

**Southwest Washington Regional Transportation Council
Board of Directors
December 3, 2019, 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 Anne McEnerny-Ogle on Tuesday, December 3, 2019, at 4:00 p.m. at the Clark County Public Service Center Sixth Floor Training Room, 1300 Franklin Street, Vancouver, Washington. The meeting was televised and recorded by CVTV. Attendance follows.

Voting Board Members Present:

Shirley Craddick, Metro Councilor
Mike Dalesandro, Battle Ground Mayor
Shawn Donaghy, C-TRAN Chief Executive Officer
Carley Francis, WSDOT Regional Administrator
Bart Hansen, Vancouver Councilmember
Scott Hughes, Port of Ridgefield Commissioner
Bill Iyall, Cowlitz Indian Tribe Chairman
Tom Lannen, Skamania County Commissioner
Temple Lentz, Clark County Councilor
Anne McEnerny-Ogle, Vancouver Mayor
Gary Medvigy, Clark County Councilor
Eileen Quiring, Clark County Councilor
Melissa Smith, Camas Councilmember
Rian Windsheimer, ODOT Region 1 Manager

Voting Board Members Absent:

Jim Herman, Port of Klickitat Commissioner

Nonvoting Board Members Present:

Paul Harris, Representative 17th District
Vicki Kraft, Representative 17th District

Nonvoting Board Members Absent:

Curtis King, Senator 14th District
Chris Corry, Representative 14th District
Gina Mosbrucker, Representative 14th District
Lynda Wilson, Senator 17th District
Ann Rivers, Senator 18th District
Larry Hoff, 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
Monica Stonier, Representative 49th District
Sharon Wylie, Representative 49th District

Guests Present:

Ron Arp, Identity Clark County
Ed Barnes, Citizen
Monica Fowler, C-TRAN
Sorin Garber, SGA Consulting
Chuck Green, Otak
Jim Hagar, Port of Vancouver
Selena Hansen, Cowlitz Indian Tribe
Larry Keister, Port of Camas-Washougal Commissioner
Sarah Kohout, Rep. Monica Stonier's Office
John Ley, Citizen
Jeff Mize, The Columbian
Mike Pond, Citizen
Ty Stober, Vancouver Councilmember
Kim Stube, Cowlitz Indian Tribe
Marc Thornsby, Port of Klickitat

Staff Present:

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

II. Approval of the Board Agenda

SHAWN DONAGHY MOVED FOR APPROVAL OF THE DECEMBER 3, 2019, MEETING AGENDA. THE MOTION WAS SECONDED BY MELISSA SMITH AND UNANIMOUSLY APPROVED.

Tom Lannen entered the meeting at 4:03 p.m.

III. Call for Public Comments

John Ley from Camas said the Governors from Washington and Oregon met to talk about the I-5 Bridge and the data related to that. Mr. Ley spoke about that data and also about the need for another corridor and another bridge.

Ron Arp is with Identity Clark County and Co-Chair of the Clark County Transportation Alliance. He said about 20 years ago, they realized Southwest Washington needed to work together in order to get transportation funding. They worked with RTC and others on a regional transportation policy. That process guided their advocacy in Olympia and Washington, D.C., and it's broadened from 15 co-signers to 50 co-signers. With this current Policy Statement, about 40 have signed it, and they expect that to be 50 co-signers in the next week or so. Mr. Arp encouraged the Board to pass Resolution 12-19-33 for endorsement.

Rep. Paul Harris and Rep. Vicki Kraft entered the meeting at 4:10 p.m.

Ed Barnes from Vancouver spoke about the meeting with the joint Washington and Oregon delegates regarding the I-5 Bridge Columbia River crossing project. Mr. Barnes encouraged all to get on board with building a new I-5 Bridge.

Bill Iyall with the Cowlitz Indian Tribe entered the meeting at 4:12 p.m.

IV. Approval of November 5, 2019, Minutes

TEMPLE LENTZ MOVED FOR APPROVAL OF THE NOVEMBER 5, 2019 MINUTES. THE MOTION WAS SECONDED BY MELISSA SMITH AND UNANIMOUSLY APPROVED.

V. Consent Agenda

A. December Claims

B. 2020 RTC Board Meeting Schedule, Resolution 12-19-28

SHAWN DONAGHY MOVED FOR APPROVAL OF THE CONSENT AGENDA DECEMBER CLAIMS AND RESOLUTION 12-19-28. THE MOTION WAS SECONDED BY MELISSA SMITH AND UNANIMOUSLY APPROVED.

