

**Southwest Washington Regional Transportation Council
Board of Directors
May 7, 2013, Meeting Minutes**

I. Call to Order and Roll Call of Members

The Southwest Washington Regional Transportation Council Board of Directors Meeting was called to order by Chair Bill Ganley on Tuesday, May 7, 2013, at 4:05 p.m. at the Clark County Public Service Center Sixth Floor Training Room, 1300 Franklin Street, Vancouver, Washington. Chair Ganley noted the meeting was covered for the first time live by CVTV. Attendance follows.

Board Members Present:

Nancy Baker, Port of Vancouver Commissioner
Jack Burkman, Vancouver Council Member
Shirley Craddick, Metro Councilor
Bill Ganley, Battle Ground Council Member
David Madore, Clark County Commissioner
Doug McKenzie, Skamania Co. Commissioner
Tom Mielke, Clark County Commissioner
Melissa Smith, Camas Council Member
Jeanne Stewart, Vancouver Council Member
Steve Stuart, Clark County Commissioner
Don Wagner, WSDOT Regional Administrator

Board Members Absent:

Jeff Hamm, C-TRAN Executive Director
David Poucher, White Salmon Mayor
Jason Tell, ODOT Region One Manager
Curtis King, Senator 14th District
Norm Johnson, Representative 14th District
Charles Ross, Representative 14th District
Don Benton, Senator 17th District
Paul Harris, Representative 17th District
Monica Stonier, Representative 17th District
Ann Rivers, Senator 18th District
Liz Pike, Representative 18th District
Brandon Vick, Representative 18th District
John Braun, Senator 20th District
Richard DeBolt, Representative 20th District
Ed Orcutt, Representative 20th District
Annette Cleveland, Senator 49th District
Jim Moeller, Representative 49th District
Sharon Wylie, Representative 49th District

Guests Present:

Ed Barnes, Labor Council
Michael Bridges, IBEW 48
Katy Brooks, Port of Vancouver
Bob Carroll, Citizen
Dorris Cotton, Citizen
Carolyn Crain, Citizen
Eric Florip, The Columbian
Paul Greenlee, Washougal Council Member
Jim Karlock, Citizen
Dale Lewis, Rep. Herrera Beutler's Office
Steve Madsen, Citizen
Anne McEnery-Ogle, Vancouver Neighborhood Assoc.
Paul Montague, Identity Clark County
Sharon Nasset, Citizen
Jerry Oliver, Port of Vancouver Commissioner
Philip A. Parker, WA State Transportation Commissioner
Kimberly Pincheira, Senator Cantwell's Office
Dave Ritchey, Laborers Local 335
Scott Sawyer, City of Battle Ground
Larry J. Smith, Vancouver Council Member
Judy Tiffany, Citizen
Darren S. Wertz, Ridgefield Council Member
Katie Whittier, Senator Murray's Office
Michele Wollert, Citizen
Bill Wright, Clark County

Staff Present:

Lynda David, Senior Transportation Planner
Mark Harrington, Senior Transportation Planner
Bob Hart, Transportation Section Supervisor
Dean Lookingbill, Transportation Director
Dale Robins, Senior Transportation Planner
Diane Workman, Administrative Assistant

II. Approval of March 5, 2013, Meeting Minutes

NANCY BAKER MOVED FOR APPROVAL OF THE MARCH 5, 2013, MEETING MINUTES. THE MOTION WAS SECONDED BY MELISSA SMITH AND UNANIMOUSLY APPROVED.

III. Citizen Communications

Philip Parker from Battle Ground, WA, is a Washington State Transportation Commissioner. He said they recently had eight hours of meetings. He said something that he came away with regarding long range planning was that 70% of the population of Washington lives within 15 miles of I-5. It is no wonder there are problems on I-5. Mr. Parker thanked the RTC Board for their long range planning.

