Year-End Progress Report Fiscal Year Ending June 30, 2022
## TABLE OF CONTENTS

**FY2022-2023 BUDGET AND WORK PROGRAM**

<table>
<thead>
<tr>
<th>Work Descriptions by Task</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional Planning</td>
<td>1</td>
</tr>
<tr>
<td>Regional Growth Management Planning</td>
<td>9</td>
</tr>
<tr>
<td>Transportation Planning</td>
<td>18</td>
</tr>
<tr>
<td>Economic Development District</td>
<td>26</td>
</tr>
<tr>
<td>Data</td>
<td>30</td>
</tr>
<tr>
<td>Executive Services (Council Support)</td>
<td>42</td>
</tr>
<tr>
<td>Executive Services (Communications)</td>
<td>46</td>
</tr>
<tr>
<td>Administrative Services</td>
<td>52</td>
</tr>
<tr>
<td>Schedule of Expenditures of Federal Awards</td>
<td>60</td>
</tr>
</tbody>
</table>
Regional Planning (Task 000)

Objective
Oversee the development, maintenance and implementation of effective regional strategies for growth and transportation, and to improve regional coordination of planning programs. Develop short-term regional planning projects and programs in response to emerging issues and identified agency priorities.

Sub-Tasks
Sub-Task 1. Departmental Administration
Manage and administer the regional planning work program, including work program development, schedule, budget, progress and evaluation reports and related documentation. Support PSRC’s Growth Management and Transportation Policy Boards and key technical and advisory committees. Support the Central Puget Sound Economic Development District Board and the PSRC Executive Board. Participate on the PSRC Executive Management Team to set strategic direction for the agency. Represent PSRC in local, regional, state, and national planning efforts, and inform regional planning from that work. Budget includes resources for on-call Hearing Examiner associated with development of long-range plans.

Activities in FY 2022 included:

- Management and oversight of the Planning Department to implement PSRC’s planning work programs for transportation, growth management, and regional planning. Provided ongoing program administration and oversaw the work of the program managers in assigning and using staff resources on work program tasks. Planning and Data department directors held regular bi-weekly meetings to coordinate progress on the work program.
- Monitoring the budget and work program and providing progress reports.
- Monitoring state and federal legislation and ensuring that agency complied with all rules and regulations. Continued to work with state and federal partners on implementing requirements of the FAST Act, as reauthorized through the Infrastructure Investment and Jobs Act.
- Developing agendas and materials for 12 meetings of the Transportation Policy Board and 10 meetings of the Growth Management Policy Board. This included providing briefing memos on agenda topics, meeting with the chairs and vice chairs to review agendas, staffing the board meetings, preparing summaries of actions taken, and following up on the actions taken at the meetings. Due to the COVID-19 pandemic, mandatory work from home orders, and restrictions on open public meetings, all meetings for these boards were conducted virtually through December 2021, and in a hybrid in-person/virtual format through the balance of the fiscal year.
Participation in weekly meetings of the PSRC Executive Management Team to set strategic direction for the agency, provide input to PSRC board work programs, and coordinate on issues related to agency activities and management.

Sub-Task 2. Regional Staff Committee
Convene the Regional Staff Committee monthly or at least quarterly to discuss key issues to help inform the work of the policy boards, Operations Committee, and Executive Board. Develop meeting agendas and supporting materials; facilitate meetings and special events sponsored by the Regional Staff Committee.

Administrative services staff, along with staff from other PSRC departments, continued to provide support to the Regional Staff Committee (RSC), which met virtually nine times in FY 2021.

The committee is led by four members of the RSC who serve as co-chairs. Prior to each meeting, the co-chairs participate in a preparatory call to go over the agenda and the presentations with staff. The co-chairs meet biannually with PSRC’s Executive Director to discuss specific work program efforts and the committee’s corresponding role.

Topics presented to the committee in FY 2021 covered a wide range of regional planning topics, including:

- Stormwater Parks
- VISION 2050 Outreach Toolkit
- Regional Housing Needs Assessment and Regional Housing Strategy
- Progress reports on development and components of the Regional Transportation Plan
- Administrative Procedures for Regional Centers
- Tribal Engagement
- Comprehensive Plan Guidance
- Regional data trends
- Economic Development Comprehensive Plan element guide
- Regional Equity Strategy
- Regional Economic Strategy and Economic Development District work plan
- PSRC Household Travel Survey
- Regional Electric Vehicle Collaborative
- EDD Workforce Development Study
- EDD Arts and Culture Study
- EDD Space Economy Study

Sub-Task 3. Aviation Planning
In cooperation with FAA, airport operators, and the WSDOT Aviation Division, PSRC is involved in a wide variety of activities related to planning and support for the central Puget Sound region’s public use airport system. Periodically, PSRC receives funding
from the FAA to support aviation planning in the region. Most recently, PSRC received a
grant from the FAA to support the development and publication of a Regional Aviation
Baseline Study. PSRC will continue to engage in regional aviation system planning as
needed.

Budget identifies resources to potentially match a possible future Federal Aviation
Administration grant. PSRC’s aviation planning element is unfunded in this budget and
work program.

*All project deliverables were completed in FY2021 and submitted to the Federal
Aviation Administration, and are available at [https://www.psrc.org/aviation-baseline-
study](https://www.psrc.org/aviation-baseline-study)*

**Sub-Task 4. Growth Management Planning: VISION 2050 Implementation**
Support implementation of VISION 2050, including ongoing policy development, public
outreach, and technical research into a range of growth management and other topics.

*Regional Planning staff continued to support development of VISION 2050
implementation actions:*

- Public outreach activities to raise awareness of VISION 2050 and its provisions
- Work on several guidance documents to provide direction for local implementation
  of VISION 2050 provisions
- Continued work on a Regional Housing Needs Assessment and Regional Housing
  Strategy and a Regional Equity Strategy (see Sub-Task 5), two high-profile VISION
  2050 implementation actions
- Development of a briefing paper on School Siting

**Sub-Task 5. Racial Equity and Social Justice**
The central Puget Sound region has a long history of racism that continues to cause
enormous harm. Generations of discrimination, disinvestment, and inequitable
opportunities have helped lay the groundwork for a region where people of color and
white residents too often have completely different experiences.

As a planning agency, the Puget Sound Regional Council (PSRC) makes decisions that
shape transportation, land use, and the built environment. The agency has a
responsibility to dismantle systems of inequity and reimagine a region where race can
no longer predict life outcomes. The region’s vision for advancing prosperity, a healthy
environment, housing choices, and great public spaces in vibrant urban centers is not
available to everyone, especially people of color who face ongoing discrimination in
education, health services, employment and safe access to public spaces.

PSRC will develop a Regional Equity Strategy to improve outcomes for marginalized
communities and how the agency operates internally. It will work with its members and
stakeholders to identify existing inequities across the region and recommend targeted
strategies to improve the region’s capacity to grow in an equitable manner, recognizing the unique needs of marginalized groups. PSRC will lead with race, which has proven to be an effective method for not only increasing equitable outcomes for people of color but developing a framework, tools, and resources that can remove barriers for other marginalized groups.

The Regional Equity Strategy will implement the policies in VISION 2050 that work towards equitable outcomes and will inform future regional and local planning. It will provide guidance to help members work in a coordinated manner towards the region’s goal of providing an exceptional quality of life and opportunity for all. It will also provide guidance and training for staff to ensure the agency effectively uses its roles to advance racial equity.

PSRC will work to incorporate and center racial equity and social justice in its public and member engagement, approaches to analysis, data and resources for its members, development of regional policy, and its internal practices and procedures, staff training, and professional development opportunities.

As part of this work, PSRC will create and support a new standing Equity Advisory Committee to provide recommendations to the Growth Management and Transportation Policy Boards, other technical and advisory committees, and the Executive Board. Work will include develop meeting agendas and supporting materials; facilitating meetings and special events sponsored by the Equity Advisory Committee.

Staff continued to lead and participate in a variety of equity-related initiatives and tasks for the agency, including participation in the Government Alliance for Racial Equity and internal discussions to define equity goals, tasks, and action steps for the agency. Staff further refined the workplan for the Regional Equity Strategy and an internal Racial Equity Action Plan to examine PSRC policies, procedures, and practices and how they may affect equitable outcomes for Black, Indigenous, and People of Color (BIPOC), those with lower incomes, and other historically marginalized groups.

After work in Fiscal year 2021 to develop and adopt Operating Procedures for a new standing Equity Advisory Committee, staff conducted a recruitment and application process to fill the 19 seats on the committee, which began meeting in November 2021. Work to support the EAC included:

- Developing agendas and materials for eight meetings. This included providing briefing memos on agenda topics, meeting with the co-chairs to review agendas, staffing the meetings, preparing summaries of actions taken, and following up on the actions taken at the meetings. All meetings for the EAC were conducted.
Additional tasks to develop and implement the Regional Equity Strategy included:

- Refinement of the agency’s newly created committee compensation policy
- Creation of an agency Core Equity Team
- Continued work on an online Equity Tracker to monitor regional conditions and progress
- Strengthening equity criteria in the region’s competitive project selection process
- Conducting an Equity Analysis on the Regional Transportation Plan adopted in 2022

Note that some deliverables listed below have been delayed due board direction to focus EAC attention on the Regional Housing Strategy and Regional Transportation Plan through early spring 2022. These include:

1. Equity Dashboard (August 2021) – now anticipated in Spring 2023
2. Regional Equity Existing Conditions Report (December 2021) – now anticipated in December 2022
3. Regional Equity Impact Tool and Toolkit (March 2022) – now anticipated in fall 2022

For more information about PSRC’s Equity Program, see: https://www.psrc.org/our-work/equity

Sub-Task 6. Long Range Transportation Planning
Support development and adoption of the 2022 Regional Transportation Plan, including ongoing policy and technical research into a wide variety of transportation mobility topics. Key elements include transit, including special needs transportation, transportation demand management and passenger only ferries; freight; active transportation; technology; maintenance and preservation; and financial planning.

Regional Planning staff supported development of the 2022 update to the Regional Transportation Plan (RTP) and other long-range transportation planning projects, including:

- Drafting, reviewing, and editing sections of the new draft Regional Transportation Plan
- Developing and conducting a regional public opinion survey and follow-up interviews for the RTP update
- Conducting virtual focus groups on the RTP
- Developing and implementing an outreach plan, including social media campaigns, virtual public meetings, and an online open house
- Collecting, categorizing, and analyzing public comment
- Facilitating Board discussion of proposed amendments to the draft Regional Transportation Plan
• Finalizing the Regional Transportation Plan, which was unanimously adopted by the PSRC General Assembly in May 2022

Unfunded Sub-Tasks

Sub-Task 3. Aviation Planning

Budget identifies resources to potentially match a possible future Federal Aviation Administration grant. PSRC’s aviation planning element is unfunded in this budget and work program.

No additional aviation-related tasks were identified.

Major Milestones and Products

1. Regional Staff Committee agendas and meetings (Ongoing)
2. Equity Advisory Committee agendas and meetings (Ongoing)
3. Regional Equity Existing Conditions Report (December 2021)
4. Regional Equity Impact Tool and Toolkit (March 2022)

Note that some deliverables listed above have been delayed due to board direction for staff to focus Equity Advisory Committee attention on the Regional Housing Strategy and Regional Transportation Plan through early spring 2022. These include:

• Equity Dashboard (August 2021) – now anticipated in Spring 2023
• Regional Equity Existing Conditions Report (December 2021) – now anticipated in December 2022
• Regional Equity Impact Tool and Toolkit (March 2022) – now anticipated in fall 2022

5. Equity Dashboard (August 2021)

Mandates

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

1. Interlocal Agreement for Regional Planning of the Central Puget Sound Region: Requires that PSRC provide information and services to local governments, state and regional agencies, Indian tribes, community organizations, businesses, individuals, and other interested parties. This work also is mandated by numerous federal and state requirements for public information and involvement.

3. **Long-Range Transportation Planning**: Interlocal Agreement for Regional Planning of the Central Puget Sound Area, Regional Transportation Planning Organization (RTPO) Legislation, Washington’s Growth Management Act, Fixing America’s Surface Transportation (FAST) Act, Federal Clean Air Act, Clean Air Washington Act, Washington’s Commute Trip Reduction (CTR) Program, Corridor Planning [RCW 47.06.120].

4. **Short-Range Transportation Planning and PSRC Funding**: Interlocal Agreement for Regional Planning of the Central Puget Sound Area, Regional Transportation Planning Organization (RTPO) Legislation, Fixing America’s Surface Transportation (FAST) Act, Federal Clean Air Act.

