



Puget Sound Regional Council

Executive Board

Thursday, September 26, 2024 • 10:00 a.m. – 12:00 p.m.

Hybrid Meeting – PSRC Board Room: 1201 Third Avenue, Suite 500, Seattle, WA 98101

Watch or listen

- Watch the meeting live at <https://www.psrc.org/watch-meetings>
- Listen by phone 1-888-475-4499, Meeting ID: 813 5263 0481, Passcode: 923257

Attend

- The public can attend meetings at [PSRC's offices](#).
- PSRC staff will be available to provide floor access 30 minutes before the meeting's start time and up to 15 minutes after the meeting's start time.
- If you arrive outside of these times, please call 206-464-7090 for assistance.

Provide public comment

- **Public comment must relate to an action or discussion item on the agenda. Each member of the public will have 2 minutes to speak.**
- **In-person**
Public comment may be made in person at PSRC's office.
- **Comment during the meeting by Zoom or phone:**
[Registration](#) is required and closes at 8:00 a.m., the day of the meeting. Late registrations will not be accepted.
- **Written comments**
Comments may be submitted via email to srogers@psrc.org by 8:00 a.m., the day of the meeting. Comments will be shared with board members.

Public comments are public records and may be subject to disclosure pursuant to the Public Records Act, RCW Chapter [42.56](#).

1. Call to Order (10:00) – Mayor Becky Erickson, President

2. Communications and Public Comment

Public comment must relate to an action or discussion item on the agenda.

3. President's Remarks

4. Executive Director's Report

5. Committee Report

a. Operations Committee – *Executive Dave Somers, Vice President*

6. Consent Agenda - Action Items (10:20)

- a. Approve Minutes of Meeting held July 25, 2024
- b. Approve Vouchers Dated June 30, 2024, through August 30, 2024, in the Amount of \$2,683,999.83

- c. Approve PSRC's Title VI Plan
- d. Authorize a Budget Amendment and an Increase Contract Authority for Consultant Services for the Second Survey Wave (2025) of an Eight-Year Household Travel Survey Program
- e. Approve Contract Authority for Consultant Services for the Regional Transportation Plan Regional Transit Access Assessment
- f. Adopt Routine Amendment to the 2023-2026 Transportation Improvement Program (TIP)
- g. Authorize a Change in the Regional Transportation Plan Project Status for Bellevue's Mountains to Sound Greenway Trail: 142nd PI SE to I-90 Non-Motorized Overcrossing at 150th Ave SE

7. Discussion Item (10:30)

- a. Recommendations to the 2025 Washington State Legislature – *Robin Koskey, PSRC*

8. Discussion Item (10:50)

- a. Discussion: Housing Research Center – *Robin Koskey, PSRC*

9. Discussion Item (11:10)

- a. Regional Transportation Plan (2026-2050): Development of Scope – *Kelly McGourty, PSRC*

10. Information Item

- a. PSRC Weighted Votes

11. Other Business

12. Next Meeting:

Thursday, October 24, 2024, 10:00 a.m. – 12:00 p.m.

13. Adjourn (12:00)

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

For language or ADA assistance at PSRC board meetings, please contact us at 206-464-7090 at least 72 hours in advance of the meeting. For TTY-based telecommunications relay service dial 711.

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



September 4, 2024

Statewide Military and Defense Sector Economic Impact Analysis

Staff from the South Sound Military & Communities Partnership (SSMCP) provided an overview of Washington's Military and Defense Sector Economic Impact Analysis. The study:

- Measures payroll, housing allowances, tuition assistance and second-order metrics like spousal employment and civilian contractors.
- Shows that direct defense spending in Washington totaled \$27.1 billion and compromised 4% of GDP and 5% of employment state-wide.
- Demonstrates that the Military/Defense sector can create massive economic opportunities for the state. [View presentation](#) and [video](#).

For additional information, contact Jason Thibedeau, Economic Development Program Manager, at 206-389-2879 or jthibedeau@psrc.org.

Regional Data Trends

PSRC staff provided data background on this year's population, housing, transportation and economic trends in the central Puget Sound region. The region's population reached 4.48 million this year, but growth has slowed since the pandemic. Housing production has grown throughout all counties, with more than 30k units added and a majority of housing becoming multi-family homes. Transit ridership continues to recover but has still not reached pre-pandemic levels of ridership. In the economic sector, jobs have recovered to post-pandemic levels, but employment growth has slowed. The region has added 12,400 jobs between 2023 and 2024, about a quarter of the pre-pandemic annual job growth. [View presentation](#).

For additional information, contact Craig Helmann, Director of Data, at 206-389- 2889 or chelmann@psrc.org.

2025 PSRC Legislative Agenda & EDD Economic Development Priorities

The board provided input on PSRC's Recommendations to the 2025 Washington State Legislature and the 2025 Economic Development Priorities. PSRC's 2025 Economic Development Priorities include strengthening the state's economic development ecosystem and workforce development, investing in regional infrastructure, expanding housing options to meet the needs of residents, developing the region's clean energy industry, securing the region's position as a hub for AI and autonomous vehicles and supporting the continued success of the region's military installations and defense sector. In December, both the Executive Board and the Economic Development District Board will discuss and finalize these legislative recommendations and 2025 Economic Development priorities. [View presentation.](#)

For additional information on PSRC's Legislative Agenda, contact Robin Koskey, Director of Government Relations & Communications, at 206-798-4462 or rkoskey@psrc.org. For more information on EDD Economic Development Priorities, contact Jason Thibedeau, Economic Development Program Manager, at 206-389-2879 or jthibedeau@psrc.org.



September 5, 2024

Tulalip Tribes and Snohomish County Coordination

The Tulalip Tribes and Snohomish County shared their innovative ways that they work together on land use, transportation and environmental issues. In coordination with the Tulalip Tribes and other Tribes in the area, Snohomish County created a new [Tribal Coordination Element](#) for its 2024 draft comprehensive plan. The Tulalip Tribes recommend that jurisdictions inform and educate themselves on Tribes' identity, culture and history and create goals and policies around communication and a commitment to a relationship with sovereign Tribes in the county. Board members are encouraged to consider their jurisdiction's approach to coordination with Tribes and share PSRC's [Tribal coordination guidance](#) document with their staff. The board expressed appreciation for the many examples of coordination between the Tulalip Tribes and Snohomish County. Some board members shared their efforts to coordinate with local Tribes, including riparian restoration projects, watershed planning, cultural resources conservation and a Tribal Nations Summit. [View presentation](#) and [video](#).

For additional information, please contact Erika Harris, Senior Planner, at eharris@psrc.org or 206-464-6360.

Transit-Oriented Development Updates: Regional TOD Committee, Lynwood Link and Model Code Partnership

The board was provided an update on PSRC's Regional Transit-Oriented Development (TOD) Committee and updates from Sound Transit staff on the opening of the Lynnwood Link Extension and plans for the Everett Link Extension. The Regional TOD Committee continues the work in VISION 2050 to support equitable transit-oriented development. For September, they have focused on Mobility and Safety with subtopics including the Regional Transportation Plan, the Regional Safety Action Plan and Household Travel Trends. Sound Transit staff highlighted the Lynnwood Link opening on August 30 that brought the light rail to Snohomish County, adding four new stations to the system. Sound Transit also provided an update on the Model

Code Partnership, an effort that helps create regulatory language and tools to facilitate TOD, multimodal transportation, affordable housing and other topics encouraged by the Federal Transit Administration. PSRC is hosting two [upcoming webinars](#) to highlight work to advance equity TOD through our TOOLBOX series:

- September 27: *Transit-Oriented Communities*. The session will highlight community amenities and placemaking to build great communities.
- November 1: *Preventing Commercial Displacement*. The session will focus on work to address commercial displacement in the face of neighborhood change.

Board members discussed the importance of anti-displacement strategies, emphasized that existing residents and businesses should be able to benefit from new transit investments and noted the importance of planning for complete communities near transit. [View presentation.](#)

For additional information, please contact Liz Underwood-Bultmann, Principal Planner, at lunderwood-bultmann@psrc.org or 206-464-6174 or Miranda Redinger, High-Capacity Transit Development Manager, at miranda.redinger@soundtransit.org



Puget Sound Regional Council

MINUTES

**Puget Sound Regional Council Executive Board
Thursday, July 25, 2024
Hybrid Meeting, PSRC Board Room**

CALL TO ORDER AND ROLL CALL

The meeting of the Executive Board was called to order at 10:00 a.m. by Mayor Becky Erickson, PSRC President. A video of the meeting was streamed live as well as recorded and is available for viewing on PSRC's website. A call-in number was provided on the meeting agenda for members of the public to call in by phone and listen live. Roll call determined attendance and that a quorum was present.

COMMUNICATIONS AND PUBLIC COMMENT

There were no public comments received.

PRESIDENT'S REMARKS

President Becky Erickson thanked members for participating.

COMMITTEE REPORTS

PSRC Vice President and Chair of the Operations Committee, Executive Dave Somers, reported that at today's Operations Committee meeting, the committee recommended approval of vouchers dated June 14, 2024, through July 2, 2024, totaling \$1,121,273.32. The committee also recommended approval of the following:

1. Budget Amendment for the National Association of Regional Councils Conference Work
2. PSRC FY 2025 Indirect Cost Rate
3. Contract Authority for Consultant Services to Update Regional Transportation Plan Project Consistency Measures

Additionally, the committee received an update on PSRC's project to replace and update its financial management system. The project is kicking off this month and is expected to be completed by early 2025.

CONSENT AGENDA

ACTION: It was moved and seconded (Wahl/Simpson) to:

- a. Approve Minutes of Meeting held June 27, 2024
- b. Approve Vouchers Dated June 14, 2024, through July 2, 2024, in the Amount of \$1,121,273.32
- c. Approve Budget Amendment for National Association of Regional Councils (NARC) Conference Work
- d. Approve PSRC FY 2025 Indirect Cost Rate
- e. Approve Contract Authority for Consultant Services to Update Regional Transportation Plan Project Consistency Measures
- f. Adopt Routine Amendment to the 2023-2026 Transportation Improvement Program (TIP)
- g. Approve the 2024 Annual Adjustment of PSRC's Federal Transit Administration (FTA) Funds

The motion passed unanimously.

ACTION ITEM

Approve Projects for PSRC's 2027-2026 Federal Highway Administration and Federal Transit Administration Funds

Staff briefed the board on the projects for PSRC's 2027-2026 Federal Highway Administration and Federal Transit Administration Funds.