Edward Barnes from Vancouver, WA, distributed a handout that would be included in the record. The handout included the text from a plaque on the I-5 Bridge. Chair Ganley read the inscription: "1915 This bridge is dedicated to the citizens of Oregon and Washington by whom its erection was ordained. It was conceived of their vision. Its foundations are laid upon their sacrifice. The spiritual heritage of courage, faith and high endeavor bequeathed to this generation by the pioneers who wrested from the wilderness these wide and fruitful lands is builded into its members of stone and steel and here handed down to the generations that come after. 1917." Mr. Barnes noted another part of his handout was a timeline of the process to construct the I-205 bridge. It began June 29, 1956 and was completed in 1983. It took 30 years to build the I-205 corridor and bridge. Mr. Barnes said we are currently headed down the same path with the I-5 Bridge. It has been almost 17 years. The final piece of the handout was a timeline of the major steps for the I-5 Bridge throughout the 17 years. Mr. Barnes said it would be good for the elected officials in SW Washington to read the plaque. He said they need to realize we need to look at our transportation needs now and into the future and provide jobs on the Washington side of the river. We need the bridge for our freight movement as well.

Dave Ritchey from Vancouver, WA, is the business manager of the labors local 335 in Vancouver. He said he represents members in Clark County, construction members and federal employees also. Many cross the bridge every day. Mr. Ritchey said they need to get the bridge built and asked for the RTC's support in the Columbia River Crossing with light rail.

Jim Karlock from Portland, OR, said that light rail does not relieve congestion. He said regarding the jobs issue, construction of the project may make a few temporary jobs at the expense of even more jobs over the next 30 years due to the tolls. Mr. Karlock said the petitioners turned in many signatures asking for a vote from the City of Vancouver on light rail. He said elected folks are ignoring the citizens' wishes and asked who they were representing.

Sharon Nasset from Portland, OR, said the Columbia River Crossing has gone awry. This happens in processes like this. They need to go back to where they left the process originally and get back on track. Ms. Nasset said they need to go back to the project's major decision makers and the Project Sponsors Council to address the purpose and needs and evaluations. Follow the process to get back on track such as a Supplemental Environmental Impact Statement. Ms. Nasset thanked C-TRAN for setting up a Q & A meeting regarding the CRC project the following week at the library to provide the true answers to questions.

Carolyn Crain from Vancouver, WA, spoke about the future with regards to light rail and the bus system. Ms. Crain referred to TriMet and what they need to do to reform themselves in order to continue being in business. She referred to a chart that showed in the year 2017 they will not be able to supply all the services and delays and service cuts continue to get steeper by 2023. Ms. Crain said she did not know what we will do when we build the light rail into Vancouver and it goes to no connections and no one will get to work. She said it is a huge expense with many

impacts. Ms. Crain said we need to focus our transportation dollars in our own county to bring jobs here.

Bob Carroll is from Vancouver, WA, in the Lincoln Neighborhood. Mr. Carroll said the CRC project is not just about us here in Clark County or here in Vancouver. This is about the region, the state, the West Coast. He said let's build a bridge, saying that we're stifling industry, transportation, and jobs. Mr. Carroll noted that every politician present wants more jobs, and so does he. He is an electrician by trade and has worked all over the country in his 35 year career and said if you don't have transportation or access, you don't have jobs. Mr. Carroll asked that they build a bridge and provide for jobs and transportation.

IV. Consent Agenda

A. Ratification of April Claims

B. May Claims

C. Transportation Data Collection Consultant Selection, Resolution 05-13-09

D. 2013-2016 MTIP Amendment: C-TRAN Bus Replacement, Resolution 05-13-10

STEVE STUART MOVED FOR APPROVAL OF THE CONSENT AGENDA APRIL AND MAY CLAIMS AND RESOLUTIONS 05-13-09 AND 05-13-10. THE MOTION WAS SECONDED BY JACK BURKMAN AND UNANIMOUSLY APPROVED.

Chair Ganley noted they have two action items and are looking for a 5:30 p.m. end time to the meeting.