VI. Introduction and Welcome of the Cowlitz Indian Tribe

Chair McEnery-Ogle said it was her pleasure to welcome the Cowlitz Tribal Chairman Bill Iyall to join them on the Regional Transportation Council and offered congratulations. The logo for the Cowlitz Indian Tribe was displayed. Mr. Iyall said he appreciated the appointment.

VII. Resolution Amending the Bylaws of the Southwest Washington Regional Transportation Council, Resolution 12-19-29 (Action)

Chair McEnery-Ogle said this item would amend RTC's Bylaws to include the Cowlitz Indian Tribe.

MELISSA SMITH MOVED FOR APPROVAL OF RESOLUTION 12-19-29 TO AMEND THE RTC BYLAWS. THE MOTION WAS SECONDED BY TEMPLE LENTZ AND UNANIMOUSLY APPROVED.

VIII. Resolution Amending the Bylaws of Regional Transportation Advisory Committee, Resolution 12-19-30 (Action)

Matt Ransom said with the Cowlitz Tribe now admitted as a member of the RTC Board, the Regional Transportation Advisory Committee, RTAC, the committee covering Clark County jurisdictions that advises the Board. Many of the recommendations that the Board sees comes from that committee. They meet monthly on the third Friday of each month. Most of the attendees are staff to local agencies that participate. In adding the Cowlitz Indian Tribe to the RTC, RTAC made a recommendation to add them as a participant to RTAC. They are also separating memberships that in the current bylaws show a dual participation, some jurisdictions share a seat. It is best to have each jurisdiction to have a seat at that table. They are recommending breaking those shared seats so each has their own seat. The third change is to add a new seat for a business representative. The agency that they have determined best would be a proxy for a major business representative would be the Columbia River Economic Development Council. Their president and Mr. Ransom have conferred about this issue and they are willing to take an appointment forward within their organization to determine who would be a participant and bring that voice to the table. Mr. Ransom said that would augment the perspectives, and it's just not government. It is also business that is interested in infrastructure within this community. Those are the three substantive changes, and RTAC did recommend that this Board approve that at their most recent meeting.

SHAWN DONAGHY MOVED FOR APPROVAL OF RESOLUTION 12-19-30. THE MOTION WAS SECONDED BY MELISSA SMITH AND UNANIMOUSLY APPROVED.

IX. Resolution Amending the RTC Member Contributions (Dues) for YR 2020, Resolution 12-19-31 (Action)

Mr. Ransom said in consideration of adding the Cowlitz Indian Tribe to RTC, by virtue of the parameters of the Bylaws, each member of the RTC agrees to help fund. In the Interlocal Agreement and Bylaws, there are only three member agencies excluded from funding, and all other member agencies do. In consultation with Mr. Iyall, they have agreed that the contribution for the Year 2020 for the Cowlitz Indian Tribe would be \$1,500. That would, like other agencies around the table, help RTC leverage and secure the grant dollars that essentially fund their operations. The proposal is to amend the dues table the Board adopted in April to add the Cowlitz Indian Tribe assessment. These assessments will be mailed out the first week in January.

TEMPLE LENTZ MOVED FOR APPROVAL OF RESOLUTION 12-19-31. THE MOTION WAS SECONDED BY MELISSA SMITH AND UNANIMOUSLY APPROVED.

X. Resolution Adopting the Work Program and Budget – Calendar Year 2020, Resolution 12-19-32 (Action)

Mr. Ransom said at recent meetings he has presented a budget status to date and where they might end this year. They are still on track to not spend almost \$500,000, and he said he explained at the time the reason for that is MPOs, such as RTC, are largely grant funded agencies. If they don't initiate projects or projects were delayed, then they don't have to spend the money and they don't bill the grant. The savings are really projects that didn't push forward on a schedule or they didn't spend the funds.

Next year they are proposing the Board authorize in a planning document expenditure of \$2,929,458. If they don't spend the money, they don't spend the money. If they want a new activity, it comes back to the formal process of the Board authorizing those activities. This is the proposal for Board adoption.

SHAWN DONAGHY MOVED FOR APPROVAL OF RESOLUTION 12-19-32. THE MOTION WAS SECONDED BY TEMPLE LENTZ AND UNANIMOUSLY APPROVED.

