

**Southwest Washington Regional Transportation Council  
Board of Directors  
March 3, 2020, 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 Scott Hughes Tuesday, March 3, 2020, 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:

John Blom, Clark County Councilor (Alternate)  
Shawn Donaghy, C-TRAN Chief Executive Officer  
Carley Francis, WSDOT Regional Administrator  
Paul Greenlee, Washougal Councilmember  
Scott Hughes, Port of Ridgefield Commissioner  
Bill Iyall, Cowlitz Indian Tribe Chairman  
Tom Lannen, Skamania County Commissioner  
Anne McEnery-Ogle, Vancouver Mayor  
Gary Medvigy, Clark County Councilor  
Ron Onslow, Ridgefield Councilmember  
Mandy Putney, ODOT (Alternate)

Voting Board Members Absent:

Shirley Craddick, Metro Councilor  
Jim Herman, Port of Klickitat Commissioner  
Temple Lentz, Clark County Councilor  
Eileen Quiring, Clark County Councilor  
Ty Stober, Vancouver Councilmember  
Rian Windsheimer, ODOT Region 1 Manager

Nonvoting Board Members Present:

Nonvoting Board Members Absent:

Curtis King, Senator 14<sup>th</sup> District  
Chris Corry, Representative 14<sup>th</sup> District  
Gina Mosbrucker, Representative 14<sup>th</sup> District  
Lynda Wilson, Senator 17<sup>th</sup> District  
Paul Harris, Representative 17<sup>th</sup> District  
Vicki Kraft, Representative 17<sup>th</sup> District  
Ann Rivers, Senator 18<sup>th</sup> District  
Larry Hoff, Representative 18<sup>th</sup> District  
Brandon Vick, Representative 18<sup>th</sup> District  
John Braun, Senator 20<sup>th</sup> District  
Richard DeBolt, Representative 20<sup>th</sup> District  
Ed Orcutt, Representative 20<sup>th</sup> District  
Annette Cleveland, Senator 49<sup>th</sup> District  
Monica Stonier, Representative 49<sup>th</sup> District  
Sharon Wylie, Representative 49<sup>th</sup> District

Guests Present:

Ed Barnes, LRTSWW/I-5 Bridge Group  
Carson Cortez, Congresswoman Herrera Beutler's Office  
Monica Fowler, C-TRAN  
Chuck Green, Otak  
Larry Keister, Port of Camas-Washougal Commissioner  
Scott Langer, WSDOT  
John Ley, Citizen  
Scott Patterson, C-TRAN  
Sean Philbrook, Identity Clark County  
Ron Rasmussen, Citizen  
Curt Savoie, IDC  
Bryan Stebbins, Senator Patty Murray's Office  
Marc Thornsbury, Port of Klickitat  
Greg Thornton, La Center Mayor  
Ruthbea Yesner, IDC

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**

PAUL GREENLEE MOVED FOR APPROVAL OF THE MARCH 3, 2020, MEETING AGENDA. THE MOTION WAS SECONDED BY ANNE MCENERNY-OGLE AND UNANIMOUSLY APPROVED.

## **III. Call for Public Comments**

Ed Barnes from Vancouver spoke about Washington and Oregon and their two Governors working together on the replacement of the I-5 Bridge. He is concerned about waiting until 2025 to begin construction, and he believes they should include light rail.

John Ley from Camas spoke about the traffic congestion during the I-5 Bridge trunnion repair. He also spoke about the traffic congestion in the Portland Metro area.

## **Action Items**

### **IV. Consent Agenda**

#### **A. February 4, 2020, Minutes**

#### **B. March Claims**

PAUL GREENLEE MOVED FOR APPROVAL OF THE CONSENT AGENDA FEBRUARY 4, 2020, MINUTES AND MARCH CLAIMS. THE MOTION WAS SECONDED BY SHAWN DONAGHY AND UNANIMOUSLY APPROVED.

### **V. RTC Regional Competitive Grant Program, Resolution 03-20-07**

Dale Robins referred to the Resolution included in the meeting packet. Every year RTC conducts a competitive grant program. After each selection year, staff from the various agencies meet and discuss whether there needs to be changes to the process. A subcommittee of RTAC met several times and reviewed the process, and they had a few recommendations for changes to the process. That was taken to the full RTAC Committee in February, and now they were at the RTC Board asking for action.

