

**Southwest Washington Regional Transportation Council
Board of Directors
June 3, 2014, 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 Jack Burkman on Tuesday, June 3, 2014, at 4:05 p.m. at the Clark County Public Service Center Sixth Floor Training Room, 1300 Franklin Street, Vancouver, Washington. The meeting was recorded by CVTV. Attendance follows.

Voting Board Members Present:

Nancy Baker, Port of Vancouver Commissioner
Jack Burkman, Vancouver Council Member
Shirley Craddick, Metro Councilor
Jeff Hamm, C-TRAN Executive Director
David Madore, Clark County Commissioner
Doug McKenzie, Skamania Co. Commissioner
Tom Mielke, Clark County Commissioner
Ron Onslow, Ridgefield Mayor, Alternate
Larry Smith, Vancouver Council Member
Melissa Smith, Camas Council Member
Don Wagner, WSDOT Regional Administrator
Rian Windsheimer, ODOT, Alternate

Voting Board Members Absent:

Bill Ganley, Battle Ground Council Member
David Poucher, White Salmon Mayor
Jason Tell, ODOT Region One Manager

Nonvoting Board Members Present:

Jim Moeller, Representative 49th District

Nonvoting Board Members Absent:

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
Sharon Wylie, Representative 49th District

Guests Present:

Ed Barnes, Citizen
Mike Bomar, CREDC
Katy Brooks, Port of Vancouver
Eric Florip, The Columbian
Paul Greenlee, Washougal Council Member
Lee L. Jensen, Citizen
Dale Lewis, Rep. Herrera Beutler's office
Anne McEnery-Ogle, Vancouver Council Member
Sharon Nasset, Economic Transportation Alliance
Jerry Oliver, Port of Vancouver Commissioner
Scott Patterson, C-TRAN
Scott Sawyer, City of Battle Ground
Walter Valenta, Portland Citizen

Staff Present:

Lynda David, Senior Transportation Planner
Mark Harrington, Senior Transportation Planner
Bob Hart, Transportation Section Supervisor
Matt Ransom, Executive Director
Dale Robins, Senior Transportation Planner
Diane Workman, Administrative Assistant

II. Citizen Communications

Ed Barnes from Vancouver thanked the RTC Board for listening to his comments over the last several years. He voiced his concern over the meeting to be held the following day by some of the local State Legislators regarding the restructuring of the Columbia River Crossing project. He said they may have lost the chance for money for the Columbia River Crossing for another 15 years.

Sharon Nasset from Portland distributed two handouts. She provided some options that she felt could help congestion immediately without any building or much change and little money. Ms. Nasset said for immediate congestion relief on the I-5 freeway, they could open the high occupancy vehicle lane to a general purpose traffic lane.

III. Approval of the Board Agenda

LARRY SMITH MOVED FOR APPROVAL OF THE JUNE 3, 2014, MEETING AGENDA. THE MOTION WAS SECONDED BY RON ONSLOW AND UNANIMOUSLY APPROVED.

IV. Approval of May 6, 2014, Minutes

NANCY BAKER MOVED FOR APPROVAL OF THE MAY 6, 2014, MEETING MINUTES. THE MOTION WAS SECONDED BY MELISSA SMITH AND UNANIMOUSLY APPROVED.

V. Consent Agenda

- A. June Claims**
- B. Skamania County Regional Transportation Plan, Resolution 06-14-10**
- C. Klickitat County Regional Transportation Plan, Resolution 06-14-11**
- D. 2014-2017 TIP Amendment: WSDOT Pavement Repair, Resolution 06-14-12**

RON ONSLOW MOVED FOR APPROVAL OF THE CONSENT AGENDA JUNE CLAIMS AND RESOLUTIONS 06-14-10, 06-14-11, AND 06-14-12. THE MOTION WAS SECONDED BY LARRY SMITH AND UNANIMOUSLY APPROVED.

