the 2023-2026 Regional Transportation Improvement Program (TIP)
- 2- FHWA and FTA Funding Source Eligibility
- 3- Map of Areas Eligible for CMAQ Funds
- 4- Project Tracking Policies for PSRC’s Federal Funds
- 5- Map of Regionally Designated Centers
- 6- Estimated FFY 2023-2024 FHWA Funds
- 7- Estimated FFY 2023-2024 FTA Funds
- 8- Map of Federal Urban/Rural Boundaries
- 9- Summary of Countywide Processes
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- 11-Procedures for Meeting FTA Section 5307 Program Requirements

Attachment: b_Draft 2022 Policy Framework with Atts (3313 : Approve 2022 Policy Framework for PSRC’s Federal Funds)

SECTION 1: BACKGROUND

A. Policy Framework

Under federal law, the Puget Sound Regional Council (PSRC) is responsible for programming and maintaining the four-year Regional Transportation Improvement Program (TIP), and for selecting projects to receive funds from the following federal funding sources:¹

Federal Highway Administration (FHWA) Funds

- Surface Transportation Program Block Grant Program (STP)
- Congestion Mitigation and Air Quality Improvement Program (CMAQ)

Federal Transit Administration (FTA) Funds

- Urbanized Area Formula Program (5307)
- State of Good Repair High Intensity Fixed Guideway (5337 HIFG)
- State of Good Repair High Intensity Motorbus (5337 HIMB)
- Bus and Bus Facilities (5339)

Per federal regulation, PSRC is required to document the process used for prioritizing and programming these funds. The *2022 Policy Framework for PSRC's Federal Funds* is intended to serve this purpose by providing policy direction and guidelines for the recommendation and selection of projects to receive PSRC funds.

Prior to each project selection process, the Policy Framework is refined and updated based on new or updated federal or state requirements, and new or updated regional policy direction. The 2022 Policy Framework maintains support for the development of centers and the corridors that serve them, originally adopted as a policy focus for PSRC's federal funds in 2002. The intent of the centers policy focus and the guidance contained within the Policy Framework is to support implementation of the policies and programs established in VISION 2050, the region's overarching policy document and long-range vision for the future; the regional transportation plan; and *Amazing Place*, the adopted regional economic strategy.

B. Development of the 2023-2026 Regional Transportation Improvement Program (TIP)

The Regional TIP provides a list of current transportation projects in all four counties of the region – King, Kitsap, Pierce and Snohomish. These projects are funded with federal, state and local funds, including the federal grants that will be awarded through PSRC as part of the 2022 project selection process. The TIP is required under federal and state legislation and helps to ensure that transportation projects in the region are meeting regional policies and federal and state requirements such as those under the Clean Air Act.

The Regional TIP must be a four-year program of projects that is updated at least every four years. In our region, a new TIP is created after each project selection process for PSRC's federal funds, which occurs generally every two years. The Regional TIP must contain all

¹ PSRC also has responsibility for distributing funds through FHWA's Transportation Alternatives Program and plays a joint role with WSDOT in the distribution of FTA's Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities program.

projects utilizing federal transportation funds, as well as any regionally significant projects, regardless of funding source. The 2023-2026 Regional TIP will therefore include:

- Projects awarded PSRC's federal funds;
- Projects using federal and state funds managed by the Washington State Department of Transportation (WSDOT);
- Projects of regional significance, regardless of funding source, required to be included in the air quality conformity determination of the Regional TIP; and
- Projects from the previous 2021-2024 Regional TIP that have not yet utilized their funds.

Responsibility for Project Selection

While PSRC has primary responsibility for selecting projects to receive funds from the FHWA and FTA funding programs described above, the majority of funds in the Regional TIP are under the selection authority of other agencies. These include:

- State managed funds: WSDOT has primary responsibility for selecting projects to receive funds from a variety of federal programs, such as the National Highway Performance Program, Highway Safety Improvement Program, and others. These programs and responsibility for selection evolve with each new federal transportation act. In addition, WSDOT and other state agencies are responsible for distributing state transportation funds.
- Other federal funds: The United States Congress, FHWA, FTA and other federal agencies have primary responsibility for selecting transportation projects to receive funds from federally managed discretionary funding programs. Examples of these programs include the transit New Starts program, the Better Utilizing Investments to Leverage Development (BUILD) grant program, and others.
- Local funds: Cities, counties, ports, transit agencies, etc., have primary responsibility for selecting projects to receive each agency's local funds.

Regional TIP Requirements

As part of the development of the Regional TIP, PSRC reviews all projects submitted to ensure the following:

- Consistency with VISION 2050 and the regional transportation plan;
- Consistency with local comprehensive plans;
- Funds are available or reasonably expected to be available;
- Consistency with the region's air quality conformity determination;
- Consistency with federal and state requirements such as functional classification; and
- Consistency with PSRC's project tracking policies.

The Regional TIP applications contain information and guidance for how each of the review items above is to be addressed. Additional details and background information may also be found on PSRC's website at <https://www.psrc.org/our-work/funding/transportation-improvement-program>.

To demonstrate consistency with local comprehensive plans, projects must be in, or consistent

with, the transportation element of the appropriate city or county plan which has been updated consistent with RCW 36.70A.130 and certified by PSRC. Certification (full or conditional) is required to compete for PSRC's federal funds, as well as to program projects with any funding source into the Regional TIP.

Development Schedule

The schedule for preparing the Draft 2023-2026 Regional TIP is included in Attachment 1. The schedule begins with the 2022 competitive project selection process for PSRC's federal funds, followed by individual project reviews, an air quality conformity analysis, a public comment period, and finally adoption by PSRC's Executive Board. The Draft 2023-2026 Regional TIP will then be forwarded to WSDOT for subsequent state and federal approval.

Federal Requirements

As described above, every project submitted for inclusion in the Draft 2023-2026 Regional TIP is thoroughly reviewed for regional consistency and federal requirements. In addition, PSRC's project selection process and the development of the Regional TIP adhere to the federal requirements as detailed in 23 CFR Part 450. These include addressing the federally required planning factors (§450.306), public involvement (as described in PSRC's adopted Public Participation Plan) and all other requirements.

C. PSRC Funds

Eligibility Requirements

As stated above, PSRC is responsible for selecting projects to receive FHWA and FTA funds. Each federal funding program has specific eligibility requirements, summarized below and included in Attachment 2:

Federal Highway Administration (FHWA) Funds

- Surface Transportation Block Grant Program (STP) funds are the most flexible of PSRC's federal funds and can be used for a variety of transportation projects and programs, including roadways, bridges, pedestrian and bicycle infrastructure, transit and other investments.
- Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds are available for specific categories of transportation projects and programs that provide air quality benefits by reducing emissions and congestion. General purpose roadway projects are not eligible. Only projects located in or providing benefit to an EPA-designated nonattainment or maintenance area may utilize CMAQ funding.²

Federal Transit Administration (FTA) Funds

FTA funds may be used only for transit-related projects serving the region's three federal urbanized areas: Seattle-Tacoma-Everett, Bremerton and Marysville.

- Urbanized Area Formula Program (Section 5307) funds are available for a variety of planning and capital transit projects, such as bus purchases, transit facilities, etc. Section 5307 funds may also be used for projects previously eligible under the

² Projects located in former maintenance areas where the NAAQS has since been revoked are also eligible to receive CMAQ funds. Refer to Attachment 3 for a map of the eligible areas in the PSRC region.

eliminated Job Access and Reverse Commute Program (JARC) projects.

- State of Good Repair (Section 5337) funds are available for a variety of projects for maintenance, replacement and rehabilitation of high-intensity fixed guideway (HIFG) and bus (HIMB) systems, and to develop and implement transit asset management plans.
- Bus and Bus Facilities (5339) funds are available for a variety of projects to replace, rehabilitate, and purchase buses and related equipment, as well as for projects to construct bus-related facilities.

Project Selection Process

PSRC has an established process for selecting projects to receive PSRC funds. FHWA funds are programmed using a shared regional/countywide approach that been utilized since 1995. This approach will again be used for the 2022 project selection process; further details are provided below in Section 3. FTA funds are programmed using a process coordinated with FTA and the public transit agencies in the region and includes a regional competitive process for a portion of the funds. The FTA process is described in Section 4.

The 2022 project selection process will program federal fiscal year (FFY) 2025-2026 FHWA and FTA funds. Under consultation with federal and state partners, the estimated amounts by funding source are shown in the table below, based on FFY 2021 funding levels³.

Estimated FFY 2025-2026 PSRC Funds (in millions)	
STP	\$120.2
CMAQ	\$59.4
FHWA Total	\$179.6
Section 5307	\$237.6
Section 5337 HIFG	\$108.2
Section 5337 HIMB	\$35.0
Section 5339	\$20.3
FTA Total	\$401.1
Grand Total	\$580.7

Project Tracking Program

PSRC has implemented a project tracking program to monitor the progress of PSRC’s federal funds. Over time, these policies have successfully resulted in PSRC funds being utilized more efficiently and with fewer delays. The policies continue to be revised to address emergent issues and to ensure the region continues to be successful and no funds are lost. Project sponsors are accountable to the requirements of the adopted project tracking policies and must also submit periodic progress reports to PSRC for use in monitoring the advancement of each project as well as the region’s progress towards delivery. The draft Project Tracking Policies for PSRC’s Federal Funds are contained in Attachment 4, including the proposed revisions to

³ Additional FHWA funding from other sources may be included in the project selection process; these include funds from the Highway Infrastructure Program and the Coronavirus Response and Relief Supplemental Appropriations Act of 2021.

strengthen the requirements and expectations under the “Hardship Policy.”

SECTION 2: POLICY FOCUS

Adopted Policy Focus: Support for Centers and the Corridors that Serve Them

Since 2002, the adopted policy focus for PSRC’s federal funds has been to support the development of centers and the corridors that serve them. This policy focus was further strengthened with the adoption of VISION 2050 in October 2020. For the 2022 project selection process, the definition of centers for each of the competitive processes is further clarified below.

- For the regional competition for FHWA funds, centers are defined as regional growth centers and regional manufacturing/industrial centers as designated by PSRC’s Executive Board (refer to Attachment 5 for a map of PSRC’s regionally designated centers).
- For the countywide competitions for FHWA funds, and for the FTA funding processes, centers are defined as regional growth and regional manufacturing/industrial centers, centers as designated through countywide processes, town centers, and other locally identified centers. In addition, military facilities are included in the definition of local centers, with each countywide forum responsible for determining the definition of a military “facility” within their county.

SECTION 3: PSRC’S FHWA FUNDS

A. Overview of PSRC’s FHWA Funding Process

PSRC conducts a shared regional and countywide process to recommend and select projects to receive PSRC’s FHWA funds. The total estimated amount of both STP and CMAQ funds is split between the regional and countywide forums based on a regionally adopted funding split. Competitive processes are used by all forums to recommend projects to receive the funds.

- **Regional process:** PSRC coordinates a regional competition, and the Regional Project Evaluation Committee (RPEC) is responsible for recommending projects from this competition to the Transportation Policy Board (TPB) to receive the regional portion of the FHWA funds.
- **Countywide processes:** With support from PSRC, the four countywide forums are responsible for coordinating the countywide competitions and recommending projects to the TPB to receive the countywide portions of the FHWA funds. These forums are as follows:

King County – King County Project Evaluation Committee reporting to the King County members of the Transportation Policy Board;

Kitsap County – Transportation Technical Advisory Committee and Transportation Policy Committee reporting to the Kitsap Regional Coordinating Council Executive Board;

Pierce County – Transportation Coordinating Committee reporting to the Pierce County Regional Council;

Snohomish County – Infrastructure Coordination Committee reporting to Snohomish County Tomorrow.

PSRC's delegation of these responsibilities to the countywide forums is intended to recognize the unique distinctions in local transportation needs, and strengthens the integration of local, countywide, and regional growth management and transportation planning and implementation. However, each countywide process follows the regional policies and procedures as laid out in this *Policy Framework*, including the use of project evaluation criteria supporting the implementation of VISION 2050, the regional transportation plan and *Amazing Place*, the regional economic strategy, as well as PSRC's project tracking program.

The TPB receives all recommendations from the forums identified above, and in turn makes a recommendation for funding to PSRC's Executive Board. Should any project sponsor wish to appeal a project recommendation, they must submit written documentation to PSRC, including the reason for the appeal. Appeals will be reviewed by the TPB and referred to PSRC's Executive Board for final resolution.

Set-Asides

The following describes set-asides from the total amount of PSRC's FHWA funds, prior to the split of funds between the regional and countywide competitions and describes the process for distribution.

1. Ten percent of the combined estimated total of STP and CMAQ funds has been set aside for bicycle and pedestrian priorities. This practice is above and beyond the federal set-aside for the Transportation Alternatives Program and is consistent with VISION 2050 and regional transportation plan policies calling for increased investment in nonmotorized transportation, as well as supporting the policy focus of support for the development of centers. The 10% is assigned to the countywide processes for distribution.
2. Ten percent of the total regional competitive portion of funds is set-aside for the Rural Town Centers and Corridors Program. This program is designed to assist rural communities in implementing town center and corridor improvements, in coordination with state highway corridor interests. This program, which will utilize STP funds, is above and beyond the federally required minimum amount of STP funds to be spent in rural areas. The 2021 regional competition for the Rural Town Centers and Corridors Program is currently underway, per the 2020 project selection process. The next competition for 2025-2026 funds will be held in 2023. Background information on this program may be found on PSRC's website at <https://www.psrc.org/our-work/rural-town-centers-and-corridors>.
3. Kitsap County jurisdictions are not eligible to receive CMAQ funds due to the boundaries of the region's air quality maintenance and nonattainment areas, which directly affect the use of these funds. To provide an increase in the relatively modest amount of funds available for distribution in the Kitsap countywide process, Kitsap County's population percentage is therefore applied to the total amount of estimated STP funds. The procedure for the other three counties is to apply their population percentages to the combined remaining total of STP and CMAQ funds, after the set-asides have been applied, and after the funds have been split between the regional and countywide processes.
4. The Preservation Set-Aside is continued in the 2022 project selection process at 20% of the total estimated STP funds. The set-aside recognizes the importance of preservation and the

priority given to these activities in the regional transportation plan, as well as the continued backlog of preservation needs and lack of dedicated funding. The regional guiding principles that were established in 2012 for the pilot set-aside are to be continued (see Section C below for additional details). This set-aside will be distributed through the countywide processes for preservation priorities. When first adopted, the set-aside was originally 25% of the total estimated STP funds; a proposal related to the 5% delta is described under #6 below.

5. Funds are set aside for PSRC's Work Program in the amount of \$1,000,000 of STP funds per year, for a total of \$2 million of STP funds in the 2022 project selection process. PSRC's adopted budget and work program assumes some amount of funding from both FHWA and FTA funding sources, and the specific details of PSRC's work program for these years will be determined in the future.
6. **NEW PROPOSAL** With the formation of a new Regional Equity Advisory Committee (EAC) in November 2021, for the 2022 process it is proposed that an amount equal to 5% of the total estimated STP funds be set aside for a new Equity Pilot Program. With this proposal it is envisioned that the EAC will develop this pilot in July 2022, with the following scope:
 - evaluate the outcomes of the 2022 project selection process and the effectiveness of the proposed equity and safety criteria revisions (refer to Section 3B below);
 - advise on the scope, eligibility and criteria for the equity pilot competition; and
 - advise on procedural roles and responsibilities for conducting the competition.

Percentage split between the Regional and Countywide processes

The split of the combined estimated total of STP and CMAQ funds between the regional and countywide processes is performed after each of the set-asides has been applied. As has been done in previous cycles, a 50/50% split will be applied at this point between the two processes. The bicycle and pedestrian set-aside, Kitsap County's population percentage and the preservation set-aside are then added to the countywide portion of funds for selection. The Rural Town Centers and Corridors Program set-aside comes from the regional portion of funds. Attachment 6 illustrates the distribution of funding between the regional and countywide processes, as well as the amounts for the set-asides described above.

Contingency process

Since 2004, the region has adopted prioritized lists of contingency projects as part of each project selection process, should additional funds become available prior to the next process. Funds may become available through PSRC's project tracking program and final federal allocations being higher than originally estimated. For the 2022 project selection process, the region will continue to develop prioritized lists of contingency projects per past practice. The set-asides will not be applied during the contingency process; rather, any additional funds to the region will be divided per the established 50/50% split between the regional and countywide processes and will be distributed to the adopted contingency lists of projects accordingly.

The integrity of the project selection process will be maintained as part of any distribution of funds to the adopted contingency lists. Project scopes and funding requests will be held to the original grant request; changes to scope and higher funding requests will not be entertained. In addition, if insufficient funds are available to fully fund a phase, forums may elect to provide partial awards as long as a segment of a given project, or a clearly defined element with independent utility, may be completed. In these circumstances, the balance of the project

phase – i.e., remaining segments or independent elements – may remain on the contingency list.

Other requirements

As was established in prior years, for the 2022 project selection process, sponsors may request funding for any single project phase, but requests for multiple phases are limited to preliminary engineering plus the subsequent phase necessary. I.e., a sponsor may request funding for both preliminary engineering and right of way phases, or preliminary engineering and construction phases, but not both right of way and construction phases. In addition, phases must be fully funded with the PSRC award requested and all other secured or reasonably expected funds identified by the sponsor. In addition, awards must be balanced by year, with the amount of funds able to be utilized in a given year limited by the annual estimated allocation amount by funding source.

B. Regional Process

The intent of the regional project competition is to select a limited number of regional, high-priority projects to receive PSRC funds. The process involves a call for projects, in which countywide forums are asked to identify and submit a limited number of applications to the regional project competition. PSRC staff is responsible for technical evaluation and scoring of the project applications using the Regional Project Evaluation Criteria. RPEC reviews the projects and the results of the scoring and submits a prioritized list of funding recommendations to the TPB for further review and discussion. As required under federal legislation, no formula allocations are permitted. The Regional process is explained in further detail below.

Number of Projects Submitted and Requested Amounts

The number of projects able to be submitted into the regional competition is limited to 36, based on the following distribution: 6 each from Kitsap, Pierce and Snohomish countywide forums; 12 from the King countywide forum; and 2 each from WSDOT, Sound Transit, and the Puget Sound Clean Air Agency. The three regional agencies may also participate in, and submit projects through, the countywide forums.

Continued in 2022 is a cap on the amount that may be requested for any project (i.e., the sum of the phase(s) requested). The cap is set at 50% of the available annual amount of funds, per each funding source. These amounts are identified in Attachment 6.

Evaluation and Scoring of Projects

PSRC staff will complete a comprehensive evaluation of all projects submitted to the regional project competition using the Regional Project Evaluation Criteria. The criteria are developed based on the policy focus of support for centers and the corridors that serve them, as well as regional policy provided in VISION 2050, the regional transportation plan and *Amazing Place*, the adopted regional economic strategy. Prior to each cycle, the criteria are reviewed and refined as appropriate to address new or revised requirements and policies. In addition, an eligibility review is conducted on all potential applications prior to submission.

The Regional Project Evaluation Criteria are published as part of the Call for Projects and include both policy and technical criteria. The policy criteria are built around the policy focus of support for centers and the corridors that serve them and include components such as center development, mobility, accessibility, circulation, safety, and equity. The technical criteria include

components related to project readiness and the ability to utilize PSRC funds efficiently, and air quality benefits demonstrated through a reduction of emissions (including greenhouse gas emissions). The criteria will also contain guidelines for project sponsors as to the types of responses that will result in high, medium, or low scores for each criterion. Project sponsors are invited to make brief presentations to RPEC and the scoring team prior to the scoring process.

NEW PROPOSAL Significant revisions are proposed to the 2022 project evaluation criteria, to strengthen safety and equity in the project selection process. The proposed project evaluation criteria for the Regional FHWA competition are provided as a separate attachment. The regional policies and direction set forth in the project evaluation criteria for the Regional FHWA competition carry forward into the countywide competitions and the Regional FTA competition. Each competition is tailored to suit the forum and the funding source, but the overarching policy focus and policy direction are consistent.

Recommendation of Projects

After all projects have been evaluated and scored, RPEC will discuss and prioritize the projects for a funding recommendation to the TPB. As part of the RPEC discussions for recommending projects to receive funds, it is understood that the scores are used to assist in the recommendation but are not the only consideration for discussion. Other considerations used in the recommendation process may include geographic equity, project completions, cost effectiveness, etc., and will be identified by RPEC in advance of the recommendation discussion. Once funding recommendations are completed by RPEC, a prioritized list of contingency projects will also be developed and submitted to the TPB for their review. The TPB in turn makes recommendations to the Executive Board for final approval.

C. Countywide Processes

The intent of the countywide processes is to provide an opportunity to fund countywide priorities, while maintaining the policy focus of supporting centers and the corridors that serve them and reinforcing regional priorities. The definition of centers is broadened for the countywide competitions to include regional centers, centers designated through countywide planning processes, and other locally identified centers. In addition, military facilities are included in the definition of local centers, with each countywide forum responsible for determining the definition of a military “facility” within their county.

Each countywide forum is responsible for coordinating a competitive process to recommend projects to receive their respective portion of the estimated FHWA funds available for distribution. The countywide allocations include funds from the bicycle/pedestrian and preservation set-asides, as well as responsibility for distributing the minimum required amount of STP funds to projects in the rural area (located outside the federal-aid urbanized and federal-aid urban areas). Funding recommendations from the countywide forums are forwarded to the TPB for further review and discussion. As required under federal legislation, no formula allocations are permitted.

Evaluation and Scoring of Projects

Each countywide forum is responsible for developing technical and policy evaluation criteria based upon the region’s adopted policy focus and regionally determined evaluation criteria, as well as encompassing federal requirements and other regional policies such as the project tracking program. As noted earlier in this document, significant revisions to strengthen safety and equity in the project evaluation criteria for all competitions have been proposed; these

revisions will also be applied to each countywide competition.

Sponsors of projects submitted for the countywide competitions are also required to submit a project screening form containing basic information about the project. PSRC staff will review each project for eligibility under the selected federal funding source and other federal requirements and regional policies prior to the countywide recommendations for funding.

Bicycle and Pedestrian Set-Aside

As stated above, 10% of the total estimated FHWA funds is set aside for bicycle and pedestrian priorities, to be allocated among the four counties by population. Each countywide forum is required to conduct a competitive process for the distribution of these funds. The amount of funds allocated to each county is illustrated in Attachment 6.

Preservation Set-Aside

As stated above, the set-aside for preservation priorities is continued for the 2020 process. A total of 20% of the estimated STP funds will be allocated among the four counties by population, and each countywide forum will conduct a competitive process for the distribution of these funds. The regional guiding principles for each of the countywide forums to build upon for this distribution are described below.

Regional Guiding Principles for the Preservation Set-Aside

- Applicants will be asked to provide information on their expenditures on preservation over the last several years, as well as the condition of their roads. Each countywide process will establish standards on preservation level of effort to help ensure fairness between jurisdictions.
- The focus for this set-aside will be “roadway preservation” - other preservation activities (such as signal replacement, retaining walls, etc.) will not be excluded from applying, but given the relatively small amount of funds available, the primary focus of the funds will be on roadway preservation. A regional threshold of eligible preservation activities is not proposed to be established (e.g., chip seals vs. overlays vs. reconstruction).
- Applicants will be expected to describe how they are optimizing the pavement life cycle, with a resulting minimum useful life of 7 years. Funds may best be used on roads at certain conditions which result in the most efficient preservation, to be determined within each countywide process.
- These funds must be used on federal functionally classified roadways, but all other appropriate federal requirements must also be met (such as ADA requirements, design standards, etc.). It is important that all applicants understand these requirements and estimate their total project cost and funding need accordingly. In addition, the expectation of FHWA is that these projects will be contracted out; there is a high bar for justifying the use of local agency force.
- Each countywide process will establish evaluation criteria, but each process will follow PSRC’s Policy Framework and apply the policy focus of support for centers and the corridors that serve them (broadened to include locally designated centers for each countywide process). Potential criteria include level of matching funds, innovations/incentives, and roadway classification (including traffic data, transit use, freight use, lifeline route, pressure on the system, etc.), among others.