Mr. Robins said the purpose of the competitive regional grant program is to implement the goals of the Regional Transportation Plan. Annually, RTC receives about \$10.1 million for four grant programs: STBG-Urban, STBG-Rural, CMAQ, and Transportation Alternatives.

The Transportation Programming Guidebook clarifies programming policies and procedures. A copy was attached to the resolution. Mr. Robins highlighted the changes that are recommended. They also had minor changes to the Urban STBG/CMAQ Criteria that was attached to the resolution as well.

Action before the Board is for adoption of Resolution 03-20-07 which amends the Transportation Programming Guidebook and RTC Selection Criteria.

PAUL GREENLEE MOVED FOR APPROVAL OF RESOLUTION 03-20-07. THE MOTION WAS SECONDED BY ANNE MCENERNY-OGLE AND UNANIMOUSLY APPROVED.

## **Discussion / Information Items**

### **VI. Smart Communities Assessment – Workshop Report**

Bob Hart said at last month's meeting, he gave a briefing about the fact that they were going to hold a Smart Communities Workshop on today's date. That just concluded an hour earlier. Mr. Hart said the consultant team would provide information from the day. He said they had a short session in the morning with policy makers and a longer session with agencies' staff. They had good attendance, good discussion, and good interaction with the consulting team and policy makers and agency staff. Mr. Hart introduced Curt Savoie and Ruthbea Yesner with IDC who ran the Workshop. They will talk about what Smart Communities are and what they learned from the workshop.

Curt Savoie said he thought the sessions went great. The IDC Team that ran the workshop sessions included Curt, Ruthbea, and Matt Arcaro, who is their transportation autonomous vehicle expert. Mr. Savoie said part of this engagement is to help VAST (Vancouver Area Smart Trek) and RTC figure out their smart transportation roadmap and their next strategies.

They have several things that they are doing leading up to this and also today, and in the next few months to help with that effort. The first step leading up to this point, they had interviews with three RTC Board members to get some information about what was important, what they are seeing in the community, and they used that to help shape the Onsite Sessions. The first session was the Policy Makers/leadership. The second session was with operations staff, including urban planning, IT, and economic development. They had some really rich discussions as part of the project plan. Part of the overall goal is they will be taking this information, designing a survey, and then sending that to the staff of the various members. They will take that information that they get and compare it to benchmarks of regions and cities across the United States so they can see where they stand and rank against their peers. As a part of the final deliverable, there will be a gap assessment and a set of recommendations. So as they go forward and make progress according to your strategy, they will have a better sense of their strengths and weaknesses, where they may want to adapt for future investment to keep up with things.

Mr. Savoie had some examples of other peers they have worked with in this process. A recent one was in Raleigh, North Carolina. They were working on their IT strategy. They did surveys and interviews. They looked at a whole host of their policies and documents, and plans to try and do that assessment.

An overview of this project timeline was provided. Tentatively, they will be presenting the results at the June meeting of the Board.

In order to better understand the needs and goals of the region, they interviewed key stakeholders about how they saw the successes and challenges in their own jurisdiction as well as regionally. They had one-hour discussions with Port of Ridgefield Commissioner Scott Hughes, City of Vancouver Mayor Anne McEnerny-Ogle, and C-TRAN CEO Shawn Donaghy.

Some of the key findings include: connectivity is key; and coordination and communication from top to bottom and across jurisdictions.

Mr. Savoie said he thought today's sessions went very well. They had 14 people for session one and close to 40 for session two. Session two had a good cross section of people that would be responsible for making any strategic plans that come out of this successful. They talked about autonomous vehicles, connected cars, ride share, and how to put these strategies together. Mr. Savoie said they had really good participation. Out of this, there will be a document summarizing what they heard. That will be reported back as well.

Next steps: there will be a survey going out in the next few weeks looking for people's thoughts on many of the things covered. The overall results will go into the final report, but no names will be used. They will then compare this to their data to assess where the region stands against peers.

Mr. Ransom asked "why now" – is this a good time? He also asked the value of benchmarking and what that provides to them.

Mr. Savoie said as some of the comments from earlier about bridges and such, funding is tight and operations are a challenge. Having a good strategic model can pay a lot of dividends of having assessments. It's important to know where you are against your peers because you'll see where you are missing opportunities to get things done. It can bring those ideas from those that are successful and really effective and learn from this. It can help you to think about what is innovative and what can push you forward. It will also show you where your successes are.