5. **Implementing VISION 2050, the Regional Transportation Plan, and Amazing Place, the Regional Economic Strategy**: VISION 2040 and the Regional Transportation Plan commit the region to periodically report on environmental, growth management, transportation, and economic issues, based on the region’s adopted goals and multicounty planning policies.

6. **Regional Airport Systems Policies**, adopted in VISION 2050 and the Regional Transportation Plan that address existing aviation capacity and planning for the future.

**Policy Direction and Interagency Staff Involvement**

Policy Direction from the PSRC Policy Boards, the PSRC Executive Board, the Central Puget Sound Economic Development District Board, and from the PSRC Executive Management Team. Interagency staff involvement with the Regional Staff Committee; subarea and county-wide planning forums; Transit Executives and the Transportation Operators Committee; Sound Transit staff; WSDOT staff; and other local agency staff from around the region.

**Summary of Revenues and Expenditures**

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### Summary of Consultants within Planning

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<td>Equity Strategy - Committee Support</td>
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Total Funded Contracts  $ 350,000

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<th>Description of Work</th>
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<tr>
<td>Match for Phase II of Aviation Capacity Analysis</td>
<td>$ 148,000</td>
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Total Unfunded Contracts  $ 148,000

Total Consultant Costs  $ 498,000
Regional Growth Management Planning (Task 100)

Objective
Implement VISION 2050 as the region’s growth management, environmental, economic and transportation strategy, ensure conformity and consistency of local plans and policies with state and regional planning requirements, and provide technical assistance on PSRC plans, policies, and programs.

Sub-Tasks

Sub-Task 1. Departmental Administration
Manage and administer the growth management work program, including work program development, schedule, budget, progress and evaluation reports, and related documentation. Ensure compliance with rules and regulations of funding agencies and the Puget Sound Regional Council.

The Growth Management division managed and administered the growth management work program, including schedule, budget, and progress reports, and ensured compliance with rules and regulations of funding agencies and the Puget Sound Regional Council.

Sub-Task 2. VISION 2050 Implementation
VISION 2050 is the region’s plan to keep the central Puget Sound region healthy and vibrant as it grows. As the region prepares to add more people and jobs in the coming decades—about 1.6 million more people by 2050—VISION 2050 identifies the challenges we should tackle together as a region and establishes the vision for the next 30 years.

VISION 2050 serves as the framework for countywide and local planning conducted under the Growth Management Act and for regional planning, such as the Regional Transportation Plan. VISION 2050 also serves at the region’s equitable plan for transit-oriented development. VISION 2050 identifies policies and key actions necessary for implementation. Successful implementation will require continued regional coordination and support for counties and cities in their efforts to make VISION 2050 a reality at the local level. This Sub-Task will include outreach, assistance and technical development to support implementation of VISION 2050 through direct PSRC actions and through support to jurisdictions, agencies, and interest groups.

a. Housing Implementation
   A priority topic for VISION 2050 is to ensure that the region’s housing supply keeps up with the region’s strong economic and job growth, provides greater affordability options, and lessens the risk and potential impact of displacement. This Sub-Task
will include development of Regional Housing Strategy, coordination with member agencies to improve the information available related to housing supply and affordability, support for local housing strategy efforts, and guidance for local comprehensive plan updates.

**PSRC completed development of and adopted a Regional Housing Strategy as directed by VISION 2050 in February 2022.** The strategy provides a regional playbook for addressing the overall need for 800,000 housing units and for housing affordability. The Regional Housing Strategy will 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.

The housing work included coordination with member agencies, the Washington State Department of Commerce, and the Municipal Research and Services Center, and continued monitoring of information related to housing supply and affordability. Work implementing the housing strategy continued in fiscal year 2022 and shifted to supporting implementation at the local level.

b. Growth Strategy Implementation

PSRC will develop guidance and provide assistance on how VISION 2050 and the Regional Growth Strategy can be used to support development of updates to the countywide planning policies, new countywide targets, and updates to local plans, as required by the Growth Management Act.

The Growth Management division worked with countywide planning councils and staff groups to guide the setting of local growth targets and shared the recently published Growth Target Guidance to explain how to translate the Regional Growth Strategy into local targets.

c. Conservation Practices

PSRC will develop and update tools and strategies to best manage growth and development in rural and resource lands as a means to support county efforts to maintain rural jobs and character while also encouraging the vast majority of growth toward cities, centers, and urban areas. This will include a menu of tools and look specifically at the opportunities to expand Transfer of Development Rights programs.

As directed by VISION 2050, PSRC developed and published a Conservation Toolkit, which identifies open space, rural, and resource land conservation tools to support local jurisdictions and their partners. Many of the tools, particularly the planning, policy, and regulatory tools, will be helpful during comprehensive plan updates. PSRC also identified cities that have the greatest potential for implementing Transfer of Development Rights programs and interviewed several of the candidate cities to explore how those communities could best be supported.
d. VISION 2050 Outreach
PSRC will develop an outreach program for VISION 2050 that is designed to communicate the goals and policies of VISION 2050 to member jurisdictions, regional stakeholders, the business community, and the public. This work program will:

- Build awareness of VISION 2050 among local jurisdictions in advance of the development of local comprehensive plans.
- Raise awareness of PSRC as the desired outcomes of VISION 2050 to residents across the region.
- Collaborate with residents who are historically underrepresented in the planning process to ensure all voices are heard in regional planning.

*Following the adoptions of VISION 2050 in October 2020, PSRC worked extensively to share information about the regional plan and how it supports local planning efforts. PSRC created a new VISION 2050 website with information about the plan, data resources, and environmental review information to aid in the use of VISION 2050 information in local planning.*

*PSRC created a set of presentation materials and met with various jurisdictions and groups to talk about what is new in VISION 2050.*

*PSRC continued to work with the Growth Management Policy Board to track the implementation of VISION 2050 actions.*

*PSRC developed a joint program with the state Department of Commerce to support local plan updates, which includes webinars on VISION 2050 and key planning topics.*

e. Additional implementation
PSRC will work towards the actions and measures identified in VISION 2050 in addition to the items listed above. This includes data collection, progress tracking and reporting, collaboration with external partners and university research departments, and other items that will further implementation of VISION 2050 and the region’s understanding of important policy areas.

*In addition to housing, growth management, conservation, and outreach activities, VISION 2050 includes a range of implementation actions. PSRC worked on developing concepts for stormwater parks, and studied data related to the preservation of industrial lands. PSRC convened the Equity Advisory Committee to develop a Regional Equity Strategy and related resources for local governments. PSRC also adopted the Regional Transportation Plan and the Regional Economic Strategy, and updated the Policy Framework for Federal Funds, which are all VISION 2050 implementation actions.*
**Sub-Task 3. Technical Assistance and Coordination**

Conduct outreach and provide technical assistance to jurisdictions, agencies, and interest groups on PSRC plans, policies, and programs, especially as a means to support implementation of VISION 2050. The sub-task will include building support and providing guidance for incorporating VISION 2050 into countywide planning policies, local comprehensive plans, and other planning efforts.

Key activities include outreach to member jurisdictions, countywide planning groups, and other partner agencies and interest groups. Specific technical assistance will be provided to local jurisdictions regarding establishing growth targets, implementing housing affordability strategies, countywide planning policies, comprehensive plans, centers plans, and transit station area plans to foster alignment with VISION 2050 and the Regional Transportation Plan.

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

*The Growth Management division continued to provide technical assistance to jurisdictions, agencies, and interest groups on PSRC plans, policies, and programs. This included support for updating countywide planning policies, center plans, and other planning efforts. An updated web page of planning resources was published and expanded. Growth Management staff also assisted other PSRC efforts, including transportation project selection, update of the Regional Transportation Plan and its SEPA analysis, implementation of the Regional Economic Strategy, and climate change work.*

**Sub-Task 4. Support Boards and Committees**

Support PSRC’s Growth Management Policy Board and key technical committees. This sub-task will provide and support forums for regional policy development and decision-making. Growth Management Policy Board work items are expected to include review and recommendation of a final VISION 2050, work to implement VISION 2050, and review of recommendation on certification of local comprehensive and subarea plans.

*The Growth Management division supported the Growth Management Policy Board’s regional policy development and decision-making, including adapting to online and hybrid meetings. Growth Management Policy Board work items included work to develop the Regional Housing Strategy, guidance for a stormwater parks project, development of planning resources, and review and recommendation of certification of local comprehensive and subarea plans.*
Sub-Task 5. Regional Centers Implementation
Based on the adopted Regional Centers Framework, PSRC will implement steps identified in the final report, including coordination with countywide groups and local jurisdictions on centers identification and planning and providing assistance to local jurisdictions as they update center subarea plans to be consistent with the framework.

PSRC worked to continue implementation of the adopted Regional Centers Framework (adopted in 2018), including coordination with countywide groups and local jurisdictions on centers identification and planning, and providing assistance to local jurisdictions as they conduct center subarea plans to be consistent with the framework and VISION 2050.

Sub-Task 6. Local Comprehensive Plan Review and Certification
The Washington State Growth Management Act and Regional Transportation Planning Organization legislation directs PSRC to formally certify countywide planning policies and the transportation-related provisions in local comprehensive plans for conformity with state planning requirements and consistency with adopted regional plans and multicounty policies. Certification reports are brought to the policy boards and Executive Board on an ongoing basis. During this budget cycle, members will begin the process of updating countywide planning policies. Individual jurisdictions will be adopting limited local updates that fall between the required periodic update schedules. PSRC will provide assistance and guidance to countywide and local organizations in preparation for upcoming plan updates.

PSRC shared the recently updated Plan Review Manual with local jurisdictions and countywide planning groups and expanded the planning resources web page to support the upcoming local update of comprehensive plans. These tools are being put in place ahead of the 2024 deadline for local plans. PSRC continued to review comprehensive plan updates for jurisdictions completing additional work and for those working on intervening updates ahead of the next update cycle. Growth Management staff also engaged with countywide planning groups on the process of updating countywide planning policies. PSRC developed additional planning resources to support comprehensive planning, including on equitable engagement and coordination with Tribes. PSRC also worked with Commerce and MRSC to develop a webinar series to support the 2024 comprehensive plan updates.

Sub-Task 7. PSRC Performance Trends Support
PSRC will continue to implement a program to assess regional trends and successes in implementing the policy objectives, projects, and programs adopted in VISION 2040/2050, the Regional Transportation Plan, and the Regional Economic Strategy. The Performance Trends program will integrate planning and data activities and draw resources from all PSRC program areas. The Growth Management division will participate on project teams with other agency staff to assess data developed by the Data division, develop findings, assess policy implications, and develop Performance Trends products.
Growth Management staff continued to work with the Data department to assess regional trends related to implementing the policy objectives, projects, and programs adopted in VISION 2050, the Regional Transportation Plan, and the Regional Economic Strategy.

**Sub-Task 8. Monitor Legislation**
Periodically monitor and review proposed state and federal legislation related to growth management. Particular attention will be given to topics consistent with legislative priorities identified by the Growth Management Policy Board and adopted by the Executive Board as recommendations to the Washington State Legislature. Interpret and implement appropriate new and existing state and federal regulations, statutes and policies. This sub-task will ensure PSRC boards, committees, membership and agency staff are aware of potential legislation and implement relevant requirements.

The Growth Management division monitored and reviewed proposed state legislation related to growth management, including the adoption of E2SHB 1220 relating to housing and housing elements, the UW project to identify potential GMA amendments stemming from the GMA Roadmap report, and other growth-related legislation. This included a briefing by the Washington State Department of Commerce to the Growth Management Policy Board.

**Sub-Task 9. State Environmental Policy Act**
Prepare and communicate PSRC’s comments on regionally significant environmental documents and function as the SEPA Responsible Official when PSRC undertakes environmental reviews. The sub-task will fulfill the agency’s responsibilities under the Washington State Environmental Policy Act and PSRC SEPA Procedures. This will include SEPA responsibilities related to the updates of the Regional Transportation Plan.

PSRC continued to monitor regional SEPA actions and fulfill the agency’s responsibilities under the Washington State Environmental Policy Act and PSRC SEPA procedures. The Growth Management division supported the SEPA analysis and determination process for the Regional Transportation Plan.

**Sub-Task 10. Stormwater Parks Project**
PSRC will conduct a study to learn lessons from already-built stormwater parks, identify opportunities for stormwater park retrofits region wide, and catalyze the planning and development of new stormwater parks to improve water quality, support compact development, and bolster public health.