Rural Area Minimum

As stated above, under federal regulations the region is required to spend a minimum amount of STP funds in the rural area, defined as the area located outside the federal-aid urbanized and federal-aid urban areas (refer to Attachment 8 for a current map of the federally designated rural area). For the 2022 project selection process, the distribution of the required minimum rural amounts among the four counties will be based on an average between rural population and rural center lane miles⁴. The draft minimum amount of STP funds to be programmed to projects in the rural area for the 2022 project selection process is identified in the table below:

County	Draft FFY 2025-2026 Rural STP Distribution (millions)
King	\$0.74
Kitsap	\$0.40
Pierce	\$0.65
Snohomish	\$0.85
Total	\$2.64

Summary of Countywide Processes

Each forum is responsible for developing and maintaining its own project recommendation process. To ensure regional consistency among processes and to verify that federal and regional requirements are being met, documentation of these processes must be submitted to the TPB for review and approval. Any substantial changes to a previously approved process must be submitted for review and approval to the TPB prior to the start of a new project selection process. A summary of each countywide process as conducted for the 2020 project selection process is included in Attachment 9; work is underway within each forum to review these processes, and any proposed revisions will be provided to the TPB in January 2022.

Recommendations

Each countywide forum will recommend projects to receive their respective portion of PSRC funds, along with a prioritized list of contingency projects. PSRC must receive notification that the policy forum of each county has endorsed the list of recommended projects prior to final TPB recommendation to the Executive Board. Projects may be submitted in both the regional and countywide forums, however, the requirement that each requested phase be fully funded must be met. In addition, under these circumstances, no project should receive more than the total amount of the regional cap.

SECTION 4: PSRC’S FTA FUNDS

A. Overview of PSRC’s FTA Funding Process

There are three urbanized areas, or UZAs, in the PSRC region: Bremerton, Marysville and

⁴ The minimum amounts to be spent in the rural area are based on the final 2021 allocation amounts for the rural area, as provided to PSRC by the Washington State Department of Transportation. The distribution among the four counties will be reviewed against the most current data available and finalized in January 2022.

Attachment: b_Draft 2022 Policy Framework with Atts (3313 : Approve 2022 Policy Framework for PSRC’s Federal Funds)

Seattle-Tacoma-Everett. PSRC coordinates with FTA and the public transit agencies in each UZA to conduct the process to distribute PSRC's FTA funds to projects. The process used to recommend and select projects to receive the funds is split between an "earned share" process and a regional competition, details of which are provided in the sections below. Attachment 7 illustrates the distribution of funding between the regional and earned share processes.

The public transit agencies within each UZA are as follows:

- Bremerton UZA: Kitsap Transit
- Marysville UZA: Community Transit
- Seattle-Tacoma-Everett (STE) UZA: Community Transit, Everett Transit, King County Metro, Pierce County Ferry System, Pierce Transit, City of Seattle, Sound Transit, and the Washington State Ferries.

Within each UZA there are "designated recipients," agencies designated by the Governor with primary responsibility for the development of projects utilizing FTA funds in the region, in cooperation and coordination with PSRC. For the Bremerton and Marysville UZAs, the designated recipients are the single public transit agency within that UZA. For the STE UZA, the designated recipients are as follows:⁵

- Community Transit
- City of Everett (Everett Transit)
- King County (King County Metro)
- Pierce Transit
- Sound Transit
- Washington State Department of Transportation (Washington State Ferries)
- PSRC

Within each UZA, any jurisdiction with an eligible transit-related project may apply for PSRC's FTA funds. If an agency is not one of the designated recipients listed above, they will need to have concurrence provided by one of the designated recipients – demonstrated through completion of an FTA Supplemental Agreement (see Attachment 10) - in order to utilize the FTA funds.

Funding recommendations for PSRC's FTA funds are forwarded to the TPB by PSRC's Transportation Operators Committee (TOC). The TPB in turn makes recommendations to the Executive Board for final approval. Should any project sponsor wish to appeal a project recommendation, they must submit written documentation to PSRC, including the reason for the appeal. Appeals will be reviewed by the TPB and referred to PSRC's Executive Board for final resolution.

Set-Asides

The following describes set-asides of PSRC's FTA funds, as well as the process for distribution.

1. Some transit agencies in the STE UZA earn less than 1% of the total of the earned share portion of funds. In order to facilitate future planning for these agencies, it is important that

⁵ There are several transit agencies located outside the STE UZA that provide service into the region and therefore earn FTA funding. These agencies are referred to as "external transit agencies," and are provided funding through the Earned Share Process.

they be able to rely on a certain amount of FTA funding each year as a safety net for a basic level of investment. As such, historically a minimum floor adjustment has been made to bring the earned share amounts for these agencies up to the 1% amount. The adjustment is taken from the regional portion of the funds within the STE UZA and applied to these agencies for their earned share distribution. For the 2020 project selection process, this amount was capped at the amount identified from the final 2015 FTA allocations. In addition, staff was directed to consider the full range of transit operations and ownership of assets when conducting the calculation as part of the annual adjustments process.

The process of identifying the distribution process for the earned share and regional competition funding within the STE UZA is still being deliberated by PSRC's boards. As such, details on the minimum floor adjustment are yet to be determined. Once these discussions are finalized, information will be included in board packet agendas and be made available for public comment.

2. The Preservation Set-Aside is continued in the 2022 project selection process at 45% of the regional portion of funds within the STE UZA. The set-aside recognizes the importance of preservation and the priority given to these activities in the regional transportation plan, as well as the continuing need for preservation investments. The use of PSRC's FTA funds for preservation allows an increased flexibility in the use of local funds for transit operations. This set-aside will be distributed to each transit agency via their earned share percentages.⁶
3. Funds are set aside for PSRC's Work Program in the amount of \$1,250,000 of Section 5307 funds per year, for a total of \$2.5 million of FTA funds in the 2022 project selection process. PSRC's adopted budget and work program assumes some amount of funding from both FHWA and FTA funding sources, and the specific details of PSRC's work program for these years will be determined in the future. Prior to utilizing the FTA funds, PSRC must receive the concurrence of the transit agencies; PSRC regularly meets with both transit agency staff and management and will continue to do so as the budget and work program evolves.

FTA Requirements

There are certain federal requirements that must be met for Section 5307 funds, in addition to the basic eligibility requirements of each funding program.

- Each UZA receiving Section 5307 funds must expend at least 1% on public transportation security projects. For the 2022 project selection process, the procedures detailed in Attachment 11 will be followed to meet this requirement.
- Up to but not more than 10% of the total estimated Section 5307 funds within each UZA may be used for the operation of paratransit service under certain conditions.

Contingency Process and Annual Adjustments

Since 2004, the region has adopted prioritized lists of contingency projects as part of each project selection process, should additional funds become available prior to the next process. For the 2022 project selection process, the region will continue to develop prioritized lists of contingency projects per past practice. The contingency process for PSRC's FTA funds is conducted differently than that for PSRC's FHWA funds, as an annual adjustment occurs to

⁶ This calculation is based on the actual earned share percentages for each agency, not including the minimum floor adjustment.

reconcile estimates with actual allocations to each UZA for a given year. The process conducted within each UZA is described in greater detail in the following sections.

B. Bremerton and Marysville UZA Processes

Since Kitsap Transit is the only public transit agency in the Bremerton UZA, and Community Transit is the only public transit agency in the Marysville UZA, these agencies recommend projects for the estimated FTA funds within their respective UZAs. These recommendations, which must be consistent with the adopted policy focus, other regional policies and all federal requirements, are forwarded to the TOC, which in turn makes recommendations to the TPB. If any other agency in either UZA wishes to apply for these FTA funds, they may do so with the concurrence of the designated recipient.

Annual Adjustments

FTA requires that PSRC review the estimates used to program FTA funds with the actual allocation approved by Congress on an annual basis and make adjustments to reconcile the two amounts as necessary. Within the Bremerton and Marysville UZAs, PSRC will identify the funding adjustments necessary once the actual allocations are made available for the FFY 2025-2026 FTA funds. Kitsap Transit and Community Transit, respectively, will then identify the projects for which those funding adjustments will be applied. These adjustments may reflect either an increase or a reduction in funding for the UZA. The project adjustments will be recommended to the TOC and subsequently to PSRC's Boards for action.

C. Seattle-Tacoma-Everett UZA Process

Approximately 86% of the FTA funds estimated to be allocated within the STE UZA are based on the service and operating characteristics of the transit agencies in the UZA. Per historic adopted regional policy, this portion of the funds has been distributed to each public transit agency based on their earnings, called the "earned share" distribution. The remaining funds, approximately 14%, come to the region based on regional attributes such as population density. This portion of the funds has historically been distributed through a regional competition for transit-related projects. As mentioned earlier, 45% of this portion of funds is to be set aside for preservation investments, to be distributed via each transit agency's earned share percentage.

As noted above, the process of identifying the distribution process for the earned share and regional competition funding within the STE UZA is still being deliberated by PSRC's boards. Once these discussions are finalized, information will be included in board packet agendas and be made available for public comment.

Earned Share Process

The earned share portion of the FTA funds has historically been distributed to public transit agencies in the UZA using the national FTA distribution formula, which allocates transit funds in the federal budget to the metropolitan area using federal census data and public transit system data. This transit performance and operating data is obtained from the National Transit Database (NTD), which is populated with annual data submitted by each public transit agency, as required by the FTA. Deviations to this FTA-validated data may be applied upon recommendation by the TOC on a case by case basis to reflect actual service characteristics not captured in the current NTD data.

As noted above, the process of identifying the distribution process for the earned share and regional competition funding within the STE UZA is still being deliberated by PSRC's boards. Once these discussions are finalized, information will be included in board packet agendas and be made available for public comment.

Once the distribution methodology is finalized, each transit agency will recommend projects to receive their earned share allocation, consistent with the adopted policy focus, other regional policies and all federal requirements. Their recommendations will be reviewed by the Regional FTA Caucus, and subsequently forwarded to the TOC, who in turn makes recommendations to the TPB. If any other jurisdiction in the UZA wishes to apply for these FTA funds, they may do so with the concurrence of the designated recipient.

Regional Process

The intent of the regional project competition is to select a limited number of regional, high-priority projects to receive PSRC funds. The process involves a call for projects, in which eligible sponsors are asked to identify and submit applications to the regional project competition. There is no limit to the number of applications able to be submitted into the regional competition. Per agreement of the Regional FTA Caucus and the TOC, the same project may not be submitted to both the regional FTA and regional FWHA competitions.

PSRC staff is responsible for technical evaluation and scoring of the project applications using the Regional Project Evaluation Criteria. The Regional FTA Caucus reviews the projects and the results of the scoring and submits a prioritized list of funding recommendations to the TOC, who in turn forwards a recommendation to the TPB.

Evaluation and Scoring of Projects

PSRC staff will complete a comprehensive evaluation of all projects submitted to the regional project competition using the Regional Project Evaluation Criteria. The criteria were developed based on the policy focus of support for centers and the corridors that serve them, as well as regional policy provided in VISION 2050, the regional transportation plan and *Amazing Place*, the adopted regional economic strategy. Prior to each cycle, the criteria are reviewed and refined as appropriate to address new or revised requirements and policies. As noted earlier in this document, significant revisions to strengthen safety and equity in the project evaluation criteria for all competitions have been proposed; these revisions will also be applied to the Regional FTA competition.

In addition, an eligibility review is conducted on all potential applications prior to submission. The final Regional Project Evaluation Criteria will be published as part of the Call for Projects and will include guidelines for project sponsors as to the types of responses that will result in high, medium, or low scores for each criterion. Project sponsors are invited to make brief presentations to the Regional FTA Caucus and the scoring team prior to the scoring process.

Recommendation of Projects

The Regional FTA Caucus reviews the projects and the results of the scoring and submits a prioritized list of funding recommendations to the TOC. As part of the Caucus discussions for recommending projects to receive funds, it is understood that the scores are used to assist in the recommendation but are not the only consideration for discussion. Other considerations

used in the recommendation process may include geographic equity, project or phase completions, cost effectiveness, etc., and will be discussed by the committee in advance. Once funding recommendations are completed by the Regional FTA Caucus, a prioritized list of contingency projects will also be developed and submitted to the TOC for review. The TOC reviews the recommendations and forwards them to the TPB for further review and discussion. The TPB in turn makes recommendations to the Executive Board for final approval.

Preservation

As mentioned earlier, 45% of the regional portion of funds is set-aside for preservation investments. The set-aside is distributed to each transit agency based on their earned share percentages. Projects will be recommended by each transit agency and must meet the intent of the set-aside by following FTA's State of Good Repair requirements.⁷ Per agreement of the Regional FTA Caucus, preventative maintenance is also included as an eligible activity for this set-aside.

Distribution by Funding Source

The STE UZA must balance the distribution of funds by funding source – 5307, 5337 HIFG, 5337 HIMB and 5339. In past years, agencies that earned one source of funds that had more restrictive eligibility requirements chose not to utilize these funds, and instead were able to exchange these funds for the more flexible 5307 funds from other agencies. For the 2022 project selection process, sponsors will make all effort to submit projects based on their earnings by funding source, per their FFY 2019 earnings; however, the flexibility of this past practice will be retained to ensure the UZA is able to balance the FFY 2025-2026 amounts among the four funding sources.

Contingency Process and Annual Adjustments

FTA requires that PSRC review the estimates used to program FTA funds with the actual allocation approved by Congress on an annual basis and make adjustments to reconcile the two amounts as necessary. PSRC will identify the funding adjustments necessary once the actual allocations are made available for the FFY 2025-2026 FTA funds. Within the STE UZA, there is both an earned share and a regional process. For the earned share process, each public transit agency will identify the projects for which those funding adjustments will be applied. These adjustments may reflect either an increase or a reduction in funding for each agency. The project adjustments will be recommended to the TOC and subsequently to PSRC's Boards for action.

For the regional competitive process, once funding recommendations are completed by the Regional FTA Caucus and the TOC, a prioritized list of contingency projects will also be developed and submitted to the TPB. As part of the annual adjustment process, the 45% preservation set-aside will not be applied to any required adjustment of the regional portion of funds. Any increase in the regional portion of funds will be applied to the adopted contingency list; a reduction in the regional portion of funds will be applied to the previously awarded projects. The preservation set-aside is a fixed amount that will not increase. However, per TOC agreement, the distribution of the fixed amount among the transit agencies will be adjusted based on updated information regarding each agency's earnings as a percentage of

⁷ Information on FTA's State of Good Repair activities may be found at https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/FTA_Circular_5300_published_02-28-15.pdf.

the total.⁸ This adjustment of the distribution percentages is recommended to reflect expected changes in service over the next several years.

⁸ Not including the minimum floor adjustment.

Attachment 1

DRAFT SCHEDULE FOR DEVELOPMENT OF PSRC’S 2023-2026 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Release of Draft 2022 <i>Policy Framework for PSRC’s Federal Funds</i> for Public Comment	December 15, 2021 – January 5, 2022
Adoption of 2022 <i>Policy Framework for PSRC’s Federal Funds</i>	January 2022
Project Selection Process Conducted	February – June 2022
Project Recommendations to PSRC Boards	July 2022
Draft 2023-2026 Regional TIP Released for Public Comment	September 2022
Adoption of 2023-2026 Regional TIP	October 2022
Federal Approval of 2023-2026 Regional TIP	January 2023

Attachment: b_Draft 2022 Policy Framework with Atts (3313 : Approve 2022 Policy Framework for PSRC’s Federal Funds)

Attachment 2: FHWA and FTA Funding Source Eligibility

Eligibility for PSRC's FHWA Funds

The following provides a summary of the type of projects eligible to receive funds through PSRC's Surface Transportation Block Grant Program (STP) and Congestion Mitigation and Air Quality Improvement Program (CMAQ). It is not intended as a comprehensive resource and instead serves as a list of examples. Additional details on each funding program can be accessed through the resources provided for each program below.

STP

STP funds are considered the most flexible funding source provided under FHWA. Many types of projects are eligible, including transit, carpool/vanpool, bicycle/pedestrian, safety, traffic monitoring/management, and planning projects, along with the more traditional road and bridge projects. For more information on projects eligible to receive STP funds, refer to FHWA's program [fact sheet](#).

EXAMPLES OF PROJECTS ELIGIBLE FOR STP FUNDS

1. Roadway construction, reconstruction, seismic retrofit, restoration and preservation, operational improvements including the interstate system, bridges, and tunnels, roadway widening (for general purpose lanes and/or high-occupancy vehicle lanes), and turning lanes. Note: Roadways must be functionally classified as *collector* or above, unless the project is a bridge, railroad, safety or nonmotorized-transportation, project.
2. Any transit capital or planning project that is also eligible for Federal Transit Administration (FTA) funding, including fixed guideway projects such as electric streetcar, trolley bus, monorail, and ferry vessels; replacement or expansion of transit vehicle fleets or maintenance facilities.
3. Fringe and corridor parking, including electric and natural gas vehicle charging infrastructure, carpool, vanpool, bicycle, and pedestrian facilities.
4. Highway and transit safety improvements.
5. Highway and transit research and technology transfer.
6. Capital and operating costs for traffic monitoring, management and control of facilities, and transportation programs.
7. Surface transportation planning (e.g., system planning, corridor planning, project planning).
8. Transportation Alternatives Program activities, as defined in 23 U.S.C. 101(a)(29) (MAP-21 §1103).
9. Nonmotorized-transportation activities, including recreational trails.
10. Certain Clean Air Act transportation control measures identified in the State Implementation Plan for Air Quality (see note, at the end of this list).
11. Development/establishment of management systems.
12. Wetlands mitigation (i.e., surface drainage and banking).
13. Sodium acetate/formate, or other environmentally acceptable, minimally corrosive anti-icing and de-icing composition.
14. Programs to reduce extreme cold starts.
15. Environmental restoration and pollution abatement projects, including retrofit or construction of storm water treatment facilities.

16. Natural habitat mitigation (if wetland or natural habitat mitigation is within the service area of a mitigation bank, preference will be given to use the bank).
17. Privately owned vehicles and facilities that are used to provide intercity passenger service by bus.
18. Modifications of existing public sidewalks to comply with the requirements of the Americans with Disabilities Act.
19. Infrastructure-based intelligent transportation system capital improvements.
20. Preventive maintenance activities which extend the service life of the facility. Pavement, bridges, and essential highway appurtenances are eligible for federal funding with prior approval by WSDOT's Highway and Local Programs staff (see note below).
21. Advanced truck stop electrification systems.
22. Congestion pricing projects and strategies, including electric toll collection and travel demand management strategies and programs.
23. Construction of ferry boats and terminals.
24. Truck parking facilities.
25. Development and implementation of State asset management plan for the NHS, and similar activities related to the development and implementation of a performance based management program for other public roads.
26. Surface transportation infrastructure modifications within port terminal boundaries, only if necessary to facilitate direct intermodal interchange, transfer, and access into an out of the port.
27. Construction and operational improvements for a minor collector in the same corridor and in proximity to an NHS route if the improvement is more cost-effective (as determined by a benefit-cost analysis) than an NHS improvement and will enhance NHS level of service and regional traffic flow.

CMAQ

The purpose of the CMAQ program is to fund transportation projects or programs that will contribute to attainment or maintenance of the national ambient air quality standards (NAAQS) for ozone, carbon monoxide (CO), and particulate matter (PM).

PRIORITY FOR USE OF CMAQ FUNDS

Federal law directs States and MPOs to give priority to cost-effective projects including diesel retrofits and congestion mitigation activities that also provide air quality benefits. In addition, any transportation control measures identified in State Implementation Plans for Air Quality (SIPs) must receive funding priority. Further, areas with a PM_{2.5} nonattainment or maintenance area must invest a portion of CMAQ funds within these areas to reduce PM_{2.5} emissions, with diesel retrofits highlighted as a primary example of such projects.

ELIGIBLE AREAS

CMAQ funds may be invested in all ozone, CO, and PM nonattainment and maintenance areas, including former areas where the NAAQS has been revoked. Funds also may be used for projects in proximity to nonattainment and maintenance areas if the benefits will be realized primarily within the nonattainment or maintenance area. A map of areas within the PSRC region that are eligible for CMAQ funds is included in the Call for Projects.

PROJECT ELIGIBILITY

Each CMAQ project must meet three basic criteria: it must be a transportation project, it must generate an emissions reduction, and it must be located in or benefit a nonattainment or maintenance area.

The following provides a summary of the types of projects eligible for CMAQ funding. As noted above, this is not a comprehensive list; for more details regarding the CMAQ program and specific eligibility questions, refer to FHWA's program [fact sheet](#).

1. Diesel Engine Retrofits and Other Advanced Truck Technologies

- a. Diesel engine or full vehicle replacement;
- b. Full engine rebuilding and reconditioning;
- c. Purchase and installation of after-treatment hardware including particulate matter traps and oxidation catalysts;
- d. Support for heavy-duty vehicle retirement programs;
- e. Purchase and installation of emission control equipment on school buses;
- f. Refueling if it is required to support the installation of emissions control equipment, repowering, rebuilding, or other retrofits of non-road engines;
- g. Outreach activities to diesel owners and operators;
- h. Non-road mobile source projects, including locomotive retrofit and acquisition of clean locomotives; and
- i. Upgrading long-haul heavy-duty diesel trucks with EPA verified advanced technologies such as idle reduction devices, cab and trailer aerodynamic fixtures, etc..

2. Idle Reduction

- a. Deployment of off-board projects, such as truck stop electrification; and
- b. On-board projects, such as auxiliary power units, for vehicles primarily traveling within a nonattainment or maintenance area.

3. Congestion Reduction and Traffic Flow Improvements

- a. Traditional improvements, such as the construction of roundabouts, HOV lanes, left-turn or other managed lanes as long as they demonstrate net emissions benefits;
- b. Intelligent Transportation Systems projects such as traffic signal synchronization, traveler information systems, freeway management systems, etc.;
- c. Value/congestion pricing, as long as emission reductions are generated;
- d. Projects or programs that shift travel demand to nonpeak hours or other transportation modes, increase vehicle occupancy rates, or otherwise reduce demand through initiatives, such as teleworking, ridesharing, pricing, and others.

4. Freight/Intermodal

- a. Primary projects that directly reduce emissions such as new diesel engine technology or retrofits of vehicles or engines; eligibility is expanded to include nonroad mobile freight projects such as rail.
- b. Secondary projects that reduce emissions through modifications or additions to infrastructure resulting in a modal shift, such as intermodal transportation facilities that reduce truck VMT; the transportation function of these projects must be emphasized.

5. Transportation Control Measures (TCMs)

- a. Programs for improved public transit;
- b. Restriction of certain roads or lanes to, or construction of such roads or lanes for use by, passenger buses and/or high occupancy vehicles (HOVs);
- c. Employer-based transportation management plans, including incentives;
- d. Trip-reduction ordinances;
- e. Traffic flow improvement programs that reduce emissions;
- f. Fringe and transportation corridor parking facilities serving multiple-occupancy vehicle programs or transit service;
- g. Programs to limit or restrict vehicle use in downtown areas or other areas of emission

- concentrations, particularly during periods of peak use;
- h. Programs for the provision of all forms of high-occupancy, shared-ride services;
- i. Programs to limit portions of road surfaces or certain sections of the metropolitan area to the use of nonmotorized vehicles or pedestrian use, both as to time and place;
- j. Programs for secure bicycle storage facilities and other facilities, including bicycle lanes, for the convenience and protection of bicyclists, in both public and private areas;
- k. Programs to control extended idling of vehicles;
- l. Reducing emissions from extreme cold-start conditions;
- m. Employer-sponsored programs to permit flexible work schedules;
- n. Programs and ordinances to facilitate non-automobile travel, provision and utilization of mass transit, and to generally reduce the need for single occupant (SOV) travel as a part of transportation planning and development efforts of a locality, including programs and ordinances applicable to new shopping centers, special events, and other centers of vehicle activity; and
- o. Programs for new construction and major reconstruction of paths, tracks, or areas solely for use by pedestrian or other nonmotorized means of transportation, when economically feasible and in the public interest.

6. Transit Improvements

- a. New transit facilities, if associated with new or enhanced public transit; routine maintenance or rehabilitation of existing facilities is not eligible;
- b. New transit vehicles to expand the fleet or replace existing vehicles;
- c. Fuel is an eligible expense only as part of a project providing operating assistance for new or expanded transit service;
- d. Operating assistance to introduce new transit service or the incremental cost to expand existing service. Three years of operating assistance allowable under the CMAQ program, but may be spread over a total of up to 5 sequential years of support;
- e. Transit fare subsidies, under specific conditions designed to prevent the NAAQS from being exceeded.

7. Bicycle and Pedestrian Facilities and Programs

- a. Constructing bicycle and pedestrian facilities (paths, bike racks, support facilities, etc.) that are not exclusively recreational and reduce vehicle trips;
- b. Non-construction outreach related to safe bicycle use;
- c. Establishing and funding State bicycle/pedestrian coordinator positions for promoting and facilitating nonmotorized transportation modes through public education, safety programs, etc. (limited to one full-time position per State).