Ruthbea Yesner added to the "why now" question, saying they talked about this at the earlier sessions. She said there is a tremendous amount of change happening. In terms of transportation and how it impacts our lives; new models, ride hailing, and ride sharing. She said they see a lot of technology innovation that can really change things; there is a lot of risk associated with all of these things. Ms. Yesner said now is the time to come together and reduce your risk by planning ahead and addressing these things ahead of time. She said in terms of benchmarking, this is a self-assessment of internal employees across the jurisdictions. If they are going to come together with a regional transportation strategy, it's really important to have some awareness about the different groups and where they are across what they call these 22 best practice dimensions. Within the model there are 5 groups of best practice areas, and within those, there are 20 areas that they ask about. Ms. Yesner said it is important to understand how they can make a strategic plan that brings everyone together. You have to have that internal awareness and data that provides where the strengths and weaknesses are. It is one of the key success factors.

Scott Hughes asked if there would be an assessment as you look at the benchmarks in other cities and states. He said they have had some major hurdles in Washington in being able to get authority to do this. There is also the funding process as far as the federal issue, because a lot of the monies that are available are not available to a public agency. It is only the end users like Comcast, and that creates an issue for them. Mr. Hughes said it is actually hundreds of millions

of dollars that is untapped, but they are not able to get it. He asked if they would be bringing that into the picture.

Ms. Yesner said they are going to do a U.S. assessment at the same time that they do this region's assessment. They will be compared to their peer group at the same time that they are doing it. They have historical data in order to do that. They do ask about partnerships and funding and trusted partners. They will get a sense of if the funding models are going to private entities in the different departments who have several trusted partners and what are the partnership models that they are using. That will give them that information more to understand what other groups are doing and who you can rely on if they are getting funding sources. One thing that they have seen with the work they did for the City of Raleigh, North Carolina when they developed their Smart City Plan is this becomes a public shared document. It is a way to educate and market what you are doing, and that you are investing in this. That really does attract the attention of these vendors who are looking for some leader that is on the same page and looking at the areas around smart transportation technologies. That should also promote what you are doing here.

Matt Ransom thanked the IDC team for the Workshop and said it was great. He also thanked the Board members that participated and other members of staff. He also thanked members for the partnership. This was a five-way partnership in funding this engagement, each putting in equal parts, RTC, Clark County, City of Vancouver, WSDOT, and C-TRAN. This idea came out of the VAST program. RTC manages the VAST program, but it is the partnership of all the agencies. Mr. Ransom said they look forward to the report in June.

## **VII. 2019 Annual Listing of Federal Project Obligation**

Dale Robins referred to the memo and report included in the meeting packet. He said MPO's are required to publish a list of federal obligated projects each year. RTC does a little more than that; they publish a summary report in addition to providing the list of projects. Mr. Robins said obligation is an important definition that needs to be understood. It basically means that you have entered into an agreement with Federal Highway Administration or Federal Transit Administration for them to reimburse you on funding. It doesn't mean that money is actually spent necessarily in the year. It is not unusual to obligate money in October, select a contractor in January, and work starts in the spring. It will show up in the 2019 report, but the work might not occur until 2020.

Mr. Robins provided a slide with federal obligation totals over the last five years. Year 2015 was quite large. This was due to the Fourth Plain BRT Project, which was about half of the total funding that year. This last year was also a big year. They saw WSDOT spend a significant higher amount of money on preservation projects. In particular, they removed the traffic signals on SR-500 two years ago; this last year they did the paving on SR-500. Mr. Robins provided a pie chart with the percentage of how the money was spent by the project types. Preservation and transit were the largest recipient of federal dollars that were obligated in 2019. A chart showed the four funding programs, the amount of funds obligated, and the

percent of funds obligated that RTC selected. A total of \$8.5 million was obligated, which is 80% of their \$10.5 million. RTC has been running ahead for multiple years, but that gap is narrowing every year. Agency staffs are under a lot of pressure to deliver projects, and deliver them on time. Mr. Robins said he had talked about agencies having to obligate projects by July. This is in order for RTC to hit their obligation target on time. The list of projects that were obligated was listed at the back pages of the report. Projects were listed by agencies.