VI. Congestion Management Process – 2013 Initial Data

Matt Ransom said the Congestion Management Process is a mandated performance reporting for RTC. He said that over the course of the coming years, this type of work is going to become more and more important. The federal law, MAP-21, has made performance reporting and analysis even more integral to the planning that RTC does as an MPO. Mr. Ransom also said that as part of this process there is a lot of spin off benefit to the local member jurisdictions. In managing this program activity, staff collects an incredible amount of data. They work with local members' staff to develop a data collection process and scheme. All of this traffic count data is posted on RTC's Web site, and it is used by agencies, consultants, etc. What they have developed over the course of the years is a really nice data base of counts, including historical dating back to the 1990s up to the contemporary. Mr. Ransom said it is a useful tool, not only to see what happened in the past, but also when we think about monitoring into the future.

Dale Robins said they select a number of data points, and they use that to do some performance measures of how the overall system looks. Collectively, the performance measures show where congestion is within the region.

Overall, the initial data shows the need for traffic management and operational improvements. This initial data indicates four main issues: the region is experiencing longer travel times on many of the roadways, there is significant delay on many of the major intersections, there are some additional capacity needs, and the region continues to show strong demand for access to Portland.

Mr. Robins highlighted some of the significant changes that were observed between the 2012 and 2013 travel time data. The TSMO Pilot Project included the installation of devices in the Andresen Road corridor to improve traffic signal timing. This provided a time savings of 102 seconds. The City of Vancouver recently completed the 137th Avenue corridor between 28th Street and 49th Street. This improvement added three roundabouts and medians in the corridor. This provided a time savings of 78 seconds. WSDOT widened SR-14 in the Camas area which included the removal of two traffic signals. Travel times showed a savings of 60 seconds between NW 6th Avenue and Washougal. Also, the morning delay on both I-5 south and Main Street has returned to pre-recession levels.

Speeds significantly lower than the posted speed limit is a measure of delay in congestion. The five lowest speed corridors include: I-5 south, Main Street to Jantzen Beach (AM); Main Street, Ross Street to Mill Plain (AM); Fourth Plain, SR-503 to 162nd Avenue (PM); Mill Plain, I-205 to 164th Avenue (PM); and Andresen Road, Mill Plain to SR-500 (PM).

Another indication of congestion is intersection delay, which increases travel time and causes delay in the corridor. The five longest delays are at the following locations: Fourth Plain/SR-500/SR-503; Fourth Plain/Andresen; Padden Parkway/Andresen; Mill Plain/Ft. Vancouver; and Fourth Plain/162nd Avenue.

Mr. Robins said they plan to come back next month with the final report and final analysis of the data. To do that they need to complete their analysis of the transit data and also coordinate with local agencies as far as the results and actions that are needed.

Commissioner Madore said he heard said additional roadway capacity, but he said he did not see that anywhere listed in the document. All that he saw was that additional roadway capacity may not improve operations. He said it should not be ruled out that it may help. Commissioner Madore said the action is to adopt the findings. Mr. Robins said they are not asking for action. This is to provide initial data. The final report will be presented at the July 1 meeting. There are several locations where they do need capacity, but adding capacity is not always the solution everywhere.

Commissioner Madore said nowhere is it listed to add capacity. He said that should be added as one of the solutions as we move forward. Mr. Robins said next month the report will be presented that will show several projects with capacity needs. Today was to present some of the findings and more will be presented at next month's meeting when action will be asked.

Commissioner Mielke said the TSMO project is not completed. He said he would be interested in knowing the amount of money that was spent to save the minute and a half. He said if there

was something that they could do differently for about the same money, maybe that should be addressed.

Mr. Robins said the TSMO project was a pilot project. Bob Hart, project manager on the project, said phase 1 of the TSMO project included the installation of the devices to monitor the travel times, about \$250,000. Now they are in phase 2 to evaluate the benefits of it and to do more operational enhancements to allow them to monitor how the intersections are performing. Commissioner Mielke said as they move forward, it would be nice to know what they are spending to know if it is worth the time savings or if something else should be done. Chair Burkman said that is a good description of the Pilot Program nature of the project.

Dale Robins said it is planned to add to future agendas to bring back a summary of projects as they are completed over time.