PSRC worked with a consultant to develop six stormwater park concepts at locations throughout the region to demonstrate the potential of meeting park objectives in local stormwater projects. PSRC staff also worked to develop stormwater park guidance.
that would aid future park development and help meet the open space and water quality objectives of VISION 2050.

Unfunded Sub-Tasks

None

Major Milestones and Products

1. Coordination with jurisdictions and agencies to support implementation of VISION 2050 (July 2021 to June 2022)
2. VISION 2050 implementation guidance (July 2021 to March 2022)
3. Regional housing strategy and housing guidance (September 2021 to June 2022)
4. Provide technical assistance to local jurisdictions (Ongoing)
5. Provide support to the Growth Management Policy Board (Ongoing)
6. Coordinate with regional, state, and federal partners related to growth management (Ongoing)

Mandates

This work element provides for the maintenance and implementation of VISION 2050 as the region’s growth management, environmental, economic, and transportation plan. These activities are designed to fulfill PSRC’s responsibilities as the Metropolitan Planning Organization (MPO) and Regional Transportation Planning Organization (RTPO) for the central Puget Sound Region, as required by:

1. **Interlocal Agreement for Regional Planning of the Central Puget Sound Area**
   a. Section VI, which provides direction for certifying transportation elements in local comprehensive plans, reviewing transportation projects for consistency with the regional transportation plan, and commenting on proposed actions and projects with potential significant impact on implementation of the regional transportation plan.
   b. Sections VII, B, E, and F, which require maintaining VISION 2050 as the adopted regional growth management and transportation strategy, providing technical assistance to jurisdictions as required, and which establish PSRC as a forum for discussing regional issues.

2. **Regional Transportation Planning Organization (RTPO) Legislation** (RCW 47.80), which requires certification of consistency between countywide policies and the adopted regional transportation plan, as well as the transportation-related provisions in local comprehensive plans.

3. **Washington’s Growth Management Act** (RCW 36.70A.210, RCW 47.80, WAC 468.86), which requires multicounty planning policies to provide a common framework to ensure consistency in planning efforts where there are common borders or related regional issues. [RCW 36.70A.510] and **Planning Enabling Act** [RCW 36.70.547] requires cities and counties to use their comprehensive plan and development regulations to discourage the siting of incompatible uses
adjacent to general aviation airports. PSRC evaluates consistency of airport compatible land uses as part of its review and certification of local plans.

4. **Fixing America’s Surface Transportation Act** (FAST Act), which requires that a continuing, cooperative and comprehensive planning process be maintained that results in plans and programs for an integrated intermodal transportation system.

5. **VISION 2050** (adopted October 2020), which includes the region's adopted multicounty planning policies, per the state Growth Management (RCW 36.70A), and the regional growth strategy.

6. **Washington State Environmental Policy Act** (RCW 43.21c) and PSRC's Adopted Procedures and Policies Implementing the State Environmental Policy Act (Resolution EB 97-01).

**Policy Direction and Interagency Staff Involvement**

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

**Summary of Revenues and Expenditures**

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|                             | Total Funded Contracts $509,477 |         |            |          |

|                             | Total Unfunded Contracts $- |         |            |          |
|                             | Total Consultant Costs $509,477 |         |            |          |
Transportation Planning (Task 200)

Objective
Provide regionally coordinated long-range transportation planning to support VISION, the Regional Economic Strategy, and to meet state and federal requirements. Develop and maintain a Regional Transportation Improvement Program, including the distribution of PSRC-managed federal funds through a competitive project selection process and implementation of a project tracking program to ensure timely delivery of projects throughout the region. Continue PSRC’s work with federal, state, regional and local partners to monitor air quality issues in the region, and advance regional policies related to the reduction of emissions and preparation of the region for the impacts from climate change and other natural hazards.

Sub-Tasks

Sub-Task 1. Departmental Administration
Manage and administer the transportation planning work program, including work program development, schedule, budget, progress and evaluation reports and related documentation. Administration will also include assuring compliance with rules and regulations of funding agencies and the Puget Sound Regional Council.

All rules and regulations were followed as part of the Transportation Planning work program throughout FY2022, the budget was maintained, and all deadlines were successfully met.

Sub-Task 2. Long-Range Transportation Planning
Complete the preparation and adoption of the 2022 Regional Transportation Plan, which includes ongoing policy and technical research into a wide variety of transportation mobility topics. Key focus areas include access to transit, including for people with special transportation needs; safety; climate; equity; identifying and addressing the needs of the current system, as well as identifying opportunities for strategic expansion and multimodal accessibility to address growth into the future. The plan will also address additional items such as telework trends and other transportation demand management strategies; freight and goods movement; active transportation; technology; maintenance and preservation needs; and financial planning. The short-term uncertainty due to COVID-19 will be addressed, with regular monitoring of data and system impacts, to help prepare the region for future planning.

Continue planning and coordination with member agencies and PSRC advisory committees to expand upon the topics above and advance implementation of the Regional Transportation Plan. In particular, coordinate with the region’s transit and mobility providers via the Transportation Operators Committee, Transportation Demand Management Advisory Committee and the Special Needs Transportation.
Committee to continue development and monitoring of the regional integrated transit network and improve accessibility for all users. Coordinate with PSRC’s freight stakeholders to address goods movement and freight mobility issues throughout the region. Coordinate with the Bicycle Pedestrian Advisory Committee on implementation of the Active Transportation Plan. Coordinate with the Regional Traffic Operators Committee and other stakeholders on addressing needs and gaps of regional Intelligent Transportation Systems. Ongoing work to improve the understanding of the needs and operations of the regional transportation system will continue. This includes continued data collection, research and collaboration with partners on a variety of topics, including: maintenance and preservation, transportation finance, bicycle and pedestrian facilities, truck and other forms of freight movement, shared mobility services, new technologies, resilience, and others. Technical guidance and best practices may be developed, as appropriate, to assist PSRC member agencies in their local planning efforts and the implementation of VISION and the Regional Transportation Plan.

The Regional Transportation Plan (RTP) was successfully adopted in May 2022, after a lengthy and robust process involving the boards and all transportation advisory committees. The plan focused on six key policy areas – climate, safety, equity, access to transit, local agency needs and future visioning – and lays out the vision for a sustainable, safe and multimodal transportation system supporting the region’s growth strategy. Improvements and actions are identified for all modes addressing the movement of people, freight and goods.

A key feature of the plan was the implementation of a transportation system visualization tool, built from extensive data collection efforts early in the plan development process. This tool has been made available to local jurisdictions for their planning and use.

The plan went through extensive public outreach and engagement, with over 4,000 individuals and organizations providing feedback, including through an online open house and public comment period in FY 2022.

Implementation items contained in the plan are already being reviewed for incorporation into the current and next PSRC budget and work program.

Sub-Task 3. Regional Transportation Improvement Program (TIP)
Maintain the 2021-2024 Regional TIP, including the following: maintenance of the monthly routine amendment process; maintenance and improvements to the Regional TIP database; provision of assistance to member agencies; maintenance of the web-based TIP map; and continued improvements to the website and online applications system. Work to enhance and modernize the web-based and database tools utilized for the TIP and member agency support will be conducted.
Monthly amendments of the TIP were successfully conducted in FY2022, with all appropriate documentation completed to meet both state and federal requirements. The online web map is also updated every month, and the online application system and project database continue to be maintained.

Develop the 2023-2026 Regional TIP, following the 2022 project selection process for PSRC’s federal funds (refer to Sub-Task 4). This will include the following: air quality conformity analysis; addressing performance-based planning requirements; environmental justice / social equity analysis; rigorous reviews of projects for consistency with federal and state rules and regional policy; web mapping; and a public comment process.

This is an FY2023 task.

Sub-Task 4. PSRC Funding
Conduct the project selection process for PSRC’s FHWA and FTA funds in 2022, beginning with convening a Project Selection Task Force and developing the 2022 Policy Framework for PSRC’s Federal Funds. This process will also include supporting the Regional Project Evaluation Committee, Transportation Operators Committee, and the four countywide transportation committees. In addition, as available and necessary, distribute funds via the PSRC adopted contingency funding processes.

Maintain and enhance the project tracking system to monitor progress of projects funded with PSRC funds and ensure the region successfully meets its annual delivery targets for FHWA funds. Continue the monitoring and reporting of project statuses to each of the recommending committees and the PSRC boards, with a key focus on the annual delivery targets.

The 2022 project selection process was successfully conducted and concluded with project recommendations in July 2022. Prior to launching the funding process, the Project Selection Task Force met eight times to develop recommendations that were ultimately adopted in the 2022 Policy Framework for PSRC’s Federal Funds.

The project tracking program continued to be implemented, with regular project monitoring and reporting throughout FY2022. A supplemental funding action was approved by the board in the spring, to assist the region in meeting the FY2022 FHWA delivery target.

Sub-Task 5. Air Quality and Climate Change
Continue to work with our federal, state, regional and local partners to monitor air quality and climate change issues in the region and to estimate regional emissions from plans, programs and projects using the best available technical tools. This sub-task will ensure PSRC meets federal and state requirements regarding the conformity of the Regional Transportation Plan and the Regional TIP to the State Implementation
Plan for Air Quality, including ongoing interagency consultation, and will advance regional policies related to the reduction of emissions.

Continue to improve the technical tools for estimating project-level emissions, both for project selection and the reporting of estimated emissions from projects funded with PSRC’s Congestion Mitigation and Air Quality Improvement Program funds, as well as for additive improvements to the regional technical analyses.

Continue to improve and monitor the implementation of the region’s adopted Four-Part Greenhouse Gas Strategy and continue technical and policy research into the reduction of greenhouse gas emissions. This will include collaboration with partner agencies on the broad spectrum of emissions from all sectors and potential reduction strategies, as well as providing technical assistance on the estimation of transportation emissions. Continue participation in efforts such as the Regional Electric Vehicle Coordination forum and other groups advancing alternative fuels.

Advance the region’s work on climate preparedness and resilience, including the refinement of previously completed work to develop a regional inventory of risks and hazards. Continue research and coordination with partner agencies such as the Puget Sound Regional Climate Preparedness Collaborative.

*The annual CMAQ report was provided each January. Consistency with the region’s air quality conformity determination is one of the key reviews of every project submitted into the TIP, and emissions reduction is a key element of both the project selection process and the RTP.*

*PSRC continues to serve on the Steering Committee of the Puget Sound Climate Preparedness Collaborative, as well as on the Washington Steering Team of the West Coast Collaborative Alternative Fuel Infrastructure Corridor Coalition. PSRC also continues to meet regularly with the Puget Sound Clean Air Agency, in addition to serving on their Advisory Council.*

*Throughout FY2022 work continued in partnership with PSCAA on the Regional Electric Vehicle (REV) Collaboration and the development of a future clearinghouse of information and best practices. In FY2022 PSRC and PSCAA hosted two online events for the REV. Work also continued throughout FY2022 on the partnership project to update and improve the regional greenhouse gas emissions inventory and future projections.*

*These partnership efforts are noted and expanded upon in the RTP, along with a robust climate mitigation and resilience section. This includes the ongoing updates and implementation of the Four-Part Greenhouse Gas Strategy, and a new web-based resilience / hazards risk mapping tool.*
Sub-Task 6. Planning Coordination
Continue to coordinate with federal, state, regional and local partners on all relevant planning work. This will include continued participation in state forums such as the WSDOT/MPO/RTPO Coordination Committee and specific state planning efforts on various transportation related topics.

Continue cooperative planning efforts with member agencies, in particular the region’s transit agencies as identified in PSRC’s 5307 Work Program. This work program includes addressing transit needs for the VISION 2050 regional growth strategy, including the focus around high capacity transit areas, transit oriented development and supporting the Regional Equity Strategy. Work will also include continued efforts to improve transit accessibility, performance analysis and monitoring, and technical and policy assistance for future system planning.

Coordination with partner agencies continued throughout FY2022, including PSRC serving as chair of the WSDOT/MPO/RTPO Coordination Committee, meetings, which are held quarterly. Regular meetings are also held with WSDOT Management of Mobility staff, and with the chairs of the Regional Project Evaluation Committee and the four countywide transportation forums. Staff engages in numerous other external committees and working groups, including state transportation planning forums, transit planning, corridor planning efforts and others. Extensive engagement also occurs with PSRC’s transit agency partners on a regular basis.