PSRC holds project selection authority for several funding sources from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). Every two years, PSRC conducts a project selection process to distribute these funds through a competitive process outlined in the Policy Framework for PSRC's Federal Funds.

From February to June 2024, PSRC conducted a project selection process to allocate approximately \$639 million for 2027-2028 federal funds, along with an additional \$63 million for 2025-2026 FHWA funds. The projects recommended for funding are listed in Attachments A through D. On July 11, the Transportation Policy Board recommended that the Executive Board approve these projects.

ACTION: It was moved and seconded (Ralph/Mello) to approve the projects recommended for PSRC's FHWA and FTA funds as identified in Attachments A through D, including the prioritized contingency lists of projects should additional funds become available prior to the next project selection process.

The motion passed unanimously.

DISCUSSION ITEM

Equity Advisory Committee (EAC) Update

Debbie Lacy and Maria Fergus, EAC Co-Chairs, briefed the board on the committee's progress in co-creating various resources, plans and programs and outlined the schedule for the upcoming months. Equity is a key policy area in VISION 2050, the region's long-range growth plan. RC-Action-3 of VISION 2050 directs PSRC to collaborate with the Equity Advisory Committee (EAC) to integrate equity into all aspects of PSRC's work.

EXECUTIVE SESSION

Executive Session to Review the Performance of a Public Employee

At 11:28 a.m. President Becky Erickson announced that the board would adjourn to an Executive Session for 15 minutes to discuss the performance of Josh Brown. The Executive Session was extended for 10 minutes. President Erickson reconvened the board meeting at 11:53 a.m.

ACTION: To maintain market competitiveness for the PSRC Executive Director, it was moved and seconded (Somers/Wahl) to (1) adjust the Executive Director Pay Band to: minimum \$250,000; midpoint \$310,000; and maximum \$365,000, and (2) increase the Executive Director's salary by ten percent to \$307,000 annually, up from \$279,072, aligning it with the new midpoint. The salary adjustment will be implemented incrementally: a five percent increase on September 1, 2024, and an additional five percent on January 1, 2025.

The motion passed unanimously.

OTHER BUSINESS

There was no other business brought before the board.

NEXT MEETING

The next meeting will be on Thursday, September 26, 2024, from 10:00 a.m. – 12:00 p.m.

ADJOURN

The meeting was adjourned at 11:59 a.m.

Adopted this 26th day of September 2024.

Mayor Becky Erickson, President
Puget Sound Regional Council

ATTEST:

Josh Brown, Executive Director

ATTACHMENT:

A. Executive Board Attendance, July 25, 2024

Members and Alternates that participated for all or part of the meeting included:

		Present
King County	EXC Dow Constantine	
	CM Claudia Balducci	1
	Vacant Alt	
	Vacant Alt	
Seattle	MYR Bruce Harrell	
	CM Robert Kettle	1
	CM Rob Saka	1
	CM Sara Nelson	
	CM Tammy Morales Alt	
	CM Dan Strauss Alt	
	CM Tanya Woo	
Bellevue	MYR Lynne Robinson	
	CM Janice Zahn Alt	1
Federal Way	MYR Jim Ferrell	
	Vacant Alt	
Kent	MYR Dana Ralph	1
	CM Toni Troutner Alt	
Kirkland	MYR Kelli Curtis	1
	DP MYR Jay Arnold Alt	1
Renton	MYR Armondo Pavone	
	CM James Alberson, Jr. Alt	
Redmond	MYR Angela Birney	
	CM Vanessa Kritzer Alt	1
Auburn	MYR Nancy Backus	1
	DP MYR Larry Brown Alt	
Other Cities/Towns in King County	MYR Chris Roberts, Shoreline	1
	MYR Jeff Wagner, Covington	
	MYR Jan Molinaro, Enumclaw	1
	MYR Mary Lou Pauly, Issaquah Alt	
	MYR Mason Thompson, Bothell Alt	
	MYR Thomas McLeod, Tukwila Alt	
Kitsap County	COMM Charlotte Garrido	1
	COMM Katie Walters Alt	
Bremerton	MYR Greg Wheeler	1
	CM Jennifer Chamberlin Alt	
Port Orchard	MYR Rob Putaansuu	1
	CM Jay Rosapepe Alt	
Other Cities/Towns in Kitsap County	MYR Becky Erickson, Poulsbo	1
	MYR Joe Deets, Bainbridge Island Alt	1
Pierce County	EXC Bruce Dammeier	
	CM Ryan Mello	1
	CM Dave Morell Alt	
Tacoma	CM Krstina Walker	1
	MYR Victoria Woodards Alt	
Lakewood	CM Ryan Pearson	1
	MYR Jason Whalen Alt	
Other Cities/Towns in Pierce County	MYR Joshua Penner, Orting	1
	DP MYR Dennis King, Puyallup Alt	
Snohomish County	EXC Dave Somers	1
	CM Sam Low	1
	CM Jared Mead Alt	
Everett	MYR Cassie Franklin	1
	CM Scott Bader Alt	
Other Cities/Towns in Snohomish County	MYR Jon Nehring, Marysville	1
	MYR Pro Tem Bryan Wahl, Mountlake Terrace	1
	MYR Mason Thompson, Bothell Alt	
Port of Bremerton	COMM Axel Strakeljahn	1
	COMM Gary Anderson Alt	
Port of Everett	COMM David Simpson	1
	COMM Glen Bachman Alt	
Port of Seattle	COMM Hamdi Mohamed	
	COMM Toshiko Hasegawa Alt	
Port of Tacoma	COMM John McCarthy	1
	COMM Kristin Ang Alt	
Washington State Department of Transportation	Secretary Roger Millar	
	Julie Meredith Alt	
Washington State Transportation Commission	COMM Nicole Grant	
	COMM Jim Restucci Alt	



Puget Sound Regional Council

September 19, 2024

CONSENT AGENDA

To: Executive Board

From: Executive Dave Somers, Chair, Operations Committee

Subject: **Approve Vouchers Dated June 30, 2024, through August 30, 2024, in the Amount of \$2,683,999.83**

IN BRIEF

Two representatives of the Operations Committee review and sign off on the vouchers. In accordance with RCW 42.24.080, following the Operations Committee's review, the Executive Board approves the vouchers.

RECOMMENDED ACTION

Recommend the Executive Board approve the following vouchers:

REQUESTED

<u>WARRANT DATE</u>	<u>VOUCHER NUMBER</u>	<u>TOTALS</u>
07/5/24 - 08/30/24	AP Vouchers	\$ 1,188,525.91
06/30/24 -08/15/24	Payroll	\$ 1,495,473.92
		<hr/>
		\$ 2,683,999.83

For additional information, please contact Andrew Werfelmann, Budget Manager, at awerfelmann@psrc.org or 206-971-3292.



Puget Sound Regional Council

September 19, 2024

CONSENT AGENDA

To: Executive Board

From: Josh Brown, Executive Director

Subject: **Approve PSRC's Title VI Plan**

IN BRIEF

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

RECOMMENDED ACTION

The Executive Board should approve PSRC's 2024 Title VI Plan.

DISCUSSION

PSRC's Title VI Plan ensures that all of the agency's activities are conducted in a nondiscriminatory manner. The plan covers five program areas: (1) Communications & Public Involvement, (2) Planning & Programming, (3) Environmental Affairs, (4) Contracts, and (5) Education & Training. PSRC adopted its first Title VI Plan in 2004 and updates the plan every three years as required by the Federal Transit Administration (FTA). This update provides current information on membership, planning processes, translation practices and demographic data. The full plan can be found online at <https://www.psrc.org/title-vi>. FTA requires that the Title VI Plan be adopted by the Executive Board and signed by PSRC's President and Executive Director.

For additional information, please contact Noah Boggess, Senior Public Engagement Specialist, at nboggess@psrc.org or 206-464-6170.

ATTACHMENT:

A. PSRC's 2024 Title VI Plan

**Title VI Plan for
PUGET SOUND REGIONAL COUNCIL**

PSRC's 2024 Title VI Plan

Agency Administrator
Josh Brown, Executive Director

Title VI Coordinator
Nancy Buonanno Grennan, Deputy Executive Director

Prepared by: Noah P. Boggess, Senior Public Engagement Specialist

Email: NBoggess@psrc.org
Phone#: 206.573.0486

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I. Title VI Policy Statement

It is the policy of the Puget Sound Regional Council (PSRC) that no person shall on the grounds of race, color, and national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination in any operation of PSRC as provided by Title VI of the Civil Rights Act of 1964 and related statutes.

This policy applies to all operations of PSRC, including its contractors and anyone who acts on behalf of PSRC. This policy also applies to the operations of any department or agency to which PSRC extends federal financial assistance. Federal financial assistance includes grants, training, equipment usage, donations of surplus property, and other assistance.

Prohibited discrimination may be intentional or unintentional. Seemingly, neutral acts that have disparate impacts on individuals of a protected group and lack a substantial legitimate justification are a form of prohibited discrimination. Harassment and retaliation are also prohibited forms of discrimination.

Examples of prohibited types of discrimination based on race, color, or national origin include: Denial to an individual any service, financial aid, or other benefit; Distinctions in the quality, quantity, or manner in which a benefit is provided; Segregation or separate treatment; Restriction in the enjoyment of any advantages, privileges, or other benefits provided; Discrimination in any activities related to highway and infrastructure or facility built or repaired; and Discrimination in employment.

Title VI compliance is a condition of receipt of federal funds. The Title VI Coordinator is authorized to ensure compliance with this policy, Title VI of the Civil Rights Act of 1964, 42 USC § 2000d and related statutes, 42 USC 4601 to 4655; 23 USC 109(h); 23 USC 324; DOT Order 1050.2; EO 12250; EO 12898; 28 CFR 50.3 and 49 CFR part 21.

Signed: 
Executive Director

September 19, 2024
Date

Board action on PSRC's Title VI Plan

PSRC's Operations Committee and Executive Board is expected to act on this plan on September 26, 2024.

Adopted this xx day of September, 2024

Becky Erickson, Mayor
President, Puget Sound Regional Council

ATTEST: _____
Josh Brown, Executive Director

II. Organization, Staffing, and Structure

Executive Director Josh Brown is ultimately responsible for assuring full compliance with the provisions of Title VI of the Civil Rights Act of 1964 and related statutes and has directed that non-discrimination is required of all LPA employees, contractors, and agents pursuant to 49 CFR Part 21.