V. 2013-14 Vancouver Area Smart Trek Program, Resolution 05-13-11

Bob Hart said action on this resolution provides funding for RTC's 2013-14 VAST Program. It also approves entering into an agreement with WSDOT Local Programs for those funds. This uses federal Surface Transportation Program funds which are programmed in the Metropolitan Transportation Improvement Program, and is included in RTC's 2013 Work Program. RTAC recommended adoption of this at their meeting on April 19th.

The VAST program links all of the transportation system technology projects with agency collaboration to improve the operation of the transportation system without adding lanes. RTC has been responsible for the coordination and administration of the VAST program since 2001. It is built on agency collaboration on ITS technology, communications infrastructure, and proper funding of ITS projects. The Regional TSMO Plan was adopted in 2011 by the RTC Board. The TSMO Plan has identified a set of transportation corridors where the application of operational strategies would be an effective tool to improve transportation performance and reliability and is a guide for operational investments for the next ten years.

RTC's VAST program meets federal requirements for the planning, development, and implementation of ITS projects. The VAST Program has been a successful and beneficial collaboration for the VAST partner agencies including Vancouver, Clark County, WSDOT, C-TRAN, Camas, and RTC. These agencies participate in three committees that address ITS technology, projects and funding, and operations planning and communications infrastructure. This cooperative process among the agencies has secured more than \$18 million in federal funding and \$25 million in total project dollars since 2001.

Mr. Hart summarized key 2012 activities including joint funding applications, operational projects, sharing of fiber and communication assets, and a shared communications asset management system. He described the operational projects including: Orchards Traffic Signal Optimization Project, Main Street Traffic Signal Optimization Project, TSMO Pilot Project Phase One, Bi-State Freeway Travel Time Project, and Transportation Data Archive. Mr. Hart provided a sample of information pieces that can be retrieved from the data archive.

Other key activities under the program include the shared fiber and communications assets. An agreement has been in place since 2006 that authorizes agencies to enter into fiber asset sharing permits. In total 25 sharing permits affecting 94 miles of fiber have saved from \$14.1 million to \$17.5 million as compared to the VAST agencies building these projects separately. The VAST agencies utilize shared mapping software that displays communications fiber and equipment as well as their detailed attributes. This asset management tool facilitates and supports fiber sharing among WSDOT, City of Vancouver, and Clark County. The agencies can easily review the fiber and communications network, fiber ownership, capacity, and availability. Effort now focuses on adding new projects and maintaining the database.

Mr. Hart said the 2013-14 VAST Program will continue the coordination and management of the program, the management of the VAST committees, and the development, review, endorsement, and funding of ITS projects. The key activities of the 2013-14 VAST Program include the Operations and ITS components. Phase two of the TSMO Pilot Project evaluates the new transportation technology and provides a second round of operational refinements. This will include a before and after analysis to evaluate the technology implemented in phase one. It will manage and improve transportation data archive, track and update the TSMO corridors, and develop performance measures for operations. ITS related activities include: to continue and expand fiber sharing opportunities, maintain and update shared asset management system, and continue development of agreements on fiber, equipment, and infrastructure standards.

The adoption of this resolution is consistent with RTC's role and responsibilities in the management and implementation of the VAST program. It also provides support for the implementation and integration of the VAST program to meet federal requirements for the Congestion Management System as well as ITS projects. The VAST program is also consistent with the traffic operational efficiency goals in the MTP, TIP, and the UPWP.

The proposed budget for the 2013-2014 VAST Program is total \$173,250 which would be funded by \$150,000 in federal Surface Transportation Program funds and \$23,250 in local match. Resolution 05-13-11 requests RTC Board authorization to implement the 2013-2014 VAST Program by entering into a local agency agreement with WSDOT to obligate STP funds.

Commissioner Madore referred to page 3 of the resolution listing Bi-State Freeway Travel Time Project. He asked if that includes overhead reader signs for the vehicles that are making a decision to take either I-5 or I-205. Mr. Hart said the existing system includes travel times to different destinations. This project includes four new signs with published travel times in real time as well. Mr. Madore asked if that was tied into any known or scheduled bridge lifts. Mr. Hart said assuming that the bridge is closed, the detection on the roadway will recognize that travel time is being affected by that.