Unfunded Sub-Tasks
None

Major Milestones and Products
1. Finalize analysis and development of the draft 2022 Regional Transportation Plan to be released for public comment. (July 2021 through December 2021)
2. Final development and adoption of the 2022 Regional Transportation Plan. (January 2022 through May 2022)
3. Continue to improve the federally required Congestion Management Process and performance-based planning measures as part of the Regional Transportation Plan and analysis of regional outcomes, including submittal of required reporting. (Ongoing)
4. Publish the annual Regional Transit Integration Report. (Fall 2021 and Fall 2022)
5. Project selection process for PSRC’s Federal Funds. (July 2021 through July 2022)
6. Development and adoption of the 2023-2026 Regional TIP. (July 2021 through January 2022)
7. Monthly amendments to the TIP. (Ongoing)
8. Project tracking of PSRC funded projects and implementation of FHWA delivery targets. (Ongoing)
9. Continue work with regional, state and federal partners to monitor air quality and climate change issues, and coordinate on the implementation of emission reduction strategies. (Ongoing)

10. Continue to advance work on climate preparedness and regional resilience to hazards, including the preparation of a regional inventory and best practices. (Ongoing)

**Mandates**

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

1. **Interlocal Agreement for Regional Planning of the Central Puget Sound Area**
   Article VII requires that PSRC produce a Regional Transportation Plan as prescribed by federal and state law and regulations and is based on local comprehensive planning. The plan is required to establish planning direction for regionally significant transportation projects, as defined in state law, and to be consistent with the regional growth management strategy.

2. **Regional Transportation Planning Organization** legislation (RCW 47.80), which requires the preparation of a regional transportation plan and development of a regional transportation improvement program (TIP).

3. **Fixing America’s Surface Transportation Act (FAST)** [23 CFR Part 450 Subpart C (FHWA) and 49 CFR Part 613, Subpart A (FTA)], which requires a metropolitan planning process that includes the development of a transportation plan and an integrated multimodal transportation system, including a description of performance measures and targets, as well as the development of a transportation improvement program (TIP).

4. **Federal Clean Air Act** (42 USC Section 7401-7671q) and **Washington Clean Air Act** (RCW 70.94.37) which legislates federal and state requirements through Air Quality Conformity rules for transportation plans, programs and projects.

5. **Memorandum of Understanding** between the Puget Sound Clean Air Agency, Washington State Department of Ecology and PSRC regarding the preparation of maintenance plans and regional transportation conformity analyses.

6. **Washington’s Commute Trip Reduction (CTR) Program** (RCW 70.94.521-555 and WAC 468-63) which requires interjurisdictional cooperation in affected urban growth areas for implementation of CTR plans.

**Policy Direction and Interagency Staff Involvement**

Policy direction and oversight will continue under the Transportation Policy Board, with formal actions taken by the Executive Board. This work element will continue to have extensive involvement from PSRC's advisory committees, including the Regional Staff Committee (RSC), Regional Project Evaluation Committee (RPEC), and the
Transportation Operators Committee (TOC), as well as the four countywide transportation organizations.

This work element will also continue to have extensive involvement from PSRC’s regional air quality consultation partners, including the Puget Sound Clean Air Agency, Washington State Departments of Ecology and Transportation, the U.S. Environmental Protection Agency, and the Federal Highway and Transit Administrations.

### Summary of Revenues and Expenditures

#### Summary Revenues & Expenditures

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#### Budget Comparison:

- **May 22 Supplemental**
  - FY 22-23: $7,250,000

- **Sept 21 Amended**
  - FY 22-23: $7,347,000

#### FTE Staffing Comparison:

- **May 22 Supplemental**
  - FY 22-23: 15.51

- **Sept 21 Amended**
  - FY 22-23: 16.45
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Economic Development District (Task 300)

Objective
Provide staff support to the Economic Development District (EDD) Board of Directors. Maintain the central Puget Sound region’s eligibility for economic development planning and technical assistance funding from the federal Economic Development Administration. Develop, update, and assist in implementation of the Regional Economic Strategy, which serves as the region’s Comprehensive Economic Development Strategy (CEDS). Under direction from the EDD Board of Directors, coordinate with public, private, and community stakeholders to develop and implement initiatives that strengthen the region’s economy.

Sub-Tasks

Sub-Task 1. EDD General
Ongoing administrative, managerial, and operational efforts are required to maintain status as the Central Puget Sound Economic Development District (EDD), including:

a. Convene and provide staff support to the EDD Board of Directors, subcommittees, and other working groups or taskforces.
b. Annually update the Regional Economic Strategy.
c. Develop and maintain tracking tools, performance measure data and other products to facilitate strategy implementation.
d. Coordinate events and programs, as appropriate, to aid in implementation of the Regional Economic Strategy.
e. Prepare budget and work program.
f. Review and evaluate employee performance.
g. Develop, apply for, and monitor grants and contracts in support of the Regional Economic Strategy.

In FY2022, staff facilitated five Economic Development District Board meetings (July 2021, October 2021, December 2022, February 2022, and May 2022). In January 2022, the newly adopted Regional Economic Strategy was submitted to the U.S. Economic Development Administration. Also in December 2021, the EDD Board adopted its focus areas for 2022, which establish the board and staff workplan for the calendar year.

Sub-Task 2. Regional Economic Strategy Implementation
The Regional Economic Strategy, adopted in December 2021, is the guiding document for key regional economic initiatives. The EDD Board will maintain a work plan of initiatives to implement the strategy, informed by ongoing evaluation. Economic development staff will work with regional partners to implement these initiatives, including:
a. Identify emerging industry opportunities, subsectors, or cross-cluster opportunities
b. Identify challenges and opportunities faced by the region’s economy
c. Perform and coordinate qualitative and quantitative analysis to help detail the region’s strengths, weaknesses, opportunities, and threats and develop targeted strategies to improve the region’s competitive position
d. Develop, run, and collaborate on events that bring together economic development interests in the region and highlight regional priorities

The new Regional Economic Strategy was adopted in December 2021 and approved by the U.S. Economic Development Administration in March 2022. Staff have worked on numerous projects to implement the 2022 Economic Development Focus Areas, which were also adopted in December 2021.

An update to PSRC’s Washington State Space Economy Report was completed in February 2022. Staff worked with the Aerospace Futures Alliance on a release event at the Museum of Flight.

An Economic Development Element Guide was released in February 2022. The guide was developed to assist local jurisdictions with the upcoming 2024 comprehensive plan update process.

In April 2022, PSRC partnered with the Urban Land Institute (ULI) on an event to provide information on financing tools for equitable TOD, including tax increment financing (TIF), which was recently enacted in Washington.

In June 2022, the Economic Development District Board visited Kitsap County to learn about the specifics of Kitsap’s economy, the opportunities and challenges that are being addressed, and their connection to the region. The group met with local elected leaders and CEOs, toured key employment facilities, and learned about important investments being made in the county.

PSRC kicked off an Industrial Lands Analysis Update project in early 2022. The Industrial Lands Analysis is an assessment of economic activity on industrial lands in the central Puget Sound region, including analysis of industry forecasts and the region’s ability to accommodate economic growth on industrial lands. The report was last updated in 2015, and is expected to be completed in early 2023.

**Sub-Task 3. E.D.A. CARES Act Grant**

Utilize U.S. Economic Development Administration CARES Act funding to support disaster recovery and resiliency coordination, including efforts targeting highly impacted regional industries.

A Workforce Recovery Planning Project kicked off in the previous budget year and was completed in June 2022. The final report identifies challenges and opportunities for increasing the talent pool diversity in four key industries showing high demand for workers over the next decade: Manufacturing, Information Technology, Healthcare,
The project also identified a set of 12 occupations in the four industries that provide growing career opportunities, with strong wages for workers in the region. Occupational profiles were developed that describe the job characteristics and outlook, pay information for each occupation, as well as education, training, and skills required to pursue them.

During this budget period, PSRC kicked off a project to assist in economic recovery and resiliency for the nonprofit arts and culture industry in the central Puget Sound region. This project will result in an Arts and Culture Economic Recovery Strategy to act as a guiding document for regional partners to align efforts in support of organizations and workers in arts and culture industry, which will be completed in August 2022.

**Unfunded Sub-Tasks**

None

**Major Milestones and Products**

1. Annual Economic Development Work Plan Developed and Adopted *(2020 and 2021)*
2. EDA Planning Grant Secured *(June 2019, June 2020, and June 2021)*

**Mandates**

This work element provides for program development, administration and management of regional economic development planning activities as required by:


3. Federal authority for the creation, recognition and funding of multi-jurisdictional economic development districts is found in the **Public Works and Economic Development Act of 1965** *(Public Law 89-136, 42 U.S.C. 3121 et sec.)* as amended, including the comprehensive amendments by the Economic Development Administration Reform Act of 1998 *(Public Law 105-393)* and the Economic Development Administration Reauthorization Act of 2004 *(Public Law 108-373)*. Criteria for district program functions and funding are found in 13 CFR Part 301 (area eligibility), 302 (district designation), 303 (district planning process) and 306 (planning assistance).

**Policy Direction and Interagency Staff Involvement**

Economic Development receives policy direction from the EDD Board of Directors.
Summary of Revenues and Expenditures

Revenues:
- EDA Grant: $200,000
- EDD Dues: $290,000
- EDD CARES Carryover: $326,000
- PSRC Local: $11,000

Total: $826,000

Expenditures:
- Scheduled Completion: 50%
- Actual Completion: 60%
- Budget Expended: 60%

Budget Comparison:
- May 22 Supplemental: FY 22-23, $826,000
- Sept 21 Amended: FY 22-23, $823,000

FTE Staffing Comparison:
- May 22 Supplemental: FY 22-23, 1.38
- Sept 21 Amended: FY 22-23, 1.69

Summary of Consultants within Economic Development District

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Data (Task 400)

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

Sub-Tasks
Sub-Task 1. Data Administration
Manage and administer the Data department work program, including development, schedule, budget, progress and evaluation reports and related documentation. Assure compliance with rules and regulations of funding agencies and PSRC. Administration also includes staff training and education to support effective implementation of the Data work program.

Administration of the Data department is ongoing. Over the past fiscal year, the management team for the Data department has ensured that project timelines have been met for our major deliverables as described below.

Sub-Task 2. Data/GIS/Model Development and Maintenance
Data and Visualization. PSRC produces and serves as a clearinghouse for an array of regional demographic, housing, land use, economic, transportation, and forecast datasets that form the core data infrastructure supporting the agency’s forecasting/modeling efforts and regional planning analyses, as well as local planning by PSRC member agencies. Maintenance and regular updates to these datasets are among the mandated MPO functions that constitute this work sub-task:

- **Demographic:** Decennial Census, American Community Survey
- **Housing:** residential building permit estimates, rental data and home sales
- **Land Use:** parcel/assessor data, future land use dataset
- **Economic:** employment & wage estimates as well as unemployment data by sector and race/ethnicity
- **Transportation:** Census Transportation Planning Package (CTPP), household travel survey data, park and ride data, parking inventory data, bicycle and pedestrian counts, truck counts
- **Forecast:** regional macroeconomic forecast, small area land use projections (Land Use Vision)

The Data and Visualization subtask continues the effort to grow staff capacity and expertise in the area of data visualization, including web-mapping and other interactive web-based data tools, visual analytics for modeling systems, and common
programming languages (e.g., Python, JavaScript, R) used for data visualization applications.

During FY2022, staff published regular updates to a number of datasets, including Census/ACS, residential building permits, park and ride utilization, and regional employment.

New to this fiscal year, staff performed a series of in-house data tool development to aid in the analysis and visualization of data focused on advancing racial equity. These tools focused on the data pipeline and development of data to highlight racial disparities by a range of topics from educational attainment, health care access, vehicle availability and others.

Staff furthered development in Python and R scripting skills, resources that have allowed staff to better communicate with our member agencies and have worked to increase transparency in the agency’s technical analysis. Staff generated several new presentations for the Regional Staff Committee, Transportation Policy Board and Growth Management Policy Board using these new technologies.

GIS. This subtask addresses ongoing maintenance and upkeep of PSRC’s geographic information systems, including its associated repositories of geospatial data and analytic tools in a central enterprise geo-database.

In FY2022 staff finalized the development of the Data Portal, an ESRI based technology to share spatial data with member agencies and the public via the PSRC website. The Data Portal is built on a combination of ArcOnline resources and the agency’s centralized geodatabase. The Portal tool ensures that the same spatial analysis tools that are available for internal analysis at PSRC are also available externally. The Portal was completed in FY2022 and was officially launched at the start of FY2023, at the same time as the new PSRC website.