PSRC's Deputy Executive Director helps oversee the agency, reports to the Executive Director, provides agency-wide guidance on the Title VI program and is responsible for processing Title VI complaints if received by PSRC and serves as PSRC's Title VI Coordinator. PSRC has created the position of Senior Public Engagement Specialist to perform the duties of the Title VI Liaison Coordinator and is responsible for the implementation, enforcement, and day-to-day coordination of PSRC's Title VI program. The position of Senior Public Engagement Specialist is located within the Regional Planning department.

The Title VI Coordinator is responsible for:

- Developing procedures for the prompt processing and disposition of complaints;
- Investigating complaints, compiling a complaint log, and reporting to WSDOT; and
- Process Title VI complaints received by PSRC.

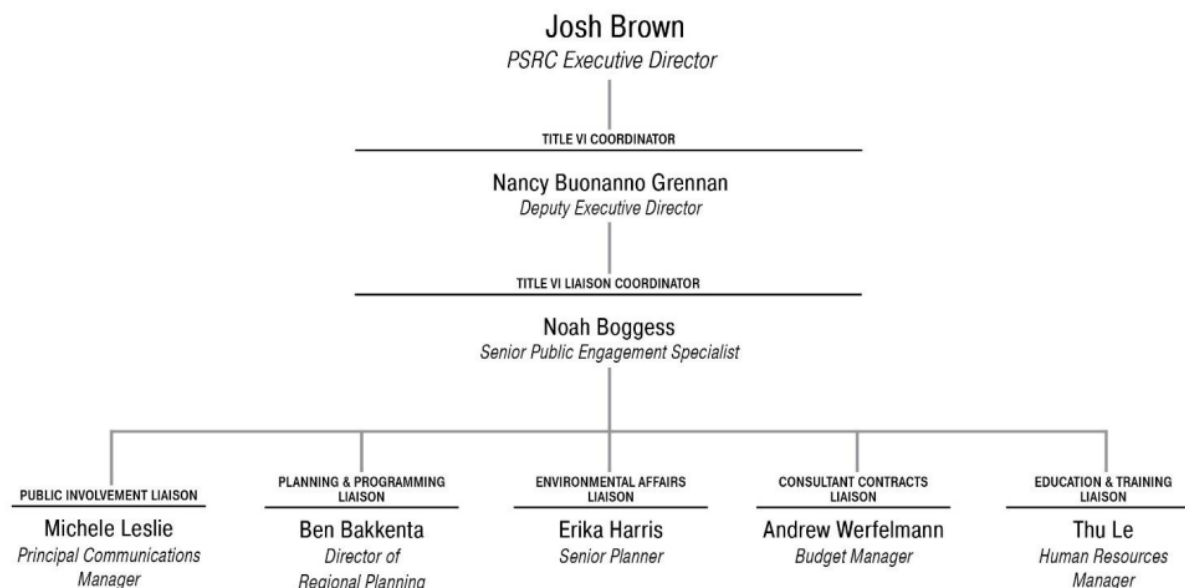
The Title VI Liaison Coordinator is responsible for:

- Submitting a Title VI plan and annual reports on the agency's behalf;
- Developing procedures for the collection and analysis of statistical data;
- Developing a program to conduct Title VI reviews of program areas;
- Conducting annual Title VI assessments of pertinent program areas;
- Developing Title VI information for dissemination;
- Communicating and coordinating with federal and state agencies as needed; and
- Establishing procedures for resolving deficiency status and reducing to writing the remedial action agreed to be necessary.
- Meet with program liaisons quarterly to monitor and discuss progress, implementation, and compliance issues.
- Periodically review the agency's Title VI program to assess if administrative procedures are effective, staffing is appropriate, and adequate resources are available to ensure compliance. If a subrecipient is found to not be compliance with Title VI, work with the Consultant Contracts Liaison and subrecipient to resolve the deficiency status and write a remedial action if necessary, as described in the Consultant Contracts section of this plan.
- Review important Title VI-related issues with the Executive Director, as needed.
- Assess communications and public involvement strategies to ensure adequate participation of impacted Title VI protected groups and address additional language needs when needed.

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

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

Organizational Chart of PSRC Title VI Responsibilities



III. Primary Program Area Descriptions & Review Procedures

Title VI Coordinator’s Responsibilities and Program Administration

As authorized by the Agency Administrator, the Title VI Coordinator is responsible for initiating, monitoring, and ensuring PSRC’s compliance with Title VI requirements as follows:

Program Area	General Description	Title VI/Non-Discrimination Concerns and Responsibilities	Review Procedures for Ensuring Non-Discrimination
<i>Public Involvement</i>	The Communications & Public Involvement Liaison is responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the	<p>-Ensure all communications and public involvement efforts comply with Title VI.</p> <p>-Develop and distribute information on Title VI and agency programs to the</p>	<p>Assist in evaluating applicability of, and help comply with, Limited English Proficiency (LEP), Environmental Justice (EJ) requirements, and Title VI compliance for all planning processes.</p> <p>Use and consider demographic data</p>

Program Area	General Description	Title VI/Non-Discrimination Concerns and Responsibilities	Review Procedures for Ensuring Non-Discrimination
	agency's public involvement process.	<p>general public.</p> <p>-Provide information in languages other than English, as needed.</p> <p>-Disseminate information to minority media and ethnic/gender related organizations, to help ensure all social, economic, and ethnic interest groups in the region are represented in the planning process.</p> <p>-Include the abbreviated Title VI Notice to the Public in some press releases and on the agency Web site.</p> <p>-Notify affected, protected groups of public hearings regarding proposed actions, and make the hearings accessible to all residents. This includes the use of interpreters when requested, or when a strong need for their use has been identified.</p> <p>-Ensure that any</p>	information and other sources of information to help identify and address LEP and EJ issues, and Title VI compliance.

Program Area	General Description	Title VI/Non-Discrimination Concerns and Responsibilities	Review Procedures for Ensuring Non-Discrimination
		Citizen Advisory Committee PSRC creates has representation from Title VI relevant populations	
<i>Planning & Programming</i>	The Planning Liaison is responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the agency's planning process.	<p>-Ensure all aspects of the planning and programming process operation comply with Title VI.</p> <p>-Prepare and update a demographic profile of the region using the most current and appropriate statistical information available on race, income, and other pertinent data. Make the document available to the public and member agencies on PSRC's website and in the Information Center.</p> <p>-</p>	Assess the distributional effects of transportation investments in the region as part of actions on plan and programming documents.
<i>Environmental Affairs</i>	The Environmental Affairs Liaison is responsible for state environmental review, and Title VI environmental justice compliance in all aspects of PSRC's work that triggers	<p>-Ensure Title VI environmental justice compliance, in coordination with the Title VI coordinator, of all Environmental Impact Statements prepared by PSRC.</p> <p>-Analyze and make</p>	<p>Monitor compliance with Title VI requirements in all aspects of the environmental process associated with plan updates.</p> <p>Review environmental information to assess economic and social impacts to ensure compliance with Title VI and Executive Order</p>

Program Area	General Description	Title VI/Non-Discrimination Concerns and Responsibilities	Review Procedures for Ensuring Non-Discrimination
	environmental review requirements under SEPA.	<p>findings regarding the population affected by the action.</p> <p>-Analyze and make findings regarding the impacts of the project on protected Title VI groups and determine if there will be a disproportionately high and adverse impact on these groups.</p> <p>-Look at the mobility needs of Title VI Populations.</p> <p>-Disseminate information to the public on the processes used and findings of the analysis, in accordance with all agency public involvement procedures. This includes dissemination to groups representing minority media and ethnic/gender related organizations, and the use of public comment periods and public hearings, interpreters, and materials in other</p>	12898, and to assist the Title VI Coordinator to identify the potential Title VI/EJ issues in the plan development process.

Program Area	General Description	Title VI/Non-Discrimination Concerns and Responsibilities	Review Procedures for Ensuring Non-Discrimination
		languages, as needed.	
Consultant Contracts	The Contracts Liaison is responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the agency's consultant contracts process.	PSRC's contract procedures are described in "PSRC Procurement and Contract Administration Manual." PSRC verifies Title VI compliance by consultants with the use of Title VI Compliance Review forms. Responses provided in the forms are evaluated to verify compliance on the part of the consultant. In addition, Title VI text is included in all PSRC Requests for Proposals (RFP) and contracts.	<p>PSRC will actively pursue the prevention of Title VI deficiencies and violations and will take the necessary steps to ensure compliance with this Title VI program, both within PSRC and with PSRC's contractors. In conducting reviews of consultants, if a consultant is found to not be in compliance with Title VI, the Title VI Contract Liaison and Title VI Coordinator will work with the subrecipient to resolve the identified issues.</p> <p>Maintain necessary data and documentation for completion of the Annual Title VI report.</p> <p>Review directives and guidance to ensure Title VI compliance.</p> <p>Review and ensure all appropriate Title VI language is included in requests for proposals and applicable contracts.</p>
Education & Training	The Education & Training Liaison is responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the education and	<p>-Assist WSDOT in the distribution of information to PSRC staff on training programs regarding Title VI and related statutes.</p> <p>-Ensure equal access to, and</p>	<p>Maintain program administration and data necessary for preparation of the annual Title VI Report, including attendance data.</p> <p>Review operational guidance and directives to ensure the inclusion of Title VI language and provisions.</p>

Program Area	General Description	Title VI/Non-Discrimination Concerns and Responsibilities	Review Procedures for Ensuring Non-Discrimination
	training program. WSDOT will provide information on training opportunities open to PSRC staff and subrecipients, including information on training provided by NHI and NTI.	participation in, applicable NHI and NTI courses for qualified PSRC employees. -Track staff participation in Title VI, NHI, and NTI courses.	

IV. Review Procedures

PSRC assures that every effort will be made to ensure non-discrimination in all programs and activities whether those programs are federally funded or not. PSRC staff continues to review and monitor requirements through regular internal protocols which include, but are not limited to, bid evaluations, regular progress meetings with contractors and consultants, and project submittals.

A. Consultants and Contractors

PSRC uses a standard contract for all consultants/contractors that was thoroughly reviewed by USDOT and FTA Region 10 representatives in December 2014 and includes Title VI requirements. It also requires consultants/contractors to include those requirements in all sub-contracting opportunities. PSRC also requires all new consultants to complete a Title VI review form.

After contract execution, the contractor is responsible for reporting requirements outlined in the contract, and adherence to all non-discrimination provisions for itself and its subcontractors.

B. Subrecipients

It is the policy of PSRC to monitor subrecipients of federal, state, and local grant funds to ensure that federal awards are used for authorized purposes in compliance with 2 CFR 200.331(a)(1), and to ensure the performance goals are achieved as described by the terms of the subaward.