### **VIII. State Legislative Session Update**

Mr. Ransom referred to the memo distributed to Board Members. He said most of the discussion is from what they heard when the Clark County Transportation Alliance convened in Olympia on February 18. He and many members around the table attended.

Mr. Ransom said Washington Department of Transportation Secretary Roger Millar gave a debriefing of the report that he has been providing to the Legislature and other stakeholder groups. One takeaway was the state transportation system needs significant increases in recurring maintenance and preservation funding. Also, the diverse needs of the state's residents and businesses compel WSDOT to deliver a multi-modal transportation program.

In addition, I-976 related funding impacts and the YR 2019-2021 Supplemental Transportation Budget was discussed. At this time, the supplemental Operating Budget for WSDOT has been moved in both chambers. Most lobbyists agreed that the Legislature was likely to present a short-term fix with most major programs (including the rural transit grant programs) remaining intact and funded through June 2021. The projects that have been paused are presumptively un-paused.

Carley Francis said that it is a difference in timing about when they chose to assume the un-pause. Also, C-TRAN in one of those packages, there was a delay in the purchase of buses in terms of 2021-2023 delay for some of that work, but not for vulnerable populations and the projects provided to them.

Mr. Ransom said association lobbyists agreed that now is the time to work with state legislators on the development of the proposed New Law Transportation Funding Package. That includes both on the project list and the revenue side. All focus will turn to the 2021 Legislative Session, since revenue and project impacts not addressed in the 2020 Session will need to be addressed then. Regional partners could be well served by engaging with legislators throughout 2020 to provide input for regional project and revenue priorities in advance of the 2021 legislative session.

Chair Hughes said Secretary Millar's discussion on maintenance was incredible. He said for as far behind they are in maintenance, it is a wonder how they get it done.

Carley Francis said they do the best they can with what they have. She said they have needs for 7500 lane miles across the state, and they can deal with 750. They have 100 bridges that need painting, and they can deal with two or four. Ms. Francis said that is the reality of the situation

that they are in. It is important to remember that the economy that they rely on is built on the system that they have. The failure to maintain that is really a problem and a risk.

Bill Iyall said they are on a short timeframe on this legislative session, and he asked what their constraints were and if they needed some backing on that going forward.

Carley Francis said she doesn't request lobbying by anyone. She did note that the Secretary's presentation really focuses on a longer arc of a conversation with legislature, which is building their understanding of the gaps and the challenges that they face. It is trying to highlight that the program that they have and the program that they have grown accustomed to, now having a set of projects that is identified by legislature really relies on the capacity of lobbyists to get projects on to that list. You are either on the list, or you wait for 10 or 15 years. Ms. Francis said part of the Secretary's presentation to the legislature was asking questions about whether or not there were other ways to do this, and part of his presentation specifically talks about the idea of considering a programmatic approach where you might have different programs of need. WSDOT's focus would be thinking about safety as a program. Part of his presentation talks about how that costs the state \$15 billion a year, and they spend less than \$50 million a year on the problem. Ms. Francis said part of it is saying if you put money into programmatic buckets, and say these are the performance expectations that we have, and you run that grant program every two years, and that folks would have the capacity to compete for those monies based on the qualities of the project and what could come out of it. It does still provide the opportunity for local agencies to compete for and receive projects. That was sort of more of a model that had previously. They did move away from it, and it didn't necessarily provide all of approach that folks sometimes like to see in how funding is distributed. The timing gaps between programs and the way in which they get made up is something to just consider whether or not it really feels like it works for everybody.

Mr. Ransom provided next steps as related to the feedback on the Clark County Transportation Alliance (CCTA) Olympia Day. He noted that they did meet with each of their members of their delegation. Mr. Ransom said he felt there was a clear message that this needed to be worked on now. He said he might try to collaborate with their CCTA sponsor, Identity Clark County, and possibly hold a forum after session or invite our state legislators specifically to an RTC Board meeting, to maybe brief them and have a group discussion about regional priorities. This would be in preparation for what is likely to be by necessity, and also by a new revenue package.

Mr. Ransom highlighted a few of the Bills as listed in the memo.

Mr. Ransom said the Oregon Session came to a halt, given they didn't have a quorum of republicans or democrats, so they can't conduct business. He said he was not aware of any policy bills that would affect regional issues on the Portland side.