8. Travel Demand Management

The following TDM activities are eligible if they are explicitly aimed at reducing SOV travel and associated emissions:

- a. Fringe parking;
- b. Traveler information services;
- c. Shuttle services;
- d. Guaranteed ride home programs;
- e. Carpools, vanpools;
- f. Traffic calming measures;
- g. Parking pricing;
- h. Variable road pricing;
- i. Telecommuting/Teleworking;
- j. Employer-based commuter choice programs; and
- k. Marketing and outreach efforts to expand use of TDM measures.

9. Public Education and Outreach Activities

- a. Activities that promote new or existing transportation services;
- b. Developing messages and advertising materials;
- c. Technical assistance; and
- d. Any other activities that help forward less-polluting transportation options.

10. Transportation Management Associations

- a. Establishment and start-up costs of TMAs and up to 5 years of operating assistance provided that they reduce emissions.

11. Carpooling and Vanpooling

- a. Marketing, including existing, expanded and new activities designed to increase the use of carpools and vanpools;
- b. Vehicle capital costs, including the purchase or lease of vanpool vans and eligible operating costs limited to 5 years.

12. Carsharing

- a. Pooling of efficient, low-emission vehicles, provided to travelers who have occasional need for a vehicle but not the constant, daily necessity that demands ownership, provided sponsors can demonstrate an emissions reduction from the carsharing program.

13. Extreme Low-Temperature Cold Start Programs**14. Training****15. Inspection/Maintenance Programs****16. Innovative Projects****17. Alternative Fuels and Vehicles**

The incremental cost, limited to the marginal emissions-reducing elements of alternative fuel vehicles, is eligible. Establishing publicly owned fueling facilities and other infrastructure needed to fuel alternative fuel vehicles is an eligible expense, under certain conditions. The purchase of publicly-owned alternative fuel vehicles providing a dominant transportation function may be fully funded. Costs associated with converting fleets to run on alternative fuels are eligible. Alternatives to diesel engines and vehicles, and alternative fuel vehicle projects such as diesel retrofits or replacement of an operable engine are eligible.

The following projects are **ineligible** for CMAQ funding:

1. Light-duty vehicle scrappage programs;
 2. Projects that add new capacity for SOVs;
 3. Routine maintenance and rehabilitation projects (e.g., replacement-in-kind of track or other equipment, reconstruction of bridges, stations, and other facilities, and repaving or repair of roads);
 4. Administrative costs of the CMAQ program may not be defrayed with program funds;
 5. Projects that do not meet the specific eligibility requirements of titles 23 and 49 U.S.C.;
 6. Stand-alone projects to purchase fuel;
 7. Acquisition, operation or development of models or monitoring networks;
 8. Litigation costs surrounding CMAQ or other Federal-aid projects.
-

Eligibility for PSRC's FTA Funds

The following is a summary of projects eligible to receive PSRC's FTA Section 5307 Urbanized Area Formula funds, Section 5337 State of Good Repair funds, and Section 5339 Bus and Bus Facilities funds. It is not intended as a comprehensive resource and instead serves as a list of examples. Additional details on each funding program can be accessed through the resources provided for each program below.

Section 5307

FTA Section 5307 funds are the most flexible of PSRC's FTA funding sources, with a variety of planning and capital projects eligible. Examples of eligible projects are identified below; more information may be found by referring to FTA's [fact sheet](#).

1. Planning

Section 5307 funds are available for the planning, engineering, design, and evaluation of public transportation projects and for other technical transportation-related studies. Eligible activities include, but are not limited to: studies relating to management, operations, capital requirements, and economic feasibility; work elements and related activities preliminary to and in preparation for constructing, acquiring, or improving the operation of facilities and equipment; plans and specifications; evaluation of previously funded projects; job access and reverse commute projects; and other similar or related activities before and in preparation for the construction, acquisition, or improved operation of public transportation systems, facilities, and equipment.

2. Capital Projects

Eligible capital project expenses involve purchasing, leasing, constructing, maintaining, or repairing facilities, rolling stock, and equipment for use in a public transportation system. Examples of eligible activities include:

- a. Bus and Bus-Related Activities;
 - (1) Replacement of buses;
 - (2) Overhaul of buses (includes paratransit vehicles);
 - (3) Rebuilding of buses;
 - (4) Expansion of bus fleets;
 - (5) Purchase and installation of service and support equipment;
 - (6) Accessory and miscellaneous equipment such as mobile radio units, bus stop signs, supervisory vehicles, fareboxes, computers, and shop and garage equipment;
 - (7) Construction of maintenance facilities, including land acquisition, design, engineering, and demolition;
 - (8) Rehabilitation of maintenance facilities, including design and engineering, land acquisition, and relocation;
 - (9) Construction of other facilities, for example, transfer facilities, intermodal terminals and bus shelters, including design and engineering, and land acquisition;
 - (10) Construction, renovation, and improvements of intercity bus and intercity rail stations and terminals;
 - (11) The introduction of new technology, through innovative and improved products, into public transportation; and
 - (12) Capital support equipment, including computer hardware, software, bus diagnostic equipment, and other equipment that enhances operating efficiency.
- b. Fixed Guideway Systems;
 - (1) Rolling stock, including rail cars, locomotives, work trains, bus rapid transit vehicles, and ferryboats;
 - (2) Overhaul of vehicles;
 - (3) Rebuilding of vehicles;
 - (4) Track;
 - (5) Line equipment;

- (6) Line structures;
 - (7) Passenger stations, depots, and terminals, including ferry terminals;
 - (8) Signals and communications;
 - (9) Power equipment and substations;
 - (10) Projects to improve safety and security;
 - (11) Operational support, including computer hardware and software;
 - (12) Systems extensions or new system construction, including engineering, demolition, etc.; and
 - (13) Land acquisition, design, and construction for fixed guideways.
- c. Associated Transit Improvements;
- (1) The following public transportation projects and project elements qualify as associated transit improvement projects:
 - (a) Historic preservation, rehabilitation, and operation of historic public transportation buildings, structures, and facilities (including historic bus and railroad facilities) intended for use in public transportation service;
 - (b) Bus shelters;
 - (c) Landscaping and streetscaping, including benches, trash receptacles, and street lights;
 - (d) Pedestrian access and walkways;
 - (e) Bicycle access, including bicycle storage facilities and installing equipment for transporting bicycles on public transportation vehicles;
 - (f) Signage; or
 - (g) Enhanced access for people with disabilities to public transportation. Associated transit improvement projects or elements of projects designed to enhance access for people with disabilities are required to exceed the minimum requirements of the ADA.
 - (2) Bicycle and pedestrian paths within a certain distance from a transit stop or station are eligible capital projects and qualify as associated transit improvements. Pedestrian paths located within 0.5 miles of a transit stop or station and bicycle paths located within three miles of a transit stop or station are eligible capital projects. Projects outside this distance may be eligible if they are within the distance that a person could be expected to safely and conveniently walk or bicycle to the particular stop or station.
- d. Vehicle-Related Equipment to Comply with the Americans with Disabilities Act of 1990; Examples of vehicle-related equipment for compliance with the Americans with Disabilities Act of 1990 (ADA) include:
- (1) Low floor vehicles and components that allow for level boarding of all passengers.
 - (2) Lifts, ramps, and other level-change mechanisms attached to or within the vehicle
 - (3) Securement devices (nonrail vehicles only).
 - (4) Seats that fold to create wheelchair space.
 - (5) Audible communication systems at doors and within seating areas.
 - (6) Visual monitoring systems at doors and within seating areas to observe when assistance is requested or necessary for the use of securement systems, ramps, and lifts per 49 CFR 37.165(f).
 - (7) Call systems for alerting drivers and other employees to provide assistance.
 - (8) Variable passenger information displays at doors and within seating areas.
 - (9) For railcars equipped with restrooms, restroom features specific to accessibility (dimensions, fixtures).
 - (10) Features specific to accessibility (signs, barriers between cars, handrails).
 - (11) Other vehicle-related equipment specifically required by 49 CFR part 38.
- e. Facility and Vehicle Projects to Comply with the Americans with Disabilities Act of 1990; Examples of vehicle-related equipment or facilities projects for compliance with ADA include, but are not limited to:
- (1) Level boarding passenger platforms to enter a vehicle (applies to full platforms);
 - (2) Lifts and ramps at a station, either attached or mobile;
 - (3) Passenger elevators on a path of travel within a station;
 - (4) Platform edge and pathway markings;
 - (5) Accessible passenger ticketing elements;
 - (6) Accessible doors and door systems;
 - (7) Audible communication systems;

- (8) Variable passenger information displays;
 - (9) Fixed passenger signage with accessible features;
 - (10) Passenger rest room features that are specific to accessibility;
 - (11) Station features that are specific to accessibility; and
 - (12) ADA-related features of other facilities, including administrative facilities and vehicle maintenance facilities.
- f. Extended warranty is an eligible capital cost;
 - g. Mobility management;
 - (1) The promotion, enhancement, and facilitation of access to transportation services, including the integration and coordination of services for individuals with disabilities, older adults, and low-income individuals;
 - (2) Support for short-term management activities to plan and implement coordinated services;
 - (3) The support of state and local coordination policy bodies and councils;
 - (4) The operation of transportation brokerages to coordinate providers, funding agencies, and customers;
 - (5) The provision of coordination services, including employer-oriented transportation management organizations, transportation management associations, business improvement districts or other like organizations, and human service organizations' customer-oriented travel navigator systems and neighborhood travel coordination activities such as coordinating individualized travel training and trip planning activities for customers;
 - (6) The development and operation of one-stop transportation traveler call centers to coordinate transportation information on all travel modes and to manage eligibility requirements and arrangements for customers among supporting programs; and
 - (7) Operational planning for the acquisition of intelligent transportation technologies to help plan and operate coordinated systems inclusive of geographic information systems (GIS) mapping, global positioning system (GPS) technology, coordinated vehicle scheduling, dispatching and monitoring technologies, as well as technologies to track costs and billing in a coordinated system and single smart customer payment systems.
 - h. Acquisition and Reconstruction of "Associated Capital Maintenance" Items. The acquisition and reconstruction of associated capital maintenance items are capital expenses, subject to the certain provisions.
 - i. Preventive Maintenance;
 - j. Transit-Oriented Development;
 - k. Joint Development Projects;
 - l. Technology Introduction;
 - m. Projects to Comply with the Clean Air Act (CAA);
The following projects are eligible in any area of the country, and are specifically eligible in order to comply with CAA for nonattainment or maintenance areas and include:
 - (1) purchasing or leasing clean fuel buses including buses that employ a lightweight composite primary structure;
 - (2) constructing or leasing clean fuel buses or electrical recharging facilities and related equipment for such buses;
 - (3) constructing new or improved existing public transportation facilities to accommodate clean fuel buses; and
 - (4) at the discretion of the secretary, may include projects located in nonattainment or maintenance areas relating to clean fuel, hybrid electric, or zero emissions technology buses that exhibit equivalent or superior emissions reductions to existing clean fuel or hybrid electric technologies. The vehicles must be powered by clean natural gas (CNG), liquefied natural gas (LNG), batteries, or by hybrid electric or fuel cell systems.
 - n. ADA Complementary Paratransit Service under certain provisions;
 - o. Leasing Capital Assets;
 - p. Capital Cost of Contracting;
 - q. Rail Trackage Agreements;
 - r. Crime Prevention and Security Projects;
Eligible capital projects related to crime prevention and security activities include, but are not limited to:

- (1) Increased lighting in or adjacent to a public transportation system.
- (2) Increased camera surveillance of an area in or adjacent to a public transportation system.
- (3) Providing emergency telephone lines in or adjacent to a public transportation system to contact law enforcement or security personnel.
- (4) Any other capital project intended to increase security and safety of public transportation.
- s. Project Administration.

3. Employee Training Expenses

- a. Education and Training;
- b. Public Transportation Safety Certification Training.

4. Operating Assistance

FTA provides funding to eligible recipients for costs incurred in the operation of public transportation service, under certain parameters. In general, operating expenses are those costs necessary to operate, maintain, and manage a public transportation system. Operating expenses usually include such costs as driver salaries, fuel, and items having a useful life of less than one year.

5. Job Access and Reverse Commute Projects

A job access and reverse commute project is defined in 49 U.S.C. 5302(9) as: “a transportation project to finance the planning, capital and operating costs that support the development and maintenance of transportation services designed to transport welfare recipients and eligible low income individuals to and from jobs and activities related to their employment, including transportation projects that facilitate the provision of public transportation services from urbanized areas and rural areas to suburban employment locations.” In order for a job access and reverse commute project to receive funding under Section 5307, it must meet certain requirements.

Section 5337

The State of Good Repair grants program provides financial assistance to public transit agencies that operate rail fixed-guideway and high-intensity motorbus systems for the maintenance, replacement, and rehabilitation of capital assets, along with the development and implementation of transit asset management plans. These funds reflect a commitment to ensuring that public transit operates safely, efficiently, reliably, and sustainably so that communities can offer balanced transportation choices that help to improve mobility, reduce congestion, and encourage economic development.

Eligible recipients are state and local government authorities in urbanized areas with rail fixed guideway and high intensity motorbus systems that have been in operation for at least 7 years. Eligible projects are those that maintain, rehabilitate, and replace capital assets, as well as projects that implement transit asset management plans. Additional details may be found on FTA’s [fact sheet](#).

Section 5339

Funds under the Section 5339 Bus and Bus Facilities program are made available to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities including technological changes or innovations to modify low or no emission vehicles or facilities.

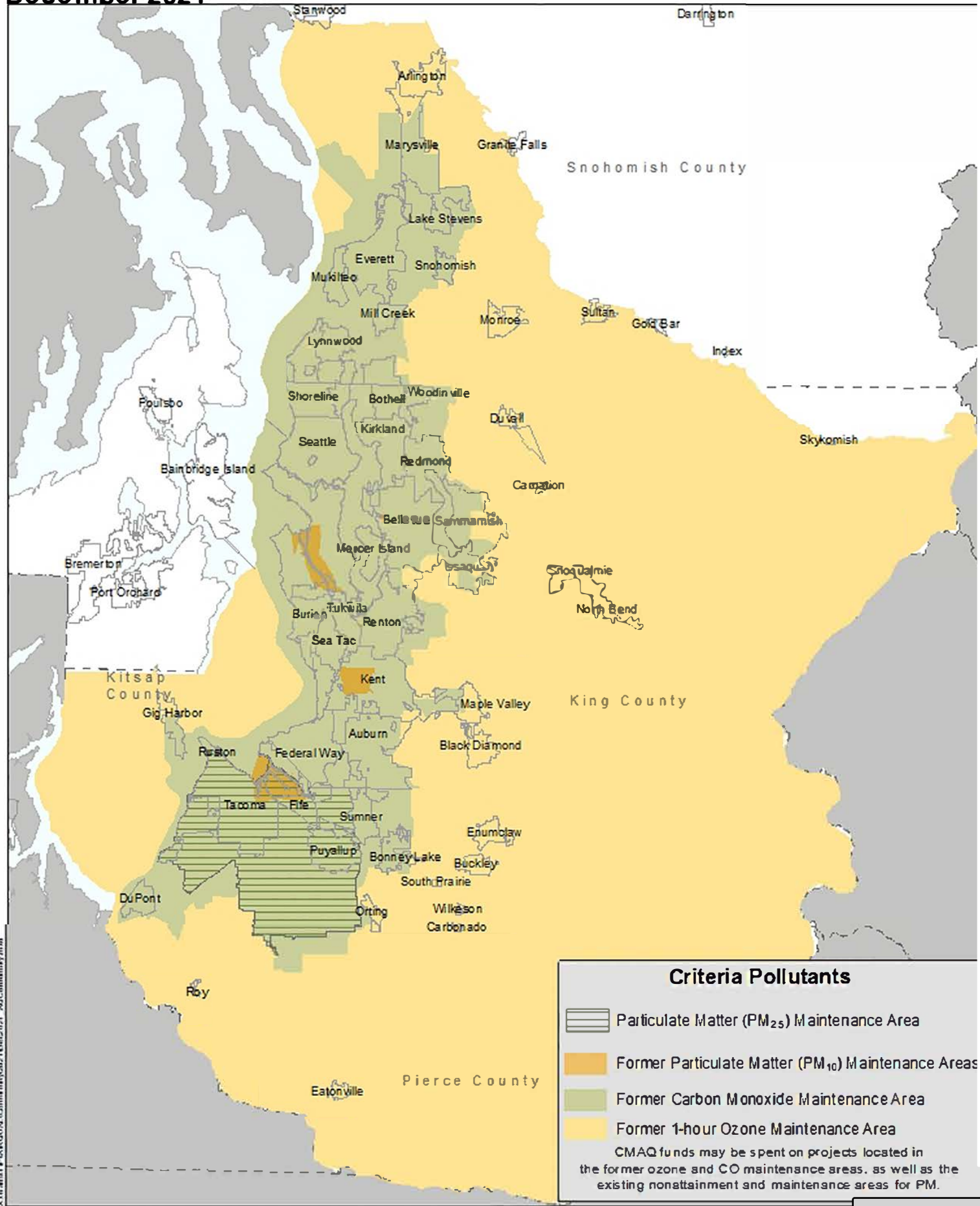
Eligible recipients include designated recipients that operate fixed route bus service or that allocate funding to fixed route bus operators, and state or local governmental entities that operate fixed route bus service that are eligible to receive direct grants under 5307 and 5311. Eligible projects include capital projects to replace, rehabilitate and purchase buses, vans, and related equipment, and to construct bus-related facilities, including technological changes or innovations to modify low or no emission vehicles or facilities. Planning activities, preventive maintenance activities (other than bus overhauls), and mobility management activities are not eligible. Additional details may be found on FTA’s [fact sheet](#).

General Background—Applying for an FTA Grant

Described below are the three designations of sponsors of eligible transit projects:

- Designated recipient
 - A *designated* recipient is an entity designated, in accordance with the transportation planning process in 49 U.S.C. 5303 and 5304, by the governor of a state, responsible local official, and publicly owned operators of public transportation, to receive and apportion amounts of FTA funds to small and large UZAs.
 - To be selected as a designated recipient, an entity must be a public body with the legal capacity to perform all of the following responsibilities:
 - Receive and dispense Federal funds for transit purposes;
 - Submit projects to be included and considered in the annual elements of the region's Transportation Improvement Program through its metropolitan planning organization (i.e., PSRC for its region);
 - Submit grant applications to FTA; and
 - Enter into formal grant agreements with FTA.
- Direct recipient
 - A *direct* recipient is a public entity that is legally eligible under federal transit law to apply for and receive grants directly from FTA, but is not a designated recipient. The amount of funds available to direct recipients is determined cooperatively by public transit providers, the metropolitan planning organization, and the designated recipient(s) for that UZA, in adherence with federal planning requirements and communicated to FTA by the designated recipient.
 - Additionally, a direct recipient's FTA grant must be accompanied by a supplemental agreement prior to FTA approving the grant. The supplemental agreement permits the direct recipient to receive and dispense the Federal funds and sets forth that the grant recipient is assuming all responsibilities of the grant agreement. The supplement agreement is signed by both a designated recipient and the direct recipient.
- Subrecipient
 - A designated or direct recipient may serve as a pass through to a *subrecipient* to carry out an eligible transit project. For example, sub-recipient arrangements may be utilized to allocate funding to projects undertaken by a smaller cooperating agency on behalf of a designated or direct recipient, or to a private nonprofit organization that is responsible for a job access and reverse commute project within or near the service area of a designated or direct recipient.
 - Unlike supplemental agreements between a direct recipient and a designated recipient, a sub-recipient arrangement does not relieve the recipient of its responsibilities to carry out the terms and conditions of the grant agreement.
 - To establish a sub-recipient arrangement, the designated or direct recipient must:
 - Enter into a written agreement with the sub-recipient that assures FTA that the sub-recipient will comply with its obligation to satisfy the requirements of the grant agreement;
 - Inform the FTA regional office of the arrangement in its grant application or through other documentation; and
 - Inform FTA of any changes in that arrangement during the life of the project.

Current Central Puget Sound Region Designated Maintenance and Nonattainment Areas December 2021



Attachment: b_Draft 2022 Policy Framework with Atts (3313 : Approve 2022 Policy Framework for PSRC's Federal Funds)

Project Tracking Policies for PSRC’s Federal Funds

(Revised January 2022)

Overview and Purpose

The Puget Sound Regional Council’s (PSRC) project tracking program was first implemented in 2000 to monitor delivery of projects awarded PSRC’s federal funds, and has evolved over time to reflect new and emerging circumstances. Over time the project tracking program has helped improve the region’s delivery of federal funds and helped to minimize project delays.

The purpose of PSRC’s project tracking policies is to ensure the timely and predictable use of all regionally managed federal funds. Doing so will assist the central Puget Sound region to:

- Reduce project delays that lead to increased costs;
- Ensure the traveling public benefits from investments at the earliest point possible;
- Create or sustain jobs needed to stimulate the regional economy;
- Meet federal funding delivery expectations;
- Preserve PSRC funds and ensure they are kept locally and not redistributed to other regions; and
- Position the region to receive unused obligation authority from other states by demonstrating the ability to deliver projects.

Project tracking policies are in place for both Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funds managed by PSRC. Each is described in greater detail in the sections below.

Section 1: FHWA Funding Policies

PSRC has primary responsibility for project selection and distribution of the following FHWA funding programs:

- Surface Transportation Block Grant Program (STP)
- Congestion Mitigation and Air Quality Improvement Program (CMAQ)
- Transportation Alternatives Program (TAP)

A shared regional and countywide process is conducted to recommend and select projects for PSRC’s FHWA funds. The total available FHWA funding is split between the regional and countywide forums based on a regionally adopted funding split. Funding recommendations for PSRC’s FHWA funds are forwarded to the PSRC Transportation Policy Board by the Regional Project Evaluation Committee (RPEC) and the policy forums within each county.

Recommendations are based on the requirements of federal law, guidance provided by adopted regional and local plans, and a policy framework adopted prior to PSRC’s project selection processes. A separate regional process is conducted for the selection of projects for PSRC’s TAP funds, on an ad hoc basis. The Transportation Policy Board recommends the distribution of funds of all PSRC FHWA funds with final approval by the Executive Board.

Attachment: b_Draft 2022 Policy Framework with Atts (3313 : Approve 2022 Policy Framework for PSRC’s Federal Funds)

Annual Delivery Targets

PSRC's project tracking program for FHWA funds has evolved over the years to ensure successful delivery of projects, by addressing issues of delayed projects and the potential risk of losing unused funding. This evolution has included responding to the annual delivery target requirement begun in 2013 for all regions of the state. The annual targets are equal to the annual allocation of FHWA funds. Under this statewide strategy, PSRC must deliver its target for its FHWA funds by August 1st of each year or a portion of the funds may be lost through redistribution to other regions. Delivery is defined as complete and accurate obligation packages submitted to WSDOT by August 1st, to allow processing time for obligation by the end of the federal fiscal year, September 30th.

1A. Obligation Deadlines

The obligation deadline for all FHWA funds awarded by PSRC is June 1st of the program year designated. For the purposes of PSRC's project tracking policies, obligation is defined as the submittal of a full and complete obligation package to the sponsor's WSDOT regional office.

Federal legislation requires the Regional Transportation Improvement Program (TIP) to be fiscally constrained by year. Projects awarded PSRC FHWA funds will receive an award letter that includes the designated year the funds will be available to obligate. While the obligation deadline is June 1st of each year, FHWA funds are available to obligate as soon as the federal fiscal year begins, which is October 1st of the prior year.¹ For example, if 2022 is selected as the program year, the funds will be available to obligate beginning October 1st, 2021 and the deadline for obligating the funds is June 1st, 2022.

Under certain circumstances, sponsors may request an extension beyond the June 1st obligation date; these policies are described in Section 1C below. If no extension is granted, sponsors must meet the obligation deadline of June 1st or the funds will be returned.

PSRC will provide the following additional outreach on upcoming obligation deadlines and consequences for non-delivery.

- Notification of each project's obligation deadline (by phase) will be included in every sponsoring agency's PSRC award letter.
- Additional notification will be provided at the beginning of each year to inform sponsors of their projects with a June 1st obligation deadline that year.
- Project Progress Reports will be regularly monitored to evaluate project risks, and communications will occur between PSRC, the project sponsor and the countywide forums to proactively address project risks and potential delays.