Pre-Award

Award agreements will include federal award information as well as necessary federal compliance information needed by subrecipients. A list of these requirements can be found at 2 CFR 200.331(a).

Prior to subaward, PSRC conducts a risk assessment to evaluate subrecipient's risk of noncompliance by reviewing:

- The subrecipient's prior experience with the same or similar subawards,
- The results of previous audits including whether the subrecipient receives a Single Audit, and the extent to which the same or similar subaward has been previously audited,
- Whether the subrecipient has new personnel or new or substantially changed systems,
- The extent and results of Federal awarding agency monitoring (e.g., if the subrecipient also receives Federal awards directly from a Federal awarding agency),
- Title VI compliance

PSRC will document the risk assessment and include it in the subrecipient file.

Post-Award

Ongoing and annual monitoring includes the following:

- PSRC will ensure that all invoices submitted for payment from each subrecipient include adequate support for the costs incurred. Costs claimed as matching will be subject to the same standard as costs billed to PSRC.
- PSRC reviews performance reports required by the subrecipient.
- On-site reviews may be performed depending on assessed risk.
- Ensure subrecipient takes action on deficiencies in above areas or detected through audits or site reviews.
- Verify that subrecipient is audited when it is expected to expend federal awards exceeding \$750,000 per §200.501 Audit requirements.
- If a subrecipient receives an audit finding pertaining to the subaward, PSRC issues a management decision within six months of the audit acceptance by the Federal Audit Clearinghouse (FAC). PSRC staff monitors the FAC as needed for subrecipient audit results.

Title VI

As a part of its subrecipient monitoring, PSRC will ensure compliance with Title VI requirements following FTA Circular 4702.1B. PSRC collects each subrecipient's Title VI plan and reviews programs for compliance with applicable requirements. PSRC's Accounting staff check annually to determine if there are significant changes to the plan. If there are significant changes, PSRC staff review them for compliance.

When a subrecipient fails or refuses to comply with Title VI requirements within a specified time frame provided by PSRC, PSRC will submit to FTA, WSDOT and FHWA documentation and recommend that the subrecipient be found in noncompliance. A follow-up review will be conducted within 180 days of the initial review to determine if the subrecipient has complied with the Title VI Program requirements in correcting deficiencies previously identified. If the subrecipient refuses to comply, PSRC and WSDOT may, with FHWA's and FTA's concurrence, initiate sanction action.

For subrecipients that are direct recipients of FTA or other federal funding (applies for and receives funds directly), PSRC is not responsible for monitoring compliance of that subrecipient.

V. Data Collection/Reporting/Analysis

PSRC has a robust data department that is constantly tracking a wealth of metrics across the central Puget Sound region including socioeconomic demographics of the region, economic indicators, transportation usage, geographic analysis of the natural and built environment, and indices such as our Displacement Risk Index. The majority of these data points are collected from the US Census. These data metrics are constantly being updated and posted online on our data portal. PSRC assembles this data at different geographies across the region so our member counties, cities, and towns have access to reliable data sources.

PSRC's Data portal can be found here: <https://psrc-psregcncl.hub.arcgis.com/>

Additionally, PSRC conducts voluntary surveys for all attendees at our public meetings and workshops. These surveys ask a number of demographic questions relating to race/ethnicity, educational background, household income, and primary language.

Program Area	Type of Data Collected & Process for Collecting	Intended Outcome of Data Analysis (i.e. Title VI Purpose for Collecting the Data)
Data	Census & Demographics, Economic, Equity, Housing, Land Use, Transportation, GIS & Maps	Prioritizing equity in our planning projects by better understanding the socioeconomic makeup of our region.
Growth Management & Regional Planning	Title VI Surveys	Understanding how effectively PSRC is reaching a diverse swath of community members at our events.

VI. Title VI Training

PSRC formed a staff committee to create internal learning opportunities for staff on equity, diversity, and inclusion topics., including Title VI.

All new staff are required to participate in anti-discrimination and harassment training within the first 90 days of employment, with additional training required.

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

VII. Title VI Complaint Procedures

Discrimination Complaint Procedure for PSRC

Federal law prohibits discrimination on the basis of race, color, or national origin in any PSRC program, service, or activity. This prohibition applies to all branches of PSRC, its contractors, consultants, and anyone else who acts on behalf of PSRC.

Complaints related to the Federal-aid programs may be filed with PSRC and will be forwarded to Washington State Department of Transportation – Office of Equity and Civil Rights. Complainants are instructed that if they need assistance to file their complaint or need interpretation services, to please contact Nancy Buonanno Grennan, Title VI Coordinator at nbgrennan@psrc.org or 206-464-7527.

Who is eligible to file a complaint?

Anyone who believes they have been excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any PSRC program, service, or activity because of their race, color, or national origin may file a complaint.

Discrimination includes lack of access, harassment, retaliation and disparate impacts from a program or activity. Harassment includes a wide range of abusive and humiliating verbal or physical behaviors. Retaliation includes intimidating, threatening, coercing, or engaging in other discriminatory conduct against anyone because they filed a complaint or otherwise participated a discrimination investigation.

How do you file a complaint?

Complaints must be filed no later than 180 days from the last date of the alleged discrimination. Complainants are instructed to contact Nancy Buonanno Grennan, Title VI Coordinator at nbgrennan@psrc.org or 206-464-7527 if they believe their complaint may fall outside this deadline.

Reasonable efforts will be made to assist persons with disabilities, non-English speakers, and others unable to file a written complaint. For assistance in filing a complaint, complainants are instructed to please contact Nancy Buonanno Grennan, PSRC's Title VI Coordinator, at nbgrennan@psrc.org or 206-464-7527.

Complaints should be in writing, signed, and may be filed by mail, fax, in person, or e-mail. If a complainant phones PSRC with allegations, the allegations of the complaint will be transcribed as provided by phone and then the written complaint will be sent to the complainant for correction and signature. A sample complaint form and fillable complaint form is available on PSRC's website.

A complaint should contain the following information:

- The complainant's contact information, including, if available: full name, mailing address, phone number (and best time to call), and email address (if available);
- The basis of the complaint (e.g., race, color, national origin);
- The names of specific person(s) and/or agencies/organizations alleged to have discriminated;

- A description of the alleged discriminatory actions, meaning sufficient information to understand the facts that led the complainant to believe that discrimination occurred in a program or activity that receives Federal financial assistance; and
- The date(s) of the alleged discriminatory act(s) and whether the alleged discrimination is ongoing.

All Title VI complaints are logged. The Complaint log must contain the following information for each complaint filed:

- The name and address of the person filing the complaint.
- The date of the complaint.
- The basis of the complaint.
- The disposition of the complaint.
- The status of the complaint.

The Complaint Log and documentation are destroyed four years (or longer, as may be required by Washington State's Local Government Common Records Retention Schedule) after the end of the fiscal year in which the case is closed.

Once logged, PSRC forwards complaints to WSDOT-Office of Equal Opportunity for processing by FHWA. WSDOT investigates complaints only if delegated by FHWA after acceptance of a complaint. FHWA is responsible for all determinations regarding whether to accept, dismiss, or transfer the complaint and finding no violation or failure to comply. PSRC will also forward the complaint to the FTA for processing under its procedures.

Complainants have the right to file a complaint directly with the federal funding agencies. The following address is where Title VI complaints may be filed directly with FHWA or the FTA:

Federal Highway Administration
U.S. Department of Transportation Office of Civil Rights
8th Floor E81-105
1200 New Jersey Avenue, SE
Washington, DC 20590
CivilRights.FHWA@dot.gov

Office of Civil Rights
Federal Transit Administration
Attention: Title VI Program Coordinator
East Building, 5th Floor – TCR
1200 New Jersey Ave., SE Washington, DC 20590
[888-446-4511](tel:888-446-4511)

What happens after a complaint is filed?

If the complaint is forwarded to another agency, complainants are provided the name and contact information of the employee handling the complaint. PSRC may conduct its own administrative investigation and the name and contact information for PSRC's investigator will also be provided.

Federal law prohibits retaliation against individuals because they have filed a discrimination complaint or otherwise participated in a discrimination investigation. Any alleged retaliation should be reported in writing to the investigator.

FHWA will render final decisions in all cases including those investigated by WSDOT. There are no administrative appeal forums in Title VI complaints. Once FHWA issues its final agency decision, a complaint is closed.

There is no prohibition against a complainant filing a Title VI complaint simultaneously with an LPA, WSDOT, FHWA and the FTA.

VIII. Title VI Complaint Form

This is a sample form. Forms are also located on PSRC's website located here: [Title VI | Puget Sound Regional Council \(psrc.org\)](#).

Please complete this form to the best of your ability. If you need translation or other assistance, contact Nancy Buonanno Grennan at (206)-464-7527 or at nbgrennan@psrc.org.

Name _____

Address _____ City _____ Zip _____

Home Phone _____ Work _____ Mobile _____

Best time of day to contact you about this complaint: _____

Email: _____

Basis of Complaint (circle all that apply):

Race	Color	National Origin (includes language access)
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Date of alleged incident: _____

Who discriminated against you?

Name _____

Name of Organization _____

Address _____ City _____ Zip _____

Telephone _____

Explain what happened, why you believe it happened, and how you were discriminated against. Indicate who was involved. Be sure to include how other persons were treated differently than you. If you have any other information about what happened, please attach supporting documentation to the form. (Attach additional pages if more space is needed.)

[illegible]

What remedy are you seeking for the alleged discrimination? Please note that this process will not result in the payment of punitive damages or financial compensation.

List any other persons that we should contact for additional information in support of your complaint. Please list their names, phone numbers, address, email address below.

Have you filed your complaint, grievance, or lawsuit with any other agency or court?

Who _____ When _____

Status (pending, resolved, etc.) _____ Result, if known _____

Complaint number, if known _____

Do you have an attorney in this matter? _____

Name (print) _____

Phone _____ Address _____

City _____ Zip _____

Signed _____ Date _____

IX. Public Participation

Public Participation Plan

PSRC operates under a comprehensive Public Participation Plan. The Plan explains the agency role and mission, goals for public participation, governing structure, composition of boards, procedures for board meetings, program areas, interagency coordination, specific procedures for public participation in the Regional Transportation Plan and Regional Transportation Improvement Program, public engagement and notification methods, a menu of public participation techniques, an evaluation matrix, and an appendix of the various laws and regulations PSRC operates under.

The full plan is available at <https://www.psrc.org/about-us/public-participation-plan>.