XI. Endorsement of the Clark County Transportation Alliance 2020 Policy Statement, Resolution 12-19-33 (Action)

Mr. Ransom said the Clark County Transportation Alliance Policy Statement is for the 2020 Legislative Session. He said when given the opportunity, he would use this to advocate for projects that are listed in the statement and also participate in Legislative meetings, information sharing as Legislative members may request information from him. He will refer them to this document or draw from it in terms of input provided. There is usually a Legislative Day in Olympia that is convened by the Clark County Transportation Alliance, and Mr. Ransom usually participates in that. As Mr. Arp pointed out in his citizen comments, when the committee convened in October to endorse the statement for release, it provided a provisional authorization of language related to I-976. Given that I-976 did pass, there was a supplement insert sheet with the folio. In RTC's endorsement, it includes the endorsement of the statement and the supplement sheet and becomes their de facto Legislative policy.

Gary Medvigy said he was not sure what it means to endorse. Councilor Medvigy said one of his constant themes is hoping to get the RTC energized to look at another corridor and maybe do their own endorsement in that regard. The County Council has been asked to endorse this Policy Statement as well. He said the County Manager was not clear what that meant either. Councilor Medvigy said there is a lot to like in this. He said he likes the work they put in it and certainly all the projects are ones that the RTC staff has been working on. He said he likes how they mention a railroad and improving that and moving forward, and the 179th and I-5 money moving forward. He said they also place high priority on long-range transportation corridor planning given steadily rising populations and commerce forecasts. Councilor Medvigy said he

would like to see this be action #1, because he thinks it is the most important thing that this Board could do is to look at another corridor. He asked what they were doing by endorsing this Policy Statement.

Mr. Ransom said this Statement was endorsed by about 50 entities, public sector entities, private sector entities, association groups, and an array of institutions. The endorsement would be that they are not setting policy in this document. This document is an amalgamation of ideas that are consistent with their Regional Transportation Plan. In some cases, maybe they could be embellished more, or could be embellished less, but if taken within context of 50 agencies endorsing, they each have their own specific interest and their own specific desires. It is not trying to amplify some over the others. The endorsement is to say that it is consistent with the Regional Transportation Plan; they are in the interest of the region. In putting together this consensus statement, endorsing doesn't create new policy for RTC, but it says that they can put their stamp of endorsement on it, and continue to advocate using this as a guidepost for that kind of advocacy. Mr. Ransom said he didn't know how other agencies interpret it in terms of endorsement, in terms of their obligation for their governing rules, but for RTC's purposes that is what endorsement means.

Scott Hughes said as far as the Port's view on this, it tries to build some kind of consensus and unity amongst the groups. The transportation program that went last time, Clark County was divided. Clark County got hurt by that. There were some communities like Spokane, for example, that was very unified, and they did very well in the transportation package, and Clark County was hurt very badly by it. These things help give that unity. He said he thinks that they are getting that right now, and that is what this helps.

Tom Lannen said the expansion project of SR-14 between 164th and I-205 was not listed in the statement and asked the time line for that project.

Carley Francis said she did not have that time line off the top of her head, but she would get back to Commissioner Lannen and the Board with that information.

MELISSA SMITH MOVED FOR APPROVAL OF RESOLUTION 12-19-33. THE MOTION WAS SECONDED BY BILL IYALL AND APPROVED. CARLEY FRANCIS AND RIAN WINDSHEIMER ABSTAINED.

XII. Other Business

From the Board

Chair McEnery-Ogle said it was time to elect officers for 2020 and opened nominations for RTC Chair.

SHAWN DONAGHY NOMINATED SCOTT HUGHES AS CHAIR. MELISSA SMITH SECONDED THE NOMINATION. THE MOTION WAS UNANIMOUSLY APPROVED.

Nominations for 2020 RTC Vice Chair were opened.

SCOTT HUGHES NOMINATED SHAWN DONAGHY AS VICE CHAIR. MELISSA SMITH SECONDED THE NOMINATION. THE MOTION WAS PASSED UNANIMOUSLY.

Chair McEnery-Ogle said the Secretary/Treasurer was now called for. She said based on RTC Bylaws, it has been the Executive Director who has usually been nominated and held as an employee for the RTC and holds that position.

BART HANSEN NOMINATED MATT RANSOM AS SECRETARY/TREASURER. MELISSA SMITH SECONDED THE MOTION. THE MOTION WAS UNANIMOUSLY APPROVED.