Mandy Putney said there is nothing new on the table that hadn't been mentioned in earlier meetings.

Mr. Ransom noted the last page of the memo with some of the Oregon projects that staff is monitoring. These include the I-5 Rose Quarter Project, the I-205 and I-5 Tolling Program, and

something that Councilor Craddick might be able to brief them on at a future meeting, a regional levy that Metro is considering. It is a transportation levy that they may be putting out to voters this spring, and is upwards for \$4 billion for investment, primarily on the arterial roadways and some of the key state arterial routes in Oregon. It would affect constituents here in Washington.

#### **IX. Vancouver Counts – Census 2020 Report**

Mr. Ransom introduced this item by introducing Carol Bua with the City of Vancouver who is one of the Communications Directors for this joint effort. At the table was a letter sent to Mr. Ransom by Councilor Lentz. She was not able to be there today. She is one of the Co-chairs, and Councilor Ty Stober is the Vancouver Co-Chair. Councilor Lentz asked that her letter be distributed to members; it explains the Census effort here locally, and Carol would provide more information. Mark Harrington would provide a lead off to give an understanding as to why the Census is important to the Metropolitan Planning Process. Carol would provide some details about the local process.

Mr. Harrington works extensively with demographic data, mapping, and modeling at RTC. With the 2020 Census about to be released, they thought it would be good to take some time to discuss some information with the Board about how RTC uses Census data and other U.S. Census Bureau data products, and how they directly affect RTC as well as indirectly affect RTC's programs.

Mr. Harrington said the Census is required by the Constitution. The first Census was taken within two years, in 1790, after the ratification of the U.S. Constitution. That first Census recorded 3.9 million people in the country. The Census has been taken every 10 years, consistently; it has never been missed, not due to war or any other act in our history. In 1830, there were 10 million people. By 1920, there were 100 million people in the country. In 1970, there were over 200 million people, and in the last Census in 2010, we have crossed the 300 million people threshold.

The main purpose of the Census is to apportion representation within Congress, and to draw Congressional District maps, as well as often used within States to draw State Legislative Districts as well. RTC also has a number of uses for the Census.

Mr. Harrington said there are two pieces of the Census data the RTC uses. One is the main Census that is conducted every ten years. There is only a little bit of data collected in the main Census: people's names, sex, age, relationship to the head of household, Hispanic origin, race, residence type in which they dwell, and the ownership. This is called the Census Short Form. Since 2010, they have only sent Census Short Forms. The ACS, the American Community Survey, replaced the Census Long Form in 2005. Prior to that, in the 2000 Census, 1990, 1980, 1970, and going back into the '40s, there was Census Long Form Data, which included more data. From 1970 on, about one in six households received Census Long Form requests for that data. Beginning in 2005, the Census Long Form was detached from the Census that comes out every ten years, and it is done annually at a much smaller percentage of U.S. households. It

helps them to provide an ongoing update of demographic change and socioeconomic change within the country instead of waiting for this every ten years. It covers a lot more information: information about household income, occupation of its workers, disability, and language spoken at home. There is more information about the household as well: how many units in the structure, number of rooms in the household, plumbing, telephone, heating fuel, vehicles available to the household, and costs.

How does the Census play out for RTC? Information about population is used in many federal funding formulas for transportation. Not just the grant programs, but also through federal funding that goes directly to MPOs and State DOTs for doing their planning work. Also, the Census information is used to designate rural and urban locations for federal aid. They talk about federal functional class for roadways has both an urban and a rural classification, and different pots of money are available to different classifications, whether it be rural or urban. Examples would be STBG urban funding, as well as STBG rural funding. With the new updated Census, what is designated urban and rural will change, and what facilities are designated urban and rural will also change. The Census information is also used by the State Office of Financial Management in doing the population forecast for everyone in the state; so both counties and cities.