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

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

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

Demographic Profile of the Metropolitan Area

PSRC seeks out and considers the needs of people traditionally underserved by transportation systems (e.g., low-income and minority households). To identify these populations, PSRC publishes a Demographic Profile of the Metropolitan Area using Census and American Community Survey data to identify the number and locations of minority, low-income, elderly and limited English proficient populations in the region. PSRC updates this profile approximately every three years. The current demographic profile can be found at <https://www.psrc.org/about-us/title-vi>. With these data, PSRC provides an Environmental Justice analysis of the impacts of key decisions on traditionally underserved populations as part of the planning process. During plan updates, PSRC works with its Equity Advisory Committee to discuss transportation impacts and hear concerns as a way to help identify the needs of historically underserved populations.

PSRC mailing lists include EJ populations, Title VI relevant community groups, and minority-owned businesses. PSRC publishes its Title VI Notice to the Public on major publications, news releases pertaining to federal programs, and its website. Find out more on PSRC's website at [psrc.org](https://www.psrc.org).

PSRC is committed to accessibility and has an ADA coordinator to request accommodation and lodge grievance with. For more information, contact Thu Le at 206-464-6175.

Alternative Formats and Limited English Proficiency

PSRC's agendas, news releases, and publications are available in alternative formats and in other languages with advance request. Notification about alternative formats and TTY Relay 711 are on agendas, psrc.org, and all publications, along with contact information for obtaining translation services. PSRC has obtained the services of a telephone translation provider, which can instantly connect anyone in the office to over 100 different languages. PSRC's website also offers a translation widget with dozens of languages available for instant translation.

PSRC has a language assistance plan, a list of staff who speak other languages, and the receptionist keeps an "I Speak" card at the front desk in case someone with limited English proficiency enters the office. PSRC maintains a Language Assistance Plan as part of its Title VI Plan and Program. This includes a four-factor analysis of language needs in the region. PSRC will translate vital documents for needed languages based on this analysis.

PSRC staff received training on how to make Word, InDesign, and PDF documents accessible for individuals using screen readers and is working towards improved accessibility of its online publications. Staff is currently on updating the agency's website to meet the Department of Justice's recently adopted mandatory compliance rules that special purpose districts must follow to make the website accessible to people with disabilities.

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

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

PSRC conducts workshops, community forums, and other events to keep the public informed and involved in various high-profile transportation projects and plans, and to elicit feedback from the public, partners, and stakeholders. Most public meetings took place over Zoom webinar. PSRC asks attendees to voluntarily identify their race and ethnicity, language spoken at home, gender identification, and other information through completion of on-line forms and/or to self-identify orally during focus groups. The form used is contained in Attachment 4 of this Plan.

X. Limited English Proficiency

PSRC provides the following documents translated into the most frequently spoken languages in the region: Arabic, Simplified Chinese, French, German, Korean, Russian, Spanish, Tagalog, and Vietnamese.

- ADA Commitment
- ADA Grievance Procedure
- Title VI Notice
- Title VI Complaint Form and Procedures

PSRC has a streamlined process for individuals requesting language assistance. This procedure has been translated in the languages listed above and is available on PSRC's Language Assistance page: <https://www.psrc.org/contact-center/language-assistance>.

In addition to vital documents, PSRC translated the following documents into simplified Chinese, traditional Chinese, Somali, Spanish and Vietnamese:

- Equity Advisory Committee (EAC) Application and Interview Questions
- EAC Call for applications
- EAC FAQ

These were all posted on our website and pushed through our outreach networks and community partners.

XI. Environmental Justice

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

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

XII. Notice of Title VI Rights

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

Your Rights against Discrimination under Title VI of the Civil Rights Act of 1964

The Puget Sound Regional Council (PSRC) hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, and related statutes

and regulations in all programs and activities.

Title VI requires that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which PSRC receives federal financial assistance.

Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with PSRC. Any such complaint must be in writing and filed with PSRC's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. For more information, or to obtain a Title VI Discrimination Complaint Form, please see our Web site at <https://www.psrc.org/> or call (206) 587-4819.

To file a Title VI discrimination complaint, contact:

Nancy Buonanno Grennan at nbgrennan@psrc.org
 PSRC
 1011 Western Avenue, Suite 500
 Seattle, WA 98104-1035
 (206) 464-7527

Washington State Department of Transportation
 Office of Equity and Civil Rights – Title VI
 Box 47314
 Olympia, WA 98504-7314
 TitleVI@wsdot.wa.gov
 Phone: (360) 705-7090

Abbreviated Title VI Notice to the Public

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

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

Title VI Plan Amendment Log

Date	Section(s) Amended	Summary of Amendments
Anticipated: September 26, 2024	2024 Title VI Plan Adopted	All sections updated to reflect current Title VI work program

Attachments:

1. [USDOT 1050.2A, Standard Assurances with Appendices](#)
2. [List of Title VI Investigations, Complaints, and Lawsuits](#)
3. [Demographic Information](#)
4. [Public Involvement Form](#)

The United States Department of Transportation (USDOT) Standard Title VI/Non-Discrimination**Assurances****DOT Order No. 1050.2A**

The Puget Sound Regional Council (herein referred to as the "Recipient"), **HEREBY AGREES THAT**, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through Washington State Department of Transportation (WSDOT), is subject to and will comply with the following:

Statutory/Regulatory Authorities

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (entitled Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation-Effectuation Of Title VI Of The Civil Rights Act Of 1964);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, "for which the Recipient receives Federal financial assistance from DOT, including the Washington State Department of Transportation.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted program:

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23(b) and 21.23(e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard

to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.

2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Federal-Aid Highway Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

"The Puget Sound Regional Council, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

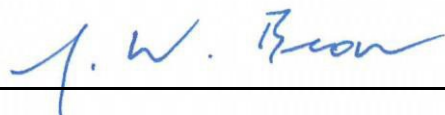
3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:

- a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the Puget Sound Regional Council also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the Washington State Department of Transportation access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the Washington State Department of Transportation. You must keep records, reports, and submit the material for review upon request to Washington State Department of Transportation, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

Puget Sound Regional Council gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Federal Highway Administration. This ASSURANCE is binding on Washington State Department of Transportation, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Federal-Aid Highway Program. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

Puget Sound Regional Council (***Name of Recipient***)

by 

(***Signature of Authorized Official***)

DATED: September 19, 2024

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Washington State Department of Transportation, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Washington State Department of Transportation to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the Washington State Department of Transportation, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Washington State Department of Transportation may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment,

unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Washington State Department of Transportation may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

APPENDIX B

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the Puget Sound Regional Council will accept title to the lands and maintain the project constructed thereon in accordance with Title 23, United States Code, the Regulations for the Administration of Washington State Department of Transportation, and the policies and procedures prescribed by the Federal Highway Administration of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the Puget Sound Regional Council all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto ***Puget Sound Regional Council*** and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the ***Puget Sound Regional Council***, its successors and assigns.

The ***Puget Sound Regional Council***, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]* (2) that the ***Puget Sound Regional Council*** will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended [, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

APPENDIX C

CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the ***Puget Sound Regional Council*** pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:
 - 1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, ***Puget Sound Regional Council*** will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*
- C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the ***Puget Sound Regional Council*** will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the ***Puget Sound Regional Council*** and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX D

CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY,
FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by **Puget Sound Regional Council** pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination covenants, **Puget Sound Regional Council** will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, **Puget Sound Regional Council** will there upon revert to and vest in and become the absolute property of **Puget Sound Regional Council** and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
 - Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
 - Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
 - The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
 - Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
 - The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
 - Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
 - The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
 - Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
 - Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
 - Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

ATTACHMENT 2:

LIST OF TITLE VI INVESTIGATIONS, COMPLAINTS, AND LAWSUITS

Background

As a recipient of federal funding, PSRC is required to prepare and maintain a list of any of the following that allege discrimination on the basis of race, color, or national origin:

- Active investigations conducted by FTA and entities other than FTA;
- Lawsuits; and
- Complaints naming PSRC

Between October 1, 2021, through September 27, 2024, PSRC has not had any such investigations, lawsuits or complaints to report.

ATTACHMENT 3

Demographic Identification

PSRC has formed an Equity Advisory Committee (EAC): The EAC is composed of residents as well as governmental and community-based organizations in the Puget Sound region representing BIPOC communities (see demographics below). The Committee co-creates products (*e.g.*, data tools and planning resources) for the Regional Equity Strategy and other agency projects with staff and the Executive Board as well as advises PSRC committees and policy boards on policies and programs with an equity lens. The EAC meets monthly, on the first Thursday of every month, from 5:30 PM to 7:30 PM.

Race / Ethnicity	Number of Members
Asian American/Pacific Islander	5
Black	8
Multi-racial	6
Hispanic/LatinX	1

Gender	Number of Members
Men	4
Women	16

ATTACHMENT 4

Public Involvement Form

Title VI of the Civil Rights Act of 1964 requires PSRC to be sure that everyone in our region has a chance to be heard and to respond to transportation programs and activities that may affect their community. To help with that, we ask that you voluntarily provide us information about your race, ethnicity and/or gender, which we will collect and maintain as de-identified. You are not required to disclose the information requested in order to participate in this meeting. PSRC will handle the information gathered as confidentially as possible. For further information regarding this process please contact the Title VI Coordinator at nbgrennan@psrc.org.

Gender:

Male

Female

Non-binary

Other

Prefer not to disclose

Disability:

Yes

No

Prefer not to disclose

General Ethnic Identification Categories (Check as many as apply):

American Indian/Alaskan Native

Asian

Black or African American

Hispanic or Latinx

Native Hawaiian/Pacific Islander

White

Other

Prefer not to disclose

Language Spoken at Home:

English Only

Language other than English

Multiple languages

Age:

Under 18

18-34

35-54

55-64

65+

Prefer not to disclose

6.c Att. A

What is your approximate average household income?

Less than \$25,000

\$25,000-\$75,000

\$75,000 - \$125,000

\$125,000-\$175,000

\$175,000-\$199,9999

\$200,000+

Prefer not to disclose

Zip Code:

Thank you for your cooperation



Puget Sound Regional Council

September 19, 2024

CONSENT AGENDA

To: Executive Board

From: Executive Dave Somers, Chair, Operations Committee

Subject: **Authorize Budget Amendment and Increase Contract Authority for Consultant Services for the Second Survey Wave (2025) of an Eight-Year Household Travel Survey Program**

IN BRIEF

Authorization by the Executive Board is required for the Executive Director to enter a contract in excess of \$10,000, or to amend a contract in excess of \$10,000. A request is to authorize an increase in the consultant contract to perform work on the second wave (2025) of PSRC's eight-year household travel survey. In addition, two of PSRC's member jurisdictions are seeking to purchase additional data as part of this wave of the travel survey. Staff are seeking approve to amend the budget to reflect the additional revenue.