From the Director

Mr. Ransom referred to RTC's 2019 Annual Report that was distributed. He said as part of their Federal aid compliance program, they produce an annual report that is prepared by Lynda David. It is some 60 to 70 pages long, and available to those who wish. The 2019 Annual Report presented provides the key takeaways from 2019 and would be posted to RTC's Web site. Most notably is 2019 was the largest single year grant program that was managed and authorized by RTC. The Board of Directors approved over \$60 million in grant funds to 19 projects. Most of the awards were within Clark County, because their key funding programs are restricted to the Clark County region only. The Transportation Alternatives Program is eligible for all three counties. Most of the \$60 million are leveraged to other funds. So in looking at the leverage impact, it is tens of millions of dollars more. That is how important it is to jurisdictions around the table and those within this region. Mr. Ransom said the second major thing is the Board of Directors approved the four-year Transportation Improvement Program of over \$340 million of investments to our community. Mr. Ransom highlighted some of those projects. He said they are trying to invest in a multimodal transportation network. Mr. Ransom also said they are now starting to employ and utilize big data resources to inform their planning. RTC staff spent a couple hours that afternoon with WSDOT staff looking at the big data set to try to use the data as part of the I-5 Bridge replacement project. This is early data reconnaissance that they're tasked with pulling together to inform the Legislative Action Committee to inform their work efforts as they start to accelerate this pre-EIS evaluation. That is a resource that RTC provides and a tool that they utilize to help local agencies. Mr. Ransom said it was a good year for the agency.

Representative Vicki Kraft had a comment on the ramp meters. She asked as they are looking at putting in ramp metering, she is not necessarily a fan of them, but if they are going in, look at the calibration. She said the meter that is off I-205 at SR-500 gets very stacked up. She asked that that be looked at. She said they have talked about ramp metering having the intent to help traffic flow. She said she just wants to make sure it is not impeding or hindering commuters.

Bill Iyall said he wanted to congratulate the grantees and awardees. He said he knows how important it is to each of the communities, and he said it means a lot to be a part of that formula in helping these communities. Mr. Iyall said he remembers as a young engineer in Tacoma when CMAQ (Congestion Mitigation and Air Quality) became a word. It was the birth of a grant funding source, and they were able to get money from that funding source.

Carley Francis said with respect to ramp metering, she said they are not a panacea; they are a response to congested systems and how they respond to them. She said they do have a way in

which they prioritize the main line of a roadway to some degree over ramps, in part to delay when breakdown happens on the roadway and help it recover as soon as possible. They are actively monitoring the I-205 / SR-500 ramp meters to study what effect it is having. Somebody actually crashed into it and put it out of service for a couple of days. That gave them a good test to see with it out of service what that looked like. It was an opportunity to check the data source that they are collecting to observe how many folks are getting through on those main line lanes in comparison to last year at the same time, a comparable period. They do monitor those things, and there are folks who are looking to calibrate them real time. That doesn't always mean that people don't stack up on the ramps. It is a balancing act. They are gathering data, and that is always their commitment when they turn on those new features.

Ms. Francis referred back to Commissioner Lannen's question about SR-14 and said she did some research. It looks like they are planning on an advertisement for the expansion of SR-14 from 164th Ave. to I-205 in the fall of 2020 with construction starting in spring of 2021 and ending in fall of 2022.

Representative Vicki Kraft said she recently had a conversation with the Mayor of Woodland and one of the larger trucking firms there. She said she wanted to welcome Bill Iyall and the Cowlitz Indian Tribe as a new member to RTC. Representative Kraft said she also wanted to take the opportunity to ask why the City of Woodland is not necessarily formally part of the RTC. She noted that Legislators from the 20th District are Ex-officio Members of RTC. Representative Kraft said the focus she brings in for the City of Woodland and why she thinks that they be included in the RTC is the transportation of goods. She said Woodland is very much an industrial focus area; they have a lot of freight that moves in and around and through the area on the I-5 corridor. For regional freight and goods and the economies, she said it is important that they look at including the City of Woodland more formally. She added that they are a part of Clark County and should have a voice at the table, and she asked that that be considered for a potential agenda item in the near future.

Mr. Ransom said the context is one of geography. Woodland, because primarily, the majority of the jurisdiction is within Cowlitz County, they are participants and a member of the Cowlitz-Wahkiakum Council of Governments. That is the equivalent agency to RTC covering five counties: Cowlitz, Grays Harbor, Lewis, Pacific, and Wahkiakum Counties and essentially, north out to the coast. Woodland is a participant in that MPO/RTPO organization, not in RTC. The question of engagement is interesting. Mr. Ransom would confer with his staff to see what RTC does in terms of outreach.