Modeling. PSRC’s suite of forecasting models are integral to the agency’s planning efforts, supporting analysis of future year land use and travel conditions, whether being used to produce forecast products or to inform policy analysis and plan development. Currently, the agency maintains the following primary models:

- A macroeconomic model of the four-county region
- The UrbanSim land use modeling suite
- A four-step travel demand model known as 4K
- An activity-based travel model known as SoundCast

While the models have seen significant advances in their capabilities, ongoing refinement and improvement remains an agency priority. In FY2022-2023, this work will center on continued improvement to support the Regional Transportation Plan update. The focus of travel model updates will continue to be the SoundCast activity-based travel model. These updates may include but are not limited to:
- Transit modeling
- Updated Base Year
- Shared Mobility and Technology enhancements
- Work from home
- Sensitivity Analysis around observed COVID-19 impacts on travel behavior

The UrbanSim land use forecasting tools are currently in operation and have been used for allocating subarea growth for VISION 2050. In FY2022-2023, PSRC staff will continue updating a key model for migration to the UrbanSim 2.0 model platform. This migration is needed for a variety of reasons, including the fact that the UrbanSim code currently in use at PSRC is no longer commercially supported. This update will also enable faster run times, increase transparency and enhance collaboration with other users around the country.

*The Regional Transportation Plan was the major work item for the modeling team in FY2022. The team spent the first half of the fiscal year running the technical scenarios for the Plan analysis. This included several “what-if” scenarios that looked at various topics such as increased work from home, free transit fares, improved access to transit, impacts of roadways projects on vehicle emissions and the benefits of business-access-transit lanes on transit performance. Data and Planning staff worked together to ensure that the data outputs and visualizations met tight RTP-related timelines in the fall for production of the RTP environmental analysis and spring analysis related to the final adoption of the plan.*

*Modeling staff also continued work in FY2022 on incorporating race into our modeling systems. The addition of detailed race characteristics in the synthetic population estimating process allowed users to produce a variety of equity-focused analyses in the base year and has set the modeling system up to perform more detailed race-based analysis in future modeling related tasks. The models are now setup to generate outputs by eight distinct racial categories. The next step in the process involves understanding travel behavior differences by race from our most recent Household Travel Survey to be held in the spring of 2023 for use in the next update to the Regional Transportation Plan.*

**Sub-Task 3. Internal Technical Support**

This sub-task includes preparation and evaluation of data and analytical products to support internal PSRC planning efforts as opposed to external consumers such as member jurisdictions. Regional growth management, transportation and economic development planning depends on demographic, land use, employment and transportation data and forecasts on an ongoing basis for policy development and alternatives evaluation.

Data, analysis and forecasting/modeling support for the Regional Transportation Plan fall under this sub-task. The Regional Transportation Plan related analysis will include
the technical analysis for the Regional Transportation Plan environmental analysis and board decision making. This analysis will include various sensitivity tests that are enabled with the model enhancements listed above.

This sub-task also includes ongoing support for the PSRC Performance Trends program. The Performance Trends program integrates planning and data activities and draw resources from all PSRC program areas. The Data team will continue to develop and analyze data to support this program, as well as participate on project teams with other agency staff to develop findings, assess policy implications, and develop Performance Trends products.

Data, analytic, and modeling support continued for an array of PSRC planning initiatives during FY2022 with a focus on the Regional Transportation Plan update as well as continued data development and support for our Racial Equity work program. Data and trend analysis continued to support staff presentations to PSRC boards, committees, and external audiences, as well as support the Performance Trends program.

In FY2022 Planning, Data, and Communications staff continued to draft a series of different Puget Sound Trends articles covering transportation and demographic trends. These Trends covered housing supply and demand, continued population growth and the impact of the pandemic on different people across the region. The team also continued work on the automation of Trends production to lessen the staff resources required to prepare Trends. Several Trends were used in presentations to the Transportation and Growth Management policy boards. In FY2022, a broader group of agency staff continued to participate in the production of Performance Trends.

In FY2022, staff focused data stories on various Heritage Month focused blog posts and trends to further highlight racial disparities and understanding throughout the year. Staff generated Heritage posts focused on African American History, economic disparities within the Asian community, impacts from the pandemic on the LGBTQIA community and housing and educational attainment disparities for the Hispanic and Latinx community.

Sub-Task 4. External Technical Support
This sub-task includes preparation and dissemination of data, analytical and modeling products and services to support PSRC members, per PSRC’s MPO mandates and Interlocal Agreement. PSRC’s member agencies, including counties, cities, Tribes, ports, transit agencies and WSDOT, rely on PSRC for regional data collection, estimation, forecasting, analysis and modeling support on an ongoing basis. This sub-task also involves outreach and data/modeling coordination efforts through the Land Use Technical Advisory Committee (LUTAC) and Model Users Group (MUG), as well as general support for the agency’s boards and other committees as needed.

Examples of technical support tasks include responding to data and modeling requests by members, supporting regional data coordination efforts, and online publication of data and analysis and other technical resources. In addition to routine products and
services, members may occasionally request assistance with large labor-intensive projects that may involve additional revenues provided by the member agency.

Data, analytic, and modeling support was provided to PSRC member agencies and other external entities on an ongoing basis throughout FY2022. Support activities included publishing standard data resources on the agency website related to employment and permit activity, responding to requests for routine and custom data and technical support, providing land use and travel modeling support and assistance to PSRC member agencies, and supporting regional data and modeling coordination efforts through the Land Use Technical Advisory Committee (LUTAC) and Model Users Group (MUG). In FY2022, external requests related to the start of agency-led comprehensive planning efforts began. These requests picked up in intensity in the last quarter of FY2022 and will continue into FY2023.

Sub-Task 5. Data Management System Improvements
During FY2017, the Data department undertook a consultant project to have its data management practices and related IT systems evaluated. The project goal was to identify targeted improvements that could be implemented to: a) improve basic data organization and management, b) support and promote more efficient work flows and data processes, and c) facilitate easy and intuitive data access and dissemination, both internally within the agency and externally to the public.

This task represents the continued implementation phase of this initiative effort and may include (but is not limited to) the following potential improvement measures: 1) further design and implementation of a central SQL database for both tabular and spatial data, 2) migration of data and databases to the new SQL platform, 3) development of data catalogs to facilitate data search, access, and dissemination, 4) provide in-house staff training on new standards, systems, and practices.

In FY2022, staff continued the population of a central SQL database for use by staff. Census, housing, Office of Financial Management data, household survey data and all the agency-specific spatial datasets were moved into the central SQL database in FY2022. Spatial data from the central database was a focus of FY2022 Data Management tasks as they were an integral part of the Data Portal development highlighted in Sub-Task 2. Further work on migration of the agency’s datasets to the central database is ongoing and will continue in each fiscal year.

Sub-Task 6. Continuous Household Travel Survey
In FY2014-2015, PSRC initiated a program of continuous household travel survey data collection. The goal is to conduct the survey annually or biannually as budget allows. Historically, PSRC collected household travel survey data every seven to eight years to understand trends in travel behavior and to support modeling, but this continuous approach offers several advantages. One advantage to more continuous collection is that rapidly changing travel trends such as technological shifts can be incorporated into planning and modeling. This approach also allows for better monitoring of transportation
changes. Finally, the more frequent surveying approach will reduce initial survey startup efforts since each survey design and analysis phase will occur more often and with a smaller time gap since the last survey.

Data produced by the travel survey is used by PSRC and many member agencies to develop models that predict household travel behavior. In addition, the surveys have been used to build household location models used in land use analysis. The continuous survey approach will also provide information for performance measures such as mode choices in regional centers and for before-after studies of infrastructure improvements.

For FY2022-2023, a fourth wave of the survey, supported by a budget of $500,000 for consultant services, is planned for implementation with the budget planned for use towards survey design by consultants, administering the survey to a sample of regional residents, and completion of final survey deliverables by consultants in winter 2022/2023, for survey work targeted to begin in spring 2023. This survey will be unique in that it will occur after the impacts of the COVID-19 pandemic have been known for a few years and will provide a snapshot of how travel behavioral has changed as a result compared to the 2019 and 2017 waves of the survey and well as how recovery in travel behavior has occurred relative to the Spring 2021 survey.

Consultant costs include:

- $500,000 to conduct a fourth wave of PSRC’s continuous household travel survey program in spring 2023. Due to budget impacts of COVID-19, it is unknown if other member jurisdictions will be purchasing add-on samples for the 2023 survey.

The latest wave of the continuous household travel survey fielded in the spring of FY2021 was processed, analyzed and release for public use by PSRC staff in FY2022. Staff analysis was focused on numerous data stories to understand travel characteristics by race and income, and analysis of reasons for residential displacement as well as transit-related usage and impacts observed during the COVID-19 pandemic.

Staff also began the process of developing the scope and partnerships for the spring 2023 regional household travel survey, which will be fielded in April/May of 2023 and will be one of the first post-COVID travel behavior datasets available for regional analysis.

**Sub-Task 7. Regional Macroeconomic Forecast**

A consultant contract project could be initiated during FY2023 to update the Regional Macroeconomic Forecast for use in future planning efforts and comprehensive plan updates by member jurisdictions. An updated final forecast would be published in FY2023 and would include analysis of possible long-term impacts of COVID-19 on long-term population and employment growth forecasts for the region.

Direct costs include:
• $75,000 planned for the full execution of an updated 2050 Macroeconomic Forecast.

*This task is necessary for model updates for use in the next planned Regional Transportation Plan update. This task is anticipated for FY2023 and will correspond with the other base-year updates that will occur in FY2023 and FY2024 for use in the next Regional Transportation Plan.*

**Sub-Task 8. AMPORF/ActivitySim**

PSRC is continuing collaboration with several agencies on state-of-the-practice techniques to improve run time, quality, and usefulness of travel forecasting products. That collaboration began in FY2014-2015 through a contract with the Association of Metropolitan Planning Organization Research Foundation (AMPORF) and that work is planned to continue through FY2022-2023. This work is leading to major improvements that will make their way into PSRC’s current activity-based model in subsequent budget periods. These improvements include optimized code, faster run time and improved code readability and ease of use.

Direct costs include:

• $70,000 for continued collaboration with the AMPORF consortium to support development of future versions of the regional Activity Based Model.

*In the AMPORF project, progress on the new contract scope through the end of the fiscal year was satisfactory. PSRC contributed $35,000 to the consultant costs per the terms of the interagency agreement. Further versions of the model have been developed and are in current testing. PSRC continues to support this project in our budget and work program and is part of a bi-weekly project management team that helps direct the focus of this long-term research effort.*

**Sub-Task 9. Regional Parking Inventory**

The Parking Inventory will occur in 2022-2023. The inventory will be a data collection effort of accessible off-street parking in the defined study areas: Seattle, Bellevue, Bremerton, Everett, and Tacoma central business districts, the Bainbridge, Kingston, and Southworth ferry terminals, and the University District. The primary data attributes that will be collected are parking capacity, occupancy, rate, and parking type.

The data collected from the inventory will help support the development of both the land use and travel demand forecast models. In addition, will be a resource for local planners working with parking policies and parking supply management.

Direct costs include:

• $20,000 for temporary intern personnel to support the Regional Parking Inventory.
Intern staff began an update to the parking inventory around major employment centers, transit stations and ferry terminals in FY2022. The data collection was generally completed using on-line resources with minimal field efforts that allowed the work to be completed using fewer intern staff than in years past. The data collection in FY2022 included a count of spaces, hourly and daily costs, and various amenities available such as bike storage and electric-vehicle charging. Data collection was wrapped up in FY2022 and final summary and analysis of the new data is expected in early FY2023.

Sub-Task 10. Freight Data
In the fall of 2020, freight origin-destination data for both heavy and medium trucks was purchased to enhance the calibration of the SoundCast travel demand model as well was provide observed freight data for technical analysis in the Regional Transportation Plan. For FY2022-2023, updated freight data would be purchased in the spring of 2023 for use in the updated base year of the SoundCast model system and to correspond with updated information post COVID-19 from the Household Travel Survey.

The data collected will help support the development the travel demand forecast models and will be a resource for local planners working on freight delivery issues in their comprehensive planning efforts.

Direct costs include:

- $50,000 for the purchase of freight data.

This task is on-going and is included to support the development of freight-related travel impacts and changes. A portion of these funds are expected to help support model development in the areas related to freight movement in FY2023.

Sub-Task 11. COVID-19 Impact Data
COVID-19 has impacted tax revenue, housing markets, travel behavior and shopping habits. It is still too early to know the long-term impacts of these changes, but data is beginning to emerge. For FY2022-2023, PSRC would look to purchase data that helps us further explain and understand the impacts of COVID-19 on long-term forecasts. Data could include traffic counts, rental and housing data, tax revenue and retail behavior.

The data collected will help support the development of travel demand forecast models for future modeling and analysis and will be a resource for local planners working on their comprehensive planning efforts.