RECOMMENDED ACTION

1. Amend the budget to add up to \$470,000 in contributions from two jurisdictions (\$200,000 from Pierce County; up to \$270,000 from the City of Seattle¹) who are partnering with PSRC in the second wave (spring 2025) of an eight-year Puget Sound Regional Household Travel Survey Program, and to increase the authorized consultant expenditures by the same amount.
2. Authorize the increase in contract authority by up to \$970,000 to conduct wave 2 of the eight-year household travel survey; \$500,000 for the PSRC portion, plus an additional amount up to \$470,000 from two jurisdictions for their respective portions.

¹ As of the writing of this memo, the City of Seattle has yet to confirm their commitment due to budgetary constraints. They may choose to not participate, commit only \$135,000, or commit \$270,000 if a transportation levy passes in the November election.

BUDGET IMPACT

The adopted FY 2024-2025 biennial budget includes \$500,000 to conduct this second wave of the household travel survey in spring 2025. The additional revenue will be contributed by Pierce County and the City of Seattle for their respective portions of the 2025 survey. The total amount for survey work in 2025 for the three agencies is up to \$970,000. Future surveys are subject to budget availability and approval.

DISCUSSION

In March 2022, the Executive Board authorized contract authority in the amount of \$500,000 towards the first wave of the household travel survey. In June 2022, the Board approved \$470,000 in additional funds towards the contract and a budget amendment in that amount, reflecting the contributions from the Cities of Bellevue, Bothell, and Seattle, who expressed interest to partner with PSRC in wave one (spring 2023) of the household travel survey. Subsequently, the Cities of Bellevue and Seattle proceeded with the partnership and the City of Bothell did not.

Following a competitive request for proposal, PSRC entered into a contract for the full eight-year program, subject to future budget availability and approval.

Data from wave one of the household travel survey was collected in spring 2023 and the project was completed in 2024; the [2023 Puget Sound Regional Travel Study](#) report and the [data](#) are publicly available on the [PSRC Household Travel Survey Program](#) webpage. The 2023 travel study was the first data collection in household travel survey program expected to include four waves, with surveys in 2023, 2025, 2027, and 2029 (a survey wave is one data collection period). PSRC has a long history of conducting travel surveys, dating back to the 1960s.

We found the multi-year, frequent program to be a more cost-effective and timely approach to collect the data needed for monitoring and modeling regional travel and land use patterns than larger surveys every eight to ten years. We have been better able to track transportation changes over time and respond to unexpected influential events such as COVID-19 and technological advances. Frequent surveying has allowed us to build staff knowledge and internal computing systems that would not be feasible on a more sporadic cycle. 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 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 biennial survey approach (*i.e.*, conducting a survey every other year) also provides information for performance measures such as mode choices in regional centers and for before-after studies of infrastructure improvements.

For FY2024-2025, a survey in spring 2025 supported by a PSRC budget of \$500,000 for consultant services is planned for implementation. This amount was included the adopted biennial budget. Two jurisdictions, Pierce County and the City of Seattle, have expressed interest to PSRC to purchase additional household survey samples for their communities. The proposed budgets are \$200,000 for Pierce County and up to \$270,000 for the City of Seattle; each is subject to final approval by the jurisdiction before a Memorandum of Agreement (MOA) with PSRC can be executed. In this arrangement, the jurisdictions are purchasing additional data and PSRC is managing project oversight, budgeting, and data cleaning to ensure all partners receive useful, high-quality datasets. These add-on samples can help each jurisdiction better understand more specific travel and land use behaviors and needs in their communities. Once all MOAs from committed partners have been executed, then PSRC can execute a consultant contract.

For additional information, please contact Brian Lee, Ph.D., Program Manager – Data Solutions and Research, at blee@psrc.org or 206-971-3270; or Suzanne Childress, Data Scientist, at schildress@psrc.org or 206-971-3282.



Puget Sound Regional Council

September 19, 2024

CONSENT AGENDA

To: Executive Board

From: Executive Dave Somers, Chair, Operations Committee

Subject: **Approve Contract Authority for Consultant Services for Regional Transportation Plan Regional Transit Access Assessment**

IN BRIEF

Authorization by the Executive Board is required for the Executive Director to enter into a contract in excess of \$10,000. A request is being made to authorize a consultant contract to provide support for development of a regional transit access assessment as part of the development of the Regional Transportation Plan (2026-2050).

RECOMMENDED ACTION

Recommend the Executive Board authorize the Executive Director to enter into a contract for consultant services to develop a regional transit access assessment for the Regional Transportation Plan (2026-2050). The total budget for consultant work shall not exceed \$125,000.

BUDGET IMPACT

The adopted Biennial Budget and Work Program for Fiscal Years 2024-2025 includes funding for these consultant services.

DISCUSSION

Federal law and regulations require PSRC to develop a new Regional Transportation Plan (RTP) every four years. The current RTP was adopted in May 2022 and the next plan is scheduled to be adopted by May 2026. The plan includes an action to "Develop and update tools and resources to help identify where access to transit can be

improved, particularly for bicyclists and pedestrians.” This action builds upon work PSRC has completed in conjunction with its members to develop regional transit access strategies associated with all modes of access to transit.

As a first step in implementing this action, PSRC assessed the region’s existing transit access tools and resources with the assistance of an ad hoc transit access working group. The findings and recommendations developed by the working group can be found here: <https://www.psrc.org/media/8532>.

A PSRC staff team reviewed the RTP action for a regional transit access assessment in conjunction with the working group findings and developed a project purpose statement and assessment of needs to complete a regional transit access assessment for the RTP (2026-2050). The project purpose is to develop a regional transit access assessment that identifies needs and potential priority solutions that result in improved transit access and ridership for incorporation in the Regional Transportation Plan 2026-2050, and a companion interactive transit access tool that can applied at more localized contexts for PSRC members in support of their implementation activities.

The staff team identified two project deliverables:

1. A regional scale transit access assessment that provides enough detail on existing and future transit access needs and potential solutions that it will inform local jurisdiction, transit agency, and WSDOT actions, such as development and implementation of projects that maximize transit access opportunities.
2. A transit access interactive tool that aligns with the regional transit access assessment in Deliverable 1 but allows for incorporation of locally available data and knowledge to allow local jurisdictions and transit agencies the ability to develop finer grained transit access solutions to address needs identified for the local context.

Consultant support will be sought to provide technical assistance on this work. The total cost under this procurement shall not exceed \$125,000.00.

For additional information, please contact Kelly McGourty at kmcgourty@psrc.org or 206-971-3601 or Gil Cerise at gcerise@psrc.org or 206-971-3053.



Puget Sound Regional Council

September 19, 2024

CONSENT AGENDA

To: Executive Board

From: Mayor Dana Ralph, Chair, Transportation Policy Board

Subject: **Adopt Routine Amendment to the 2023-2026 Transportation Improvement Program (TIP)**

IN BRIEF

Eight agencies submitted nine projects this month for routine amendment into the Regional TIP. The projects are summarized in Exhibit A. These projects were awarded local, state and federal funding through various funding processes, such as the Move Ahead Washington funds managed by the Washington State Department of Transportation. PSRC staff reviewed the projects for compliance with federal and state requirements, and consistency with VISION 2050 and the Regional Transportation Plan. At its meeting on September 12, the Transportation Policy Board recommended adoption of the amendment.

RECOMMENDED ACTION

The Executive Board should adopt an amendment to the 2023-2026 Regional TIP to include the projects as shown in Exhibit A.

DISCUSSION

Under the Infrastructure Investment and Jobs Act (IIJA), PSRC has project selection authority for all projects programming regional funds from the Federal Highway Administration (FHWA) - Surface Transportation Block Grant Program (STBG) and Congestion Mitigation and Air Quality Improvement Program (CMAQ) - and Federal Transit Administration (FTA) - Urbanized Area Formula Program (5307), State of Good Repair (5337) and Bus and Bus Facilities Formula (5339).

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

action needed to amend the Regional TIP.

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

Consistency with VISION 2050 and the Regional Transportation Plan

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

Air Quality Conformity

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

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

Funding Reasonably Expected to be Available

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

PSRC's Project Tracking Policies

There is one request from Community Transit for modification to PSRC's FTA Funds. The request has been reviewed and recommended for approval by PSRC's Transportation Operators Committee.

Community Transit requests to redistribute \$701,713 in 2023 Section 5307 funds from the Transit Revenue Vehicles project to the Facilities Rehabilitation, Renovation and Maintenance project.

The final cost of the buses purchased with these funds under the Transit Revenue Vehicles project was less than expected due to unanticipated discounts. Further changes in Community Transit's bus order plans—due to both pandemic related service reductions and the agency's response to an increased emphasis on converting to zero emissions vehicles—has resulted in Community Transit no longer having bus purchases on which to spend these funds in a timely manner. To avoid the risk of losing the funds, Community Transit requests to spend these remaining funds on facility renovations needed to operate zero emissions vehicles at the Merrill Creek base. The facility project

will begin in 2024 and can utilize the funding efficiently. All of the bus order funding will now come from the new Zero Emissions Transit Revenue Vehicles project, which will contain future years' funding that will be better timed for these orders.