Don Wagner asked in the question of added capacity if that was referring to capital projects or operational projects. A 102 seconds time savings is a capacity improvement; it is an operational project. The \$200,000 spent would not purchase one piece of property for a capital widening project. Mr. Wagner said this language is important as we move forward. These are capacity improvements; they are not capital projects that add pavement. We are not in a position today, Federal or State, where there is a lot of money to add capacity through capital projects. Mr. Wagner said we already have many intersections that are 11 and 12 lanes wide. This makes for a long pedestrian crossing time for that distance.

Shirley Craddick said her comment is similar to Mr. Wagner. She said when we get to the point of being able to evaluate the value of money spent on a project, it puts it in perspective. If it is 78 seconds for one vehicle, it doesn't sound like much, but when you put that with thousands of vehicles, it really has an impact. Ms. Craddick said when they report back on these projects, to give information from a variety of perspectives to help better understand the value.

Commissioner Madore said that capacity is gained both by adding new pavement as well as adding intelligence. He also said when they state how many seconds the improvement has made to include the dollars that were spent to get that.

Jeff Hamm asked if delay and the travel time savings in seconds are measured during the peak hour. Mr. Robins said they collect both a.m. and p.m. peak hour. He said most of the data shows the congestion in the p.m. peak. Mr. Hamm said you're not measuring how broad the peak period is and the delay contained within that; you are considering that if delay goes up during that hour of the peak, it is a surrogate for delay within the total peak period. Mr. Robins said yes; their current p.m. peak is 4:00-6:00 p.m. They collect the data between 4 and 6 p.m.; they drive the corridor as many times they can in that two-hour period. It is averaged over that period.

VII. 2035 Regional Transportation Plan – Process Update and Demographic Trends

Matt Ransom said he and Lynda have developed a process graphic that will be displayed that is very full. He said they are trying to organize it in a manner that says for the planning process, there is the input stage where you collect the data/inputs. There is the policy development phase, and there is the implementation phase. Currently, we are in the middle of the input as well as policy development phase. The second part of this item will be presented by Mark, the demographic profile. In a previous Board meeting it was skipped over. He said he thought it

was important to bring this back. When they start to think about the future, you need to understand what our population looks like, the characteristics, and the income levels. All of these attributes feed into the choices people make about transportation. All of this is integral to what they are doing. It feeds into the trips, hours, modes, etc. They have put together a report with this information that was distributed to members. Mr. Ransom said the point of the report is to make it available to the public so they start to see these attributes that start to inform decision making. The demographic report will be posted online along with the materials for the June meeting. The document can also be used as a resource tool as well.

Lynda David said they would provide a status report on progress they are making on the Regional Transportation Plan update and provide an overview of the RTP's process. Ms. David recapped the RTP is the region's long-range regional transportation plan that must cover a period of at least 20 years. The federal requirement is for Plan update at least every four years. The plan must be multimodal; addressing for example, auto, rail, bicycle, pedestrian, transit system management, demand management, and freight and goods movement. Federal requirements are for a fiscally-constrained plan meaning forecast revenues and forecast project cost estimates should balance. The RTP is the result of a process that requires collaboration, coordination, and consultation to make sure there is consistency between federal, state, and local plans.

Ms. David displayed the graphic that Mr. Ransom had referred to and listed on the last page of the RTP Process memo as an attempt to summarize the process. The graphic covers distinct phases of gathering policy, data, and project and stakeholder inputs. Steps in the Plan's development are noted including addressing the vision, goals, and policies; forecasting of growth; project identification, analysis, and prioritization; financial forecasting and development of both a fiscally-constrained network and additional illustrative projects as part of the strategic RTP that extends beyond the fiscally-constrained Plan's scope. This year, in 2014, the focus is on gathering and compiling input to the Plan update and development of the RTP update itself leading to scheduled Plan adoption in December.

Ms. David said following adoption of the Plan update, the RTP planning process doesn't end. The Plan implementation proceeds through transportation system performance monitoring now required under the federal transportation act, MAP-21. Implementation also occurs through development of project funding criteria and programming of projects for funding as part of the Transportation Improvement Program process. Ms. David said the graphic is really trying to show that in 2014 they will be developing the Plan, but in future years, the mode will be Plan implementation.