RTC uses the information as well for their Regional Transportation Plan (RTP) work with forecasts, not just forecast of the numbers, but also what those look like in terms of age and other demographics. That information also helps with them understanding births and deaths as well as migration patterns. RTC also uses the Census information to meet various federal Civil Rights, and other obligations that they have: Title VI, Limited English Proficiency, as well as Environmental Justice. They map minority populations, and evaluate equity and Environmental Justice for both their plans and programs. The use that data for inputs into regional transportation planning forecasting tools: household size, income, age of head of household, vehicles available, number of workers, and children present. Surveys that they undertake to understand household travel behavior are samples of maybe 1 to 2% of the population. From there, they use Census data to weight and expand that data to develop and estimate models of travel and behavior within our region. Census data is very important to RTC from a funding perspective, meeting obligations for federal law, as well as to develop tools that they use for their planning work. RTC fully supports all efforts done by the state and cities to do our best to get our citizens engaged in the Census. Mr. Harrington turned it over to Carol Bua to talk about her effort with that.

Carol Bua said this is the federal government's count of every resident in the nation. The next Census day is April 1<sup>st</sup>, but the date they should be aware of is March 12<sup>th</sup>. That is the day that the federal government starts mailing to every address in the nation an invitation to take the Census. Ms. Bua said if you are in the first wave of getting those from March 12 through April 1, you will be able to take the census before April 1. The Census used to be all paper based. This year for the first time, you can respond to the Census online. If you can't respond online, the Census Bureau will follow up with a mailed paper Census, and there are a lot of

options for languages and other assistance for people who need it to take the Census. The other date is in May. If you haven't responded to the Census, the Census Bureau will send somebody to your door. They will knock on your door until you answer, and get that Census information filled out.

Ms. Bua said the Census is very important. It supplies critical data that determines the distribution of hundreds of billions of dollars to states and communities. Ms. Bua said she found it interesting in starting the Census work to find out some of the federal programs that distribution of funds were determined by Census counts. In order from highest funded down, she named the top 10 programs that are funded through the Census data: Medical Assistance Program, Supplemental Nutrition Assistance Program (SNAP Program), Medicare Part B, Highway Planning and Construction, National School Lunch Program, Temporary Assistance for Needy families, Section 8 Housing Voucher Program, Title 1 Grants to Local Education Agencies, Special Education Grants to States, and the Head Start Program. Additionally, private and public agencies, organizations, and institutions use this data to help determine where to build schools, roads, healthcare facilities, childcare facilities, and senior citizen centers. The Census data is also used by businesses when making decisions on where to build, locate, or expand.

Ms. Bua said because the Census is only once in a decade, it is really their opportunity for this region and our communities to be counted. It will have lasting implications for Vancouver and the entire region since it won't be done for another ten years. She said at the City of Vancouver they have been doing an extensive outreach campaign to inform and motivate people to respond to the Census; because it is so important.

Last summer, the City of Vancouver and Clark County partnered to form a Complete Counts Census Committee. That Committee is co-chaired by Vancouver City Councilor Ty Stober and Clark County Councilor Temple Lentz. Ms. Bua thanked them for their work on the committee. The Committee has been meeting regularly since last summer. On the Committee are more than 70 representatives, representing a wide variety of organizations not just in the City of Vancouver, but all throughout the county and region. Some of the focus of the Committee is really helping to provide support to each other for reaching those historically hard to count communities, communities of color, and Census tracks where the Census Bureau has indicated that these are estimated to be lower count regions. There is a broad focus on getting those targeted communities.

Outreach will not end on April 1, on Census day. It will continue out through May reminding people to respond. It will keep going on through May and June. Several of the organizations around the table are on the committee and partners. Ms. Bua thanked them for that. She said right now they are working with C-TRAN to get cards up on the vine routes and some of the other buses around town.

Some of the things that the City has been doing, they have been doing with the intent of sharing them with everybody. Anybody that would like information, how to communicate to employees, need fliers or post cards, they have got it all, and they have them all translated into

several different languages, and they are happy to provide support for all to communicate to their constituencies, stakeholders, and organizations. Ms. Bua stressed the importance of the Census, helping to raise awareness throughout each member's organization and stakeholders. She said to please reach out to her if they need support or information or materials. Ms. Bua said they have created a lot materials Vancouver specific, but that can all be taken off and adapted for your own. They would be happy to share.

## **Other Business**

### **X. Other Business**

#### From the Board

Anne McEnerny-Ogle said that C-TRAN received a medium-high rank on a routine, and she thought the CEO should explain that ranking and why it is important.