Federal and State Fund Source Descriptions

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

5307	FTA Urbanized Area Formula Program
5309(NS)	FTA New Starts Discretionary Program
CWA	State Connecting Washington Account
Discretionary	All Other Unidentified Federal Fund Sources
FHWA Discretionary	FHWA Discretionary Awards
MAW	State Move Ahead Washington Account
MVA	State Motor Vehicle Account
PROTECT	Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation Program

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

ATTACHMENT

A. Projects Proposed for Routine Amendment to 2023-2026 TIP

Month: September

Year: 2024

Project(s) Proposed for Routine Amendment to 2023-2026 TIP

Exhibit A

Sponsor	Project Title and Work Description	Funding	PSRC Action Needed			
			Project Tracking	New Project/ Phase	UPWP Other	Amend
1. Arlington	SR 531 Trail New project programming preliminary engineering and right-of-way phases for a grade-separated shared use trail with lighting and landscaping along the north side of SR 531, from SR 9 to 67th Avenue NE.	\$1,000,000	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$156,069				
		\$1,156,069				
		Total				
2. Community Transit	Facilities Rehabilitation, Renovation and Maintenance Existing project redistributing funds from CT-71: Transit Revenue Vehicles 2023-2024 for rehabilitation, renovation, and maintenance of transit facilities, including at Merrill Creek base building in Everett.	\$701,713	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$701,713				
		Total				
3. Kent	64th Avenue S/W James Street New project programming preliminary engineering and construction phases for pavement repair, grinding, milling, and overlay of 64th Avenue S/SW James Street between W Meeker Street and SR 181. Work also includes improvements to bus stops, bike lanes, sidewalks, curb ramps, crosswalks and pedestrian push buttons.	\$3,070,000	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$3,070,000				
		Total				
4. Kirkland	132nd Avenue NE & Slater Avenue Crossing New project programming preliminary engineering and construction phases for a new crossing that includes a HAWK signal, bike lane, and median.	\$1,086,000	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		CWA				
		\$100,000				
		\$1,617,000				
		\$2,803,000				
5. Kitsap County	Colchester Drive, Duncan Creek Fish Passage Culvert New project programming preliminary engineering and construction phases to replace an existing culvert system with a fish-passable structure, a new stormwater system and outfall, and new habitat plantings and cover.	\$2,785,000	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Federal PROTECT				
		\$697,000				
		\$3,482,000				

Sponsor	Project Title and Work Description	Funding		PSRC Action Needed			
				Project Tracking	New Project/Phase	UPWP Other	Amend
6. North Bend	North Bend 202/Mt Si Roundabout Existing project adding a right-of-way phase for a roundabout with bike lanes and sidewalks.	\$860,000	Local	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$860,000	Total				
7. Northwest Seaport Alliance	Catalyzing Zero-Emission Drayage Trucking Infrastructure & Opportunities New project programming a construction phase for at least one electric truck-charging hub for drayage truckers with overnight parking and other amenities. Through a competitive process, the project will select private entities to develop electric truck-charging hub(s).	\$12,000,000	Federal Discretionary	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$14,553,000	Local				
		\$26,553,000	Total				
8. Northwest Seaport Alliance	Drayage Truck Demonstration Project in King County New project programming an other phase for the purchase of zero-emission drayage trucks and associated charging/fueling infrastructure. The project will offer incentives for up to 50% of the cost of the truck and charger.	\$6,240,000	State	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$6,240,000	Local				
		\$12,480,000	Total				
9. WSDOT Northwest Region	I-5/Thornton Creek to Lake Washington - Fish Passage New project programming preliminary engineering and right-of-way phases to replace a fish passage barrier with a fish passable structure. This is a multi-year project, and the programming reflects the planned expenditure schedule within the span of the current regional TIP.	\$1,679,473	CWA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		\$3,009,203	MAW				
		\$409,161	MVA				
		\$5,097,837	Total				



Puget Sound Regional Council

September 19, 2024

CONSENT AGENDA

To: Executive Board

From: Mayor Dana Ralph, Chair, Transportation Policy Board

Subject: **Authorize a Change in the Regional Transportation Plan Project Status for Bellevue's Mountains to Sound Greenway Trail: 142nd PI SE to I-90 Non-Motorized Overcrossing at 150th Ave SE**

IN BRIEF

The City of Bellevue has submitted a request to change the status of a segment of the Mountains to Sound Greenway Trail project—from 142nd Place SE to the I-90 Non-Motorized Overcrossing at 150th Avenue SE—from “Candidate” to “Approved.” Per PSRC’s adopted procedures, requests to change a project status require board action. At its meeting on September 12, the Transportation Policy Board recommended that the Executive Board authorize changing the status of the project as requested.

RECOMMENDED ACTION

The Executive Board should authorize a change in project status for the City of Bellevue’s *Mountains to Sound Greenway Trail: 142nd Place SE to the I-90 Non-Motorized Overcrossing at 150th Avenue SE* from “Candidate” to “Approved” status in the Regional Transportation Plan.

DISCUSSION

The Regional Transportation Plan contains policies requiring PSRC’s Executive Board to approve regionally significant transportation capacity projects before those projects begin implementation phases. Projects in the Regional Transportation Plan are designated as Candidate, Approved or Conditionally Approved. A Candidate designation means a project has gone through a comprehensive planning process, but that one or more of the following has not yet been completed: environmental documentation and approvals, financial plan and/or other planning requirements. A project’s status is changed to Approved once these requirements have been met.

Conditional Approval may be granted if a project has fulfilled most of the approval criteria but lacks only certain details. For example, if a project awaits only final signatures on its environmental documentation but has completed all other requirements, the Executive Board may grant Conditional Approval. Once the final details have been completed, staff has the authority to grant a project full Approval status administratively, thereby saving the project sponsor several weeks of delay.

This project will construct a section of a separated multi-use trail along the south side of I-90. The trail will include a 12-foot-wide hard surface facility, trailhead treatments, wayfinding, landscaped buffer in some areas, lighting and storm drainage improvements and a mid-block pedestrian crossing west of 146th Street SE.

Table 1 provides additional details of the project, including the criteria used to review the project for the requested status change.

Table 1: Project Details and Review Criteria

Review Criteria	Mountains to Sound Greenway Trail: 142nd PI SE to I-90 Non-Motorized Overcrossing at 150th Ave SE
Total Project Cost	\$12,861,000
Consistency with Regional Policies	This project is consistent with regional policy.
Benefit-Cost Analysis	Project cost is less than \$100,000,000, so benefit-cost analysis is not required.
Environmental Documentation	NEPA Categorical Exclusion (CE) was issued January 26, 2016, and reevaluated by WSDOT on November 30, 2018, and September 29, 2023, at which time the original NEPA determination was confirmed to remain valid.
Other Planning Requirements	N/A
Financial Feasibility	The project is fully funded with \$2,527,000 of federal funds, \$6,900,000 of state funds, and \$3,434,000 of local funds for a total project cost of \$12,861,000 in 2020 year of expenditure dollars.
Air Quality Conformity	Approving this project will not change the region's air quality conformity determination.

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



Puget Sound Regional Council

DISCUSSION ITEM

September 19, 2024

To: Executive Board

From: Josh Brown, Executive Director

Subject: **Recommendations to the 2025 Washington State Legislature**

IN BRIEF

PSRC staff have begun work to support the adoption of recommendations to the Washington State Legislature in advance of the 2025 legislative session. PSRC staff will brief the Executive Board on the process to adopt legislative priorities and seek feedback on potential legislative policy items.

DISCUSSION

In 2023 and 2024, the Executive Board adopted Recommendations to the Washington State Legislature after consultation with the Economic Development District Board, Growth Management Policy Board, Transportation Policy Board and Equity Advisory Committee.

PSRC staff propose following a similar framework to the recommendations adopted last year (2024 Recommendations to the State Legislature attached) based on adopted regional plans policies in the following focus areas:

- **Transportation** - Keep the Region Moving
- **Housing** - Increase Housing Choices and Affordability
- **Climate** - Significantly Reduce Greenhouse Gas Emissions
- **Economic Development** – Sustain a Strong Economy

PSRC staff will seek input from the Executive Board and on this initial list of recommended focus areas at the September meeting. Staff sought input from Economic Development District Board earlier in September. The Equity Advisory Committee was given background information on the legislative priorities in July and staff will seek further input in October. The Growth Management Policy Board and the Transportation Policy Board will also be briefed on the priorities in October.

Staff proposes the Executive Committee will finalize recommendations based on all feedback and the Executive Board adopt the legislative priorities at the December meeting.

For more information, please contact Robin Koskey, Director of Government Relations & Communications, at Rkoskey@psrc.org or 206-798-4462.

ATTACHMENT:

A. Recommendations to the 2024 State Legislature

Recommendations to the 2024 State Legislature

Draft



Puget Sound Regional Council

The Puget Sound Regional Council (PSRC) supports adoption of state legislation that advances solutions to achieve a thriving, racially equitable and sustainable Puget Sound region through leadership, visionary planning, and collaboration.

Keep the Region Moving

VISION 2050 and the Regional Transportation Plan lay out a foundation for completing regional transportation investments and future work to strengthen connections to and between the region's centers. PSRC supports:

- Sustaining the transportation investments made with Move Ahead Washington during the 2021 legislative session
- Developing an equitable road usage charge (RUC) system through the work of the Washington State Transportation Commission to generate necessary revenue to eventually replace the gas tax, fund the state's long-term transportation needs, including multimodal connections and introduce revenue flexibility
- Funding and policies to restore, improve and modernize the Washington State Ferries system to ensure reliable cross-sound service and reduce environmental impact
- Maintaining agreed upon state and local funding split decisions as agreed upon by the Infrastructure Investment and Jobs Act (IIJA) workgroup

Increase Housing Choices and Affordability

PSRC's Regional Housing Strategy identifies coordinated strategies, policies, and actions to expand housing options, create greater affordability, and promote fair and equal housing access to address the housing affordability crisis in our state. The PSRC region needs to build 800,000 more homes by 2050 and 20% of these homes need to be affordable to people earning less than half of the Area Median Income. Action is needed to address racially discriminatory housing policies and increase homeownership for Black, Indigenous and people of color (BIPOC) households. PSRC supports legislation and funding to in three action areas:

- **Supply:** Build more housing of different types as soon as possible
- **Stability:** Provide opportunities for residents to live in housing that meets their needs
- **Subsidy:** Create and sustain long-term funding sources to create and preserve housing for very low-income households and unhoused residents

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Significantly Reduce Greenhouse Gas Emissions

VISION 2050 and the Regional Transportation Plan outline how state, regional, and local partners can act in coordination to reduce emissions in the region and prepare for climate impacts. PSRC supports state legislation to respond to the urgent environmental, health, economic and equity threat of climate change in alignment with the essential components of regional long-range planning:

- Transit-focused land use
- Multimodal transportation choices
- Pricing the transportation system
- Decarbonization of the transportation system, including improvements to freight and passenger vehicles and fuels

Sustain a Strong Economy

VISION 2050 and the Regional Economic Strategy plan for economic growth and opportunity that creates widespread prosperity and living-wage jobs to help sustain the region's economy. PSRC supports continued investments in:

- Workforce development programs to meet the needs of employers and a growing economy
- Critical infrastructure to support economic development, including broadband
- Clean energy industry technology like Sustainable Aviation Fuel (SAF), offshore wind, fusion, hydrogen and other emerging technologies

For more information, please contact:

Robin Koskey

Director of Government Relations & Communications

RKoskey@psrc.org

206-798-4462



Puget Sound Regional Council (PSRC) develops policies and coordinates decisions about regional growth, transportation and economic development planning within King, Pierce, Snohomish and Kitsap counties. PSRC is composed of nearly 100 members, including the four counties, cities and towns, ports, state and local transportation agencies and Tribal governments within the region.