Matt Ransom said the outgrowth of this planning effort is twofold. The earlier presentation was about the congestion management process. Through MAP-21 and upcoming years, they will be looking at performance and monitoring performance, and having to link the performance to our investment choices and where we are spending our money. Financing is an issue confronting this region. We are going to need to think how we fine tune our selection criteria, linking that to our performance. Where we make our investments and how we spend our resources is really what they are trying to develop this year. The RTP is the shell, the framework giving us directional trends that we need to move toward. While they move forward with their monitoring, they will fine tune the systems.

Chair Burkman asked for MAP-21 performance considerations. Mr. Ransom said MAP-21 performance, currently through FHWA and FTA, is releasing guidance to the regional planning agencies. The guidance describes how they want us to start to fine tune our efforts. MAP-21 is going to focus even further on spending resource, and the mission is to make sure performance is as high as it can be. With less money, we need to be able to spend the money in the right places and get maximum output and performance. They will be doing more monitoring, more assessment of system conditions, and more data collection.

Commissioner Madore said on page two of the memo under vision, purpose and goals, safety, security, accessibility, and mobility were some of the policy themes listed. He said these are important, but what is not listed is congestion relief. He said this is something that we should not overlook and should include it.

A quick recap of the RTP update process steps that have been taken to date was provided. Economy and Finance are two policy issues that they will revisit when the finance chapter is being developed and when the projects to include in the fiscally-constrained RTP are considered.

Ms. David reviewed RTP elements currently underway. These include project identification, travel forecast model development, and financial planning. Jurisdictions in Washington plan under the GMA and local jurisdictions work with RTC to assess their transportation systems. Local jurisdictions come up with a list of projects to address transportation system deficiencies as part of the locals' Capital Facilities Plans. RTC compiles the project information from local jurisdictions' TIPs as well as project information from WSDOT and from C-TRAN. The planning process builds from the local level up, with RTC compiling the information. In turn, RTC uses the information to build transportation networks in the regional travel model. RTC also works on financial planning issues, making financial assumptions, forecasting transportation revenues, and project cost estimates. Per Federal law, RTC must have a fiscally-constrained Regional Transportation Plan with reasonable financial assumptions, projection of revenues, and cost estimates.

RTC is currently working closely with partner agencies, tracking the County's work on population and employment forecast allocations, developing the regional travel forecast model, and beginning to gather and compile Capital Facilities Plan and financial planning data.

Over the next few weeks, public outreach efforts will gain momentum. To date, RTC has provided website materials on the RTP's update, focus group participants representative of transportation interests in the business community, emergency service community, neighborhoods, small cities, the active transportation issues, concerns and challenges at the Vancouver forum in April providing input to updates of both the Washington Transportation Plan and RTP. Later in the summer there will be presentations on the RTP, and the monthly RTC Board meeting continues as the venue for citizens to be able to make formal comment on the RTP's development while the RTC website allows for written comments to be gathered.

Matt Ransom said later this fall, he and Lynda plan to seek a time slot on perspective agendas for members Board meetings to share the status of the Regional Plan. If members wish to have a presentation to their Board this fall, please contact Matt or Lynda to get that scheduled.

Shirley Craddick asked when the RTP needed to be completed. Matt Ransom said it is mandated to be updated by the end of 2015. He said they are a little ahead, but wanted to provide a little

buffer, in part because of MAP-21 and the redoing of the federal guidance. He said their goal is to complete the policy framework this year, and next year in 2015, they will spend most of the year talking about performance measures. Councilor Craddick said that this is a different schedule than Metro's Plan. Mr. Ransom said yes, in part. The Metro RTP, which is being adopted later this summer, had a mandate that was passed down that they had to bring their Plan up to date in order to assure conformity with air quality standards.