1B. Partial Obligations

¹ Assuming the funds are made available through Congressional action

Obligation deadlines apply to the entire amount of a PSRC award for a given phase. However, under some circumstances sponsors with funds programmed to a construction phase may only be authorized to obligate a portion of the award. In these cases, an opportunity may exist for the sponsor to utilize the remaining unobligated funds as the project progresses (e.g., to accommodate bids coming in higher than the engineer's estimate or other unanticipated costs such as unexpected environmental mitigation). In such cases, any amount that remains from a partial obligation for a construction phase may be retained in the project for 90 days after bid opening, after which the unobligated portion will be returned for redistribution. Note: this provision applies only to awards to construction phases and does not apply to any other project phases (i.e. planning, preliminary engineering/design, or right of way).

1C. Extensions

Sponsors that do not anticipate meeting their June 1st obligation deadline and have PSRC funds awarded to a right of way or construction phase may apply for an extension. Extensions will not be granted to projects that are delayed due to shifting priorities within the agency, insufficient funding, lack of certification acceptance status, or work was not begun in a reasonable time to meet the deadline. All other requests will be reviewed and considered under the provisions provided below.

Requests for extensions are due to PSRC by February 15th of the designated program year. Requests will be reviewed by PSRC staff in consultation with WSDOT and the chairs of the Regional Project Evaluation Committee (RPEC) and the countywide forums. Determinations are to be completed by PSRC staff and communicated to sponsors by mid to late March.

When requesting an extension, sponsors must choose one of two pathways:

1. Standard Extension – provides a 45-day extension for projects that need a short amount time to obligate the PSRC FHWA funds beyond the June 1st deadline, but the expectation is that obligation will occur within the same federal fiscal year. If granted, the extended obligation deadline will be **July 15th** of the programmed year. Standard extension requests will be reviewed by PSRC staff in consultation with WSDOT and the chairs of RPEC and the countywide forums. Determinations will be completed by PSRC and processed administratively.
2. One-Year Extension – provides a one-year extension for projects that are significantly delayed. If granted, the extended obligation deadline will be **June 1st of the following programmed year**. One-year extensions are reviewed for eligibility by PSRC staff in consultation with WSDOT and the chairs of RPEC and the four countywide forums. A recommendation will be provided by PSRC to the Transportation Policy Board, for final action by the Executive Board.

No funding award to a given phase will be granted more than one extension. Note: As outlined above, extensions are restricted to right of way and construction phases only. Should a request for an extension be denied by PSRC staff, project sponsors may appeal directly to PSRC's Transportation Policy Board.

All funds granted an extension that remain unobligated after the extension deadline will be returned to the recommending forum for redistribution to projects on the adopted contingency list. Under circumstances that call for a supplemental funding action to meet an annual delivery target, however, the standard contingency distribution may not apply.

1D. Scope Changes

PSRC funds are awarded to projects with the expectation they will be completed as originally described and scheduled. Funded projects were evaluated, underwent a public review and comment period, and were included in a regional air quality analysis based upon their scope of work submitted at grant application.

Requests to change a project's description must be reviewed and approved in advance by PSRC staff to ensure that the modified description is consistent with the project's original scope, purpose, intent, and/or utility. If such a request is deemed to deviate from the original scope of work, the request will be denied in consultation with WSDOT and the chairs of RPEC and the countywide forums. Should a request for an extension be denied by PSRC staff, project sponsors may appeal directly to PSRC's Transportation Policy Board.

1E. Returning PSRC Funds

PSRC funds may be returned through the previously identified project tracking policies, through cost savings at time of grant completion, or on a voluntary basis by sponsors due to project cancellations, the obtaining of other grant funding such that PSRC funds are no longer required, or other circumstances. The following guidelines are identified for sponsors wishing to return PSRC funds:

- a. Sponsors voluntarily returning funds should provide PSRC with a letter or a memorandum signed by a responsible official (mayor, council member, commissioner, department director, etc.) requesting the return. The letter should identify the project from which the funds are being returned, the funding source and amount being returned, and a summary of the reason for the return.
- b. For projects that are at risk of failing to meet the obligation deadline per PSRC's project tracking policies, the sponsoring agency will be notified approximately three months in advance of the deadline that the removal of any remaining unobligated funds may be forthcoming. After the obligation deadline has passed, sponsors will be notified that the unobligated funds are no longer available and will be returned for redistribution. All projects that return funds may compete for funding during the next or subsequent project selection processes, for any phase or portion of the phase that is no longer funded.

1F. Distribution of New and Returned Funds

Contingency lists of prioritized projects are approved as part of each project selection process, in case additional funds become available prior to the next process. New funds, defined as additional funds to the region from higher than estimated allocations or other sources, and returned funds, defined in the section above, will be distributed to either the adopted contingency list in effect at the time, or applied to the next project selection process. Additional

set-aside funding is not provided during these distributions, but returned funds may be directed to set-asides based on each county's adopted processes. Under the circumstances referenced earlier when a supplemental funding action is required to meet an annual delivery target, the standard contingency process may not be applicable.

1G. Expenditure Monitoring

There are no current PSRC policies for monitoring the expenditures of PSRC's FHWA funds. However, FHWA requires WSDOT to conduct a quarterly review of local agency projects with federal funds for which no expenditures have been billed during the past 12 months, referred to as "inactive" projects. In the last several years, these requirements have been more rigorously enforced, and sponsors of inactive projects risk losing their federal funding. Sponsors are expected to submit bills for reimbursement on a monthly basis, and WSDOT is proactively reaching out to sponsors of projects with no billing activity within 9 months, to encourage billing progress and the avoidance of being deemed inactive. Inactive projects are required to submit detailed documentation and justification to FHWA or risk the project being closed and federal funds repaid.

PSRC will assist with this monitoring through the twice-yearly Project Progress Report form, and ongoing communication and education to project sponsors. Sponsors should be aware of billing procedures and expectations for projects with obligated federal funds, as well as the circumstances that lead to projects being deemed inactive by FHWA. For more information, see Chapter 23 of the Washington State Local Agency Guideline (LAG) Manual at: <https://wsdot.wa.gov/business-wsdot/support-local-programs/delivering-your-project/local-agency-guidelines-lag-manual>.

1H. Rebalancing and Supplemental Funding Actions

As previously discussed, the Regional TIP must be fiscally constrained by year. The following procedures will apply when there are not enough projects able to deliver in a given year, and additional measures need to be taken in order to meet the required annual delivery target for PSRC's FHWA funds.

The overarching guiding principles are to work within the established procedures for project selection and project tracking, to the extent feasible. This means:

- Achieving delivery with a neutral impact on overall PSRC funds is preferred (i.e., no net change to funding totals in the TIP); and
- Adhering to existing policies and procedures to the extent possible, including geographic equity principles and respect for the original project selection process in terms of how awards were granted and prioritized contingency lists adopted.

Due to obligation deadline extensions, returned funds or other circumstances, if there is not enough remaining programming in a given year to achieve the delivery target, the recommended process is as follows, in priority order:

1. Advance projects from later years of the TIP
 - Sponsors of projects with PSRC's FHWA funds in the later years of the TIP will be asked if they are willing and able to advance to the current year and obligate by the deadline. PSRC will review project milestones to confirm the feasibility of this advancement.
2. Exchange federal funds for local or state funds between phases or stages of a single project, or between projects within the same agency
 - If there are not enough projects able to advance to the current year to meet the delivery target, sponsors of projects with PSRC's FHWA funds in both the current year and later years of the TIP will be asked if they are willing and able to perform an exchange between federal and local funds, with the goal of obligating more federal funds in the current year but keeping all projects whole with the exchange. PSRC will review project milestones and budgets to confirm the feasibility of this exchange, and also to ensure this is a viable option that will:
 - i. help with delivery
 - ii. do no harm to either the donor or receiving project(s), and
 - iii. remain consistent with the project scopes and schedules as originally awarded
 - Projects that exchange federal funds for local funds will still be subject to PSRC's project tracking policies (i.e., progress reporting and monitoring) and will not be allowed to reapply for PSRC funding for that phase. In addition, monitoring will occur of any changes or cancellations to any de-federalized projects, for future review and discussion.
3. Fund immediately ready to go projects from the current adopted contingency lists
 - If Strategies 1 and 2 above do not result in enough existing projects able to meet the annual delivery target, PSRC will survey sponsors of every project on the adopted contingency lists for the ability to obligate by mid-July of the current year, to meet the state's August 1st deadline. PSRC will review every project's milestones to confirm the feasibility of obligating by the deadline.
 - As feasible, PSRC will apply geographic equity and equity by recommending forum:
 - i. if more projects are available to obligate than necessary to meet the delivery target, the standard 50/50 split among forums will be applied, and projects will be selected in rank order
 - ii. if all available, immediately ready to go projects are needed to meet the delivery target, then geographic equity will simply be incorporated into the standard analysis over time
4. Increase the federal share of awarded projects
 - If there remains a gap to meeting the delivery target after Strategies 1 through 3 have been implemented, then all projects that are able to deliver in the current year will be eligible for an increase to the existing federal award amount as a supplemental funding action. The amount will be determined based on the remaining delivery gap, by funding source.
 - i. A consistent percentage increase will be applied to all eligible projects, to reach a pre-determined amount based on the need. The amount will be no less than \$100,000 for any project, and no more than the maximum federal share allowable for any project. If this does not yield enough to meet the delivery gap, projects from the previous years will be reviewed.

- ii. The recommendation includes a provision that projects participating in Strategy 2 that achieve the maximum federal share due to the exchange may select a project from the previous year to apply the increase, in the amount that would otherwise have been eligible.
5. Award new funds to new projects, outside of the standard PSRC project selection process
- If the implementation of Strategies 1 through 4 above are still not enough to meet the current year's delivery target, PSRC will solicit new projects for a supplemental funding action that are able to readily accept federal funds for immediate use. The likely types of projects will be those that are ongoing in nature, such as bus purchases, transportation demand management activities, maintenance and preservation, or projects that are more operational in nature. Another category may be very large capital construction projects that have other federal funds and can easily absorb additional federal funds.
 - i. Given the short turnaround times for this exercise, PSRC staff would identify a small number of likely candidates and reach out to potential sponsors for immediate delivery, with input from the chairs of RPEC and the four countywide forums.

1I. Exceptions

At times there may be issues facing a project that require an exception to the policies as described above. Requests for such an exception will be evaluated on a case-by-case basis, but any exception granted must result in circumstances consistent with the overarching goals of the project tracking program – i.e. project delays and increased costs are reduced, projects are delivered in a timely manner, and the exception is processed in a fair and equitable manner. Therefore, short-term time extensions and/or the movement of funds between phases will be considered under certain circumstances as defined below. Depending on the request, exceptions will be processed administratively or require approval by PSRC boards, as provided below.

Exceptions that will be Considered

a. Administrative Exceptions:

The following circumstances will be allowed to occur without an exception needing to be approved, as long as the applicable project phases remain fully funded:

- a) The transfer of PSRC funds between phases at the time of grant closeout; and/or
- b) The transfer of PSRC funds between any phases below the threshold of \$50,000.

b. Exceptions Requiring Board Approval

Short-term time extensions and/or the movement of funds between phases above \$50,000 will be considered by the board if the following three parameters are met:

- a) The phase(s) involved in the exception request remain fully funded;
- b) The applicable phase can be implemented within six months of PSRC Board action; and
- c) There is a compelling need for the exception.

- i. Examples of a compelling need include a funding gap which the transfer will fill, or significance of opportunity lost if the exception is not granted (i.e. there is a risk of losing other non-PSRC funding if not granted or there would be a significant impact on the timing of completion and coordination with other projects).
- ii. The transfer of funds to reduce the local match commitment provided in the competitive project selection process is not considered a compelling need.

Exceptions that will not be Considered

The following requests will not be considered for an exception to the project tracking policies, unless deemed necessary as part of a rebalancing and/or supplemental funding action process:

1. Scope changes
2. Transfer of PSRC funds from one project to another
3. Additional time to pursue funding for cost overruns
4. De-federalizing (i.e. swapping PSRC funds for local and/or state funds with the intent of de-federalizing the project)

Review and Approval Process

PSRC staff will review all exception requests in coordination with WSDOT and the chairs of RPEC and the countywide forums, and prepare a recommendation to PSRC's Boards. Sponsors applying for an exception will be made aware of when their request will be reviewed and will have an opportunity to answer any questions the group may have. In the event a consensus cannot be reached among this group, exception requests will be reviewed by RPEC for a final recommendation. All exception requests will be provided to PSRC's Boards for final action.

NEW 1J. Hardship Policy / Requests for Additional Funding

At times the board receives requests for additional funding due to emergent situations. The only time these requests may be considered are during contingency or other supplemental funding opportunities. Requests will be evaluated by the Regional Project Evaluation Committee (RPEC) to determine if the need is a true emergency and if so, what offsets might be appropriate for future funding competitions.

The definition of "emergency" will be applied as follows:

- The need is due to a situation that was unpredictable and for which the sponsoring agency could not have planned; AND
 - The facility / project has been impacted by a natural disaster or catastrophic event; or
 - The facility / project is experiencing a major safety issue; or
 - There are or will be significant impacts to the regional system and/or local population / employment centers if the need is not addressed.

The existence of a funding shortfall by itself is not considered to meet the threshold of an emergency under these policies.

Should the request be approved, any subsequent offsets to future funding competitions will be considered on a sliding scale basis. RPEC will evaluate each request and include this provision in a recommendation to the Transportation Policy Board.

Any limitations on future funding competitions that may be placed on the requesting agency will take into consideration the following:

- The size of the emergency funding request;
- The level of effort by the agency to fill the funding gap; and
- The funding caps placed on award amounts as adopted in the *Policy Framework for PSRC's Federal Funds*.

If the emergency is due to a disaster (natural or human caused), no limitations on future funding competitions will be placed.

RPEC will review each request taking the above factors into consideration when preparing a recommendation to the Transportation Policy Board.

Requests for emergency funding that are due to natural disasters or catastrophic events need not be tied to projects that have already been awarded PSRC funds or been placed on a PSRC contingency list. However, requests that are due to other, "non-event," types of situations should be limited to those projects that have been evaluated in a previous PSRC funding competition.

Section 2: FTA Funding Policies

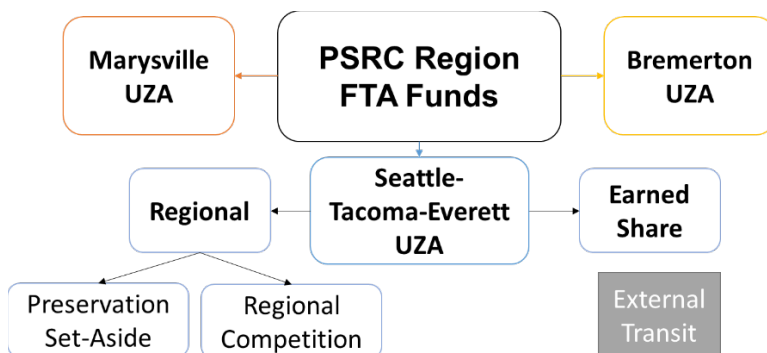
PSRC has primary responsibility for project selection and distribution of the following Federal Transit Administration funding programs:

- Urbanized Area Formula (Section 5307)
- State of Good Repair - High Intensity Fixed Guideway (Section 5337)
- State of Good Repair - High Intensity Motor Bus (Section 5337)
- Bus and Bus Facilities (Section 5339)

Projects that receive PSRC's FTA funds are selected through a process coordinated with FTA and the public transit agencies in the region. The process splits the available FTA funds between an earned share process and a regional process. The earned share funding amounts are based on the service and operating characteristics of the agencies in the region's three urbanized areas (UZAs): Bremerton, Marysville, and Seattle-Tacoma-Everett (STE). These funds are distributed to each public transit agency based on their earnings. Per adopted regional policy, three agencies external to the STE UZA are also able to access the FTA funds earned from service they provide to the area.

The remaining FTA funds come to the region based on regional attributes such as population density. This portion of the funds is generally distributed within the STE UZA through a regional competition and a preservation set-aside.

PSRC's FTA Funding Process Overview



Funding recommendations for PSRC's FTA funds are based on the requirements of federal law, guidance from adopted regional and local plans, and the policy framework adopted prior to each PSRC project selection process. Recommendations are first reviewed by PSRC's Regional FTA Caucus, Transportation Operators Committee (TOC), and Transportation Policy Board. The Transportation Policy Board then recommends the distribution of funds for final approval by the Executive Board.

2A. Obligation Deadlines

Regional FTA Funds

Sponsors of projects are required to designate an estimated obligation date for each project phase with PSRC's FTA funds. Regional funds, including regional competitive and preservation set-aside funds, are only allowed a one-year grace period beyond their estimated date to obligate funds. Funds will be considered to have met the PSRC obligation deadlines once the sponsor has created a corresponding grant application in FTA's Transit Award Management System (TrAMS). If this step has not occurred by the end of the grace period, funds will be removed from the project. Returned funds from cancelled projects or projects that did not meet their deadlines will be distributed to either the adopted contingency list in effect at the time or applied to the next project selection process.

When any regional FTA funds are nine months past their estimated obligation date (before the one-year grace period expires), PSRC staff will contact the project sponsor to gather information on the reasons for the delay. If the sponsor requests an obligation date extension, PSRC staff will review and prepare a recommendation to the Regional FTA Caucus and TOC for their review and recommendation to the Transportation Policy Board. The length of any obligation date extension will be determined on a case-by-case basis and may be allowed for any date within the four-year time span of the current Regional Transportation Improvement Program.

After the grant application is created in TrAMS, PSRC staff will continue monitoring to ensure that the funding is subsequently obligated in a timely manner. For regional FTA funds, if applications have not been submitted six months after their creation in TrAMS staff will reach out to sponsors to gather information on the reasons for delay and evaluate if follow-up is needed from PSRC and the Regional FTA Caucus. For regional FHWA funds that have been flexed to FTA and applications created in TrAMS, staff will reach out if the application has not been submitted three months after being created.

Earned Share FTA Funds

All funds also have an FTA-designated lapse date based on their appropriation year and funding source. If funds are not obligated by their lapse date, FTA will redistribute them to another region. Earned share funds do not have a required PSRC obligation deadline, but funds will be regularly monitored to ensure they do not become at risk of lapsing. However, as they are used to track when funds were first programmed and monitor progress, estimated obligation dates cannot be changed for earned share funds.

PSRC will provide regular reports to the Regional FTA Caucus and TOC on obligations of all FTA funded projects. The reports will include detailed information on any regional FTA funds that are approaching the end of their one-year grace period. Project funding expenditures are not monitored except to determine when projects have fully completed their scope of work.

2B. Programming Adjustments

On an annual basis, FTA requires that PSRC review the estimates used to program FTA funds against the actual allocation approved by Congress and make adjustments to reconcile the two amounts as necessary. Since Kitsap Transit and Community Transit are the only transit agencies operating in the Bremerton and Marysville UZAs, FTA funds within those UZAs are distributed entirely through the earned share process. The STE UZA earned share funds are distributed to transit agencies in the UZA using the national FTA distribution formula.

For regional competitive funds, any increase in the regional portion of funds will be applied to the adopted contingency list, while a reduction in the regional portion of funds will be applied to previously awarded projects. The preservation set-aside is a fixed amount that will not be adjusted; however, the distribution among agencies is revised based on their annually adjusted earned share percentages.

The FTA annual adjustments may reflect either an increase or a reduction in funding for each transit agency. For projects impacted by the adjustments, sponsors must also make at least one of the following changes:

- Update project scopes to reflect the funding increase or decrease;
- Keep the project budget constant by adding or removing funds from other sources;
- Provide information on why no changes are necessary due to increases or decreases in project costs.

Once reviewed by PSRC staff, project adjustments will be recommended to the Regional FTA Caucus and TOC and subsequently to PSRC's Boards for action.

2C. Project Funding and Scope Changes

Funding Changes

Sponsors may submit requests to redistribute funds between their Earned Share projects outside of the annual adjustments process. PSRC staff will gather the following information for each request:

- Need to redistribute funds between projects;
- Impact of the redistribution on the programming and budgets of impacted projects and;
- Impact of the funding changes on the scopes of impacted projects.

Regional competitive funds cannot be moved between projects. Preservation set-aside funds can only be moved to eligible preservation and maintenance projects.

For the STE UZA, all earned share funding redistribution requests will be recommended by both the Regional FTA Caucus and TOC. Funding redistribution requests by external transit agencies or for Bremerton or Marysville UZA funding will only be reviewed by the TOC. Once reviewed by the committees, requests will be recommended to PSRC's Boards for action.

Sponsors may also request to move earned share and preservation set-aside funds between project phases. Sponsors can request to redistribute funds between existing project phases through the regular TIP modification process. Requests to move funds to new project phases will first need to be reviewed by the Regional FTA Caucus and TOC and subsequently recommended to PSRC's Boards for action. Regional competitive funds cannot be moved between project phases.

Scope Changes

PSRC funds are awarded to projects with the expectation they will be completed as originally described and scheduled. Funded projects were evaluated, underwent a public review and comment period, and were included in a regional air quality analysis based upon the scope of work they submitted at the time of their grant application.

Any requests to change a project's description must be reviewed and approved in advance by PSRC staff to ensure that the modified description is consistent with the project's original scope, purpose, intent, and/or utility. For earned share funds, the sponsoring agency will make a request to the Regional FTA Caucus and TOC, who will review and make a recommendation to the Transportation Policy Board. For regional competitive funds, if such a request is deemed to deviate from the original scope of work, the request will be denied. Should a request be denied by PSRC staff, project sponsors may appeal directly to the Transportation Policy Board.

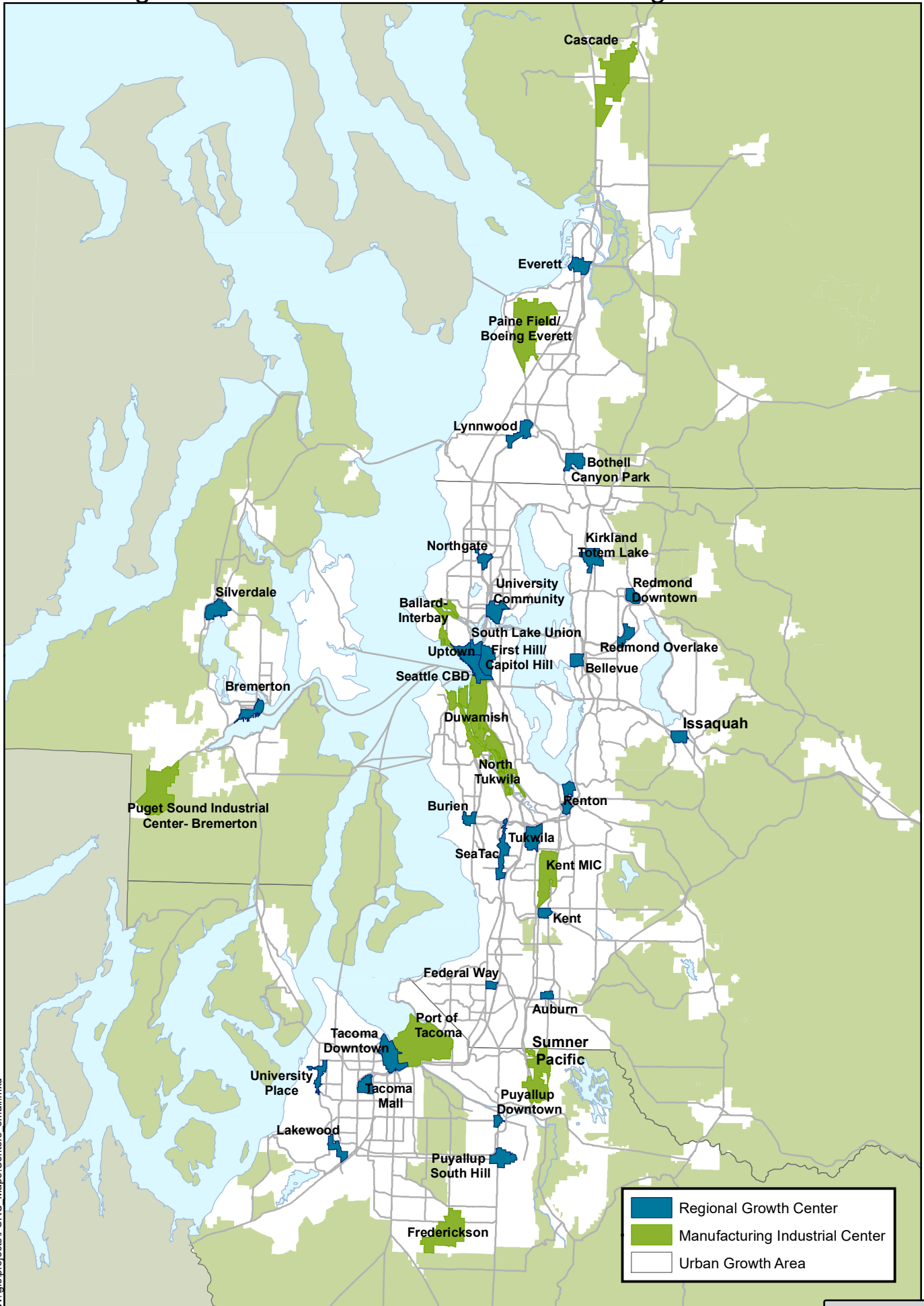
Section 3. Project Progress Reports

All project sponsors must submit status reports to PSRC that identify actual and/or expected progress of their projects. These progress reports – for all PSRC funded projects - are to be completed by sponsors twice a year at the request of PSRC staff, and will be used to track the progress of individual projects. In addition, the reports will serve to monitor the region's overall progress towards achieving its annual FHWA delivery expectations. Requests will coincide with the timing associated with PSRC's annual delivery deadlines.