Puget Sound Regional Council

September 19, 2024

DISCUSSION ITEM

To: Executive Board

From: Josh Brown, Executive Director

Subject: **Discussion: Housing Research Center**

IN BRIEF

Robin Koskey, Director of Government Relations, will brief the board on the need for a state research center dedicated to housing.

DISCUSSION

The cost of housing affects all our communities in the region. It has become a critical issue across Washington state, disproportionately impacting Black and Indigenous residents and other people of color. Housing affordability is consistently reported as a top priority for the public. Every community in the region has prioritized housing policy and actions in its comprehensive plan update and housing has been an important topic of several of the recent legislative sessions.

PSRC provides housing data, tools, and strategies to support local governments develop housing strategies and update their comprehensive plans. PSRC has also provided analysis of potential legislation during prior legislative sessions. However, there is no central location for housing research that operates statewide and PSRC's capacity to conduct housing research is limited. Data and research would help guide the state legislature and local governments as they grapple with addressing housing and affordability needs.

Housing research centers like the [Turner Center for Housing Innovation](#) at UC Berkeley and the [Furman Center at NYU](#) provide great models to learn from and replicate in Washington state.

Potential areas of research could include:

- Expanding access to quality homes and communities to support racial, social and economic inclusion.
- Increasing the supply and lowering the cost of housing in ways that align with equity and environmental goals.
- Driving innovation in housing policy and practice.
- Analysis that supports efforts to maximize housing production around planned transit investments while addressing displacement.

PSRC has been doing individual outreach to housing advocates, state legislators, business leaders and developers to explore creating a housing research center Washington state. We are working closely with the University of Washington, Housing Development Consortium, and Urban Land Institute to develop and implement a public-private campaign to bring a center to fruition.

Please see the attached one-pager for additional information about the need for a housing research center in Washington.

For additional information, please contact Robin Koskey, Director of Government Relations, at RKoskey@psrc.org or 206-798-4462.

ATTACHMENT:

A. The Need for a Housing Research Center in Washington



The Need for a Housing Research Center in Washington

The cost of housing is a critical issue for communities across Washington state, disproportionately impacting Black, Indigenous and people of color residents. Public opinion surveys consistently report housing affordability as a top priority for the public. Comprehensive data and research would help guide the state Legislature and local governments as they grapple with addressing housing and affordability needs.

Proposed Mission

The mission of the Washington State Center for Housing Research is to provide timely analysis and data-driven research to formulate bold strategies supporting programmatic innovation for policymakers, practitioners and advocates.

The Center aims to provide actionable, pragmatic paths that can bring together a coalition to urgently and equitably address housing affordability by providing homes for all in vibrant sustainable communities.

Potential Areas of Research

- Expanding access to quality homes and communities to support racial, social and economic inclusion
- Increasing the supply and lowering the cost of housing in ways that align with equity and environmental goals
- Driving innovation in housing policy and practice
- Analysis that supports efforts to maximize housing production around planned transit investments while addressing displacement

Has This Been Done Before?

Yes. Housing research centers such as the [Turner Center for Housing Innovation](#) at UC Berkeley and the [Furman Center](#) at NYU provide great models for what we could learn from and replicate in Washington state.

Is Another Organization Doing This Work Already?

No. Washington state does not have a permanent housing research center to inform the public and policymakers.

Today, advocacy groups, non-profits and government entities (such as the Department of Commerce, PSRC and Washington State Finance Commission) produce some research or analysis—but not in a comprehensive way. Each agency has limitations, and no single organization is dedicated fully to producing statewide housing research.

Next Steps

Puget Sound Regional Council (PSRC) is helping to activate this initiative by convening a Housing Research Center Summit in the fall of 2024 to hear from experts on the work of housing centers from across the U.S. and develop alignment on the focus of a center in Washington state. The Summit will seek to mobilize a coalition campaign for public-private funding from the Washington State Legislature and the private and philanthropic sectors to make the center a reality in 2025.

Contact

Robin Koskey

PSRC Director of Government Relations
RKoskey@psrc.org | 206-798-4462



Puget Sound Regional Council



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Northwest



Puget Sound Regional Council

September 19, 2024

DISCUSSION ITEM

To: Executive Board

From: Josh Brown, Executive Director

Subject: Regional Transportation Plan (2026-2050): Development of Scope

IN BRIEF

Beginning in February 2024, the Transportation Policy Board has been engaged in discussions to identify priorities for development of the next Regional Transportation Plan (RTP). Work on the next RTP will continue through 2026, when the plan is scheduled to be adopted. At the September Executive Board meeting, staff will review the Transportation Policy Board work program and RTP discussion items for the rest of 2024, culminating in adoption of the RTP scoping document in December.

DISCUSSION

Since February, the Transportation Policy Board has been discussing regional priorities and focus areas to guide development of the next RTP, scheduled for adoption in May 2026. The Executive Board also provided feedback at their meeting on February 22. Primary themes identified by the boards include the continued focus areas of safety, climate and equity; maintenance and preservation; transit and accessibility; ferries; decarbonizing the system; and recognizing the diverse needs and community contexts around the region. The boards have also discussed analytical needs for the next plan, such as addressing changes in travel behavior since the pandemic, providing more detailed analyses by county and city and tracking progress over time.

The Transportation Policy Board has also reviewed details of the investments contained in the current plan, as well as the resulting performance of the regional transportation system. Details on the RTP financial strategy have also been provided, including assumptions around current law revenues and new revenue sources needed to fully fund the investments and operations contained in the plan. Data trends and a level setting of key assumptions and forecasts was provided at the September 12 meeting.

Over the next several months, the Transportation Policy Board will continue key discussions that will lead to board adoption in December of the scope of the next RTP. The primary topic of discussion will focus on the plan's financial strategy and setting high level parameters for plan development and investment decisions. Other topics the board will be asked to discuss include forward-looking "big picture" items by 2050 to further explore, and any other remaining questions or policy areas not yet identified.

A board decision on the scope of the plan in December will allow staff to engage in analysis and draft plan development under those key assumptions in 2025 and stay on schedule for plan adoption in May of 2026.

For more information, please contact Kelly McGourty at kmcgourty@psrc.org or 206-971-3601 or Gil Cerise, Program Manager, at gcerise@psrc.org or 206-971-3053.



Puget Sound Regional Council

September 19, 2024

INFORMATION ITEM

To: Executive Board

From: Josh Brown, Executive Director

Subject: Annual Weighted Votes Revision

IN BRIEF

Every September, the weighted vote for the General Assembly and the Executive Board is revised to reflect the most recent population figures from the Washington State Office of Financial Management (OFM). The weighted votes as revised effective August 2024 are attached.

DISCUSSION

The methodology for allocating the weighted votes for the General Assembly and the Executive Board is set forth in the Interlocal Agreement (ILA), Article V, Section B.2, which provides that the total votes of all city and county jurisdictions within each county will be proportional to each county's share of the regional population. Further, county government will be entitled to fifty (50) percent of their respective county's total vote. City and town votes will be based on their respective share of the total incorporated population of their county.

For example, the April 1, 2024, OFM population figures show the region's member jurisdictions as a whole has a population of 4,473,450, up from 4,426,640 in 2023. Kitsap County's share of that regional population is 6.396%, with a total resident population of all member jurisdictions of 286,100. Therefore, Kitsap and all the member jurisdictions receive 63.96 total weighted votes ($6.396\% \times 1000$ weighted votes). Half of those total weighted votes or 31.98 go to Kitsap County and the other half are allocated to the cities within Kitsap County based upon their respective share of the total incorporated population of the county.

The weighted votes are updated every September, and Executive Board representatives are reviewed every three years, pursuant to the ILA Article V, Section C.3. The Operations Committee's next review of representatives will be in the fall of 2025.

For more information, please contact Nancy Buonanno Grennan, Deputy Executive Director, at nbgrennan@psrc.org or 206-464-7527.

ATTACHMENTS

- A. PSRC Executive Board Votes and Representatives effective 9/26/2024

PSRC Executive Board Weighted Votes and Representatives
effective September 26, 2024

	OFM 4/1/2024 Population	% of Population	Rep. Based on % of Population	Representatives	FY 2024 Weighted Vote
King	2,378,100	53.160%	15.948	15.88	531.60
County	249,575	5.579%	1.674	2	265.80
Seattle	797,700	17.832%	5.350	4	99.60
Bellevue	155,000	3.465%	1.039	1	19.36
Federal Way	102,500	2.291%	0.687	1	12.80
Kent	140,400	3.139%	0.942	1	17.53
Kirkland	96,710	2.162%	0.649	1	12.08
Redmond*	80,040	1.789%	0.537	1	10.00
Renton	108,800	2.432%	0.730	1	13.59
Auburn	78,890	1.764%	0.529	0.88	9.85
Other Cities & Towns	568,485	12.708%	3.812	3	70.99
Kitsap	286,100	6.396%	1.919	4	63.96
County	184,070	4.115%	1.234	1	31.98
Bremerton	45,390	1.015%	0.304	1	14.23
Port Orchard*	18,300	0.409%	0.123	1	5.74
Other Cities & Towns	38,340	0.857%	0.257	1	12.02
Pierce	951,220	21.264%	6.379	5.12	212.64
County	447,645	10.007%	3.002	2	106.32
Tacoma	225,100	5.032%	1.510	1	47.53
Auburn	10,060	0.225%	0.067	0.12	2.12
Lakewood*	64,620	1.445%	0.433	1	13.64
Other Cities & Towns	203,795	4.556%	1.367	1	43.03
Snohomish	858,030	19.181%	5.754	5	191.81
County	376,700	8.421%	2.526	2	95.90
Everett	114,800	2.566%	0.770	1	22.87
Other Cities & Towns	366,530	8.193%	2.458	2	73.03
Cities/Towns/Counties	4,473,450	100%	30.000	30	1,000.00
Statutory Members					
Port of Bremerton				1	3
Port of Seattle				1	50
Port of Tacoma				1	30
Port of Everett				1	10
WA State Dept of Trans				1	30
WA Trans. Commission				1	30
Statutory Members				6	153
Grand Total				36	1,153.00
NOTE: Population figures provided by OFM and only include member jurisdictions. (Non-members include Brier, Carbonado, Gold Bar, Index and South Prairie.) Weighted votes are updated every September, and representatives for the Executive Board are reviewed every three years, per Interlocal Agreement, Article V.c.3. and as prescribed in RCW 47.80.010 and RCW 47.80.060. The Executive Board Representatives will be reviewed next by the Operations Committee in the fall of 2025.					
*Principal City Per OMB					