Direct costs include:

- $50,000 for the purchase of COVID-19 related data.

This task is on-going and is included to support the development of travel behavior changes as a result of the COVID-19 pandemic. A portion of these funds are expected
to help support model development in the areas related to long-term travel behavior changes due to COVID-19 in FY2023.

Sub-Task 12. Equity Data
Data to support the agency Equity Work Program, including but not limited to the Equity Dashboard, will require access to data sources that have not traditionally been utilized by MPOs. This sub-task will enable the agency to pursue data sources that help fill in the gaps in our traditional data products to enhance the understanding of how our plans and policies impact and benefit people across the region.

The data collected will help support the development of travel demand forecast models for future modeling and analysis related to racial equity and will be a resource for local planners working on their comprehensive planning efforts.

Direct costs include:

- $50,000 for the purchase of equity-related data.

This task is on-going and is included to support the development of equity-related data for the agency’s racial equity work. A portion of these funds are expected to help support model development in the areas related to race in FY2023.

Sub-Task 13. Industrial Lands Data
In FY2022-2023, PSRC’s Growth Management Planning team will be undertaking a project to update the regional industrial lands inventory. This sub-task will fund the purchase of additional data that may be required to further the analysis. Data could include land supply and costs as well as any sector-specific data that may enhance the understanding of industrial land use in the region.

The data collected will help support the development of an updated regional industrial lands inventory and will be a resource for local planners working on their comprehensive planning efforts.

Direct costs include:

- $50,000 for the purchase of industrial lands-related data.

This task is anticipated for FY2023 and will correspond with the industrial lands update project that kicked off in early FY2023.

Sub-Task 14. Geospatial and Web Mapping Consultant Support
PSRC’s data management and visualization efforts have included a desire to increase the web presence of PSRC data products for use by our member jurisdictions. Now that the internal storage and data architecture has progressed, in FY2022-2023 PSRC can move forward with the GIS Web Portal and Visualization project. This project includes
representation across the agency and this sub-task provides resources for technical support in the use of the software tools used in the project.

Direct costs include:

- $20,000 for additional consultant support for GIS online data storage and visualization.

This task launched at the end of FY2022 and will conclude into the 3rd quarter of FY2023. In FY2022, the scope of work was developed, and the consultant team was selected to support the further development and implementation of GIS-based tools at PSRC with a focus on the successful implementation of GIS-based software tools in a cloud-based infrastructure.

**Sub-Task 15. Transit Model Tools**

Updates to PSRC modeling capabilities that improve functionality for transit and transit-related modeling will be funded through a grant from the Federal Transit Administration (FTA) known as the FTA 5307 program. Portions of the grant will be spent pursuing continued transit modeling updates. The grant will also be used to enhance ferry modeling capabilities for incorporation into future ferry planning efforts across the region. The results of this work may be useful to the region’s ferry operators for their long- and short-range facility, service, and operations planning. Refinements to this work program will be coordinated with transportation operators through the Transportation Operators Committee (TOC).

*In FY2022, Data staff worked to provide relevant data support to our transit partners, including providing population, employment and demographic forecasts for a variety of transit-related planning processes. Staff also worked with the Transportation Operators Committee to finalize performance measures to support the Regional Transportation Plan that was adopted in FY2022.*

*In FY2022, modeling staff finished work on incorporation of new analysis capabilities related to shared mobility, improved estimation and modeling of transit and finalized improvements to the work from home model for use in the Regional Transportation Plan analysis. As noted in Sub-Task 2, these improvements were an integral part of the analysis of the Regional Transportation Plan that was adopted in FY2022.*

**Unfunded Sub-Tasks**

None

**Major Milestones and Products**

1. Regional Transportation Plan Analysis and Modeling (*Winter 2022*)
2. Updated Regional Economic Forecast (*Spring 2023*)
3. Wave four of the Regional Household Travel Survey (*collections begin Spring 2023*)
4. Equity dashboard (*Winter 2021*)
5. Updated Puget Sound Trends (*Ongoing*)
6. Phase 2 of UrbanSim 2.0 conversion (*Spring 2022*)

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

1. **Interlocal Agreement for Regional Planning of the Central Puget Sound Area** (Article VII), which requires that, as requested, the agency shall provide technical assistance to local, state, and federal governments through regional data collection and forecasting services, consistent with the mission and functions of the agency; and that a regional database (including demographic, economic, and travel condition data) and modeling capabilities will be established and maintained to support development of the Regional Transportation Plan and VISION 2040.

2. **Regional Transportation Planning Organization legislation** [RCW 47.80], which requires establishment and maintenance of a coordinated planning program for regional transportation systems and facilities, and integrated transportation and comprehensive planning.

3. **Fixing America’s Surface Transportation Act (FAST)** [23 CFR Part 450 Subpart C (FHWA) and 49 CFR Part 613, Subpart A (FTA)], which requires a metropolitan planning process that includes the development of a transportation plan and an integrated multimodal transportation system, including a description of performance measures and targets, as well as the development of a transportation improvement program (TIP).

4. **Federal Clean Air Act** (42 USC Section 7401-7671q) and the **Washington Clean Air Act** [RCW 70.94.37] which legislates federal and state requirements through air quality conformity rules for transportation plans, programs, and projects.

**Policy Direction and Interagency Staff Involvement**
Policy direction is received from the Executive Board. This work element will also have regular ongoing interactions with the Regional Staff Committee (RSC), Land Use Technical Advisory Committee (LUTAC), and Model Users Group (MUG).

**Summary of Revenues and Expenditures**

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| Expenditures:                |  |
| Scheduled Completion         | 50%    |
| Actual Completion            | 39%    |
| Budget Expended              | 39%    |
FTA 5303 Carryover Match 46,000
STBGP 1,000,000
STBGP Local Match 156,000
FTA 5307 1,030,000
FTA 5307 Local Match 258,000
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FTA 5307 Carryover Match 90,000
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Council Support (Task 500)

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

Sub-Tasks
1. Provide assistance to the General Assembly.

   The General Assembly met on May 26, 2022. This was a hybrid meeting allowing for participation in-person and via the Zoom meeting platform.

   At the meeting, the Assembly adopted the Regional Transportation Plan, elected King County Councilmember Claudia Balducci as President and Poulsbo Mayor Becky Erickson as Vice President for a second year; and adopted the Fiscal Years 2022-2023 Supplemental Budget and Work Program.

   Staff planned the event and helped with tasks, including preparing materials, securing a quorum, taking notes and serving as parliamentarian.

2. Provide assistance to the Executive Board.

   The Executive Board met in July, September, October and December of 2021; and January, February, March, April and June of 2022. In 2022 the Executive Board began holding hybrid meetings. Staff helped secure a quorum for the meetings, prepared and distributed meeting materials, attended all meetings, took notes and prepared minutes, answered questions, and served as meeting parliamentarian. Meetings were broadcast live and summaries of these meetings are available on the PSRC website at www.psrc.org.

3. Provide assistance to the Operations Committee.

   The Operations Committee met nine times during the fiscal year. The committee’s meetings were held prior to each Executive Board meeting to discuss and vote on action items to recommend to the Executive Board. Staff ensured that contracts for authorization were on the agenda as needed, agency vouchers were submitted for approval, and committee members were provided a status update on the budget, contracts, grants and pending grants. Staff attended all meetings, took notes, prepared agenda materials, secured a quorum, updated the committee web page, and followed up on member requests.

4. Provide support for Executive Committee meetings.
The Executive Committee met in September, October and December of 2021; and January, February, March, April and June of 2022.

5. Provide assistance to the Economic Development District Board.

The Economic Development District Board met in July, October and December of 2021 and February, May, July, October and December of 2022. In 2022 the Board began holding hybrid meetings. All meetings were held virtually. Staff helped secure a quorum for the meetings, prepared and distributed meeting materials, attended all meetings, took notes and prepared minutes, answered questions, and served as meeting parliamentarian. Meetings were broadcast live and summaries of these meetings are available on the PSRC website at www.psrc.org.

6. Establish working relationships with member organizations' elected officials and staff and participate in countywide planning and decision processes.

PSRC staff maintained a strong working relationship with countywide planning councils and staff committees, regularly participating in monthly meetings, and continued a pattern of building individual relationships with the region’s leaders.

7. Conduct a regional workshop for newly elected officials.

This workshop is conducted every other year. The last workshop was conducted in FY 2022 (January 2022) and the next workshop is planned to occur in FY 2024.

8. Conduct legislative briefings and develop legislative positions.

PSRC staff continues to brief and provide data and background information for state and federal law makers. PSRC is developing a state legislative agenda for the 2023 state legislative session.

9. Participate in the National Association of Regional Council’s NARC.

PSRC staff participated in NARC’s Executive Directors Conference in September 2021, and NARC’s Annual Conference in June 2022.

10. Implement an integrated ongoing program to evaluate regional trends and success in effecting the policy objectives, projects, and programs adopted in VISION 2050, the Regional Transportation Plan, and the Regional Economic Strategy.

In FY2022, staff throughout the agency published Puget Sound Trends publications and data-focused articles highlighting regional data trends on population, transportation, housing, and the economy. Articles were used to highlight equity and heritage data, such as Black History Month. Staff presented regional trend data to PSRC’s boards and communities, tracking impacts of
COVID-19 on transit ridership, highway volumes, employment, and related topics. As part of developing the new Regional Transportation Plan, staff presented findings on data collection and research on the state of the region’s transportation system to the Transportation Policy Board and the Executive Board. For the preparation and implementation of the Regional Housing Strategy, staff collected and reported on regional housing trends.

11. Continued outreach efforts to member jurisdictions and other groups.

*PSRC staff continues outreach efforts to meet regularly with all member jurisdictions and other groups regarding the programs and planning activities of PSRC.*

12. Organize with PSRC leadership and associated staff the approach to PSRC’s Federal Planning Certification Review process, including preparing the response submittal and organizing the site visit. Coordinate PSRC’s responses and ensure timely follow up, if there are any actions determined by the federal review team. Document all follow-up action items for the next review.

*In May 2022 staff pulled together requested resources for PSRC’s 2022 Federal Planning Certification Review process and submitted to FHWA, FTA and WSDOT partners. An initial kick-off meeting was held with these agencies and key PSRC staff on May 25, 2022 in anticipation of the formal certification review meetings to be held in July 2022 (FY 2023).*

13. Provide reports to the Executive Board related to conferences and other major events where Executive Board members participate.

*PSRC staff report out at every Executive Board meeting about meetings and events with our members and other groups that staff attends.*

**Unfunded Sub-Tasks**

None

**Major Milestones and Products**

1. 2022/2023 General Assembly Meetings (Spring 2022, 2023)
2. Regional workshop for newly elected officials (January 2022)

**Mandates**

This work element supports numerous PSRC functions as required by:

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

2. **Fixing America’s Surface Transportation Act** (FAST Act), which requires that a continuing, cooperative and comprehensive planning process be maintained that results in plans and programs for an integrated intermodal transportation system.

### Policy Direction and Interagency Staff Involvement

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

### Summary of Revenues and Expenditures

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<tr>
<th>Summary Revenues &amp; Expenditures</th>
<th>Expenditures:</th>
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<td><strong>Revenues:</strong></td>
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<td>FHWA</td>
<td>Scheduled Completion  50%</td>
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<td>FHWA Local Match</td>
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### Summary of Consultants within Council Support

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Communications (Task 600)

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

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

   Communications staff writes, edits and designs PSRC’s publications and presentations and checks them for accessibility before posting them to the website. PSRC produced more than 22 reports, plans and fact sheets during the fiscal year, including the Regional Housing Strategy and Needs Assessment, the Regional Economic Strategy, and the Washington Space Economy Report. Staff published 172 blog posts, sent 16 emails from the Executive Director highlighting current PSRC activities and data, and produced a total of 36 At Work meeting summaries describing highlights from PSRC board meetings. Communications staff also assisted the Executive Director and other staff in developing effective presentations for speaking engagements and PSRC board and committee meetings. Communications staff wrote and designed the agency’s annual report published in May 2022.

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

   Communications staff continues to help support the agency’s public involvement activities as part of each planning process. Communications staff work to implement the Public Participation Plan throughout the agency’s work program. Staff continued its successful use of engage.psrc.org, to highlight key projects and planning initiatives at PSRC and offering opportunities for public involvement, including three online open houses. Staff also helped to organize, edit and publicize webinars and other virtual events related to PSRC’s work program. Staff used social media to engage people in the work of the agency,
sharing blog posts, data and related news about the agency’s activities on Facebook, Twitter, Instagram, and LinkedIn.