Council Member Jeanne Stewart said the ITS system is throughout the County and integrated. She asked how this is integrated for the benefit of police, sheriff, fire department, and the transit agency. Ms. Stewart said that C-TRAN in their capital budget in the last couple of years has integration for ITS and how this was connected as well. Mr. Hart said the fiber and communications are shared and the transportation entities operators do coordinate with emergencies services on priorities for emergency vehicles. Ms. Stewart said one of the goals for C-TRAN is to eventually be able to have some type of communications system that will provide riders with information on bus arrivals etc. and asked if they will all be integrated. Mr. Hart said yes, that is the intent. That is part of the project for next year is to get more readers out there at park and ride facilities to provide that information.

Commissioner Madore asked if the information was available in real time online. Mr. Hart said the Portal Website he mentioned does have real time information and also archive information. Mr. Wagner said WSDOT's home page also provides real time red and green maps with traffic flow along with freeway cameras.

STEVE STUART MOVED FOR APPROVAL OF THE 2013-2014 VANCOUVER AREA SMART TREK (VAST) PROGRAM, RESOLUTION 05-13-11. THE MOTION WAS SECONDED BY JACK BURKMAN AND UNANIMOUSLY APPROVED.

VI. Draft FY 2014 Unified Planning Work Program

Lynda David referred to the memorandum included in the meeting packet and noted the draft UPWP document provided at the table. Ms. David noted that Board members were provided a paper copy and an electronic link to the document was provided in the electronic meeting materials. An electronic link to Metro's UPWP was also provided. All documents can also be accessed through RTC's Web site.

The draft FY 2014 Unified Planning Work Program is a federally-required document describing the transportation planning activities to be carried out in our region for the next fiscal year. Ms. David said they were providing a draft document today to provide any comments prior to asking the Board for adoption in June to adhere to the Washington State Department of Transportation, Federal Highway Administration, and Federal Transit Administration schedules.

The UPWP is prepared annually by RTC to meet the requirements specified for Metropolitan Planning Organizations (MPOs) in federal regulations and is one of the metropolitan planning requirements for the receipt of federal and state transportation funds to this region. The FY 2014 Unified Planning Work Program covers the year from July 1, 2013 through to June 30, 2014. It completes the grant cycle that began with the Board's adoption of RTC's 2013 calendar year Budget and Work Plan in December 2012.

Ms. David said each year RTC as the MPO for this region is granted Federal Highway Administration PL dollars as well as Federal Transit Administration planning funds to carry out required Metropolitan Transportation Planning processes. The UPWP document outlines how these federal dollars, as well as state and local funds, will be used.

The UPWP needs to reflect transportation planning emphasis areas identified by the State Department of Transportation and the State of Washington as well as the local region. These

emphasis areas described in the UPWP document beginning on page xi. The UPWP also has a description of key transportation issues facing this region on page xiv.

Ms. David said as in previous years, the UPWP has four major areas: The first three provide descriptions of individual RTC work elements. The fourth area describes transportation planning activities of state and local agencies including Washington State Department of Transportation, Clark County, C-TRAN, and the cities of Clark County. The final page of the document, page 58, provides a revenue summary spreadsheet that shows the revenue sources for those three work elements.

Ms. David noted that the UPWP was brought to the RTC Board this month in anticipation of asking for Board adoption at their June meeting. Ms. David asked members to contact her with any questions or comments by the third Friday of the month (May 17) when the RTAC Committee will meet to review the UPWP for discussion and recommendation.

VII. Consulting Services for Executive Search Process, Resolution 05-13-12

Dean Lookingbill referred to the resolution included in the meeting packet. The RTC Board is being asked to authorize the services of an executive search consultant to assist the Board in hiring a new executive director.

Mr. Lookingbill said at the March meeting, the Board authorized the release of a Request for Qualifications (RFQ) to seek the services of an executive search firm to assist the Board in the hiring of a new executive director. The RFQ was released on March 12, 2013, with a deadline of April 12, 2013. Two proposals were received: 1) Bob Murray & Associates and 2) Prothman.