Mark Harrington provided a slide presentation of Growth Forecasts and Demographic Trends for Clark County. Copies of the presentation were distributed to members and would be posted on RTC's website with the June meeting materials. Mr. Harrington would present where they are with establishing county-wide growth forecasts and allocations. The number of future households and employment, their type and their location, plan an important part of defining the future conditions that the RTP will address. Mr. Harrington would also review a number of demographic trends and socioeconomic factors that influence regional travel patterns and behavior.

National data shows three major trends: 1) the population is growing; 2) the population is aging; and 3) the population is becoming more diverse. These national trends are playing out here in Clark County as well.

Clark County is growing. Clark County is currently in the process of updating the County's Comprehensive Growth Management Plan. As the RTP needs to be reflective of regional land use plans, RTC will be using the growth forecast and allocation developed through the County's GMA update process as the basis for the RTP update. The Board of County Commissioners adopted the Washington State OFM's medium population projection as the county-wide population forecast for 2035; that number is 562,207. This forecast represents an average annual growth rate of about 1.12%. Due to changing growth trends and the effects of the recent recession, this is a slower growth rate than past projections and forecasts; however, it is still a 30% increase over today's population. It means we'll add about one new person for every three current residents over the next 20 some years.

Mr. Harrington said in transportation planning, they consider personal transportation from the household perspective. Decisions about work location, home location, vehicles available for use, driving children to school, sports, and etc. are all decisions that are made at the household level. People plan and behave differently based on their household characteristics. A 4-person household, with 2 workers and 3 cars, is very different from a 2-person, retired household with a single car. So it is important to translate the adopted population forecast in to an estimate of future households. The average household size assumption being used for GMA planning work is 2.66 persons per household for 2035. This is a slight decrease from the 2.68 of today and would mean about 211,400 households in 2035.

As for the 2035 county-wide employment forecast, the Board of County Commissioners adopted a jobs growth forecast of 91,200 for a total of 232,500 jobs in 2035. This forecast represents an average annual growth rate of about 2.6% - or about a 75% increase in jobs between now and the horizon year. Employment not only provides jobs for workers, but services for customers, opportunities for shopping, recreation, entertainment, doctor appointments, haircuts, repair services, and many others. Both commuting to work and traveling to services contribute to

personal travel. Additionally, employment locations are also generators of both freight and goods movement.

Jeff Hamm asked if the population forecast rate of increase was chosen from OFM. Mr. Harrington said OFM provided a 2012 updated forecast with a low end, a medium, and a high end range. The County chose within that medium range for their forecast. Mr. Hamm asked if that was the same for employment. Mr. Harrington said for employment, there are no strings provided for GMA. It is simply a policy decision of the Board of County Commissioners. Mr. Hamm questioned if any bounds were put on it. Mr. Harrington said he believed that the Commissioners were shown the four possible scenarios and the chosen 232,500 was one of those and was a high option.

Mr. Harrington said together, the total number of households and employment are an important component to estimating the magnitude of future travel needs that the RTP will need to address. The geographic arrangement and distribution of households and employment play a role in estimating future travel patterns, including origin/destination patterns, time of day choice, travel mode choice, and others. Similar to previous household and employment forecasts, these forecasts estimate that sometime before 2035 the County's job to household ratio will exceed one, and we enter a time when there is more than one job for every household in the county. These forecasts combine to yield 1.1 jobs per household by 2035. However, it is important to remember 70% of what will be there in the future is already here, most of the people, homes, buildings, and roads already set in place.

Chair Burkman said that shows a fairly dramatic shift from the trend line for today for jobs per household. He asked what that could mean for our transportation system. When there are more opportunities for the workers here, where those jobs are located influence our travel patterns.

Commissioner Madore said with about a third of our work force working in Portland, as we change from a bedroom community to have local jobs here, we hope we have fewer people commuting to Portland to work and instead work here in Clark County.

Chair Burkman said if that were to take place that would have a significant demand on our local circulation and local network. Mr. Harrington said that would be highly dependent upon where those jobs are located.

Don Wagner said if you look at where the industrial lands are located in our area and look at where the state highways are, you'll find that from the population centers in Vancouver to get to the industrial lands area such as Ridgefield, they are along the same course. They just go in a different direction. Mr. Wagner said we'll still see continued growth in all the directions that we are seeing, more rapid growth *toward* the north and the east. Right now the flow tends to be more *from* the north and *from* the east. It will still be along the state highway system. Chair Burkman said that is more like a reverse commute.