Progress reports will be used to determine whether projects are on track or delayed in meeting their milestones. If a sponsor reports that the scope of work is complete and all project funds have been expended, the project will then be marked as complete and no further reports will be requested. Projects identified as operationally complete will still be considered active until they have expended all federal funds and completed their full scope of work.

Performance reports for PSRC's FHWA and FTA funds will be provided to PSRC's Transportation Policy and Executive Boards on a regular basis. These reports will summarize the region's progress at delivering transportation projects, and provide information on competitive project awards that did not meet their obligation deadline and were returned for redistribution.

Regional Growth Centers and Manufacturing/Industrial Centers



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Attachment: b_Draft 2022 Policy Framework with Atts (3313 : Approve 2022 Policy Framework for PSRC's Federal Funds)

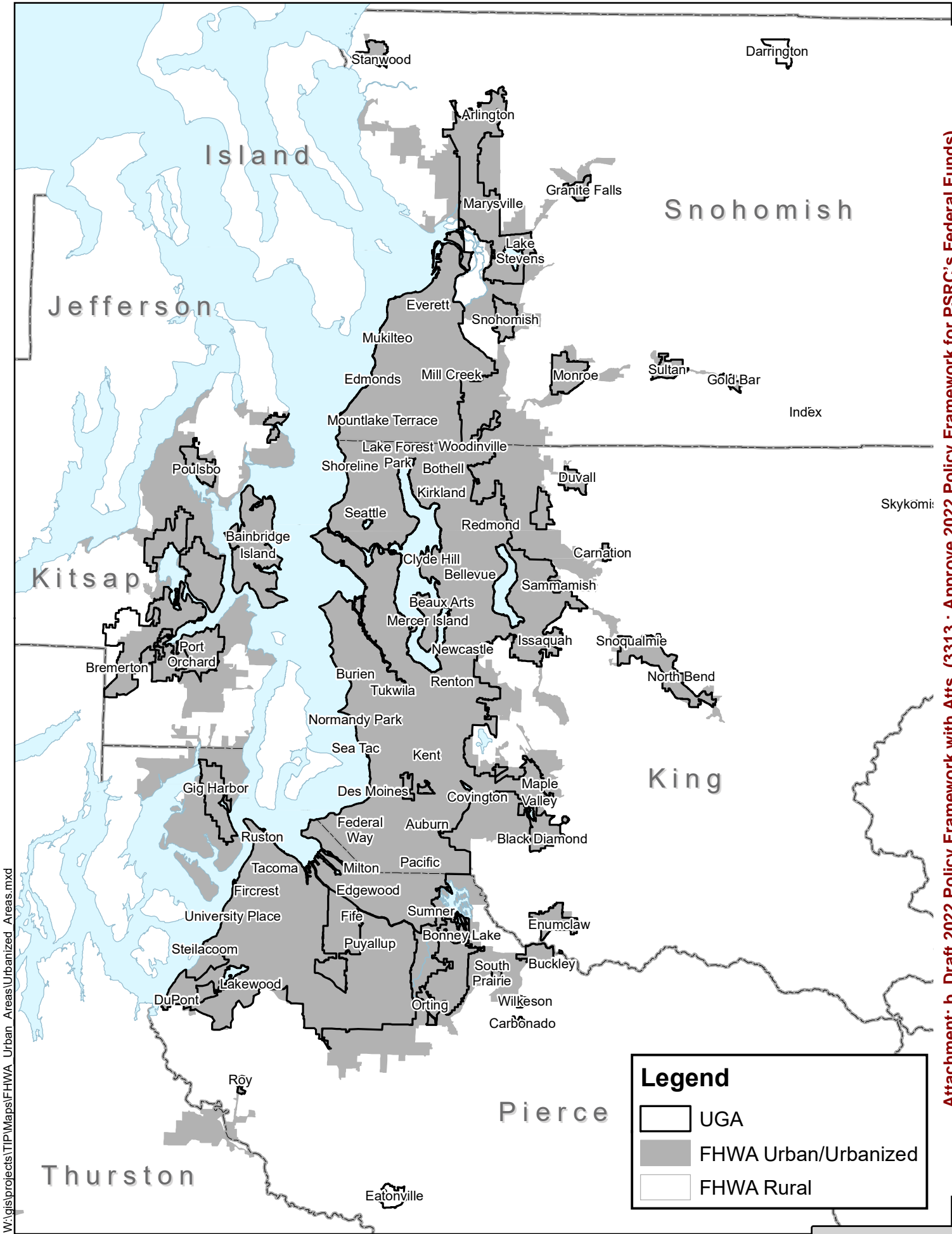
ATTACHMENT 6: DRAFT FHWA FUNDING ESTIMATES FOR PSRC'S 2022 PROJECT SELECTION PROCESS

2025-2026 FHWA Funding Estimates (in millions)					
Surface Transportation Program (STP) Funding					\$ 120.20
Congestion Mitigation Air Quality (CMAQ) Funding					\$ 59.40
Total					\$ 179.60
Off the Top Funds					
10% for bicycle/pedestrian set-aside (STP & CMAQ)					\$ 17.96
6.4% for Kitsap County adjustment (per 2021 OFM population estimate) (STP)					\$ 7.73
20% of STP for preservation set-aside					\$ 24.04
5% for a new Equity Pilot Program					\$ 6.01
PSRC Work Program (STP) - \$1m per year					\$ 2.00
Total					\$ 57.74
Amount Remaining for Regional and Countywide Competitions \$ 121.86					
Regional/Countywide 50-50% Split					
Regional Competition					\$ 60.93
Countywide Competitions					\$ 60.93
Total					\$ 121.86
Regional Competition					
Rural Town Centers and Corridors (RTCC) (STP funding; 10% of Regional funds)					\$ 6.09
Regional Competition					\$ 54.84
Total					\$ 60.93
Regional Competition Amounts by Source & Year					
	CMAQ (60%)		STP (40%)		Total
	2025	2026	2025	2026	
Regional Competition	\$ 16.45	\$ 16.45	\$ 10.97	\$ 10.97	\$ 54.84
Total					\$ 54.84
Countywide Competitions					
50% to Countywides					\$ 60.93
6.4% for Kitsap County adjustment (per 2021 OFM population estimate) (STP)					\$ 7.73
10% for bicycle/pedestrian set-aside (STP & CMAQ)					\$ 17.96
20% of STP for preservation set-aside					\$ 24.04
Total					\$ 110.66
Countywide Competitions		Total Share	Non Motorized	Preservation	Total
King County		\$ 34.38	\$ 9.48	\$ 12.70	\$ 56.56
Kitsap County		\$ 7.73	\$ 1.15	\$ 1.54	\$ 10.42
Pierce County		\$ 13.95	\$ 3.85	\$ 5.15	\$ 22.95
Snohomish County		\$ 12.59	\$ 3.48	\$ 4.65	\$ 20.72
<i>(figures may be different due to rounding)</i>		\$ 68.66	\$ 17.96	\$ 24.04	\$ 110.66
Countywide Amounts by Source & Year					
County	CMAQ		STP		Total
	2025	2026	2025	2026	
King County	\$ 7.48	\$ 7.48	\$ 20.81	\$ 20.81	\$ 56.56
Kitsap County	n/a	n/a	\$ 5.21	\$ 5.21	\$ 10.42
Pierce County	\$ 3.03	\$ 3.03	\$ 8.44	\$ 8.44	\$ 22.95
Snohomish County	\$ 2.74	\$ 2.74	\$ 7.62	\$ 7.62	\$ 20.72
Total	\$ 13.25	\$ 13.25	\$ 42.08	\$ 42.08	\$ 110.66

Draft minimum amounts of STP funds to be spent in the rural area per year: King County \$0.37m, Kitsap County \$0.20m, Pierce County \$0.33m, Snohomish County \$0.42m.

Attachment 7: Draft FTA Funding Estimates for PSRC's 2022 Project Selection Process

Estimated 2025-2026 FTA Funds (in millions)	
Estimated Funds by UZA	
Bremerton UZA	\$8.32
Marysville UZA	\$4.32
Seattle-Tacoma-Everett UZA	\$388.40
Total	\$401.04
Funds Taken Off the Top	
PSRC Work Program - Bremerton UZA	\$0.05
PSRC Work Program - Marysville UZA	\$0.03
PSRC Work Program - STE UZA	\$2.42
Total	\$2.50
Remaining Estimated Funds by UZA Available for Programming	
Bremerton UZA	\$8.27
Marysville UZA	\$4.29
Seattle-Tacoma-Everett UZA	\$385.98
Total	\$398.54
STE UZA Estimated Earned Share and Regional Processes	
<i>Distribution Methodology TBD</i>	
86% Earned Share Process	\$331.94
14% Regional Process	\$54.04
Total	\$385.98
STE UZA Regional Process - Estimated	
14% Regional Process	\$54.04
45% to State of Good Repair (distributed among transit agencies TBD)	\$24.32
DRAFT Remaining for Regional Competition	\$29.72



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Attachment: b_Draft 2022 Policy Framework with Atts (3313 : Approve 2022 Policy Framework for PSRC's Federal Funds)

Attachment 9: Project Selection Process for PSRC Funds, Countywide Process Summaries

The overarching parameters for PSRC's funding project selection process include the following:

- Transparency – conduct an open and transparent process and clearly communicate to prospective sponsors, elected officials and the public;
- Fairness – conduct a process that is fair to all eligible sponsors;
- Meet regional policy – ensure that regional policies are being followed, such as project tracking and the adopted policy focus of support for centers and the corridors that serve them;
- Meet federal requirements – ensure all federal requirements are met, including project delivery, full funding of a phase, and that projects are competitively awarded.

The following are brief summaries of the countywide processes as conducted for the previous project selection process in 2020. Each countywide process is based on the policies and procedures as adopted in the *Policy Framework for PSRC's Federal Funds*, with additions and tailoring as necessary to meet their local needs. Please note that the countywide forums are still finalizing their procedures for 2022, and there may be revisions to some of the items below; the final processes will be incorporated into the *2022 Policy Framework for PSRC's Federal Funds* prior to the Call for Projects being released.

King Countywide Process

The King Countywide forum conducts competitions for six separate categories of projects, due to the large number of eligible jurisdictions. The King Countywide process is based on the regional criteria and application process, with some customization for a few of the project categories. Volunteer subcommittees of the King County Project Evaluation Committee (KCPEC) score and rank projects within each of the six categories, and the full committee then prepares a funding recommendation. Additional considerations beyond the scores are taken into account when making the recommendation, particularly geographic equity between the three King County subareas. Prioritized lists of contingency projects within each funding category are prepared. The final KCPEC recommendation is then forwarded to the King County members of PSRC's Transportation Policy Board for their final recommendation to PSRC.

The funding distributions and procedures for each are described below:

- Bicycle/Pedestrian set-aside: The amount to be distributed is pre-determined in the *Policy Framework for PSRC's Federal Funds* at 10% of the total estimated FHWA funds available and distributed per each county's population share.
- Preservation set-aside: The amount to be distributed is pre-determined in the *Policy Framework for PSRC's Federal Funds* at 20% of the total estimated Surface Transportation Block Grant Program (STP) funds available and distributed per each county's population share. There is a limit of two applications per agency and a maximum request of \$1.5 million per project is allowed. The evaluation criteria is based on the regional parameters for the preservation set-aside as adopted in 2012.
- Rural program: PSRC is required to program a minimum amount of STP funds within the rural area, and per policy distributes this amount among the four counties based on the average between rural population and rural center lane miles.

- All others program: Eligible sponsors include transit, the port, tribes and other non-local jurisdiction agencies. Funding for this program is set at 15% of the total FHWA funds available for the core King Countywide process, with the remaining funds distributed by population share to the small and large jurisdiction funding program.
- Small jurisdiction program: Eligible sponsors are agencies less than 15,000 in population, and the funding amount is described above. In addition, these agencies may also submit projects to the Large jurisdiction program, to address larger project needs than may be funded in the Small jurisdiction program.
- Large jurisdiction program: Eligible sponsors are agencies over 15,000 in population, and the funding amount is described above.

Kitsap Countywide Process

The Kitsap Countywide forum conducts competitions for three categories of projects: the bicycle/pedestrian and preservation set-asides as identified in the *Policy Framework for PSRC's Federal Funds*, and a general competition that encompasses capacity, safety and environmental projects. The distribution of the required minimum rural amount is also distributed, and eligible projects may be identified within each of the three categories.

The Kitsap Countywide process is based on the regional criteria and required elements but is customized to reflect the local context and priorities. High, Medium and Low rankings are applied for each criterion. The preservation criteria are based on the regional parameters for the preservation set-aside as adopted in 2012. Prioritized lists of contingency projects within each funding category are prepared.

The Transportation Technical Advisory Committee evaluates and ranks project submittals and makes recommendations to the Kitsap Regional Coordinating Council's (KRCC) Transportation Policy Committee; the Policy Committee makes recommendations to the full KRCC Board, who in turn makes final recommendations to PSRC.

Pierce Countywide Process

The Pierce Countywide forum conducts competitions for six categories of projects: the bicycle/pedestrian and preservation set-asides as identified in the *Policy Framework for PSRC's Federal Funds*, and the required minimum rural amount, as well as specific categories for roadway, transit, and all other projects. The Pierce Countywide process is based on the regional criteria and required elements but is customized to reflect the local context and priorities. The preservation criteria are based on the regional parameters for the preservation set-aside as adopted in 2012.

Each agency may submit a maximum of six applications. A target is established for small cities at 10% of the total available amount, and a cap is established for transit projects at 18% of the total amount available.

A subcommittee of the Transportation Coordinating Committee (TCC) scores and ranks projects from each category, and the full committee then prepares a funding recommendation. A prioritized contingency list of projects is also recommended. Additional considerations beyond the scores are taken into account when making the recommendation, particularly geographic equity. The TCC makes recommendations to the Pierce County Regional Council, who in turn makes recommendations to PSRC.

Snohomish Countywide Process

The Snohomish Countywide forum conducts their competitive project selection process by having sponsors select one of three project categories: projects located within a center, projects connecting to a center (both of which are similar to the regional competition) and preservation projects either within or connecting to a center. Similar to the other counties, the Snohomish Countywide process is based on the regional criteria and required elements but is customized to reflect the local context and priorities. The preservation category is based on the preservation set-aside as identified in the *Policy Framework for PSRC's Federal Funds*, and the criteria is based on the regional parameters for the preservation set-aside as adopted in 2012. The distribution of the required minimum rural amount and the bicycle/pedestrian set-aside occurs through eligible projects identified within each of the three categories.

A subcommittee of the Infrastructure Coordinating Committee (ICC) reviews and scores all projects and makes recommendations to the full committee. Additional considerations beyond the scores are taken into account when making the recommendation, particularly geographic equity. A prioritized contingency list of projects is also recommended. ICC makes funding recommendations to Snohomish County Tomorrow, who in turn approves or modifies the ICC recommendation before submitting to PSRC.

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
FEDERAL TRANSIT ADMINISTRATION

SUPPLEMENTAL AGREEMENT
(Attachment to FTA G-21, October 1, 2014)

It is the practice of the Federal Transit Administration to enter into a formal agreement with the Designated Recipient for projects that the Designated Recipient does not carry out directly. Under this Grant Agreement, the Grant Recipient is not the Designated Recipient. Therefore, the Designated Recipient hereby agrees to permit the Grant Recipient under this Grant Agreement to receive and dispense the Federal assistance funds described in this Grant Agreement. The Designated Recipient further agrees that the Grant Recipient shall assume all responsibilities set forth in this Grant Agreement.

The Federal Government and the Grant Recipient under this Grant Agreement hereby agree that the Designated Recipient is not in any manner subject to or responsible for the terms and conditions of this Grant Agreement and is a party to this Grant Agreement only to assign the right to receive and dispense Federal funds to the Grant Recipient as described above.

Signature: _____

Date: _____

Name (Print/Type): _____
Authorized Official
Federal Transit Administration

Signature: _____

Date: _____

Name (Print/Type): _____
Authorized Official
Designated Recipient

Signature: _____

Date: _____

Name (Print/Type): _____
Authorized Official
Grant Recipient

Attachment: b_Draft 2022 Policy Framework with Atts (3313 : Approve 2022 Policy Framework for PSRC's Federal Funds)

**MEMORANDUM**

March 1, 2016

To: Regional FTA Caucus**Cc:** Transportation Operators Committee, Federal Transit Administration Region X**From:** Kelly McGourty, Program Manager**Subject:** PSRC Urbanized Area Procedures for the Federal Transit Administration Requirement Related to Public Transportation Security Projects

Under the Fixing America's Surface Transportation (FAST) Act, there is a requirement that recipients of Section 5307 Federal Transit Administration (FTA) funds expend at least 1% of each fiscal year's amount received on public transportation security projects. Further clarification from FTA Region X indicates that this requirement may be met at the Urbanized Area (UZA) level. The procedure for how this requirement will be met for the three UZAs in the PSRC region - the Marysville, Bremerton and Seattle-Tacoma-Everett UZAs – is described below.

Public transportation operators in each of the three UZAs will satisfy the FTA requirement as it applies to the PSRC region. This will include, in part, each operator providing information in FTA's electronic grants management system to report on the 1% public transportation security requirement. For each project with Section 5307 funds, agencies will indicate the amount to be expended on public transportation security, and whether the expenditure is from Section 5307 or another source of funds.

This procedure will be provided to each public transportation operator receiving Section 5307 funds within the region's three UZAs, and will be posted on PSRC's website as documentation to be used during the FTA triennial review process.

Public Comments Received on the Draft 2022 Policy Framework for PSRC's Federal Funds

Comment 1:

Equity + Safety=Passenger Rail!

Mark Foutch
All Aboard Washington.

Comment 2:

This is a small step to a large problem. More needs to be done, but we can start here and I support doing this over nothing at all.

Lindsey Sehmel

Comment 3:

I suggest PSRC add aerial gondolas as an option for future regional transportation planning. Sound Transit vetted aerial in 2014 for connecting local and underserved areas with light rail spine stations. They're similarly defined in RCW, and federal transportation money can be used to fund them. Aerial is particularly well-suited for providing grade-separated, high capacity transit in hilly, watery and densely developed areas like Seattle - America's 2nd hilliest city.

Aerial gondolas are used to move thousands of passengers per hour in North & South America, Europe and Asia. They are significantly cheaper, less destructive, faster to build, and lower carbon than light rail, buses and BRT.

One of the world's leading aerial gondola companies, the Doppelmayr Group, has developed an integrated lifecycle assessment calculator in partnership with myclimate and ECOINVENT, independently audited under ISO 14040/44. Agencies and consultants can compare transport options with it. They note, "Looking at emissions alone is not sufficient when it comes to assessing the sustainability of an installation," and that we have to look at both downstream and upstream processes to create an honest assessment.

Sound Transit is now viewing proposed projects through a race and social justice lens. This is good: It has pushed rail through low-income areas on surface streets, such as in South Seattle, where people have been killed at Martin Luther King Way crossings. But it has been tunneled through high-income areas like Capitol Hill, U. of Washington and Roosevelt Districts. The race and social justice lens should apply to connecting Lake City and Shoreline with 145th street station, Edmonds and Bothell with Everett, North Seattle areas to Northgate, Ballard and Queen Anne to Interbay, West Seattle to SODO and the International District, and so on moving south to Tacoma. Light rail is too expensive,

destructive, polluting and time-consuming to use for connecting spine stations with underserved areas.

A case in point: West Seattle, where no proposed light rail route looks viable, the cost estimate is 73% over budget, any choice will displace 100-200 residents, interfere with the Port of Seattle, maritime and numerous local businesses, and cause 5-7 years of traffic congestion and pollution. I have ridden gondolas in the U.S. and Europe, and happened on a website that West Seattle aerial gondola advocates have created -- SkyLink (<https://www.westseattleskylink.org/>).

The ST3 package Included many modes – bus, BRT, bikeways and rail, plus parking and housing. Latin America uses aerial transit to address race and social justice issues by connecting underserved and low-income areas to commercial and employment centers, and to rail and bus transit nodes. Small aerial stations provide more room on the ground for housing, commercial enterprises and green space than light rail.

If PSRC and Sound Transit are serious about sustainability, they should look at all appropriate, low-impact modes for delivering reliable, high-capacity transit. Any analysis of prospective transportation projects should be analyzed for their true costs and impacts.

Marmar Wes

Comment 4:

Every dollar for tangible projects count. Do not divert money toward this pursuit. Conduct the equity pursuit internally -- maybe with an all-volunteer board? -- without spending any Federal Grant Money that otherwise could go toward projects.

No username

Comment 5:

Equity and safety are important considerations, but efforts to mitigate climate change are critical. Those should be at the top of the list.

John Selby

Comment 6:

Sustainability in funding

Consideration for funding distribution should include metrics for sustainability that is independent and verifiable. It would be great if PSRC included points for projects that include an independent rating of projects like the Greenroads rating system. This is in line with intent of the state and federal leadership to create a more sustainable and resilient transportation system.

Thanks you for the opportunity to comment.

Jesse Thomsen

Comment 7:

I have some concerns with the material presented regarding these proposed changes. The summary document mentions an Equity Pilot Program funded by a 5% set aside of STP funds and that the scope, eligibility, and criteria are to be developed by the Regional Equity Advisory Committee (EAC) in 2022. However, the basic nature of what the pilot program will be (e.g. for capital projects primarily in underserved areas) was entirely absent from the document making it difficult for the public to comment on it. The increased weighting of equity and safety in grant scoring is welcome as a concept, but how significant a change this will result in our built environment is difficult to judge. The summary document mentions that “the air quality and climate change criterion continues to be the largest point value for any single criterion across forums and funding programs.” This did not appear to be the case for the STP program in the table provided, however — that criterion accounts for 20 points, whereas several others have larger values, which is confusing. I recommend that PSRC improve their public information regarding these proposed changes in future outreach and especially regarding the Equity Pilot Program.

I also wanted to mention two other “aspects of equity” that are outside the scope of the proposed changes but that I think should be considered in PSRC’s work. Small jurisdictions often lack the resources to be aware of, compete for, or even utilize federal funds (due to lack of local match funds or because of the administrative burden such funds entail). As an RTPO, PSRC might be limited in its ability to address this, since funding and program rules are products of the federal government. However, the agency (and its members) could engage with the Congressional delegations for its service area on this issue to try and minimize barriers to utilizing federal funds. PSRC offers the Rural Town Centers and Corridors grant program which seems helpful in allowing smaller jurisdictions outside the major growth areas to compete on a more reasonable playing field. Perhaps PSRC could go even further and actively survey its smaller jurisdiction members to look for ways to improve how well the agency is serving their needs.

As a region (and country) we have significant problems with “modal inequity,” where entrenched forms of travel (reinforced by sprawling land use) receive the lion’s share of funding while also creating huge impacts in terms of health, environmental degradation, and household economics. For some jurisdictions, the responsibility for providing non-motorized trails is the purview of parks departments. However, trails provide significant mobility benefits, particularly for those who cannot afford a car, or who cannot drive due to their age or ability. While nothing stops parks departments from applying for PSRC funding for trail development, I question whether these entities are properly informed, enfranchised, or encouraged to do so and if the current countywide screening processes provide the most objective environment. I have witnessed a lack of interdepartmental coordination at the local level and note that there may be an inherent competition

between parks and public works departments for such funding. Even for jurisdictions (or instances) where trail projects are the responsibility of public works departments, internal entrenched biases may exist which reinforce which projects are put forward for regional funding and which are not. While it is each jurisdiction's responsibility for how it conducts itself and its departments, PSRC should consider how it can be a more active resource in overcoming planning and funding modal biases which disproportionately affect less affluent populations, disabled people, and BIPOC communities.