The proposals were reviewed by RTC Chair and Vice Chair with technical support from the director. Mr. Lookingbill said there were strengths and weaknesses between the two proposals. The Prothman proposal was rated the highest based on their scope of work and vast network of experience. Both proposals offered an estimate of their professional fee. While at this stage of the RFQ process the fee is not required nor considered final, both fees were within a \$1,000 of each other.

The resolution offered a brief outline of the proposed draft scope of work and also provided a draft schedule to work through the process. The June 4 meeting would be a kick-off meeting, and Board approval of the position profile would take place at the September 3 meeting. The schedule plans for Board approval of a contract to hire a finalist at the December 3 meeting allowing time for transition. The suggested cost for both professional fee and expenses is estimated to range between \$26,150 and \$30,000. This is within the range proposed at the March meeting (\$30,000 to \$40,000). A draft scope of work and a list of the project team were attached to the resolution.

Commissioner Mielke said he thought that was a lot of money when they have use of the facilities at the County. He questioned why they did not use the HR services at the County that does the same thing. Chair Ganley said that is the County's HR. This is a first time occurrence for RTC, and they are a separate organization, which is an important aspect. Going through a thorough search, a thorough process is also important. We have a wide range of Board members, and he felt this was a good way to proceed with the process. Commissioner Mielke said the County has that ability.

Jack Burkman said from the City of Vancouver's perspective, this is the kind of process that they use. While they do have HR that does a lot of hiring, when they have higher level positions, they do reach out and hire firms to assist. You can pay for it with your own HR and supplement it with consultants that they use to bring in information, or you can hire an expert to do a very broad search. You pay for it either way. This way we hire experts who have done this and do it on an ongoing basis. They can reach out and have involvement with our community in an outreach process. This is what we said we wanted to do to get everyone on board as to what the job requirements would be. This is consistent with organizations at these high level positions; they bring in outside experts.

Melissa Smith said she agreed. She said with the City of Camas, they utilize their HR, but they use them to work with an outsource service for the high level positions because they don't have all the knowledge and the capability. They rely on these executive searches to find the best talent. She said they have had positions filled from across the country. Ms. Smith said she strongly believes and supports the executive search process. She said their process includes a team of business owners, schools, and citizens involved in the interview process. The community is involved in the search process.

Tom Mielke said he could see how Camas and Washougal might reach out and use someone else. He questioned what would be done by the City of Vancouver for their city manager position. Mr. Burkman said all those high level positions use external organizations. He said it also brings independence away from the organization. This is a national search, which is different when they do one on their own basis.

Jeanne Stewart asked who drafted the RFQ. Mr. Lookingbill said at the April meeting, the Board approved this approach and at that time had outlined the broad areas to be undertaken. That approach, along with the necessary legal elements, was incorporated in the RFQ. Mr. Lookingbill said he used the outline presented to the Board along with their discussion to prepare the RFQ. Ms. Stewart asked how the RFQ was distributed. Mr. Lookingbill said as noted in the resolution, the RFQ was published in the Seattle Daily Journal of Commerce and Portland Business Journal and made available on RTC's web site. They also contacted the City of Vancouver to see who was on their list of firms to this type of work.

Ms. Stewart asked if there was not some broader distribution system for this. Mr. Lookingbill said the two Journals have a broad circulation. Ms. Stewart asked if they had given thought to ICMA either city managers or international county administrators' organizations. Mr. Ganley said when Battle Ground went from a strong Mayor to a city manager, he contacted ICMA and they recommended that they use a hire search firm. Ms. Stewart said ICMA is broadening all of the scope of the level of services that they contract out. She said she is not necessarily advocating for them; she just wants to be reassured that we made a wise choice. Mr. Lookingbill said he felt they had.