Shawn Donaghy said he had two items with kudos actually. He wanted to take a minute to thank both WSDOT and ODOT. They have been working on a few Bus on Shoulder projects that will be related to the I-5 Bridge Trunnion replacement. He said their partnership has been outstanding, and he wanted to say how much he appreciated that from both agencies and thanked them. Mr. Donaghy said he also wanted to give some recognition to Scott Patterson who is C-TRAN's Chief External Affairs Officer. He said Scott's team has done a fantastic job with the Mill Plain Bus Rapid Transit (BRT) in gathering support from the business community, the community at large, and anybody that would be impacted by the BRT line. Recently the Mill Plain BRT project received a medium-high rating from the FTA. That is not typical from the FTA, so they were very thankful, not only to the FTA, but especially to their local partners, that all feeds into that rating. Mr. Donaghy said they are looking forward to getting the funding for that, hopefully, at the end of this year.

Councilor Medvigy asked if they could get an update on the I-5 Bridge project. He said his understanding was that all of the work that was done on the I-5 replacement is being somewhat streamlined to try to identify what can be refreshed and what needs to be done over, and in certain areas, the RTC staff will help supplement some of the work. He asked if they have any milestones or timelines.

Carley Francis said there are three key building blocks needed to move the project forward. One is hiring a program administrator. That recruitment was out on February 21. They are hoping that concludes this spring. The second is to procure a general engineering consultant to provide technical services. Local agencies may also be asked to support the technical services with staff support. The third is reconvening regional program partners. Those include: WSDOT and ODOT, C-TRAN and TriMet, RTC and Metro, as well as the City of Vancouver and City of Portland, along with the Port of Vancouver and Port of Portland. Those parties are meeting now through a series of facilitated workshops. It is so incredibly important to have this series of discussions to figure out how they can work together effectively. Ms. Francis said the substantive program work will include things like reviewing the Purpose and Need, which is

what problems they are trying to address. There were six problems last time. They all seem to be clearly still out there, but it is important to have that question asked and answered with public engagement associated with it, and whether or not there is another problem, maybe that folks want to add in. Ms. Francis said the NEPA process, specifically, is about making sure you know what problem you are trying to address and then progressing through. Some of those are key questions that will come up for those parties and others, depending upon how they establish a structure for building the broad regional support that is necessary. They hope to have a lot of things come forward in the spring.

Mayor McEnery-Ogle asked if the next Bi-State meeting was in April after the Legislature.

Ms. Francis said they are discussing about having the next Bi-State Legislative meeting, but they have not scheduled a date. The plan was to wait until the session ended and then schedule something, but they anticipate that in April.

Councilor Medvigy asked how much work it would take to do a test of modeling the anticipated trips during the I-5 Bridge trunnion repair to see what that may look like when that happens.

Matt Ransom said ODOT is leading the trunnion project. Their Traffic engineering teams have put together pretty extensive forecasts in their own development of their traffic management plans. Those plans would include things like how they are going to sign the corridor and how they are going to communicate to the public. He said he couldn't speak to exactly what they have done, other than he knows that they have done it. He said he would follow up after this meeting and inquire. Further, he said there is value and that was something he was going to program for a Board meeting to have an informational update sometime this spring or summer to do a formal briefing by the Project leads on that project. At that time, they may be able to report out on what the traffic management plan is. They may be able to speak to this issue of forecasting.

Councilor Medvigy asked just how much work is involved in that modeling, 1 hour or 40 or 60 hours.

Mr. Ransom said it is a lot of work, but he is not the one to answer that. He would talk with rTC staff to get a more cohesive response to the question.

Carley Francis noted that she participated in discussions about the last trunnion repair work that happened in 1997. Then and now there was a similar kind of approach of having two lanes and one lane in each direction on one structure. The general game plan from ODOT primarily, but also in conjunction with WSDOT, is to really communicate out to folks a broad array, expect things to be really bad and make choices that work for you; either car pool or change your time or don't go or whatever. There is a heavy weight of messaging.

Chair Hughes said he had talked to three people who do go over the bridge, and their companies have already well informed their people about this. As a matter of fact, all three of those people are taking vacations during that time. It is going to be interesting.