The impacts of our transportation system fall hardest on vulnerable populations. Preservation, safety, and equity projects should receive higher priority not just in point scoring but in actual dollars. PSRC should work to ensure that funded projects minimize induced travel demand which we know exacerbate problems. Projects that add SOV capacity are ineligible for CMAQ grants, but in the larger scheme of things, that limitation is a half-measure. What is the justification for potentially funding demand-inducing capacity projects with one grant program while funding solutions to its impacts in another grant program? It seems inconsistent and disingenuous as we struggle with meeting goals for reducing transportation pollution, including carbon emissions, or mitigating other impacts of our transportation funding patterns. I am reminded of the famous quote by James W. Frick — “Don't tell me where your priorities are. Show me where you spend your money and I'll tell you what they are.” I appreciate PSRC's efforts to build in greater equity with the proposed changes, but I also think we have ample evidence that we need to significantly reprioritize mobility funding if we want a socially just transportation system. Thank you.

Larry Leveen

Comment 8:

Greetings,

As a West Seattle resident, I support creating a new standalone equity section for grant applications and awards. I'd specifically want to see the section create results. For example, Sound Transit currently proposes bringing light rail into West Seattle. Seattle has adopted Vision Zero policies, emphasizes safe systems approaches, and has been encouraging public movement toward commute & travel alternatives to. single occupancy vehicles — public transit, vanpools, carpools, bicycles, walking, etc.

The Sound Transit proposal will displace 100-200 residents, negatively impact large and small businesses, erase a large swath of forest and green space, and empty out three, nearly two block-square areas for its stations. This is an equity issue. A West Seattle group has proposed using a gondola system instead, with 75% smaller stations, which will connect this and other underserved areas of the West Seattle Peninsula to light rail stations in SODO and the International District, along the north-south light rail spine.

Sound Transit vetted gondolas in 2014 as a high capacity transit option for connecting local areas with light rail spine stations. This mirrors the definition in RCW. Gondolas are

used in North and South America, Europe and Asia to connect underserved, heavily developed and hard-to-access areas with centers of commerce, residence and employment. When PSRC considers equity issues, transit modes should be included. Where light rail requires bulldozing a 60 foot-wide pathway wherever it is intended to go, gondolas run on narrow rights of way that require little or no resident displacement, business disruption, site destruction, and pollution.

Carbon footprint (including pollution from construction-related traffic congestion, and construction itself) should also be considered as an equity issue. The carbon footprint of light rail is high — including use of hundreds of fossil-fueled vehicles over many years, to bulldoze pathways, stage materiel, and pour and assemble thousands of tons of concrete, rebar and rail. Studies show that the carbon footprint of gondola systems is significantly lower.

In areas where health outcomes are poor, such as in middle- and lower-income parts of West Seattle, South Park and along the Duwamish River, pollution of air, water and land are equity matters.

Access to transportation is also an equity matter. A light rail spine will be built from Everett to Tacoma, and Seattle to Redmond. How will the 80% of the population living beyond that spine access it? Access from underserved and unserved areas is critical, for access to local resources, and for periodic and essential daily workers.

With the above additions, I support PSRC's proposals, from developing a tool to track project health and equity considerations, to addressing displacement, to prioritizing funding for projects with the highest air quality benefit scores.

All the best for your holidays,
Martin Westerman

Comment 9:

During the Realignment, Sound Transit staff attempted to prioritize the various ST3 projects using different criteria, including equity. To measure equity, they used the diversity index around each station. Our question: What if the light rail station is served by one or more bus lines, which serves very diverse neighborhoods?

TCC provided some great considerations (equity, health, safety...) We suggest developing a formula which calculates an index based on some of the following considerations:

- Construction cost per rider served, taking into consideration:
 - How much would transit time improve
 - How much would frequency improve
 - How much would safety improve (grade separation, degree of bike/pedestrian lane separation)
 - How reliable would the travel time be and how comfortable (how many riders

- get to sit vs stand)
- Extra points/factor for diversity and health per estimated rider
- Extra points/factor for accessibility (ADA compliance, pedestrian access...)
- Operational cost or savings from existing services
 - Emissions (GHG), non-point and particulate pollution (e.g., microplastics, 6PPD from vehicle tires, etc.)
 - Average cost per rider
- Others:
 - How can ridership be maximized? Can station access be improved?
 - Have different modes and alignments be reviewed by the public and public input actually been incorporated?

Martin Pagel

Comment 10

I'm writing to share comments from community partners regarding criteria to further address disparities around the region and close gaps in the network, in hopes that you will distribute the attached letter to the Project Selection Task Force. Thank you for your work to support this process!

(see attached letter #1)

Comment 11:

Dear PSRC staff and leadership,

Please find attached joint comments from the organizations below on the Project Selection Task Force Policy Framework funding recommendations.

Sincerely,

- Beacon Hill Council
- Cascade Bicycle Club
- Disability Rights WA, Disability Mobility Initiative
- Downtown: On the Go!
- Everett Station District Alliance
- Leafline Trails Coalition
- Puget Sound Clean Air Agency
- Transportation Choices Coalition
- Snohomish County Transportation Coalition
- The Wilderness Society

(see attached letter #2)

Attachment: c_Public Comments.docx (3313 : Approve 2022 Policy Framework for PSRC's Federal Funds)

Comment 12

Building projects funded in the state's capital budget must meet at least the LEED Silver Green building standard (RCW 39.35D), but apparently there are no such standards for station & other building projects funded in the transportation budget. They should be and the RCW should be raised to LEED Gold or even LEED Platinum.

Author – “cdbcommunity”

Comment 13

Equity should be defined using an inclusion lens. By doing so, for example, there should be deliberate inclusion of small communities and their needs. Funding equity is not the same as funding equality. Part of the framework could include an equity analysis that looks at socio-demographic factors beyond income levels. Also as far as scoring elements, community engagement and leadership needs to carry weight. Approaches that are built on solid community ownership more often than not, succeed. Finally, capacity challenges need to be part of the equity lens as well. Cities with greater resources will have greater capacity- it is a self fulfilling prophecy, therefore, equity demands differential treatment AND investment for communities with fewer resources. Along this line, capacity building funds are essential for smaller communities. The City of Kirkland has taken a very strategic approach to equity- this approach is based on investment. PSRC has the opportunity to invest in the capacity of smaller jurisdictions as an building equity approach.

Ana Cortez

Comment 14

The changes are a good first step. My concern is based on the last process for requesting funding for road/transit projects. It's too much to expect individual citizens to write project requests complete with funding sources, justifications, and impact statements. Professionals do this job, how do you expect untrained citizens to compete? There needs to be an easier path for individuals to suggest transportation improvements.

Author = “foundtainedale”

Comment 15

I only glanced over the changes, but the first thing that stood out to me was equity...is this like who ever shows up, even once gets a trophy?

You seem to dilute responsibility, accountability and a person's goal to obtain something for himself and I am not going to play with stupid pronouns!

Author – “Joanie6”

Comment 16

There is not a bus that goes from Carnation to Redmond. There is ZERO public transportation. We have a large amount of disabled people who do not have a way to get to light rail, their medical appointments, work, etc. Please provide a metro bus that goes from Carnation to Redmond. Thank you!

Councilmember Adair Hawkins, City of Carnation

Comment 17

For the past dozen years, Puget Sound Clean Air Agency (PSCAA) has been primarily focused on reducing levels of particulate matter in the air of the Tacoma area. The agency surmised that diesel exhaust and residential chimney smoke were the main sources of this particulate matter. Particulate matter is not the only air pollutant. The Clean Air Act lists many more [Hazardous Air Pollutants](#) than just particulate matter. PSCAA is authorized to enforce [Washington's Clean Air Act](#), which involves much more than focusing on woodsmoke and diesel exhaust emissions. For example, PSCAA is tasked with ensuring that industrial plants within their jurisdiction do not emit excessive quantities of hazardous air pollutants.

As part of the development of the Regional TIP, PSRC reviews all projects submitted to ensure **consistency with the region's air quality conformity determination.**

To ensure that all TIP projects submitted are consistent with the region's **air quality** conformity determination, **PSCAA** should be ensuring such **air quality** by using the EPA document **AP-42** in the way it was intended to be used.

AP-42 is based on the scientific principle that industrial plants that use the same equipment, raw materials, and process method, will also produce the same type and quantity of air pollution.

The [Introduction to AP-42](#) says, "**Before simply applying AP-42 emission factors to predict emissions from new or proposed sources, or to make other source-specific emission assessments, the user should review the latest literature and technology to be aware of circumstances that might cause such sources to exhibit emission characteristics different from those of other, typical existing sources. Care should be taken to assure that the subject source type and design, controls, and raw material input are those of the source(s) analyzed to produce the emission factor.**"

Hot mix asphalt (**HMA**) facilities are supposed to use a binder called asphalt cement to glue gravel and sand together to make asphalt paving mixes. The **asphalt cement is supposed to be solvent-free**. But when HMA facilities illegally use **cutback asphalt** which is **asphalt cement diluted with kerosene**, tons of kerosene fumes are evaporated into the air.

PSCAA has been simply applying AP-42 emission factors to make emission assessments of the hot mix asphalt (HMA) facilities in its jurisdiction. PSCAA has not taken care to ensure that these HMA facilities are using the same raw material input (specifically the **solvent-free asphalt cement**) as that used by the facilities analyzed in [Chapter 11.1 of AP-42](#) to produce the emission factors for HMA facilities.

Recent public records from WSDOT (available upon request) show that in the case of Cadman's asphalt plant in Kenmore, WA, the plant's binder has not been tested by DOT for 4 years. The executive director of PSCAA has implied that DOT periodically tests the binders used by HMA facilities, but it appears that no one, neither PSCAA nor DOT, has been testing Cadman's tanks of asphalt binder.

A PSCAA Evaluation Narrative Report (full report available on request) of Cadman's asphalt plant in Kenmore by PSCAA Inspector Tom Hudson on 9/11/17 says:

"Mr. Bauer said the condensation equipment on the **medium cure asphalt** had broken down, so Cemex removed the condensation unit from the 70-22 previous asphalt and reinstalled it on the **medium cure asphalt** tank. He said **medium cure tank received regular refills** and the 70-22 was almost full and not used very often so it did not require additional shipments. I asked if he could confirm that no shipment of 70-22 would be received before the repair is completed. He said he would ask his boss..."

The PSCAA inspector mentioned "medium cure" asphalt 3 times. He's referring to **medium cure cutback asphalt** which contains about 35% kerosene. The use of cutback asphalt to make HMA is illegal in these parts.

Frequent WSDOT sampling of the binders used by HMA facilities and testing of the binders by the State Materials Laboratory in Tumwater could help to prevent such outrageous violations.

The Cadman asphalt plant in Kenmore has been creating a huge stench that at times makes the air nearly unbreathable for people downwind of the plant. This isn't just a nuisance odor like you might get from a soup factory or a composting facility. Tons of clear and colorless volatile organic chemicals, or VOCs, from the evaporation of petroleum solvents like kerosene, have been emitted by Cadman.

The marginalized neighborhoods of Kenmore that are subjected to the public health risks created by this HMA facility deserve some equity and safety considerations. It can reasonably be expected that there are more examples of bad polluters that are not being properly regulated by PSCAA.

Funding of the transportation projects being considered by PSRC should take into consideration the air quality of the neighborhoods downwind of HMA facilities making asphalt paving mix for the projects.

Please consider funding WSDOT State Materials Lab for frequent sampling and testing of the binders used by HMA facilities.

And please consider providing funds to PSCAA to increase the number of site inspectors. The Agency needs more staff who are trained to recognize the difference between those raw materials that result in excessive hazardous air pollution and those raw materials that should be used for a particular industrial process.

It's just plain bad science to say that the air pollution from Cadman's asphalt plant in Kenmore is safe to breathe without knowing the ingredients the plant uses, while knowing that the plant has used hundreds of thousands of gallons of cutback asphalt, and knowing that Kenmore residents have complained for years about the stench and health effects from breathing Cadman's air pollution.

Sincerely,

Dr. David Morton

Comment 18

It is imperative that sidewalks in some of the suburban/more rural-like areas be given a higher priority for funding. In Pierce County alone there are at least five school districts that could reduce bussing, and in some cases dramatically reduce bussing, if there were sidewalks to allow students to safely walk. Within the Bethel School District alone, just one such project would reduce bussing by 500 students. These projects would dramatically reduce the consumption of diesel and propane fuels as well as increase student wellness via routine walking.

Tom Seigel

Comment 19

Many thanks to members of the Task Force and staff who worked throughout 2021 to update the framework and to add visibility of equity and safety in the criteria. These are important components of the transportation system and it's valuable to consider them clearly in the project awards.

- Specifically in the equity criteria, we want to encourage consideration of not only where people live, but also where they work AND what jobs they have access to. This should include both transportation access to jobs, and the availability of family wage jobs. For example, in the maritime supply chain industry, we are cognizant that some of our work force, such as truck drivers, are able to earn a family wage without a college degree. We believe that those jobs must also be maintained and grown, and that freight mobility improvements that serve to assist in supporting family wage job equity should explicitly be able to receive equity points.

- We concur with the refreshed safety scoring proposed.

For future task force work, we would like to work with PSRC and the region to address the air quality program criteria, and the potential for new programs or additional funding to existing programs at the federal level to ensure that our regional climate change goals can be met. While supporting transportation, the federal grants must also support broader goals like reversing climate change. Many of the agencies in our region have adopted aggressive climate change goals and transportation continues to be a major source of greenhouse gas emissions in our region. This may necessitate modifying the project selection criteria for sustainability during the next round of task force work to ensure that transportation investments are consistent with regional and state climate goals in 2030 and beyond. We understand that the funding from federal programs currently provides limited ability to address broader climate change emissions beyond particulate matter. We recognize that more resources are need to address this challenge and that existing grant programs and current criteria have multiple priorities, including addressing climate change.

Thank you again for the refreshed policy framework, this was a herculean task by all involved.

Christine Wolf, Port of Tacoma/The NW Seaport Alliance
Geri Poor, Port of Seattle

Comment 20

Thank you for strengthening equity and safety considerations in the Draft 2022 Policy Framework for PSRC's Federal Funds. We appreciate being part of the policy development process, and this opportunity to comment on the entire Draft 2022 Policy Framework, including Regional Evaluation Criteria.

Many of our comments seek to improve mobility with a health in all policies approach. Please see Disability Rights Washington's [Transportation Access for Everyone: Washington State report](#) for examples of barriers people face every day trying to get to school, work, and other places.

We recommend the additions below to the 2022 Regional Evaluation Criteria, to help achieve [PSRC Vision](#) and the task force's goals of improving health, equity, safety and climate impacts.

- Add "Describe how the project implements Public Right of Way ADA Transition Plans." in Centers and Corridors Serving Centers.
- Add environmental justice and harm reduction guidance to the Equity Criteria area:
 - Using data from the WA State Environmental Health Disparity Map and related sources, identify the disparities in burdens or harm from transportation system conditions today, including from vehicle noise and air pollution, community disconnection from freeway and infrastructure alignments, and transportation cost and time, and the gaps in the

transportation system/services for priority populations that need to be addressed.

- Add bullets in all funding categories to ask how the proposed investment will enhance access for the most vulnerable system users.

Part 1: Category Specific Questions

- Where “user groups” or “people” mentioned, add “including tribes, people of color, low-income, and people with disabilities.”
 - Also add to Manufacturing/Industrial Centers - Circulation, Mobility and Accessibility section 3rd and 4th bullets.
 - Also add to Corridors Serving Centers - Circulation, Mobility and Accessibility section last two bullets.
- Add to Corridors Serving Centers – Benefits section:
 - Describe how project will benefit small locally owned businesses, and those owned by people of color.

Part 2: Equity Criteria, Addressing Displacement

- Change to: Identify whether or not the project is in an area of medium to high displacement risk, and if so, describe the broader *and/or project specific* mitigation strategies the jurisdiction ~~may~~ *will deploy and/or* have in place to address those risks.
- Add bullet to Other Considerations on page 6.
 - Describe how projects help mitigate climate impacts, such as [using cool pavement to reduce heat islands](#).

Thanks again –

Dr. Gib Morrow, Health Officer, Kitsap Public Health District

Dr. Anthony Chen, Director, Tacoma-Pierce County Health Department

Comment 21

See attached letter from the Snohomish County Transportation Coalition

Sent on September 30, 2021

Dear PSRC Project Selection Task Force Members,

Thank you for your work to incorporate Vision 2050's strong policy framework into the project selection process. As community partners we are excited to see the health equity, safety, climate, and multimodal priorities within the transportation chapter of Vision 2050. We would like to highlight additional opportunities within the project selection process to make these policy intentions a reality:

- 1) We need a baseline characterization of system benefits and burdens today as a basis to prioritize projects, including data disaggregated by race, income, and disability. Our built environment and socioeconomic factors create disparities at a landscape level, which we need to understand and address in project selection in order to take a "pro-equity" approach. Project selection criteria should address variable needs, benefits, and burden distribution around the region using this analysis of who is served and/or harmed by transportation system conditions today.
- 2) Because a network is only as strong as its weakest link, we must evaluate and prioritize gaps in order to realize a safe, affordable, and efficient transportation system that connects people and goods to where they need to go, promotes economic and environmental vitality, and supports the Regional Growth Strategy. Example sources of gap analysis that should be looked at as part of the project selection criteria include the equity dashboard, ADA Transition Plans, state and local traffic safety data including fatalities and serious injuries, 300 miles of regional trail gaps defined by the PSRC Regional Open Space Plan, Safe Routes to School, and the Vision Zero high injury network.
- 3) Projects should be most rewarded that :
 - Address residents with greater social vulnerability.
 - Remedy gaps in safe, continuous travel; Support mode shift (transit, walking, biking, and rolling; freight from truck to train); Reduce safety risk and vulnerability to injury and death.
 - Reduce, mitigate, or eliminate disparate harm from traffic violence, emissions, noise, neighborhood destabilization or disconnection.
 - Connect communities to public transportation, especially in rural areas.
 - Reduce net greenhouse gas emissions for our state inventory.

Thank you for your consideration, and ongoing work to ensure funding for projects that address equity and repair impacts on BIPOC communities; climate; the environment; safety, especially for vulnerable users; human health and health equity; public space activation; and access to opportunity.

Sincerely,

Leafline Trails Coalition
Transportation Choices Coalition
Disability Rights Washington
The Wilderness Society
Cascade Bicycle Club
Move Redmond
Mountains to Sound Greenway Trust
Sierra Club
Eastrail Partners

Dear members of the Transportation Policy Board,

We are grateful for the opportunity to provide comments on the proposed changes to the Project Selection Policy Framework. This process, while extremely important, is often swift and opaque, so we commend the task force, boards, and staff for making the decision to extend the process, increase transparency, and engage the public.

Our organizations, representing environmental, mobility, and community organizations, are writing today to express our support for the numerous changes that improve our region's focus on equity and safety. We hope that these changes will concretely contribute to more and better transportation projects that improve mobility, air quality and safety for those who have been most impacted by poor government decisions in the past.

In particularly, we support:

- The creation of a new standalone equity section for grant applications and awards 10% of the total points to equity, and addressing displacement for the first time
- A new standalone safety section for grant applications that gives more points to safety
- The new \$5 million Equity Pilot Program that will be developed and managed by the Regional [Equity Advisory Committee](#)
- Prioritizing funding projects with the highest air quality benefit scores within communities on the Washington Environmental Health Disparities Map
- Increased points for jurisdictions that have adopted Vision Zero policies
- Emphasis on a safe systems approach
- Additional points for projects that reduce reliance on enforcement and/or designs for decreased speeds
- Future work plan items:
 - develop a tool to track health and equity considerations for projects
 - develop a region wide equity index, and mobility safety index
 - develop engagement tools
 - track where funding is going regards to equity populations
 - develop list of most effective safety interventions

Redistributing resources to areas and populations with the greatest need is a fundamental part of how we make our region more equitable. PSRC's funding is often what makes new projects possible for local communities, and TCC strongly supports making racial equity a larger and more intentional consideration in the project selection process. Those projects listed under the future work plan are just as, if not more important than the more immediate changes, so we implore you to ensure they are tracked and tackled as soon as possible.

The issues above are the ones we're following most closely, but they are not the only ways PSRC's Framework could improve. Some additional ideas for improving the selection process and criteria, raised by our partners and other task force members, include:

- **Racial and social equity improvements**
 - Provide further information, context, and intent on environmental justice and what we are trying to rectify with racial and social equity-focused solutions. Use the HEAL Act as a guide, and be explicit about harms and burdens, with a future work item to identify specific health outcomes that projects should help attain.
 - Add environmental justice and harm reduction guidance to the Equity Criteria Section 1, Bullet 2 to read: Identify the disparities in burdens or harm from transportation system conditions today [including from vehicle noise and air pollution, traffic violence, community disconnections caused by freeway and infrastructure alignments, transportation cost and time], and/or gaps in the transportation system / services for these populations that need to be addressed.
 - Adding to the list of intended project beneficiaries in Part 1 Section A, 4th bullet: Describe how the project will benefit a variety of user groups, including commuters, residents, and/or commercial users, especially those who are most mobility limited.
- **Access improvements**
 - Increasing the setaside for bicycle and pedestrian projects
 - Creating setaside funds for local ADA compliance and transition plans; include a future work item to do a PSRC-wide analysis of ADA transition plan needs.
 - Incentivizing projects that help address known and meaningful gaps in active transportation and transit networks.
- **Climate improvements**
 - Create an overall GHG reduction target for each funding round, with the project having an estimated amount of GHG reduction/increase, including both the regional and countywide selection processes. Ensure that applicants have access to tools or PSRC staff to help them estimate.
 - Add to criteria points for dismantling structures that cause pollution and harm, rather than only rewarding mitigation.
- **Process improvements**
 - Ensuring explicitly that all changes made to the regional criteria must be at least as strong, if not stronger, in the countywide processes.
 - Encouraging and supporting local jurisdictions to package and apply for funding for near-term implementation plans of ADA transition plans, pedestrian master plans, bicycle master plans, trails master plans, Complete Streets programs, and Safe Routes to Schools/Parks programs, and other bundles of investments that better connect residents to existing and planned fixed route public transit resources and other high-traffic destinations.

We ask you to consider how, in your powerful role as TPB member, you might further refine the framework to increase funding or priority for these areas.

Sincerely,

Beacon Hill Council
Cascade Bicycle Club
Disability Rights WA, Disability Mobility Initiative
Downtown: On the Go!
Everett Station District Alliance
Leafline Trails Coalition
Puget Sound Clean Air Agency
Transportation Choices Coalition
Snohomish County Transportation Coalition
The Wilderness Society



January 5, 2022

Kelly McGourty
 Director of Transportation Planning
 Puget Sound Regional Council
 1011 Western Ave., Suite 500
 Seattle, WA 98104-1035

Dear Members of the PSRC Transportation Policy Board:

The Snohomish County Transportation Coalition (Snotrac) is a state/federally-funded mobility management coalition that advocates for connecting people and communities in Snohomish County and beyond with safe, equitable, and accessible transportation. To do this, we convene public, nonprofit, and private transportation and human service agencies to identify mobility gaps and opportunities, especially for our priority populations of people with disabilities, older adults, youth, low income households, people of color, tribes, veterans, and people born in foreign countries or whose primary speak a non-English language.

A unifying issue across our priority populations is lower or no access to or ability to use a personal vehicle. As a result, our priority populations tend to be disproportionately impacted by poor land use patterns and transportation options that isolate them, that increase exposure to air pollutants and household housing and transportation costs, and that, in turn, decrease life expectancy and socio-economic mobility.

The Project Selection Policy Framework will determine which transportation projects get funding and built, having a direct impact on our priority populations in Snohomish County. For this reason, Snotrac provides this comment letter on the draft Project Selection Policy Framework.

We applaud the increased focus on climate, safety, and equity. In addition, we propose several enhancements to ensure the climate, safety, and equity goals are achieved.