The action being requested is to approve to proceed to finalize work scope and budget with Prothman for an executive search services inclusive of both their professional fee as well as expenses not to exceed \$30,000. Chair Ganley said all board members will be a part of this process and will approve the position profile.

Jeanne Stewart asked at what point would there be direct participation with RTC Board members. Mr. Lookingbill said there are several opportunities anticipated. He referred to the draft schedule listed in the resolution. The June RTC meeting will be the first opportunity to meet with the full Board. Participation is also anticipated at the September, November, and December Board meetings.

Jack Burkman said they plan to reinforce this schedule. He said they need to keep on track in order to have some overlap time which will be a critical part of this process.

MELISSA SMITH MOVED TO APPROVE RESOLUTION 05-13-12 CONSULTANT SERVICES FOR AN EXECUTIVE SEARCH PROCESS NOT TO EXCEED \$30,000 WHICH INCLUDES PROFESSIONAL FEES AND DIRECT EXPENSES. THE MOTION WAS SECONDED BY SHIRLEY CRADDICK AND UNANIMOUSLY APPROVED.

VIII. Metropolitan Transportation Plan Regulatory Process

Dean Lookingbill said this item was a request from the last meeting. The purpose is to provide the Board with an overview of the federal and state regulations that guide the development of the Metropolitan Transportation Plan (MTP) as well as the process for developing and amending the plan.

The current MTP was adopted by the RTC Board on December 6, 2011. It represents the overall coordinated planning process between local and state jurisdictions to develop regional solutions to transportation needs. The Plan was developed under the previous federal bill, SAFETEA-LU. Since then a new federal transportation act, MAP-21 has been passed. To be in compliance with the new bill, the MTP will need to be updated in 2015.

RTC is the federally designated Metropolitan Planning Organization (MPO) for all of Clark County. RTC also serves as the Regional Transportation Planning Organization (RTPO), which is a state designation, for Clark, Skamania, and Klickitat Counties. As the MPO, RTC must meet a number of federal transportation planning requirements which result in a formal Certification of RTC's planning process, which takes place every four years. Mr. Lookingbill said that Certification process took place last fall, and RTC was recertified. Compliance with the federal regulations is necessary in order for the region to be eligible for the receipt of federal transportation funds. One of the planning requirements is the adoption of a federally approved Metropolitan Transportation Plan (MTP).

Title 23 and 49 United States Code (USC) and Code of Federal Regulations (CFR) are the primary transportation planning provisions that guide RTC's planning program and the development of a federally compliant MTP. RCW 47.80 provides the State Regional Transportation Planning Organization guidance. The source documents for these were provided as Web links in the memorandum.

As required, the MTP at a minimum must contain the following elements: Transportation Plan, Mitigation Activities, Financial Plan, Operational and Management Strategies, Capital Investment and Other Strategies, and Transportation and Transit Enhancement Strategies.

Under the State transportation plan development, it states that while the transportation system in Washington is owned and operated by numerous public jurisdictions, it should function as one

interconnected and coordinated system. Transportation planning, at all jurisdictional levels, should be coordinated with local comprehensive plans.

The MTP for Clark County is the long-range regional transportation plan. The MTP was adopted by the RTC Board at their December 6, 2011, meeting. In addition, the MTP was approved by FHWA and FTA on January 12, 2012. The 2011 MTP has a horizon year of 2035. The MTP is based on the Comprehensive Growth Management Plan for Clark County and supports local land uses and the region's economic development. The MTP identifies future travel needs, recommends policies and transportation strategies, and identifies implementation programs to meet future transportation needs. Mr. Lookingbill said the elements of the MTP update were presented to the RTC Board for review and discussion throughout the course of 2011. The update included compliance with the federal transportation act and focused on consistency between state, regional, and local plans with projects from state and local plans incorporated into the MTP.