Jeff Hamm asked if he was aware of other communities that have gone through this transition where the jobs to household ratio has changed, any examples to reflect upon. Mr. Harrington said it is a natural course somewhat of urban development that has communities even outside the strong central business area. Washington County is a strong case of point. They do have more than one job per household. Even with that type of economic activity with the proximity of them, you still see there is strong economic exchanges in terms of employment, shipping labor

from one county to the other still occurs. The idea that one becomes self-contained from the rest of the region is not something that has been demonstrated. They just become more and more connected.

Rian Windsheimer added that may mean that there may be less people driving across the bridge to go to work, but you are going to have more shipping and delivery vehicles travel across. That is in addition to the growth that is happening on the Oregon side of the river. The corridors like I-5 are going to continue to see increased levels of use.

Mr. Harrington highlighted a comparison of Clark County 2010 population with 2035 population by age and sex. While natural increase plays a small role in the growth of the county's population, the major component of growth is immigration, people relocating here. Just less than 1/3 of current Clark County residents were born in the State of Washington. Immigration to the county tends to be households made up of families with children. The population over 70 is relatively small but there is a significant group in the 45-64 year old range that in 20 years will show a large increase in the 65+ group. This is mainly due to current residents aging in place and living longer. The 65+ age group will grow from 50,000 to over 115,000, from 11.5% of the population to almost 21%. This growth accounts for half of our expected increase in population between now and 2035. More older households will also mean a decrease in the number of work trips generated per household, and increase in medical trips, and shifts in time-of-day for travel.

Another age related trend is occurring in the area of drivers' licensing. National data shows the percentage of those 65+ with a driver's license have seen gains in their age group, with the 70+ moving from a bit over half to nearly 80%. On the other hand, the percentage of those under the age of 40 with a driver's license has seen a drop within their age groups. For example, the percentage of licensed 17 year olds drops to about 45% from nearly 80%. Even the 30 to 34 year old group has dropped from near 100% to less than 90%. These are not recent changes but have been taking place since the 1980s. Using the national data and data from the region's 2009 household travel survey data, staff estimates that 8% to 12% of those 16+ in Clark County do not have a driver's license.

Larry Smith asked if the demographics about the younger people were broken down by areas such as large cities or urban areas. Mr. Harrington said the data used is national data. He said there are urban areas with people without a car. He said these results are seen internationally as well. If you go to Europe, they are seeing the same instances. What they are correlating it to is access to the internet. The decrease in the number of young people having a driver's license is due to the access of the internet; they can communicate and be with someone without being with somebody.

Commissioner Madore said in looking out to 2035, something not included are the driverless cars. He said surely over the next 20 years, that will be significant and a factor to be considered. Mr. Harrington said what he is presenting is observed data and what they are seeing in trends. They don't have observed data for driverless cars.

Mr. Harrington said they looked at the travel behavior of those 16 and older in Clark County that do not have a driver's license. They found that they make nearly 50% of their daily person trips as a passenger in a car, about 30% walking or biking, and about 22% by transit or another motorized mode. Mr. Harrington also highlighted vehicle availability by household tenure and age.

A graph of minority population percentages for the County from 1980 to 2010 was presented. Since 1980, the proportion of minority population in the county has been steadily increasing from below 5% in 1980 to nearly 20% today. This trend will continue and is likely to accelerate over the coming decades. A map of the distribution of the minority population in Clark County was provided. Also presented was: journey to work travel mode by minority status, poverty rates by race and ethnicity, a map of the distribution of low-income individuals, and a chart of Clark County non-farm employment totals by sector.

Mr. Harrington gave a look at some county to county commute flow data. The flows for Clark County residents to their place of work showed that 65% stay within the County. Also listed were the totals for those headed for the surrounding counties of Multnomah, Washington, Clackamas, Cowlitz, Skamania, and Columbia. Of the total Clark County commuters, 97.5% stay in the seven-county region. Further information on commute choices and patterns for the region was provided.