3. Design, publish, and coordinate production of newsletters, electronic newsletters, newspaper supplements, brochures, maps, as well as other materials including registration materials and other graphics products as required; prepare visual presentations covering issues and projects.

Communications staff prepared and distributed a bimonthly electronic newsletter from the Executive Director, a variety of reports, registration materials and visual presentations for events. Staff also helped to write, edit and design Puget Sound Trends reports and other data stories published on PSRC’s website.

4. Maintain, develop and enhance PSRC’s website and online engagement, including social media strategy.

Communications staff continued to maintain and enhance the website by adding new content on PSRC activities as well as developing a new website to meet the future needs of the agency. Staff created three online open houses on the engagement site, ran multiple surveys, and continued its successful social media strategy of sharing all blog posts, connecting with members, and advertising outreach opportunities.

5. Conduct the PSRC’s VISION 2050 Awards Program. Continue to actively promote VISION 2050 awards in a variety of media as appropriate.

Communications staff redesigned the awards program in honor of the adoption of VISION 2050 and awarded seven projects and programs, with presentations both in person and online as well as featuring the program at the General Assembly.

6. Oversee maintenance of agency mailing lists of community, business, and special interest groups and distribute newsletters and other information materials to these groups as appropriate.

Communications staff continued to make improvements to the agency’s contact database, continuously updating mailing lists and tracking interactions with PSRC members and interested parties.

7. Provide information to the public and officials on issues, projects, and agency operations.
All information about issues, projects and agency operations is shared widely with the public in mind. Staff regularly meets with elected leadership within the region, as well as civic organizations, business and labor leaders, and state policymakers on regional issues. PSRC communicates regularly with members of the state legislature within the region on actions and issues that come before the Executive Board and policy boards. The agency continues to cultivate and maintain relationships with traditional news media and new media, sharing information related to PSRC’s mission and work program.

8. Assist internal staff communications as appropriate.

Staff meets regularly to discuss agency activities. The agency maintains an intranet that provides personnel and procedural information and other resources for staff. Communications staff continue to produce an internal staff newsletter monthly.

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

Through agency publications, presentations and ongoing contact with member associations and the public, communications staff worked to maintain a high level of quality and consistent branding in all communication efforts. All publications and web material are proofread and edited for grammar and consistency. Staff maintains an active blog and social media presence.

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

Communication staff coordinated work with vendors as needed and managed tasks related to on-call services for communications and website hosting and technical support.

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

Communications staff wrote and distributed 14 news releases, notifying the media and membership about various opportunities to comment on or engage with PSRC’s work.
12. Maintain contacts with the news media; arrange/coordinate press interviews and conferences with local officials and staff as appropriate; monitor press coverage.

Staff continued to cultivate relationships with the media, monitor media changes and coverage of topics pertinent the agency’s work, maintain and update a media contact list, distribute new releases, and coordinate media interviews with PSRC staff and elected leadership. Through the agency’s blog, staff communicates about PSRC’s data, funding and planning activities in ways that are easy to understand for a non-technical audience. Staff extends the reach of the blog by posting links on Twitter, Facebook, Instagram, and LinkedIn and in the Executive Director's email newsletter. These strategies result in consistent coverage of PSRC’s data and planning activities by a variety of media in the region. These communications are core to the agency’s state and federal mandates and a critical factor in establishing awareness of the agency and in carrying out public involvement on plans and programs.

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

Communications staff continues to implement the agency’s public involvement activities. Staff communicates with FTA and FHWA to review PSRC’s Public Participation Plan and to implement the agency’s plan. Communications staff participates on the Title VI Team.

Unfunded Sub-Tasks

None

Major Milestones and Products

1. Maintain and continuously improve agency website (Ongoing)
2. Write and post news updates on PSRC’s website. (Ongoing)
3. Engage members and the public through digital outreach, including social media advertising and email marketing and electronic newsletters. (Ongoing)
4. Maintain, improve and implement the agency’s Public Participation Plan (Ongoing)
5. Awards program (Ongoing)
6. Ongoing support for all of the initiatives identified in the agency’s budget and work program including: the Regional Transportation Plan, Regional Economic Strategy, VISION 2050 implementation, and data and performance trends (Ongoing)

Mandates

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

1. **Fixing America’s Surface Transportation Act** (FAST Act), which requires that a continuing, cooperative and comprehensive planning process be maintained that results in plans and programs for an integrated intermodal transportation system.
2. **Title VI of the Civil Rights Act of 1964**
   The Title VI of the Civil Rights Act of 1964 requires that transportation planning and programming be nondiscriminatory on the basis of race, color, national origin or disability. The fundamental principles of environmental justice include:
   - Avoiding, minimizing or mitigating disproportionately high and adverse health or environmental effects on minority and low-income populations
   - Ensuring full and fair participation by all potentially affected communities in the transportation decision-making process
   - Preventing the denial, reduction or significant delay in the receipt of benefits by minority populations and low-income communities
3. **State Environmental Policy Act (SEPA), RCW 43.21C**
   PSRC uses SEPA to guide its environmental review for key decision making. SEPA rules adopted by the Puget Sound Regional Council require that whenever PSRC issues a Declaration of Non-Significance (DNS) under WAC 197-11-360-(3), PSRC will give public notice.
4. **State Growth Management Act (GMA), RCW 36.70A**
   For the development and adoption of multicounty policies under the GMA, the Puget Sound Regional Council will comply with GMA procedures that apply to countywide planning policies, including "a public hearing or public hearings on the proposed policies," [RCW 36.70A.210 (2)(e)] with appropriate public notification and participation. The public notification and procedures will include, as required by the GMA, "broad dissemination of proposals and alternatives, opportunity for written comments, public meetings after effective notice, provision for open discussion, communication programs, information services, and consideration of and response to public comments." [RCW 36.70A.140]
5. **Washington State Open Public Meetings Act, RCW 42.30**
   All PSRC committee and board meetings are open to the public, and public comment periods are provided during each regular meeting. Board chairs may limit comment periods as needed. PSRC streams Executive Board, Transportation Policy Board, Growth Management Policy Board, and Economic Development Board meetings live on its website.
6. **Public Records Act, RCW 43.56**
Anyone may request to view PSRC records for any reason (although Washington state places some limits on how certain records may be used, including but not limited to prohibiting using lists of individuals for commercial purposes [RCW 42.56.070(9)] and prohibiting using lists of persons to promote election of persons or for promotion or opposition of ballot measures [RCW 42.17.130]). PSRC’s Public Records Officer may be reached via PSRC’s website (https://www.psrc.org/contact-center/information-center/public-records-request), phone (206-464-7532) or email (amarkley@psrc.org). All public records requests are answered within five business days.

**Policy Direction and Interagency Staff Involvement**

Policy direction comes from the General Assembly and the Executive Board. Interagency staff involvement occurs as needed.

**Summary of Revenues and Expenditures**

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### Summary of Consultants within Communications

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Administrative Services (Task 900)

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

Sub-Tasks

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

All the tasks listed above were addressed throughout the year.

Performance evaluations are formally scheduled twice a year; mid-year review occurs in January and the year-end evaluation occurs in July.

In October 2020, PSRC’s Executive Board adopted a policy providing for compensation to members of the public participating in committees and focus groups. It adopted an amendment to that policy in June 2022 to expand compensation, based upon market practices and the extent of time and effort required, to include participation by community-based organizations. This policy resulted from recommendations by a racial equity taskforce working with PSRC staff to increase the level and extent of engagement in planning efforts by historically marginalized residents and to utilize the expertise of organizations already working on various issues.

PSRC staff worked to update internal administrative policies and procedures to ensure proper internal controls are in place.

Staff worked with PSRC’s Operations Committee to develop a supplemental biennial work program and budget, which was ultimately approved by PSRC’s General Assembly in May 2022.
Sub-Task 2. Administration, Legal and Financial Management

a. Monitor contracts with federal and state agencies; ensure agency compliance with regulations; and maintain liaison with federal, state, and local officials and state auditors.

b. Manage outside legal support service required by the Regional Council, including such activities as drafting and/or reviewing all agency legal documents, and overseeing legal counsel to ensure the Regional Council carries out the role and responsibility as the designated Metropolitan Planning Organization and Regional Transportation Planning Organization under federal and state law.

c. Review and analyze proposed state and federal legislation and regulations affecting Regional Council responsibility.

d. Facilitate process, preparation and amendments of the agency’s two-year operating budget and work program.

e. Prepare, monitor and report financial operations, including organizational cash flow, disbursement of payments to contractors, and investment of agency funds.

f. Maintain and implement the agency’s personnel, recruitment, compensation and training programs, the agency’s Employee Handbook and Affirmative Action Plan, and prepare and implement organizational and leadership continuity plan for PSRC.

g. Coordinate Title VI reporting, including actions in response to FHWA and FTA’s certification report.

Note: Consultant Costs of $78,000 will be used for HR support, $157,000 for Legal support, and $146,000 for accounting services. $16,000 of consultant services will also be needed for the PSRC’s continuity planning.

All the administrative, legal, financial management, Affirmative Action and Title VI tasks listed above were addressed during the fiscal year.

In November 2021 financial statements were completed for both PSRC and the Central Puget Sound Economic Development District (CPSEDD). In addition to financial statement reporting, staff provided monthly reports on budget-to-actual expenditures, contract progress, active grants, completed contracts, and project progress reports to accompany grant billings. Finance staff continue to meet quarterly with program staff to discuss program progress and to review the budget-vs-actual reports.

The state auditors arrived in December for PSRC’s annual audit. In February 2022 PSRC received our ninth clean audit in a row from the SAO with no findings, management letters or exit items.

Throughout the year, finance staff attended multiple trainings sponsored by the Government Finance Officers Association (GFOA) and the FTA to help us stay up to date with changing governmental accounting standards.
In December, the completed draft supplemental biennial budget was released. From January through March 2022, the budget was reviewed by the CPSEDD, Growth Management Policy Board, Transportation Policy Board and Regional Staff Committee. PSRC’s General Assembly approved the new biennial budget and work program in May 2022.

PSRC received another Distinguished Budget Presentation Award from the GFOA for the Biennial Budget and Work Program for FY2022-2023.

As part of the Regional Equity Strategy, the agency started work on the Racial Equity Action Plan (REAP) to address racial equity in our work. REAP: Hiring and Retention was one of the equity themes that was identified so resources and tools can be developed to advance equity goals in hiring and retention. PSRC started using NEOGOV in March 2022 as a tool to help advance equity goals in the REAP hiring and retention work.

The agency submitted its annual Title VI report to WSDOT. As part of its Title VI work this year, PSRC implemented a new translation feature, allowing members of the public to translate PDFs linked on PSRC’s website. It clarified that translation services and accommodations are offered free of charge.

Sub-Task 3. Technology and Information Systems
PSRC’s information systems function provides and maintains the computer server, network and desktop infrastructure as well as electronic technology for the five board and meeting rooms. The latter includes audio and video conferencing, live webcasting, and digital multimedia presentation facilities. The agency maintains a Technology Plan which sets forth agency technology strategies and goals. The goal of this work task is to maximize the efficiency of PSRC staff efforts and communication with our member agencies and with the public.

Most tasks are ongoing. Consultant costs of $90,000 will go toward network services and maintenance and audio-visual systems support.

Technology and information systems have been maintained and are working well. Full computing operations were maintained as PSRC moved to a hybrid work environment. PSRC also continued to maintain and upgrade as needed teleconferencing capacity to facilitate board members’ remote participation in meetings. In January 2021, PSRC launched hybrid meetings, e.g., meetings in which some board members, the public, and staff could be present and others continue to participate remotely.

Sub-Task 4. Information Center
a. Outreach and Public Service Activities
   ▪ Answer reference questions about the agency and its products for members and the public.
• Make agency products accessible for public review.
• Support outreach activities and distribute agency products.
• Respond to Public Records Act requests.

b. Council and Staff Support
• Support the work of staff by responding to requests for information and conducting research.
• Serve as a parliamentary resource.
• Assist with proofreading and editing agency products.

c. Technology Support
• Assist with the agency’s social media program and track web and social media statistics.
• Manage and maintain the agency’s intranet.
• Maintain the agency website.
• Support staff use of technology by training, troubleshooting and providing information about tools and shortcuts.

d. Management of Collection and Agency Products
• Acquire and manage reference materials and subscriptions.
• Develop and maintain databases for reference materials and agency products.
• Digitize older PSRC reports.

e. Planning and Implementation of Agency’s Records Management Program.
• Follow state records retention schedules and disposition of obsolete records.
• Oversee removal of noncurrent records from active office storage.
• Transfer historically valuable records to the State Archives system.
• Support staff records management activities.
• Maintain records databases.