Mr. Lookingbill said the RTC Board of Directors adopted the initial MTP for Clark County in December 1994, and since then the MTP has been subject to annual review. From 1994 up to today, the MTP has had six major updates and eight amendments. A summary of those is listed in the memorandum. The MTP updates and amendments have differed in scope from narrative changes/clarifications, to demographic changes, to horizon year changes, and from minor to major project changes. The process, length of time, and level of policy change have varied considerably. Any major amendment or update typically required a year or more to work through all of the analysis, impacts, and provide opportunity for comment. To date, RTC Board has not established a written MTP amendment process but has followed an ordered process and input depending on the level of the update or amendment. The MTP updates have typically been done to be consistent with changing GMA plans or federal transportation planning requirements.

Commissioner Madore said he does not see a process for developing and amending the plan. He said the purpose of the RTC Board is to plan and prioritize future projects, and they should make it a priority to make that process. Mr. Lookingbill said they do have a recognized process among the Board as to how this is done, however, it has not been written.

Commissioner Madore said the last amendment was in August 2012 to add the locally preferred alternative for the C-TRAN Fourth Plain Transit Improvement Project, and he said things have changed significantly since that time. He said he thought they should make it a priority to move forward and look at what is in front of us and consider if that is the direction that we should go.

Mr. Lookingbill said over the years the MTP has been amended. There is strong history for how that has happened. What is in the Plan is in fact those projects that are consistent with the Growth Management Plans, Vancouver's Capital Facilities Plans, as well as C-TRAN and WSDOT long range plans. He said it is the Board's decision if they want a written process and work out with RTC staff and jurisdictions staff what the process needs to be. Commissioner Madore said they need the past versus the future action.

Jack Burkman pointed out that along with the amendments, there is the regular four year update of the MTP. Those two work together. The last time changes were made was the 2011 MTP that the federal agencies adopted in January 2012. Mr. Burkman said there is a regular process that is controlled by the federal agencies that says if you want any money, you will go through

the process every four years and get certified. He said he wanted to be careful to not have a set of expectations of not having a regular review cycle, because there is a regular review cycle. Just like they do in Comprehensive Land Use Plans, there is a regular transportation plan cycle of every four years.

Shirley Craddick said what she has heard is that the Commissioner is talking about the actual Plan, and this is describing more of the process. There is a process that they have been using, but it may not be documented step by step. Mr. Lookingbill agreed that there has been a process, and that process involves working with the technical advisory committee (RTAC) and bringing information to the Board. There is not a document, but they clearly follow the process that has brought us to where we are numerous times in the past. Ms. Craddick said the question would be if we want to document the process, not that we need to relook at the Plan.

Commissioner Mielke asked if they have until December of this year to finalize the Plan. He said he was curious how the RTC Board is going to deal with the Columbia River Crossing project under the scenario with the financing situation and if the project will go forward or not. Mr. Lookingbill said the federal required process to be compliant with MAP-21, the update needs to be done by December 2015. The RTC Board decides how to amend the Plan. Those amendments have consequences that affect the whole transportation system. A major project like the Columbia River Crossing is a core element in the Plan. It is a major project that affects the Growth Management Plans, the City of Vancouver's Plan, C-TRAN's Plan, and the WSDOT Highway System Plan. If the proposal is to remove it, then the Board would have to decide what sort of process to go through. Commissioner Mielke asked when they would amend the Plan; would it be before or after an election, or before or after we have funding? Mr. Lookingbill said that is a Board decision.

Jack Burkman said his understanding is that we have gone through many years of process and culminated in a federal Record of Decision for the Columbia River Crossing project. To date, he has not heard any change in the ROD. There are many requirements for funding and such, but if the funding falls through and because of these changes we cannot execute that Record of Decision, then we would have a hole in the MTP. There have not been any changes yet. There has been a lot of threat, but nothing has changed. The amendments reflect that there has been a change in legislative funding, and we know we need to make the necessary change. We have not reached that threshold yet.

Commissioner Madore said the main thing that has changed is that there was an election and the outcome was to defeat funding for the number one and two projects that serve as the core of the Plan. He said at a previous meeting they asked what the process was to revise to Plan. If there is not a formalized process, then he said they have the freedom to act as a Board to address these problems and amend it and make progress.