Chair Burkman asked if they had that information from a previous period like the 2000 census. Mr. Harrington said they can go back and look at it. He said it hasn't changed much over the last decade.

Doug McKenzie asked if he had commute information for Skamania County. Mr. Harrington said he had the information for how Skamania relates to Clark County, but he could pull the other information for him.

Don Wagner complimented Mark on his presentation. He said it was one of the best data-driven presentations and was very interesting.

VIII. Funding Program Updates

A. Map-21 and Highway Trust Fund Status

Matt Ransom said the Highway Trust Fund is nearly bankrupt. Also, MAP-21, which is the transportation funding bill for appropriated funds to run the program, expires in September. This summer, the confluence of these two events might put the federal transportation funding program in jeopardy.

The Highway Trust Fund essentially goes into the red about July. What this means is that gas tax collections come in and come in, and there has been a surplus in funds for a number of years. It has been backfilled using General Fund monies. The history of the Trust Fund began in the General Fund. It was dedicated restricted in the 1950s as part of the Highway Trust Fund. They continued to seed it with little funds. This summer, it hits the point where the collections that accrue on a monthly or quarterly basis will be all the money that they have to spend; the surplus has gone away which shows in July. Mr. Ransom said at the state level in working with the WSDOT as well as talking with our congressional delegation, he has tried to get a sense of where we stand, how concerned do we need to be as a region about this issue, and what should we start doing as members of local agencies to prepare for the potential close down or interim disruption of the Federal Transportation Funding program.

Mr. Ransom said in consultation with our federal delegation, Congresswoman Herrera Butler, and Senators Murray and Cantwell, there is unified support in both the House and Senate that they resolve this. They need to fix the Highway Trust Fund. They have to either put more money from the General Fund into it, or as a big stretch, identify a bump in the gas tax or a

completely different way of funding the program. Those are big stretches in Congress this year and very unlikely that will happen. With an eminent cash basis program that might start up in July, there is a need to seed the fund with money and our delegation is unified in trying to figure out how that is done.

At the state level, Mr. Ransom said there was a recent meeting with WSDOT officials who are managing the fund. The funds through the federal gas tax come to the state, and they distribute down to the regions. The fund managers at the state level are very aware of the issue, and they are starting to prepare contingency plans. The message to the regions is don't panic yet. Mr. Ransom said there is a general sense that congress will get it done, but they are preparing for "what happens if..."

Messages at the local agency level in terms of public works directors and programmers that are managing funds are to 1) don't panic, and 2) continue to obligate your projects, which Dale will cover. That means to continue to move the projects forward. Don't hold off on doing something because you are concerned about the federal funds lapsing. The state's plan is that if the account went into only paying out what they receive in collections, they would short pay a bill. The bill would eventually be paid, but delaying some of the payment. There is a date of reconciliation in the future. Either the fund closes down and projects stop, or everything is put on hold, or there could possibly be some other scenario. Mr. Ransom said they have had this discussion at the RTAC meeting. He said we also need to continue to support our delegation in congress to make sure they are delivering on our behalf.

Commissioner Madore said the Highway Trust Fund is both the revenue source for transit as well as road and asked for confirmation. Mr. Ransom said the first fund that goes on a cash basis if they don't have backfill for it is the highway account portion of the fund. The mass transit account is a little staggered behind that. It is not as eminent as the highway account.

Jeff Hamm added that the formula transit dollars do come from the Highway Trust Fund. The New Start dollars for light rail and small start projects is out of the General Fund.

Commissioner Madore asked where they can get the current web source for this. He said they see the balance going down, but said it would be interesting to see the trend of the revenue versus the expenditures. Mr. Ransom said he could provide that; there are several research constituencies. The trends behind it are the important things. Just the rate of costs of projects versus income received. The basic confluence of costs is outpacing, as well as collections. Driving trends in terms of total vehicle miles traveled verses collections. There is a leveling off at the national level.

Commissioner Madore said this is a federal fund, and we also have our own state gas tax. He asked what that was doing in comparison to the federal. Chair Burkman asked Representative Moeller to speak to that.