Shirley Craddick said because Woodland is in another MPO, can funds from this MPO be used to support projects in Woodland.

Mr. Ransom said it is the quirk of geography. In looking at Clark County's map, there is a sliver of some amount of acres within the jurisdiction of Woodland actually come into Clark County on the very north side up by the Lewis River. RTC receives, through their federal allocation, a couple thousand dollars a year in STBG funds that can be spent in those areas. The dilemma is

always that it is only a couple thousand dollars, what can be done with that. They do consult over those issues. The larger issue of agency participation on a formal sense is something that has been addressed because the formal affiliation has been divided that way. The core question is in part the coordination and consultation. Mr. Ransom said he could report back as to what that looks like in a more informal sense, on coordination and consultation.

Bart Hansen said the vast majority of the industrial area within Woodland does not reside in Clark County. Mr. Ransom said that was correct; the portion in Clark County is primarily farm lands.

Mr. Ransom said Initiative 976 is a major question in front of many jurisdictions across all three counties. He said his intent is, starting in January and through the Legislative session, to keep the Board apprised of the activities and what the committees are working on in terms of projects and funding. There is a lot of unknown at this point. Mr. Ransom said he did watch both the House and Senate Legislative Transportation Committee meetings, and their prerogative as they have indicated at this point is they need to address this issue in this next Legislative Session. It is very likely that there is going to be a lot of where to find money or what projects have to be delayed or potentially, what projects have to be cut to address the shortfalls at the state level. Here in Clark County there are four jurisdictions that have been assessing a license tab fee, and they have a direct immediate impact in terms of both their projects and the collections and what to do. Mr. Ransom said he couldn't speak to what they are doing, but he reached out to each one of them to inform himself so he can help respond and advocate where he has opportunity to do that. Mr. Ransom said one of the greatest impacts, potentially, might be within the Gorge communities. Those are communities where some of the rural transit services are very at risk, because most of those rural transit services are funded by grants that run through one of the key programmatic funds at the state level that is very significantly impacted by I-976. In the last week, the Secretary of Transportation issued a letter on November 26, and each member should have received it, and if not, Mr. Ransom sent it to jurisdictions' executives with some highlights. He identified each project that was put on hold by the Secretary of Transportation, and the intent of his hold is to say to not commit project expenditures for the next six months so that the State and the Legislature have time to figure out what to do. Mr. Ransom said he would be going out to the Gorge communities the following day to hear and learn to attune himself to the issues that they confront and try to figure out how to help and advocate on their behalf. Mr. Ransom said there were a dozen projects in the letter that have been flagged for the temporary hold, and tens of millions of dollars that would have been spent within Clark, Skamania, and Klickitat Counties. There are projects within each of those counties that are affected by that.

Mr. Ransom said he has been invited to participate in a focus group that Senator Patty Murray is holding this Friday. Some other members around the table have received the same invitation. He said he believed the intent of that is the Senator's prerogative is to learn what impacts might there be across the State of Washington so she can become more familiar with that. One of the key issues is the federal reauthorization is coming forward this next year. That

is when they look at the federal Transportation spending bill, FAST Act. A key point of advocacy is at the federal level, they probably need to reauthorize and figure out some things on their side too. What they have seen is with a lack of federal engagement and new funding as they've lacked bringing that forward, a lot of the burden has shifted to localities and states. There is a time to recalibrate that, and that is something that the Senator should hear. Mr. Ransom said he knows that she is aware of it, but it's an important point to make. He said it is clearly a setback for the region and for the state and local jurisdictions that they're assessing and doing maintenance on projects. Like a lot of things, they'll just move on and try to figure out how to resolve it and push forward.

Carley Francis noted that the letter that was sent out by Matt has her as one of the contact people. She said so if any have questions about a project, to feel free to let her know. For items that are local program funding, the contact is in Olympia or the public transit contact is also in Olympia trying to make sure folks are conveying good information about what the pause means, and it was in close coordination with Governor Inslee. The intent is to try to retain as much access to resources so the Legislature has as much flexibility as possible to make likely tough decisions over the next session.

Mr. Ransom referred to the memo that was distributed with the TIB Grant Awards. The State Transportation Improvement Board awarded grant funding. Across the RTC region, just this last month, \$6.7 million in project awards to six projects in the region. Awards went to the City of Camas, Clark County, the City of White Salmon, the City of Ridgefield, and two projects for the City of Vancouver.