Climate

In Snohomish County, more than half of our greenhouse gas emissions are transportation-related, mostly from passenger vehicles. This is higher than any other county in the region, and our region already has a higher proportion of transportation GHG emissions than the rest of the state. In order for Snohomish County to do its part, we will need to be more aggressive on electrifying vehicles, reducing vehicle trips, and building compact cities than almost anywhere else in the region, state, and even the world.

This last point is essential. Where we build new transportation capacity determines where people will live in the region, and whether they will primarily drive, ride transit, bike, or walk to where they need to go. Two new studies, one by Climate Solutions and another by Institute for Transportation &

Development Policy, make clear that vehicle electrification will be insufficient to reach our climate goals. We must invest in building walkable, bikeable, and transit-strong communities. Investments made in highway infrastructure will come at the expense of building compact communities.

For this reason, it's good that the Project Selection Policy Framework provides points for addressing climate change.

Safety

Too many people die on our streets and highways simply because, in traffic design and engineering, we have prioritized the convenience of the speed of machines rather than the safety and comfort of people.

It does not have to be this way. Countries around the world have empirically demonstrated that traffic fatalities and serious injuries can be eliminated by calming motorized vehicular traffic and prioritizing people walking, biking, and rolling in street design. This approach to traffic safety recognizes that all drivers are fallible, but by designing streets to be calmer, driver error does not have to lead to danger to others.

This "Safe Systems Approach" recognizes the behavior modification approaches of enforcement, education, and encouragement are harm reduction strategies that inherently accepts some level of dangerous driving. By instead focusing on engineering safer streets, these behavior modification approaches can be minimized or eliminated, reducing potential racially-motivated interactions with police.

The state and many cities within the region have adopted a goal of eliminating traffic fatalities and serious injuries by 2030.¹ However, the Central Puget Sound Region headed in the wrong direction as the number of serious and fatal crashes increased from 2010 to 2019, and it's been widely reported that the number of traffic fatalities increased substantially during the pandemic.

For this reason, providing additional points for safety is well-merited.

Recommendations

We remain concerned, however, that providing additional points for addressing climate change and safety will be insufficient for reaching our region's goals for these two issues. In our view, stronger structures for accountability are necessary. In addition, biking, walking, and ADA projects that have been at a structural disadvantage need greater parity in the competition. We suggest the following recommendations:

Overall GHG & VISION 2050 Accountability

1. **Estimate and compare the increased or decreased greenhouse gas (GHG) emissions increase as a result of each proposed project.** PSRC has a tool for estimating GHG emissions that is available to all jurisdictions. In addition, the Rocky Mountain Institute also recently created a similar tool.²

¹ Strategic Highway Safety Plan: Target Zero, <https://wsdot.wa.gov/construction-planning/statewide-plans/strategic-highway-safety-plan-target-zero>.

² SHIFT (State Highway Induced Frequency of Travel) Calculator, <https://shift.rmi.org/>.

2. **Set a net reduction goal for reducing greenhouse gas emissions for each funding round.** This would establish an overall GHG reduction budget that would be separate from the project scoring, such that the selected projects must meet the reduction goal. If the selected projects do not meet the goal, then the projects that increase GHG emissions, or that reduce GHG emissions the least, would need to be dropped in favor of projects that do more to reduce emissions.³
3. **Set a minimum target for investments in Regional Growth Centers and High Capacity Transit Station Areas, consistent with VISION 2050's 65/75 Policy.** VISION 2050 targets 65% of population growth and 75% of employment growth to occur within a walkable distance of high-capacity transit stations and designated regional growth centers.⁴ To enable this growth, transportation investments must also be targeted to these areas. That's why multiple VISION 2050 policies specifically call for transportation investments to be aligned with GHG reduction, building transit-oriented communities, and not building rural highways.⁵ At a minimum, at least 75% of the transportation investments should be for projects that prioritize walking, biking, rolling, and transit ridership within the regional growth centers and high capacity transit station areas.⁶

Project-Specific Safety Requirements

The region has no time and resources to waste to meet our climate and safety goals. Every dollar must go toward reducing emissions. And every new transportation project must be designed to be inherently safe — such that no person will die or be seriously injured in that roadway segment.

4. **Require all projects to be designed and engineered using the Safe Systems Approach.** By requiring every project to be engineered using the Safe System Approach, we will better ensure that each funded project will, at a minimum, do no harm, and at best, eliminate fatalities and serious injuries within the project corridor.
5. **Require all bikeway projects to be designed for people of all ages and abilities.** For roadways and intersections that are signed for 25 mph or greater, require physical separation and protection for people biking. For streets meant for shared lane use by drivers and bicyclists, require the streets to be designed for vehicular traffic to move no faster than 15 mph.

Remove Vagueness in Purpose

Much of the scoring is left to PSRC staff, with little clarity on how to evaluate the projects. Specifically, we think greater clarity should be established for the following items:

³ One approach to setting GHG targets for each funding round would be to follow that of the Colorado Transportation Commission. See <https://www.codot.gov/programs/environmental/greenhousegas>.

⁴ VISION 2050 MPP-RGS-8.

⁵ See, MPP-CC-12, MPP-T-7, MPP-T-8, MPP-T-15, MPP-T-19, and MPP-T-22.

⁶ Highway capacity projects that connect to regional growth centers and high-capacity transit station areas should not be counted toward the 75% target. These highway capacity projects will increase vehicle miles traveled and greenhouse gas emissions, and reduce the walkability and bikeability of the area, which is antithetical to the 65/75 Policy.

6. **In Part 1: Create greater clarity that the priority for funding should be toward regional growth centers and high-capacity transit station areas.** As a core strategy for greenhouse gas emissions reduction, VISION 2050's 65/75 Policy (MPP-RGS-8), calls for 65% of population growth and 75% of employment growth to occur within designated regional growth centers and high-capacity transit station areas. Within the scoring framework, projects can choose from three different categories to be evaluated within: Regional Growth Centers, Manufacturing/Industrial Centers, and Corridors Serving Centers.⁷ To achieve VISION 2050's 65/75 Policy, the three categories need to be better aligned to make clear that projects that prioritize walking, biking, rolling, and transit use within the Regional Growth Centers and high-capacity transit station areas should be prioritized. In addition, "high-capacity transit station areas" should be added to the first and third categories.
7. **In Part 1: Give extra points for freight projects that minimize the potential for an increase in vehicle miles traveled of general purpose vehicles.** We understand the importance of industrial and manufacturing activities to our communities and region. Improving freight mobility should not come at the detriment of achieving our goals for reducing greenhouse gas emissions. For this reason, freight mobility projects that add lane capacity for freight and restrict access to only freight and buses should be given extra points over industry-focused projects that would increase general highway capacity without such restrictions.
8. **In Part 4: Eliminate possible counter-productive elements.** Some criteria appear to be inherently contradictory to the purpose of reducing greenhouse gas emissions and improving air quality. For example, under Part 4: Technical Criteria of the scoring framework, two immediately adjacent scoring criteria are (1) reducing vehicle miles traveled, and (2) improving traffic flow. The criteria should make clear that a project that increases vehicle miles traveled, increases emissions, and decreases safety will not be scored above projects that do the opposite.

Single Standard for the Region and County Project Selection Processes

Half of the STP funds are allocated by county processes. This creates a substantial risk that the overall federal funding may not achieve state and regional goals for reducing greenhouse gas emissions, improving traffic safety, and supporting population and employment growth near high-capacity transit and in regional growth centers. Some of the existing county selection criteria are not strong enough to meet the region's goals, and other criteria are inconsistent.

9. **Require the same or stronger selection criteria to be used at the county level as the regional level.**
10. **Require every county-evaluated project to include a GHG emissions estimate, and include the county-selected projects within the overall regional GHG Reduction Budget/Goal.**
11. **Ensure that "equity" is evaluated based on priority populations, not geographic distribution.**

⁷ Manufacturing/Industrial Centers are not "Regional Growth centers," and therefore the region's VISION 2050 target for 75% of employment growth to occur within regional growth centers does not include the manufacturing/industrial centers.

Our comments do not suggest changing the proposed scoring. That said, it must be noted that the scoring framework favors capacity over safety, climate, and equity. For STP projects, Part 1 of the scoring framework gives 27 to 57 points to projects that improve roadway capacity, but the combined scores for safety, climate, and equity are just 38 points. For CMAQ projects, the ratio is much better, but the better ratio does not guarantee that a CMAQ project will be inherently good for the climate, safety, and equity.

By establishing overall GHG and VISION 2050 accountability, project-specific safety expectations, better specific clarity in criteria scoring, and standardizing scoring to the county selection processes, we can ensure our regional goals for the climate, safety, and equity can be met.

Thank you for the opportunity to provide these suggestions regarding the Project Selection Policy Framework.

Sincerely,



Brock Howell, Director
Snohomish County Transportation Coalition
brock@gosnotrac.org
206-856-4788



Puget Sound Regional Council

ACTION ITEM

January 20, 2022

To: Executive Board

From: Josh Brown, Executive Director

Subject: **Approve and Initiate Implementation of the Regional Housing Strategy**

IN BRIEF

Housing access and affordability are key policy areas in [VISION 2050](#), the region's long-range plan for growth. VISION 2050 calls for the region to better assess and address housing needs through a coordinated regional housing strategy and a regional housing needs assessment.

The Growth Management Policy Board recommended the draft [Regional Housing Strategy to the Executive Board at their October 7, 2021, meeting](#). Staff will provide a briefing on updates to the strategy to respond to Executive Board feedback provided at its October 28 and December 2 meetings. The board will also be briefed on feedback from the newly formed Equity Advisory Committee and potential options to incorporate the committee's feedback into the strategy.

RECOMMENDED ACTION

The Executive Board should approve and initiate implementation of the Regional Housing Strategy.

Please note that the board has discretion to adopt the draft Regional Housing Strategy, seek additional research or input on the draft priorities, and/or extend discussion a to future meeting.

DISCUSSION

Many residents in the region are facing an unprecedented challenge in finding and keeping a home that they can afford. Housing access and affordability are major

challenges for the region, and limit the region in achieving other mobility, equity, environmental, and economic goals. The complexity of addressing the full range of housing needs and challenges requires a coordinated approach and action from cities, counties, residents, businesses, and other agencies and stakeholders to work together to meet the needs.

VISION 2050 calls for a regional strategy to address housing needs. The Growth Management Policy Board led the development of the Regional Housing Strategy for the past 18 months. During this time the GMPB developed a [work plan](#) for the project, reviewed the [Regional Housing Needs Assessment](#) in detail and developed draft strategies to address housing supply, stability, and subsidy. The board took action at their October meeting to recommend the draft Regional Housing Strategy to the Executive Board to adopt and begin implementation.

Draft Regional Housing Strategy

The Regional Housing Strategy is intended to serve as a “playbook” of regional and local actions that move towards the region’s goals of: preserving, improving, and expanding housing; providing a range of affordable, accessible, healthy, and safe housing choices to every resident; and promoting fair and equal access to housing for all people.

Based on the findings of the Regional Housing Needs Assessment and an understanding of housing efforts currently underway in the region, the Regional Housing Strategy has the potential to further existing efforts and propose new tools and actions for regional stakeholders to consider. Tools and actions address housing supply, stability, and subsidy.

At its October 28 and December 2 meetings, the Executive Board was briefed on the GMPB’s recommended draft Regional Housing Strategy. Many board members expressed support for the draft strategy. Based on board discussion, the following changes have been made to respond to board feedback. These changes are included in the draft Regional Housing Strategy (Attachment A) in **red** text.

- **Equity:** The Implementation Table has been updated to specifically call out engagement of the Equity Advisory Committee as part of PSRC actions. The Equity Advisory Committee provided specific feedback on equity-components of the Regional Housing Strategy, and additional changes are also discussed below.
- **Underscore Current Housing Crisis:** The draft has been updated to state the overall need for housing from the Regional Housing Needs Assessment and the need for affordability, which extends well beyond the two-year backlog in general production.
- **Better Define Housing Need:** Regional Housing Strategy implementation will directly support the HB 1220 work with the Department of Commerce and local

governments. The Implementation Table has been updated to call out coordination with Commerce on HB 1220 implementation.

- **Monitoring Program:** The Implementation Table has been updated to clarify that PSRC will develop a monitoring program to track the production of housing, housing affordability, and implementation actions. Additional language also provides opportunity for periodic review and updates of the Regional Housing Strategy.
- **Parking:** To account for the variety of types of places in the region, the ‘Supply’ strategy has been revised to acknowledge that different types of places will have different parking standards especially those areas with less access to transit.
- **Impacts of the Pandemic:** The draft strategy has been revised to capture how housing needs are exacerbated by the pandemic and the loss in rental assistance.

Equity Advisory Committee Feedback

The Equity Advisory Committee will work with the agency to co-create products as part of the Regional Equity Strategy as well as advise PSRC committees and policy boards on policies and programs with an equity lens. The committee held its first meeting in November 2021 and is in the early stages of understanding PSRC’s work and developing its 2022 work plan.

While the EAC had not yet been established, PSRC sought to integrate equity from the beginning of the Regional Housing Strategy development. Outreach included talking directly with people who had been impacted by housing instability and the strategy recognizes the importance of stable housing to improving life outcomes.

At the Equity Advisory Committee’s December 2 meeting the committee was asked if and how they would like to provide feedback on the draft strategy given the timing of the project and the committee’s capacity. Committee members were interested in further reviewing the strategy and providing additional feedback. To follow up on this, PSRC staff presented the draft Regional Housing Strategy in greater detail at the January 6 committee meeting and asked committee members to provide feedback on where equity can be strengthened and/or is missing in the draft strategy.

Overall, many Equity Advisory Committee members expressed support for the draft Regional Housing Strategy, and provided feedback on how equity could be better emphasized. General comments included:

- Appreciation for the RHS and sharing the information about housing.
- It is important that affordable options be available throughout the region and not simply concentrated in one or two neighborhoods.

- Interest in gentrification and displacement and how it can be addressed. Concern that housing development and costs could result in changes to the make-up of a community.
- Concern about cities using historic districts or other zoning overlays to act as barriers to housing and affordable housing.
- Concern about the lack of long-term support from developers and interest in more information and support on preservation and maintenance of housing over time so homes do not go into disrepair.
- Committee members were appreciative of the focus groups held in 2021 and encouraged PSRC to continue to include community groups to provide input.

Several Equity Advisory Committee members noted aspects of the strategy that can be improved to better center racial equity. Areas for improvement and/or equity aspects missing from the draft RHS are listed below. Many of these suggestions overlap with the Executive Board's feedback on the strategy. Proposed changes are also included below to respond to EAC feedback. These changes are included in the draft Regional Housing Strategy (Attachment A) in [blue](#) text.

- **Fair Housing.** Some members want to see investment in infrastructure to track and respond to racial discrimination by landlords.
 - *The Implementation Table has been updated to include federal and state funding to support fair housing efforts.*
- **Planning Support.** Some members called on the need for funding and data to assess impacts of racial disparities and inequities as part of HB 1220 implementation.
 - *The HB 1220 language in the Implementation Table has been expanded to note the need for funding to support local jurisdictions' work to implement HB 1220.*
- **NIMBYism.** Several EAC members would like to see strategies to overcome community opposition to new housing, particularly affordable housing.
 - *The Implementation Table has been updated to include expanded language on community engagement, including groups that have been historically excluded from the planning process.*
- **Housing Near Transit.** At light rail stations, the strategy should prioritize the need to build housing rather than parking garages.
 - *The Supply strategy "Allow for more multi-family housing choices near transit to provide greater access for more people" has been updated to emphasize the need to prioritize land for people and housing rather than land for cars and parking near light rail stations.*
- **Unhoused People.** The strategy should explicitly acknowledge that the lack of affordable housing in the region is a key driver of homelessness, which disproportionately affects people of color.

- *The introductory narrative now includes additional language on the connection between the lack of affordable housing and an increase in unhoused people, particularly people of color.*
- **Racial Equity.** EAC members appreciate that the RHS says racial equity should be addressed but suggest establishing a goal to achieve racial equity in housing to establish more accountability.
 - *The racial equity acknowledgement at the beginning of strategy can be reworded to connect to agency's goals for racial equity. The statement has also been reworded to be more action oriented.*
- **Publicly Owned Housing.** Some EAC members expressed support for language promoting publicly owned housing,
 - *Language on publicly owned housing has been updated in the Stability and Subsidy sections of the strategy.*
- **Home Ownership.** Several EAC members would like to see the strategy more explicitly call out alternative ownership options such as community land trusts.
 - *Language on homeownership has been updated in the Implementation Table and the Stability BIPOC homeownership strategy to acknowledge different types of ownership models.*
- **Root Causes of the Housing Crisis.** There was interest in exploring the root causes of housing affordability issues, such as income disparities. It was acknowledged that root cause analysis may go beyond the scope of the RHS.
 - *The draft strategy somewhat acknowledges this in the narrative text that talks about the impact of increased demand for housing in the past decade.*
- **Accountability.** Accountability is important to ensure that there is follow-through and action to implement the strategy. Some EAC members expressed concern that if regional or local strategies are too high-level, some issues could be overlooked or that actions won't be taken to address specific housing and zoning details. Many EAC members expressed interest in providing guidance on RHS implementation at future committee meetings.
 - *The Implementation Table has been updated to call out the Equity Advisory Committee to support future implementation of the strategy, including accountability and equitable engagement.*
- **EAC Voices in Strategy Document.** Add quotes and/or pictures of EAC members' specific concerns weaved in throughout the corresponding sections of the housing plan.
 - *During the final formatting of the strategy, pictures and quotes may be added to address this comment.*

The committee will also have opportunities to be involved in implementation of the strategy.

NEXT STEPS

Dependent on the Executive Board's feedback at the January meeting, staff can prepare additional edits to the strategy to incorporate board feedback, or if action is taken to adopt the strategy, implementation of the strategy will begin in early 2022.

For more information, contact Laura Benjamin at 206-464-7134 or LBenjamin@psrc.org, or Paul Inghram at 206-464-7549 or Pinghram@psrc.org.

Attachment A: Draft Regional Housing Strategy, dated 1/18/2022

Attachments:

RHS_Full Draft_ExecBrd_20220119

Proposed Updates to the Draft Regional Housing Strategy – January 2022

At its October 28 and December 2 meetings, the **Executive Board** was briefed on the GMPB's recommended draft Regional Housing Strategy. Many board members expressed support for the draft strategy. Based on board discussion changes have been made to respond to board feedback. These changes are included in the draft Regional Housing Strategy (below) in **red** text.

PSRC staff presented the draft Regional Housing Strategy at the January **Equity Advisory Committee** meeting and asked committee members to provide feedback on where equity can be strengthened and/or is missing in the draft strategy. Several Equity Advisory Committee members noted aspects of the strategy that can be improved to better center racial equity. Many of these suggestions overlap with the Executive Board's feedback on the strategy. Proposed changes are also included below to respond to EAC feedback. These changes are included in the draft Regional Housing Strategy (below) in **blue** text.

Regional Housing Strategy

The goal of the Regional Housing Strategy is to ensureing that all people have a range of safe and affordable housing choices in order to create a healthy and prosperous future for the region, including eliminating racial disparities in access to housing is essential to creating a healthy and prosperous future for the region.

In the central Puget Sound region, where the housing market is becoming increasingly unaffordable, many residents experience housing instability daily. Many residents in the region are facing an unprecedented challenge in finding and keeping a home that they can afford. Meeting the housing needs of all households at a range of income levels is integral to promoting health and well-being and creating a region that is livable for all residents, economically prosperous, and environmentally sustainable. Housing access and affordability continues to be a major challenge for the region, and limits the region in achieving other mobility, equity, environmental, and economic goals. Meeting the housing needs of all households at a range of income levels is integral to promoting health and well-being and creating a region that is livable for all residents, economically prosperous, and environmentally sustainable.

The COVID-19 pandemic and related economic recession have only exacerbated the housing crisis for many residents, specifically lower income renters who are disproportionately people of color. With the loss of jobs and wages, a record number of lower income renters are unable to pay their rent on-time. While government support, such as eviction moratoria and direct payment support have been essential to keep people housed, these support systems are ending while many households are still unable to pay their rent. Providing long-term affordable housing options across the region is even more crucial now as the region works to recover from the pandemic.

Addressing Racial Inequities in Housing

The central Puget Sound region’s housing landscape reflects more than market forces and conditions. It is also the product of decades of public policies and private practices that, throughout the 20th century, often excluded lower-income households, immigrant communities, and people of color from accessing housing and living in certain areas. Practices such as restrictive covenants, redlining, and loan discrimination, helped contribute to concentration of Blacks and other people of color. Together, past and current housing practices have perpetuated substantial inequities in wealth, ownership, and opportunity, and they continue to create barriers to rectifying these conditions. The Regional Housing Strategy recognizes this legacy and of the comprehensive work needed to redress it.

Housing access and affordability are goals of the state Growth Management Act and key policy areas in VISION 2050, the region’s long-range plan for growth. Recognizing that housing access, affordability, and choice are regional issues that do not stop at a jurisdiction’s borders, VISION 2050 calls for a coordinated regional housing strategy. In addition to addressing existing gaps and needs, VISION 2050 identifies the need for more housing of all types to meet the needs of the region out to 2050.

Cities and counties throughout the region have a long history of planning for housing. Local comprehensive plans address housing access and affordability. Partnerships, like A Regional Coalition for Housing (ARCH) and Alliance for Housing Affordability (AHA), bring cities together to enact housing ordinances and to fund construction. Cities and counties are adopting new subarea plans for downtowns, town centers, and transit stations to allow for more housing in denser, mixed-use development. Yet, even with the many successes, every community has a continuing and active role to play in meeting the region’s housing needs.

Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.

Growth Management Act housing goal

This strategy calls out the highest priority goals and actions to best implement VISION 2050 and meet the housing needs of our communities. These strategies will have the greatest impact at the necessary scale. However, actions such as zoning changes, renter protections, and funding often rely on individual local and agency actions that may be challenging to implement. Implementing these actions will require substantial efforts, shared accountability, and may meet resistance. For decades the region has struggled to provide enough housing for a growing population. The region is about two years behind in housing production, with an even greater deficit for affordable housing, and continues to face acute housing challenges. If we are to meet the region’s housing needs now and in the future, cities, counties, agencies, coalitions, businesses, and other housing advocates need to begin now to implement these strategies.

What is the Regional Housing Strategy?

The Regional Housing Strategy is a “playbook” of regional and local actions to preserve, improve, and expand housing stock in the region. The aim is to make a range of affordable, accessible, healthy, and safe housing choices available to every resident and to promote fair and equal access to housing for all people.

The Regional Housing Strategy is intended to:

- Support the Growth Management Act and VISION 2050
- Provide a coordinated, data informed, and ambitious framework to address current and future housing needs for all residents
- Recognize and support the different roles local jurisdictions, agencies, and partners play in preserving and expanding both affordable and market-rate housing
- Inform, complement and advance future housing planning actions at regional, countywide, and local levels
- Center equity and use a racial equity lens to assess disparities, engage residents, and minimize burdens to vulnerable communities

This work began with development of the first region-wide assessment of housing needs. The [Regional Housing Needs Assessment](#) addresses the central question of “What are gaps between current and projected housing needs and housing supply?” The needs assessment analyzed the region’s housing stock and demonstrated how local and subregional housing need and supply fit into the regional picture. Findings from the Regional Housing Needs Assessment underscore that it is increasingly difficult to find and afford a home in the central Puget Sound region, and that these challenges are disproportionately felt by Black, Indigenous, and People of Color (BIPOC) communities. More on the Regional Housing Needs Assessment is [available online](#). The Regional Housing Strategy is informed by the findings of the Regional Housing Needs Assessment, Growth Management Policy Board feedback, stakeholder outreach, and discussions among focus groups.

The Regional Housing Strategy will help guide and support upcoming local comprehensive plan updates. By providing data, guidance, and technical assistance, PSRC supports jurisdictions in their efforts to adopt best housing practices and establish coordinated local housing and affordable housing targets. More information about the Regional Housing Strategy and housing resources can be found at psrc.org/housing.

The Regional Housing Strategy is organized around the areas of supply, stability, and subsidy as a way to recognize the multiple facets of housing challenges. As a regional tool, it seeks to identify those strategies that are most important to address through regional and multijurisdictional coordination and those local actions that are essential to the implementation of VISION 2050.