Answered requests from PSRC members, the media, businesses and the public. Responded to public records requests and trained new employees in public records requirements. Assisted staff with questions about the Open Public Meetings Act (OPMA) and remote meetings during the pandemic.

Maintained the agency’s intranet. Assisted with new website and data portal launch and provided website analytics. Edited content for blog posts, social media and Puget Sound Trends and developed data visualizations. Archived PSRC products for long-term preservation and access. Distributed agency reports. Supported PSRC’s records management system.

Sub-Task 5. Facilities
Routine maintenance and repairs as necessary.

PSRC’s current lease expires in May 2024 and its Executive Board approved execution of a new lease. Staff began working on new office design, furniture, and audio-visual needs as part of preparation to move.
Sub-Task 6. Graphics

a. Provide ongoing graphics support for Agency.

- Maintain agency’s visual brand, including designing logo, letterhead, and templates for agendas and presentations
- Design and produce agency reports and other publications
- Develop and maintain digital library of photos for agency use
- Design and order staff business cards, office name plates and update organization charts for agency
- Develop plaques and awards for agency
- Taking photos of the regions for agency staff

b. Plan, implement, and maintain the agency website and social media presence

- Support maintenance and plan improvements to the website
- Maintain agency Flickr site
- Provide support for maintaining accessibility of agency’s electronic publications
- Design charts, infographics and other visuals for agency’s website, social media and email campaigns

c. Provide support for agency meetings and events

- Design and produce materials for meetings, including nametags, signs, and handouts.

The agency's publications, PowerPoint presentations, outreach efforts, and other needs were continuously supported by Graphics team. VISION 2050 publications, the Transit Integration Report, Regional Economic Strategy, Regional Transportation Policy, Regional Housing Strategy, TOD guidance, and PSRC Annual Report were among the significant reports created. Graphics has also developed new logos for Regional Transportation Plan, Regional Economic Strategy, Regional Equity Strategy and Regional Connections.

For the purpose of finding images for presentations and other content, Graphics has created an internal Flickr library of high-quality pictures that is readily available and searchable for the agency staff. Additionally, Graphics has helped out in the process of developing the new website by providing icons, photos and color palettes to the web developer.

Sub-Task 7. Website Redesign and Update

PSRC maintains an active and extensive website that supports all areas of the agency’s work program and public participation efforts. The website provides essential information about programs and plans to the public and resources to PSRC’s membership. It also offers information on regional decision making through agendas, updates, and livestreaming of board meetings. Recognizing the importance of the tool, PSRC seeks to continuously improve and enhance its website and related tools.
In 2021, PSRC will migrate its current website, which is built on the Drupal 7 content management system, to a new content management system. Migrating from Drupal 7 is required because this version of Drupal is reaching its “end of life” in November 2022 and will no longer be supported. As part of this migration, PSRC will review the functionality, design and features of the current website, and make improvements to meet the agency’s evolving needs for outreach, data and public information.

Consultant costs include $76,000 for website development.

PSRC carried out an RFP process for website redesign services, resulting in 42 responsive proposals. Upanup, a firm based in Victoria, BC, was selected due to their extensive experience working with public agencies and Tribal organizations, thorough knowledge of website design principles and practices, and commitment to website accessibility and inclusion, and cost value.

Work on the website began in January 2022 with an expected launch date of August 17, 2022. During the period, the following phases were completed: Discovery, Design, Content, and Development. Each phase included deliverables that were shared with internal stakeholders, such as the proposed site architecture, data models, design mock-ups, and wireframes.

The project manager shared progress updates and sought feedback from internal stakeholders at all levels of the agency through various avenues, including the internal staff newsletter, email updates, and presentations at agency-wide staff meetings and department meetings. This helped ensure that all aspects of the website, from organization to design and functionality, met internal and external needs.

In addition to maintaining website functionality, Upanup helped PSRC develop or improve upon site management and engagement tools. For example, improved image and file management, website form tools that include conditional logic, a new text translation tool that supports over 100 languages, and an embedded accessibility checker at the text editing level.

The website redesign granted Communications staff an opportunity to review existing content, including pages and files, and outdated or abandoned content was removed. This audit also helped staff identify areas that could benefit from additional process improvements and internal controls.

The final phases of the website redesign process, Beta, Launch, and Stabilization are to be completed in the next fiscal year.

Unfunded Sub-Tasks

None

Major Milestones and Products

1. Prepare Supplemental FY2022-2023 Budget (Fall 2021)
2. Prepare FY2024-2025 Biennial Budget and Work Program (Spring 2022)
3. Coordinate annual audit with State Auditor’s Office (Winter 2021/2022)
4. Launch new website (Summer 2022)

**Mandates**

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

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

2. **Fixing America’s Surface Transportation Act (FAST Act)**, which requires that a continuing, cooperative and comprehensive planning process be maintained that results in plans and programs for an integrated intermodal transportation system.

**Policy Direction and Interagency Staff Involvement**

None

**Summary of Revenues and Expenditures**

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</table>

<table>
<thead>
<tr>
<th>FTE Staffing Comparison:</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 22 Supplemental</td>
</tr>
<tr>
<td>FY 22-23</td>
</tr>
<tr>
<td>13.84</td>
</tr>
</tbody>
</table>

| Sept 21 Amended          |
| FY 22-23                  |
| 14.84                    |

**Summary of Consultants within Administrative Services**

<table>
<thead>
<tr>
<th>Sub-Task</th>
<th>Description of Work</th>
<th>Amount</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>HR Support</td>
<td>$ 95,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Legal Support</td>
<td>$ 225,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Accounting Support</td>
<td>$ 147,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>------------</td>
<td>-------</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Network Support</td>
<td>120,400</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disaster Planning</td>
<td>-</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Funded Contracts</strong></td>
<td><strong>$ 712,400</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Consultant Costs</strong></td>
<td><strong>$ 712,400</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Economic Development Cluster

<table>
<thead>
<tr>
<th>Federal Agency</th>
<th>Federal Program</th>
<th>ALN</th>
<th>Other Award Number</th>
<th>Expenditures</th>
<th>Passed through to Subrecipients</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commerce, Department of Economic Development Administration</td>
<td>COVID-19 Economic Adjustment Assistance</td>
<td>11.307</td>
<td>ED20SEA3070040</td>
<td>- $ 277,840</td>
<td>$ 277,840</td>
<td>- 1, 2, 3</td>
</tr>
<tr>
<td>Commerce, Department of Economic Development Administration</td>
<td>Economic Development Support for Planning Organizations</td>
<td>11.302</td>
<td>ED20SEA3020008</td>
<td>- $ 100,000</td>
<td>$ 100,000</td>
<td>- 1, 2, 3</td>
</tr>
</tbody>
</table>

**Total Economic Development Cluster:** $ 377,840

### Highway Planning and Construction Cluster

<table>
<thead>
<tr>
<th>Federal Agency</th>
<th>Federal Program</th>
<th>ALN</th>
<th>Other Award Number</th>
<th>Expenditures</th>
<th>Passed through to Subrecipients</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Highway Administration (FHWA), (via WA State Department of Transportation)</td>
<td>Highway Planning and Construction</td>
<td>20.205</td>
<td>GCB 3504</td>
<td>$ 4,885,977</td>
<td>- $ 4,885,977</td>
<td>- 1, 2, 3, 4</td>
</tr>
<tr>
<td>Federal Highway Administration (FHWA), (via WA State Department of Transportation)</td>
<td>Highway Planning and Construction</td>
<td>20.205</td>
<td>GCB 3504</td>
<td>$ 1,000,009</td>
<td>- $ 1,000,009</td>
<td>- 1, 2, 3</td>
</tr>
</tbody>
</table>

**Total Highway Planning and Construction Cluster:** $ 5,885,986

### Federal Transit Cluster

<table>
<thead>
<tr>
<th>Federal Agency</th>
<th>Federal Program</th>
<th>ALN</th>
<th>Other Award Number</th>
<th>Expenditures</th>
<th>Passed through to Subrecipients</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation, Department of (DOT) Federal Transit Administration (FTA)</td>
<td>Federal Transit Formula Grants</td>
<td>20.507</td>
<td>WA-2020-003/01</td>
<td>- $ 746,320</td>
<td>$ 746,320</td>
<td>- 1, 2, 3</td>
</tr>
<tr>
<td>Transportation, Department of (DOT) Federal Transit Administration (FTA)</td>
<td>Federal Transit Formula Grants</td>
<td>20.507</td>
<td>WA-2022-005/00</td>
<td>- $ 381,829</td>
<td>$ 381,829</td>
<td>- 1, 2, 3</td>
</tr>
</tbody>
</table>

**Total Federal Transit Cluster:** $ 1,128,149

### Transit Services Program Cluster

<table>
<thead>
<tr>
<th>Federal Agency</th>
<th>Federal Program</th>
<th>ALN</th>
<th>Other Award Number</th>
<th>Expenditures</th>
<th>Passed through to Subrecipients</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Transit Administration (FTA), (via WA State Department of Transportation)</td>
<td>Enhanced Mobility of Seniors and Individuals with Disabilities</td>
<td>20.513</td>
<td>PTD0168</td>
<td>$ 145,647</td>
<td>- $ 145,647</td>
<td>- 1, 2, 3</td>
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</tbody>
</table>

**Total Transit Services Program Cluster:** $ 145,647

### Federal Awards Expended

<table>
<thead>
<tr>
<th>From Pass-Through Awards</th>
<th>From Direct Awards</th>
<th>Total</th>
<th>Passed through to Subrecipients</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 7,076,121</td>
<td>$ 1,505,989</td>
<td>$ 8,582,110</td>
<td>-</td>
<td>- 1, 2, 3, 4</td>
</tr>
</tbody>
</table>

The accompanying notes are an integral part of this schedule.
NOTE 1 - BASIS OF ACCOUNTING
The schedule of expenditures of federal awards (the Schedule) includes the federal award activity of Puget Sound Regional Council (the PSRC) under programs of the federal government for the year ended June 30, 2022. The Schedule is prepared on the same basis of accounting as the PSRC’s financial statements. The PSRC uses the accrual basis of accounting. The information on this schedule is presented in accordance with the requirements of 2 CFR 200 “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)”. Because the Schedule presents only a selected portion of the operations of the PSRC, it is not intended to and does not present the financial position or changes in cash flows of the PSRC.

NOTE 2 - INDIRECT COST RATE
The PSRC has not elected to use the 10-percent de minimus indirect cost rate allowed under the Uniform Guidance. The amount expended includes $3,523,826 claimed as an indirect cost recovery using an approved indirect cost rate of 53.02% of direct salaries and benefits.

NOTE 3 - PROGRAM COST
The amounts shown as current year expenditures represent only the federal grant portion of the program cost. Entire program cost, including the PSRC’s portion, may be more than shown. Such expenditures are recognized following, as applicable, either the cost principles in the OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments, or the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, wherein certain types of expenditures are not allowable or are limited as to reimbursement.
### PUGET SOUND REGIONAL COUNCIL

#### Schedule of State and Local Financial Assistance

For The Year Ended June 30, 2022

<table>
<thead>
<tr>
<th>Grantor</th>
<th>Program Title</th>
<th>Identification Number</th>
<th>Current Year Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>WA State Department of Transportation</strong></td>
<td>Regional Transportation Planning Organization</td>
<td>GCB 3504</td>
<td>$ 797,414</td>
</tr>
<tr>
<td></td>
<td>Total WA State Department of Transportation</td>
<td></td>
<td>$ 797,414</td>
</tr>
<tr>
<td><strong>WA State Department of Ecology</strong></td>
<td>NEP Stormwater</td>
<td>WQNEP-2020-PuSoRe-00053</td>
<td>$ 93,737</td>
</tr>
<tr>
<td></td>
<td>Total WA State Department of Ecology</td>
<td></td>
<td>$ 93,737</td>
</tr>
<tr>
<td></td>
<td>Total State and Local Financial Assistance</td>
<td></td>
<td>$ 891,151</td>
</tr>
</tbody>
</table>

**NOTES:**

**NOTE 1 - BASIS OF ACCOUNTING**

The schedule of expenditures of state and local financial assistance is prepared on the accrual basis of accounting. The information on this schedule is presented in accordance with the requirements of 2 CFR 200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards". Therefore, some amounts presented in this schedule may differ from amounts presented, or used in the preparation of the basic financial statements.

The accompanying notes to the schedule of state and local financial assistance are an integral part of this schedule.