Carley Francis said with respect to the I-5 Bridge Replacement activities over the past month, the Joint Legislative Action Committee had a meeting on November 13, and their next meeting is on December 20. Subsequently, there was a Governors' meeting on the 18th of November where they signed a Memorandum of Intent which generally followed some of the same language that is in Legislation for expectations of the Departments of Transportation with respect to the role to play in the project. Also, the previous day, they submitted the first status report to Legislators which was requested 1160, so there is a status report that was due December 1. That report looks a little bit at history and also looks forward to outline generally the work that's needed to get back to federal approval for construction which will be a multi-year process. It is certainly dynamic based on as they re-engage with partners how much they want to re-open or focus the conversation. They are continuing to work on re-engaging with the local partner agencies; that is the Cities of Portland and Vancouver, the transit agencies TriMet and C-TRAN, and the Regional Planning Organizations Metro and RTC. They anticipate some conversations with those parties to talk about roles and responsibilities and make sure there is some clarity between those groups about how to proceed. Those are the key groups that worked together previously to bring forward the environmental work and to receive Federal approval for construction last round.

Shawn Donaghy said he didn't have too much of an update on the Mill Plain BRT, but he said they are very thankful for all the support that they are receiving from the community and local

businesses and groups that they are having discussions with about stop locations. Specifically, Clark College, they are having some discussion about where their 192nd Avenue Station is going to be. Mr. Donaghy said they are excited to have them there. He said they are excited to work on where they are going to put that transfer point. They are beyond 30% right now and should be nearing 60% design hopefully in the spring and hopefully find out in the fall from the federal government what match they will get for the project. Mr. Donaghy said the one item that is rather important to them at the moment is the I-5 bus on shoulder, and they're working with a great partner in WSDOT. He said they have done a great job in helping them out and map out just how the project is going to look like and get the work done before they work on the trunnion. Mr. Donaghy said they are very pleased about that, and it is still moving. He said it looks like they will get a decent amount of shoulder space on the inside shoulder of I-5 from 99th to the bridge. They are excited about the project and thankful for the partnership.

The next RTC Board meeting will be held on Tuesday, January 7, 2020, at 4 p.m.

Eileen Quiring entered the meeting at 5:00 p.m.

XIII. Executive Session: Executive Director Performance Evaluation (Action will be taken following the Executive Session) (20 minutes)

Chair McEnery-Ogle said they will go into Executive Session to discuss the Executive Director's performance evaluation. That should take about 20 minutes. They will come out of the Executive Session to take some action. The meeting was adjourned to Executive Session at 5:00 p.m.

XIV. Executive Director Employment Agreement, Resolution 12-19-34 (Action)

The meeting was reconvened at 5:19 p.m. Chair McEnery-Ogle said they were in Executive Session to discuss the Executive Director's evaluation, and they have shared copies with him of those. She said they are submitting a letter to Matt that will be placed in his personnel file. Chair McEnery-Ogle said she would like to read a couple paragraphs from that letter into the record.

"Your leadership in managing this organization has been successful as noted in our numerous local, state, and federal reviews of technical and policy activities, funding and programming of regionally significant projects and compliance with your fiscal duties; on behalf of the Board of Directors, I would like to congratulate you on another successful year.

The Board of Directors would like you to know that they feel you've been working effectively with the Board, maintaining mutually respectful communication and professional relationships. You're responsive to our needs and we appreciate your ability to keeping us informed on matters of importance.

The Board congratulates you on your strong performance of supporting the greater good of the region while maintaining equity for all projects."

Chair McEnery-Ogle said copies of Resolution 12-19-34 for the Executive Director Employment Agreement were distributed to Members, and she also handed out a spread sheet on Matt's compensation analysis. She said his current base was in front of them if they would like to consider that in any changes to his agreement.

Scott Hughes said he thought Matt's performance was outstanding.

SCOTT HUGHES MOTIONED FOR AN INCREASE OF 1.5% COLA AND A 2.5% MERIT INCREASE. THE MOTION WAS SECONDED BY SHAWN DONAGHY AND UNANIMOUSLY APPROVED.

SHAWN DONAGHY MOVED TO APPROVE RESOLUTION 12-19-34 FOR THE EXECUTIVE DIRECTOR'S EMPLOYMENT AGREEMENT WITH THE NOTED INCREASE AND THE DATE EXTENDED TO JANUARY 1, 2020 TO DECEMBER 31, 2022. THE MOTION WAS SECONDED AND UNANIMOUSLY APPROVED.

XV. Adjourn

The meeting was adjourned at 5:30 p.m.

Scott Hughes, Board of Directors Chair