Jack Burkman said this organization has a lot of historical information. He said this is an opportunity to extract this from Dean. He said there is a process that is in place. It is just not written down. Mr. Burkman said maybe we need to have that especially before Dean is gone. If we can have that in the next month or two while we go through some of this transition, it may be helpful.

Chair Ganley said what they are looking for is if they have an amendment, what the process is that takes place. This may formalize it as a policy so that future Board Members and others know what the process is.

Commissioner Madore said the Director would implement the policy of the Board, not set the policy. As Board members, they would evaluate the priorities and projects and examine the appropriateness of those priorities and bring that forward and make changes. He encouraged all to consider the future and if they have significant changes to bring that forward and add it to the Board meeting ahead of time to the agenda.

Mr. Lookingbill said he understood that staff begins work to develop a written set of policies for amending the MTP. He said they would work with the technical advisory committee to do that. Mr. Burkman said he would use the phrase "historical practices". There are certain things that have been done, not necessarily policies but practices.

Commissioner Mielke said he felt that we need a crossing, but this one is not acceptable. It may not be removing the project, but possibly moving the location.

Commissioner Madore said he welcomed the definition of the process so there is an orderly way to do that, but he said they want to make sure also that the system works for us and we don't work for the system. He hoped it is something that allows a practical way to address what comes before us. He said an example would be to change from the current CRC project to a 192nd Avenue east county bridge project.

IX. Other Business

From the Board

Jack Burkman said there was a comment made about action taken by the Vancouver City Council the previous night regarding the light rail initiative. City Council on a 5 to 2 vote said they would not advance that to the voters because a report from the City attorney said it is in violation of case law, state law, and federal law. Mr. Burkman said he would provide the report from the City attorney for anyone wanting to see it.

Commissioner Madore said related to the light rail vote, the county prosecuting attorney has given them the green light so they are planning to provide a countywide vote on the light rail project at the November election.

Jeanne Stewart commented on the action by the Vancouver City Council. She said there were two Council Members who would not support stopping the petition, because nothing else was allowed on the table that could replace it. She said they were requesting information on whether or not there was a way that they could honor the citizens' desire for a vote. She said they asked the city attorney if there was some construction of a resolution or an ordinance that Council Members could bring forward that met the criteria of the law that could be brought to the Council for discussion and move forward. The City attorney said in his estimation, there was not. Ms. Stewart said she wanted the record to be complete on that issue.

Commissioner Madore said the three County Commissioners received a letter from 11 state legislators on May 1 encouraging them to go forward with a countywide advisory vote on the CRC project indicating that the legislature wants to know how the citizens of Clark County feel about the project.

Melissa Smith said she requested access to the County's Wi-Fi system so she could access her packet online. She said she was given a form to fill out as a guest login. She requested that all Board Members be given credentials as elected officials, so they would not have to go through the paper process each month and streamline the process.

Chair Ganley distributed copies of a summary from the State Auditor. He said RTC's audit was outstanding with no findings. He thanked Dean and his staff for such a good job of handling the resources of the organization.

Chair Ganley said he received a letter on May 3 electronically from Senator Benton concerning the CRC project. It was also signed by Senator Braun and Representatives Harris, Orcutt, and Vick. Copies of the letter were distributed.

Jeanne Stewart asked who sat in on the audit. Chair Ganley said he was a part of the audit along with Dean and RTC's accountant.

Commissioner Madore said for the record he would like to ensure that the noted May 3 letter gets entered into the minutes and becomes part of the public record.

From the Director

Mr. Lookingbill noted JPACT meets Thursday, May 9, 2013, at Metro at 7:30 a.m. C-TRAN meets for a Special Board Meeting, on May 14, 2013, at 5:30 to 8:30 p.m. and a Regular Board meeting on May 21, 2013, at 5:30 p.m. Both meetings are held at Vancouver Community Library.

The next RTC Board meeting will be held on Tuesday, June 4, 2013, at 4 p.m.

The meeting was adjourned at 5:25 p.m.

William J. Ganley, Board of Directors Chair