Representative Moeller asked if there were projects within the region that are funded through the National Gas Tax. Mr. Ransom said yes there were. Rep. Moeller asked how they could access those. Mr. Ransom said the annual TIP that is adopted each October is representative of all the federal funds and all the projects. In looking at the current list, nearly each member agency has a project funded with the federal fund, and most have multiple projects. Those projects that are not committed to a contract right now are those that are theoretically at risk. Chair Burkman

asked Mr. Ransom to have a report generated listing those and distribute to the Board. He also asked if he knew what the shortfall in federal revenue equivalent was at the state level. Mr. Ransom said he was not aware of that.

B. Federal Transportation Funding Obligation

Dale Robins said RTC receives a portion of these federal dollars that come to our region that they are responsible for. The STP, CMAQ, and TAP funds are made available to local agencies through RTC, and they have a competitive selection process. They need to commit or obligate the funds annually. Funds become obligated when local agencies complete a Local Agency Agreement through WSDOT, when they sign a contract saying they are going to spend the money. It is not when they are spent; it is when they are obligated. They then get reimbursed later on. It is a use it or lose it policy. This is at a national level and at the state level. If Washington State does not spend their money, they potentially lose their money to other states. The statewide policy says that if each region does not spend their money, they will lose it to other regions within the state. By August 1 of each year, we have a target that we need to obligate by that deadline or we lose funds to other regions. Mr. Robins reported that as of Monday, we have hit our target. We are two months ahead of target. He said they have implemented a number of policies to work with the local agencies. The most successful strategy they have used is improved communications between local agencies and RTC staff. Mr. Robins told Board Members that their staffs have done a good job in communicating with RTC the status of the projects and how they are moving them along. This has made a world of difference. Mr. Robins also said they are encouraging agencies to obligate projects early. Last year, the Board adopted a policy that said they would not allow a long project delay; only a one year delay is allowed. The funds would then go to another project. Mr. Robins added that they have done well as a region last year and this year and hope to continue that in the future.

Chair Burkman asked how the other regions are doing. Mr. Robins said last year, all the regions except for one made it. The one that did not make it was just slightly under their target. The report at the end of May showed that only four or five have reached their target, but Mr. Robins said he felt 95% would reach their target by August. No one wants to lose money.

IX. Other Business

From the Director

Matt Ransom said early this year and subsequently he has updated the Board as to RTC's legal services arrangement. Over the years, RTC has had an informal relationship with Clark County Prosecuting Attorney's office but nothing in the form of a contract. Earlier this year, he had inquired about their interest in getting a more formal contract to ensure just what our responsibilities were. In working with Chris Horne and staff at the PA's office, he said they have very professional, good staff, but they really struggle based on turnover and some of their staffing situations. So this issue can be resolved, Mr. Ransom said he intends to issue an RFP soliciting interest from other vendors that might be able to provide this. He said he will continue to have an open dialogue with Clark County's Prosecuting Attorney's office to the extent they feel like they are in a position to provide the service and do it at a competitive price. Once they issue the RFP, they will evaluate and bring back the findings to present a recommendation to the Board.

Shirley Craddick said she hoped that we will take into consideration who is hired has expertise in transportation law. Mr. Ransom said that will be one of the criteria of the RFP. Mr. Ransom said the RTC does not have a large amount of need for legal services, unlike a municipal agency. RTC has very specific needs such as contracts and federal regulations, but not as diverse or intense as a general municipal board.

Mr. Ransom noted C-TRAN Board of Directors meets at 5:30 p.m. on Tuesday, June 10, 2014, at the Vancouver Library. JPACT meets Thursday, June 12, 2014, at Metro at 7:30 a.m.

The next RTC Board meeting will be held on Tuesday, July 1, 2014, at 4 p.m.

LARRY SMITH MOVED AND IT WAS SECONDED TO ADJOURN THE MEETING. IT WAS UNANIMOUSLY APPROVED.

The meeting was adjourned at 5:35 p.m.

Jack Burkman, Board of Directors Chair