DRAFT

Regional Housing Strategy Goals and Actions

The Regional Housing Needs Assessment underscores that it is increasingly difficult for people living and working in the central Puget Sound region to find housing that is affordable. The affordable housing challenge is not distributed evenly among residents based on income, race, age, or household size, nor is it evenly spread geographically. There are significant, regionwide challenges and disparities in access to housing, with the most vulnerable residents in the region shouldering the burden. With increasing incomes – and a growing gap in incomes – and a surge in demand for housing, the region is experiencing an affordability crisis not seen since World War II. Many middle and lower income households struggle to find housing that fits their income in an increasingly competitive and expensive housing market. As affordable housing options become scarce, households are forced to move farther from their jobs and communities, resulting in increased traffic congestion and fragmentation of communities.

With a projected need for more than 800,000 new housing units and more than a third of households are anticipated to be at moderate- and lower-income levels, VISION 2050 aims to substantially increase the construction of housing and to build more housing that is affordable to more families. The Regional Housing Needs Assessment concluded that about 34% of new housing will need some level of public incentive – ranging from flexible development standards to direct subsidy – to be affordable to households earning less than 80% AMI. In response to this need, the Regional Housing Strategy calls for three areas of action:

Supply: Build more housing of different types

To meet the region’s vision for a more livable, prosperous, and equitable future, more housing is needed of different types, costs, and with access to jobs, transit and services.

Stability: Provide opportunities for residents to live in housing that meets their needs

As the region grows and become a more expensive place to live, many households are at a serious threat of being displaced from their communities. More housing options and strategies are needed to help people have the option to stay in their neighborhoods, with an emphasis on lower-income communities and BIPOC communities that have been systemically excluded from homeownership opportunities.

Subsidy: Create and sustain long-term funding sources to create and preserve housing for very low-income households and unhoused residents

At the lowest income levels, the market is not capable of building housing at a cost that is affordable. Eliminating cost burden for households will require a major increase in funding to subsidize housing costs and to build more housing affordable to households earning less than \$50,000 per year.

Supply: Build more housing of different types

The region needs more housing of varied types in all communities. There is already a backlog of about 50,000 units needed to address current housing gaps and the region needs over 800,000 new housing units to accommodate the region's needs through the year 2050. Not keeping up with population growth has exacerbated the upward pressure on housing costs. The region needs to build more housing to address the current backlog and reduce the impact on housing prices and rents.

Although jurisdictions do not typically build housing, zoning and development regulations at the local level play a significant role in whether and how much housing is built as the construction industry responds to growth. Most cities and counties have sufficient zoned capacity for growth in accordance with Buildable Lands reports. Even so, this capacity is not always located near transit stations, schools, jobs, or services, and zoning may not encourage the types of housing that best corresponds to needs or planned infrastructure. While the region is making major investments in transit and ferries, often the zoning near these transit station areas reflects decisions made decades ago. The Supply strategies call for a reexamination of residential zoning to create more places for multifamily and middle density housing and to reform single family zoning to increase flexibility and opportunities.

To reflect these needs and opportunities to improve housing supply, the Regional Housing Strategy calls for:

- Allow for more multi-family housing choices near transit to provide greater access for more people
 - **Increase the opportunity for moderate and higher density housing** to meet the goal of 65% of residential growth to be located near high-capacity transit stations. This could include increasing the land zoned for multifamily and mixed-use housing and revising multifamily zones to increase heights and densities. Areas near high-capacity transit stations, such as light rail, should be zoned for the highest housing densities [and prioritize housing and people-centered uses over automotive uses whenever possible](#).
- Allow for more middle density housing to provide greater housing choice for people at all stages of life
 - **Increase zoning that allows for moderate density “missing middle” housing** to increase opportunities for townhomes and multiple units in neighborhoods with infrastructure, services, and amenities. Zoning that supports moderate densities is limited in the region, while these forms of housing have been shown to be less costly than either single-family homes or higher density developments. Moderate density housing can fit well within established neighborhoods and

significantly increasing housing supply and choices for households at 80-120% Area Median Income¹.

- Allow for more housing choices within single-family zones to provide greater housing choice and less costly ownership options throughout the region.
 - **Reform single-family zoning** to increase opportunities for small lots, zero-lot line, accessory dwelling units, cottage homes, and of up to six units per lot that serve a wider range of households, including singles, couples, seniors, and smaller families. The vast majority of zoning in the region is for exclusively single-family development, often requiring large lots. Due to the extensive amount of single-family zoning, even modestly increasing housing opportunities in single-family zones can have a significant regional impact in both more and less densely developed places. These modest density increases are critical for places farther from job centers and high capacity transit.
- Reduce the costs to build housing
 - **Increase densities, reduce minimum lot sizes, and reduce or eliminate parking requirements** to make it less costly per unit to build homes. Costs make home ownership increasingly out of reach for families and make development of more affordable housing choices difficult. Allowing increased densities, smaller lots, and reducing or eliminating parking requirements, especially in areas with access to transit and in less auto dependent neighborhoods, has the potential to significantly reduce the per unit costs of constructing housing.
 - **Increase development predictability** through cross-jurisdiction coordination and multi-jurisdiction housing organizations that works to increase regulatory consistency and reduce complexity. Developers report that varying regulations in jurisdictions across the region results in complexity and greater costs for housing.
 - **Invest in education for trades people and new building technologies.** A key contributor to housing costs are labor and materials. Supporting a healthy work force to build housing is critical to ensuring supply can keep up with demand.

¹ More on Area Median Income and other commonly used housing terms is [available online](#).

Stability: Provide opportunities for residents to live in housing that meets their needs

The rising cost of housing threatens the ability of people to remain in their communities. The housing market has experienced great highs and lows that have benefitted some and created and exacerbated hardship and inequalities for others. There are substantial disparities in housing access between white and person of color households, underscoring the ongoing effects of systemic racism in housing. People of color, on average, have lower incomes, are more likely to rent, and are more likely to be cost burdened than white households. White residents are more likely to own their own home than Black residents across all income levels.

Following the precipitous drop in housing prices and foreclosures of the 2008 recession, the region's economic upswing and strong job growth in the 2010s fueled dramatic increases in rents and home prices. Despite job losses due to the COVID-19 pandemic and the resulting financial impact on many households, home prices have continued to increase in the region. Some may have been able to take advantage of historically low mortgage interest rates or lower rents, while others are in a challenging position due to loss of income and face the potential of eviction or foreclosure. An imbalanced recovery may further the threat of displacement of low-income households, people of color, and seniors on fixed incomes. As a result, housing costs are a greater burden for many households today than a decade ago, leaving less for other basic needs and amenities. Renters, and renters of color in particular, face a considerable shortage of affordable housing opportunities. While housing costs are one of myriad reasons people experience homelessness, there is a close correlation between the growing number of people experiencing homelessness with rising housing costs. And these households are often the most at risk of losing their housing and experiencing homelessness.

Regional growth centers and communities near transit are home to more people of color and higher concentrations of poverty than the region as a whole. As these central places continue to grow and develop, residents and businesses who contribute to these communities should have the option to remain and thrive and take advantage of new amenities and services. The Stability strategies call for education and financial support to provide opportunities for residents to continue to live in community, and to promote development that ensures housing is near transit, childcare, and other services and amenities needed to improve quality of life.

To reflect these needs and opportunities to improve housing stability, the Regional Housing Strategy calls for:

- Expand and strengthen tenant assistance and protections, and their enforcement to provide opportunities for residents to continue to live in their communities
 - **Provide tenant counseling and assistance and landlord education** to further fair housing and the ability of tenants to remain in safe, healthy housing. Cities can

work cooperatively and through local housing agencies to provide assistance, education, and enforce tenant protections to ensure available affordable housing meets basic health and safety standards.

- Increase access to home ownership, with an emphasis on BIPOC homeownership
 - **Advocate for a bill to support equitable home ownership assistance** that expands home ownership and down payment assistance programs to provide support for renters seeking to purchase a home in their community. Often renters are able to afford the monthly costs of housing, but lack the ability to make the down payment at the costs of housing today. This is especially significant for people of color, who still face the ongoing effects of systemic racism in housing. White residents are more likely to own their own home than Black residents across all income levels. Past efforts to provide low-cost mortgages and low-interest loans have been successful at increasing homeownership. A modern federal program could work use these tools to improve access to home ownership to low-income families and people of color and support alternative ownership models such as community land trusts.
- Increase services and amenities to provide access to opportunity in low opportunity areas experiencing housing growth.
 - **Incentivize early childhood education centers, medical care, and other community serving commercial uses in mixed-used development.** Stable, affordable housing and community serving commercial uses – such as early education, medical care, community banking, and social services – set the foundation for economic opportunity. Families in the region face high housing cost burdens and are often displaced from high opportunity areas. Community-serving commercial uses are similarly being displaced, and there is already a shortage of services in many communities. Development regulations can help to accelerate the development of community-serving commercial uses as ground floor commercial uses in new mixed-use development.
- Leverage growth near transit and higher opportunity areas to incentivize and/or require the creation and preservation of long-term affordable housing
 - **Use voluntary and/or mandatory incentives** to include affordable housing in all new development in proximity to transit and in higher opportunity areas. Transit station areas are most at risk of displacement as they grow and people seek to take advantage of the region’s investments in transportation. Providing housing for moderate- and low-income households will increase the opportunities for families to remain in their communities even as they growth and change. These areas are particularly suited to incentives and affordability requirements that can be included as areas near transit are zoned for higher densities. Other higher opportunity areas, including single family zones, may also be suited to

affordability incentives that can leverage strong housing markets to increase inclusion. Incentives should be designed to support the development of affordable housing, not stifle production by adding to the costs of development.

- **Adopt MFTE in all areas near frequent transit** where allowed under state law. The multifamily tax exemption allowed by state law has been shown in PSRC's survey of local jurisdictions to be the most effective tool at creating more housing and housing units at moderate-income levels. Continuing and expanding its use to all allowed areas would be a major factor in creating housing for households earning less than 80% AMI. MFTE could be used with other incentives, funding and tools to also reach lower income levels and expand the subsidy longer than the usual 8- or 12-year period. Smaller communities may need assistance from multi-jurisdiction housing organizations to implement MFTE.

Subsidy: Create and sustain long-term funding sources to create and preserve housing for very low-income households and unhoused residents

Homes provided by the private market make up most housing in the region. However, the private market alone cannot provide housing for all residents. Income restricted units (often also referred to as subsidized units) – made possible with federal, state, and local funding and incentives that ensure long-term rent or income restrictions – provide affordable housing that the private market cannot. Rent restrictions are typically set at 30 percent of the household's income, meaning that, ideally, no one living in a subsidized unit is cost burdened. Income restricted units are typically targeted to meet the needs of low and very low-income households as well as who need specific services.

The region cannot fully address affordability needs until the housing needs of extremely low-income (less than 30 percent AMI) households are met. Addressing the needs of the lowest income households will cause a chain reaction, freeing up more moderately priced housing units that are more affordable for households at higher income thresholds. The current housing crisis is not something that we can “build out way out of” with market rate housing alone. This will require significant incentives, subsidies, and funding as the private market cannot produce housing affordable to these households without public intervention. The Subsidy strategies call for identifying existing and new funding sources from a variety of housing stakeholders.

To reflect these needs and opportunities to improve housing subsidy, the Regional Housing Strategy calls for:

- Identify public, private, and philanthropic funding to increase affordable housing and access to housing for lower-income families

- **Advocate for substantial federal and state funding** to address affordability for very low-income households. The federal government provides tax incentives for homeownership, that primarily benefits higher income households, but spending directed toward low-income households has decreased compared to historic levels. Federal rental assistance targets households with incomes below 30 percent of the median level, which are often elderly people, people with disabilities, and working poor families. Due to funding limitation, rental assistance programs only reach a fraction of those with needs. More funding for assistance and to build more affordable housing options is necessary to meet the needs for very low-income households. [Additional funding is also needed to preserve existing affordable housing and to provide more opportunities for public ownership of income restricted housing.](#) Further, addressing the need for housing at very low-income levels adds to the overall availability of housing and reduces pressure on the housing market, creating greater housing opportunities for those families at low- and moderate-income levels.
- **Encourage major employers to finance affordable housing** construction and preservation to provide opportunities for employees to live closer to where they work. Employers are increasingly seeing housing access as critical to attracting employees, contributing to livable communities, and a moral responsibility. Major employers have recently committed to spending millions towards affordable housing and homelessness. Local jurisdictions and housing organizations can facilitate continued corporate involvement.
- **Expand local funding options** and how they are used across the region. Adopting a housing levy or increasing general funds towards housing may be challenging for communities. However, local funding can be critical to “match” other funding sources and to demonstrate an ongoing commitment to increasing housing affordability. Local housing levies and funds have played a significant role in building housing and are often coordinated through subregional housing agencies. Recognizing that it may be impossible for smaller communities to individually develop and manage local housing funds, strengthening multi-jurisdiction housing organizations may be key to raising and coordinating housing funding.

Implementation

The collective work of PSRC, counties, cities, and other agencies and organizations is needed to implement the Regional Housing Strategy and meet the region’s housing needs. Many of the needed actions require work by cities and counties as zoning and permitting are local functions.

Past housing planning efforts underscore that a plan is only as strong as its ability to be implemented. The Regional Housing Strategy strives to engage all 86 jurisdictions in the central Puget Sound region to address housing in a more coordinated and collaborative way, while also recognizing local circumstances. For this to happen, we as a region need to hold ourselves accountable to implementing the strategy over the coming years.

Cities and counties must be strategic in allocating funding, resources, and organizational capacity to take on planning projects in addition to the required 2024 plan update, such as new rezones and code amendments. Recognizing that individual cities have limited capacity, most communities in the region have been forming regional housing agencies, such as A Regional Coalition for Housing (ARCH) and South King Housing and Homelessness Partnership (SKHHP) in King County, the Alliance for Housing Affordability (AHA) in Snohomish County, and South Sound Housing Affordability Partners (SSHAP) in Pierce County. Although some of these organizations are new and small, they may be critical to the implementation of the Regional Housing Strategy in their ability to coordinate work across multiple jurisdictions. Coordination at the subregional level has also proven effective for state and federal advocacy work and for engaging with major employers and other private sector stakeholders.

During the development of VISION 2050, the board discussed how jurisdictions need to hold each other accountable for meeting growth objectives and allowing for housing. As a regional planning agency, PSRC does not have regulatory to enforce the actions of the Regional Housing Strategy, but there may be opportunities to incentivize housing actions through regional funding programs or other innovative approaches. PSRC also has opportunities to expand its role in technical assistance to potentially include model code and ordinances and exploratory research to expand the region's "toolbox" of housing tools. [PSRC's Equity Advisory Committee will help to guide implementation efforts to ensure that an equity lens is applied to regional housing work.](#) Additionally, some of the actions called for in the draft Regional Housing Strategy require action at the state and/or federal level and coordination with private partners.

Based on this feedback the following implementation approaches are proposed to address existing gaps in capacity, resources and funding.

	Capacity	Resources	Funding
Federal			<p>Expand LIHTC, Section 8, credit enhancement, low interest loans, and other funding sources to build and preserve income restricted units</p> <p>Expand home ownership and down payment assistance for moderate- and lower-income households</p> <p>Expand foreclosure prevention support</p> <p>Expand Fair Housing tracking and response efforts</p>
State	<p>Support local jurisdictions in advocating for Federal reforms</p>	<p>Provide technical assistance to support comprehensive plan updates and ongoing housing work</p>	<p>Expand the Housing Trust Fund to build and preserve income restricted units</p> <p>Expand home ownership and down payment assistance and matching programs for moderate- and lower-income households</p> <p>Expand foreclosure prevention support</p> <p>Expand Fair Housing tracking and response efforts</p>

Attachment: RHS_Full Draft_ExecBrd_20220119 (3314 : Regional Housing Strategy)

	Capacity	Resources	Funding
			<p>Support the continued authorization of local funding mechanisms and provide additional funding options for local jurisdictions, including REET 3 and a payroll tax</p> <p>Provide funding for local planning efforts, specifically, the implementation of HB 1220</p>
PSRC	<p>Support state and local efforts to advocate for funding reforms</p> <p>Convene stakeholders to increase collaboration, resource sharing, and public-private partnerships</p>	<p>Provide technical assistance to support local work, including guidance on engaging community members including groups that have been historically excluded from the planning process and groups opposed to affordable housing, and model codes and ordinances</p> <p>Develop and use a typology to identify the strategies, tools, and actions that have the most potential to make an impact in different types of places.</p> <p>Explore the feasibility of potential new tools and resources,</p>	<p>Explore financial incentives for housing actions, including prioritizing transportation funding for projects that support affordable housing</p> <p>Explore housing planning requirements in Plan Review and Certification as they relate to transportation and access to jobs and services.</p>

Attachment: RHS_Full Draft_ExecBrd_20220119 (3314 : Regional Housing Strategy)

	Capacity	Resources	Funding
		<p>including opportunities to land bank and other opportunities to drive down costs</p> <p><u>Provide technical assistance to support state work, including the implementation of HB 1220, specifically quantifying housing need at the county and local level, and developing resources and policies to address historic and current racism in housing policies and practices.</u></p> <p>Provide data and ongoing monitoring, coordinating with other local and subregional efforts. <u>Monitoring will include performance measures related to housing production and affordability, equity outcomes and implementation measures including the local adoption of tools to implement VISION 2050 and the Regional Housing Strategy.</u></p>	
<p>Sub-Regional Agencies</p>	<p>Support state and local efforts to advocate for funding reforms</p>	<p>Support local audits of existing development</p>	<p>Establish and/or expand a capital fund</p>

Attachment: RHS_Full Draft_ExecBrd_20220119 (3314 : Regional Housing Strategy)

	Capacity	Resources	Funding
	Convene stakeholders to increase collaboration, resource sharing, and public-private partnerships	regulations and revise as needed Increase consistency in development regulations and incentives	Explore establishing a housing benefit district, if enabled
Local Jurisdictions	Join a multi-jurisdictional agency, if applicable Develop tools and strategies to reduce the risk of displacement as traditionally underserved areas, especially those near high-capacity transit, are redeveloped Utilize equity in decision making	Rezone/upzone Establish/expand tenant and landlord programs Audit existing development regulations and permit timelines, and revise as needed	Contribute to multi-jurisdictional agency capital funds, if applicable Audit existing and potential local revenue sources and adopt new sources as needed

Typology

The Regional Housing Strategy provides the region an opportunity to take a more coordinated approach to address housing access and affordability. However, the region includes a variety of jurisdictions, neighborhoods, and housing markets. Communities serve different functions in the region, such as dense downtown central business districts, smaller mixed-use neighborhood districts, and less dense single-family neighborhoods. At the local level, these places vary in their needs for housing investments and interventions, just as the people who live and work in these communities differ in their access to education, employment, housing, and other amenities and services to allow them to lead a successful life. Moreover, the local visions for these communities may differ greatly in terms of the amount and scale of future residential growth anticipated. Accordingly, different sets of strategies will help communities thrive and grow with equitable outcomes for current and future community members.

A typology is a way to retain a commonality of approach regionally while tailoring recommendations to specific locations based on their needs and opportunities. This classification framework assesses current conditions and utilizes existing regional policy to develop a framework to link appropriate implementation strategies to communities with common characteristics. The typology therefore would have two primary functions: 1) to assess existing community conditions and 2) to identify appropriate tools and actions to support housing access and affordability now and as places change and grow.

Following the adoption of the Regional Housing Strategy, PSRC will work with stakeholders to develop and use a typology to identify the strategies, tools, and actions that have the most potential to make an impact in different types of places.

Monitoring

In consultation with jurisdictions and other stakeholders, PSRC will develop a framework to track performance and outcomes over time and identify challenges or barriers over time. PSRC will also explore methods to share the most current data, such as an online dashboard. Performance measures should support the housing goal and policies in VISION 2050 and the strategies identified in the Regional Housing Strategy.

Measures will include assessment of demographic characteristics, performance measures related to housing production and affordability, equity outcomes, and implementation measures including the local adoption of tools to implement VISION 2050 and the Regional Housing Strategy. A racial equity lens will be applied to monitoring efforts to continue to assess racial disparities in housing. PSRC will publish an annual update on housing data monitoring efforts. Some data measures may be updated more or less frequently based on the availability of new data.

PSRC will work with stakeholders to develop a periodic review and update to the Regional Housing Strategy based on the results of the monitoring program and gaps and opportunities that are identified through other regional work.

Housing is critical for every resident, and every community plays a role in addressing this collective responsibility. The complexity of addressing the full range of housing needs and challenges requires a coordinated regional-local approach and will require action from cities, counties, residents, businesses, and other agencies and stakeholders to work together to meet the needs. A coordinated, regionwide effort to build and preserve housing accessible to all residents is not just about housing. It is also about building healthy, complete, and welcoming communities where all families and people, regardless of income, race, family size or need, are able to live near good schools, transit, employment opportunities, and open space.



Puget Sound Regional Council

INFORMATION ITEM

January 20, 2022

To: Executive Board

From: Josh Brown, Executive Director

Subject: **Draft Supplemental Biennial Budget and Work Program (FY2022-2023)**

IN BRIEF

At its January meeting, the Executive Board will be given information on the Draft Supplemental Biennial Budget and Work Program FY2022-2023.

DISCUSSION

PSRC's Biennial Budget and Work Program was adopted in April 2021 and covers July 1, 2021 through June 30, 2023.

The proposed supplemental budget reflects revenues and expenditure of \$32,016,000, including approximately \$1.8 million in increased carryover grants from the previous biennium that have been added since adoption in April 2021. As a reminder, grants are awarded on a reimbursement basis and are earned only after completion of the work. A full draft budget is available online at <https://www.psrc.org/about/budget>.

Throughout the month of January, the draft supplemental budget information will be provided to the Executive Board, Economic Development Board, Growth Management Policy Board, Transportation Policy Board, and the Regional Staff Committee. PSRC staff will bring any comments received to the February 24th meeting of the Operations Committee. In March the Operations Committee will be asked to recommend approval of the budget by the Executive Board and in April, the Executive Board will recommend the budget for adoption by the General Assembly to be held May 26, 2022.

For more information, please contact Andrew Werfelmann at (206) 688-8220, or awerfelmann@psrc.org.



Puget Sound Regional Council

INFORMATION ITEM

January 20, 2022

To: Executive Board

From: Josh Brown, Executive Director

Subject: **New Employees Status Report**

PSRC has three new employees. Due to the virtual meeting format and time constraints of the meeting, information on the new employees has been included in the memo.

Communications:

Eric Clute – Assistant Planner, Data Department

- Eric has a Bachelor of Arts in Anthropology from Colorado State University and Master of Urban Planning and Master of Public Administration degrees from University of Washington.
- Prior to joining PSRC, Eric was an Assistant Planner for the City of Kirkland.

Eva Tourangeau – Data and Planning Intern, Data Department

- Eva has a Bachelor of Arts in Mathematics from Lawrence University in Wisconsin and recently graduated with a Master of Science degree in Statistics from University of Washington.
- Prior to joining PSRC, Eva was a Teaching Assistant at University of Washington.

Michelle Stewart – Data and Planning Intern, Growth Management Division

- Michelle has a Bachelor of Arts degree from The Evergreen State College and is currently pursuing a Master of Public Administration also at The Evergreen State College.
- Michelle was a Project Coordinator at Communities of Color Coalition prior to

joining PSRC.

For more information, please contact Thu Le at 206-464-6175 or tle@psrc.org.



Puget Sound Regional Council

INFORMATION ITEM

January 20, 2022

To: Executive Board

From: Josh Brown, Executive Director

Subject: 2022 Executive Board and Operations Committee Meeting Schedule

<p>Operations Committee 4th Thursdays 9:00 – 9:50 AM</p> <p>Executive Board 4th Thursdays 10:00 – 11:30 AM</p>	<p>January 27</p> <p>February 24</p> <p>March 24</p> <p>April 28</p> <p>May 26 – No Board/Committee Meeting (PSRC General Assembly, 10:00 AM – 1:00 PM, location to be determined)</p> <p>June 23</p> <p>July 28</p> <p>August – No meeting</p> <p>September 22</p> <p>October 27</p> <p>November – No meeting</p> <p>December 1 – Early meeting date</p>
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Starting in 2022, PSRC will open its offices to host hybrid board meetings. Masks are required for all visitors entering PSRC's building and PSRC's office, regardless of vaccination status, in accordance with the Governor's Proclamations and the Seattle-King County Department of Public Health Officer's orders. PSRC will continue to

monitor public health guidance from the Washington State Department of Health and Seattle-King County Public Health Officer.

All meeting dates and times are subject to change. Questions/comments may be directed to Sheila Rogers at srogers@psrc.org or (206) 354-6560. For calendar updates, visit [PSRC's website](#). For additional information about PSRC operations during COVID-19, visit [COVID-19 Operations](#).