Mandy Putney said they have been trying really hard to reach out to businesses and to start that outreach. She said they have had some pretty significant closures in Oregon over the past year, and have found that excessive communication and warning of worst case scenario really does get people's attention, and they are able to make temporary changes. Many people are, but not everyone is, or they are able to at least be prepared that their trip might be pretty long and challenging for the time period of the closure. Ms. Putney echoed what Ms. Francis said, it is not necessarily indicative of what long-term patterns would be.

Bill Iyall asked what kind of navigational constraints the closure would cause.

Mandy Putney said she didn't have all the details in front of her, but she said her understanding is that the project is being planned so that there will be river navigation, but there might be constraints, as well as there would be traffic moving, it would just be moving slower and in a more limited way. Ms. Putney said they would be happy to provide a presentation with their partners at any point that is wanted.

Carley Francis said what is interesting is that the September timeframe has really been chosen to both when the river level is low and traffic is low. So it is really trying to optimize the timeframe when it may try to minimize the challenge.

From the Director

Mr. Ransom provided a Project Showcase for the Ridgefield Main Avenue Access Improvements project that RTC helped fund with \$148,000. The total project cost was \$4,500,000 sponsored by FHWA, Clark County, and the City of Ridgefield. The improvements included an impressive sidewalk/multi use trail that connects downtown Ridgefield with the Ridgefield National Wildlife Headquarters.

Mr. Ransom referred to the memo included in the meeting packet for RTC Member Contributions (Dues) for 2021. Each April, according to RTC Bylaws, they are to report and recommend dues of members for the next year. This would be for 2021. In 2016, the Board said by policy that they should do an annual review to assess and they gave some parameters in terms of the cost index at the federal level that they use as a CPI adjustment factor. On page two of the memo shows the index that is to be used for this purpose. It finds a 2.7% increase. That is applied across the MPO member contributions, the cities and unincorporated area of Clark County. When the Board adopted the 2016 policy, it set static the RTPO members, Skamania and Klickitat County partners dues until a five-year review. That five year review would be next year after they have some updated Census data. The updated table on page three shows the recommended contributions with the MPO member's portion total raise about \$5,000. Mr. Ransom reminded members that the dues are used for the local match for the Federal grants that they receive. This item will be presented for Board action at the April meeting.

Mr. Ransom had a few administrative updates. In order to improve efficiency and improving processes, Mr. Ransom said he will be introducing two resolutions at the next meeting addressing more financial accounting functions. One relates to how they approve claims. Since

RTC meets once a month there are interim periods that need to be approved otherwise people can't get paid, etc. In 1999, the Board adopted a resolution that said the Director could approve the payment of these claims on an intermediate basis, and reintroduce those at the monthly Board meeting. They have come to learn that the form of that resolution is not proper. They need to adopt a new resolution that would provide under the statute the specific language that would grant the authority for the Chair and in the Chair's absence, the Vice Chair, to approve a mid-month claims list. Those same claims would be introduced to the Board formally for ratification at the monthly meeting. In conjunction will implement an electronic signature system. This is to help simplify and speed up the processes.

On the second matter, Mr. Ransom noted that as a grant recipient agency, he has to attest to, certify, and sign forms and agreements with the federal government, and Ted Gathe does the same on occasion as the General Counsel to the agency. Every year in the state audit, the auditors say what authority have you been granted? Mr. Ransom said the authorities have previously been granted, but are in different documents. He said his proposal is to put it in one resolution. That way when a question comes, it is clear that authority has been granted. It is easier for the auditors to have it in one place. The proposed doesn't substantively change any of the authorities that have been granted. Mr. Ransom said if members had any questions about those in the interim to contact him for more details.

Mr. Ransom said they are updating their branding and adding the Cowlitz Indian Tribe logo to the list. He said it is a complex logo in terms of its detail and very beautiful. He presented a copy displaying all 25 member agencies. RTC items would be updated accordingly.

Mr. Ransom said that he attended the I-5 Bridge Replacement Program Partner Agency's first workshop the previous day representing the RTC Board. He said he told the partners around the table that RTC Board's interest is clear, which is: the RTC deems the I-5 Bridge replacement a priority project. The Board has expressed on multiple occasions that this is a priority, so the message is: let's get this done. In the coming months, he said he will probably be able to report back what the role of RTC would look like at a minimum. It is presumed that they would be a signatory or a partner to the NEPA process. More on this topic will be shared in the coming months.

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

## **XI. Adjourn**

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

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Scott Hughes, Board of Directors Chair