



Board of Directors Meeting Agenda

DATE : Tuesday, July 13, 2010
TIME : 5:30 p.m.
PLACE : C-TRAN Administrative Facility, 2425 NE 65th Avenue, Vancouver, Washington 98661
(360-696-4494, e-mail: debbiej@c-tran.org; Web site: www.c-tran.com)

C-TRAN'S Administrative Facility is accessible by C-TRAN Routes #4 - Fourth Plain and #30 - Burton

The complete C-TRAN Board of Directors meeting packet is available on C-TRAN's website at
http://www.c-tran.com/board_meeting_minutes.html

AGENDA

PAGE #

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL OF BOARD MEMBERS

CHANGES TO AND APPROVAL OF THE BOARD AGENDA

CONSENT ITEMS

1. APPROVAL OF BOARD JUNE 8, 2010 MINUTES, Executive Assistant/Clerk of the Board
Debbie Jermann 3
2. TRANSMITTAL OF CLAIM VOUCHERS NUMBERED 085607 THROUGH 085882 PLUS
PAYROLL FOR JUNE 2010, IN THE TOTAL AMOUNT OF \$3,515,948.51, Controller Diane
O'Regan 22
3. APPROVAL OF C-TRAN CITIZEN ADVISORY COMMITTEE REAPPOINTMENTS
(DEBBIE HANSEN, CAROL BARTELL, JOAN DELZER, AND KEVIN KEAY), STAFF
REPORT #10-025, Passenger Service Manager Walt Gordon 37

CITIZEN COMMENTS TO THE BOARD – *(Anyone requesting to speak to the Board of Directors may come forward at this time. Comments are limited to three minutes.)*

PRESENTATIONS

- 1. C-TRAN CITIZEN ADVISORY COMMITTEE (CCAC) QUARTERLY REPORT, STAFF REPORT #10-026, CCAC Chair Bob Sellers (5 minute presentation) 38
- 2. SALMON CREEK PARK & RIDE PRESENTATION, WSDOT Assistant Engineer Allen Hendy, P.E. (10 minute presentation)
- 3. CONTINUATION OF DISCUSSION REGARDING EXECUTIVE DIRECTOR/CEO PURCHASING THRESHOLDS; BOARD POLICY PBD-003, DISCUSSION ONLY PAPER #10-05, Controller Diane O'Regan (1 minute staff presentation) 39

ITEMS FROM THE CONSENT AGENDA

COMMUNICATIONS

From The Chair

From The Board

From The Executive Director/CEO

- 1. International Study Mission Recap, Executive Director/CEO Jeff Hamm

ADJOURNMENT

UPCOMING C-TRAN BOARD OF DIRECTORS MEETINGS

- August 10, 2010 – 5:30 p.m.
- September 14, 2010 – 5:30 p.m.
- October 12, 2010 – 5:30 p.m.
- November 9, 2010 – 5:30 p.m.
- December 14, 2010 – 5:30 p.m.

All meetings are held at C-TRAN, 2425 NE 65th Avenue, Vancouver, Washington unless advertised differently.



**C-TRAN BOARD OF DIRECTORS
MEETING MINUTES**

June 8, 2010

The C-TRAN Board of Directors meeting was held Tuesday, June 8, 2010 at C-TRAN Administrative Facility, 2425 NE 65th Avenue, Vancouver, Washington 98661.

CALL TO ORDER

Chair Marc Boldt called the meeting to order at 5:40 p.m.

PLEDGE OF ALLEGIANCE

Chair Boldt led the Pledge of Allegiance.

ROLL CALL OF MEMBERS

PRESENT: Marc Boldt, Linda Dietzman, Bill Ganley, Jeanne Harris, Tim Leavitt, Ron Onslow (Alternate for Jim Irish), Jeanne Stewart, Steve Stuart

ABSENT: Tom Mielke

CHANGES TO AND APPROVAL OF THE BOARD AGENDA

Executive Director/CEO Jeff Hamm requested Staff Report #10-023, regarding a proposed executive session policy, proposed changes to C-TRAN's bylaws, and amendment to Board Policy PBD-012–Code of Ethics, be changed from an action item to an information/discussion item.

TIM LEAVITT MOTIONED, STEVE STUART SECONDED, AND MOTION CARRIED TO APPROVE THE AGENDA, MOVING STAFF REPORT #10-023 FROM AN ACTION ITEM TO AN INFORMATION/DISCUSSION ITEM.

BOARD RESOLUTION

1. PRESENTATION TO RETIRING FINANCE TECHNICIAN DONNA MICHALEK, BOARD RESOLUTION #10-009

JEANNE STEWART MOTIONED, LINDA DIETZMAN SECONDED, AND MOTION CARRIED TO APPROVE BOARD RESOLUTION #10-009, RECOGNIZING RETIRING FINANCE TECHNICIAN DONNA MICHALEK FOR 20 YEARS OF SERVICE.

CONSENT AGENDA

1. APPROVAL OF BOARD MAY 11, 2010 MINUTES
2. TRANSMITTAL OF CLAIM VOUCHERS NUMBERED 085270 THROUGH 085531 PLUS PAYROLL FOR MAY 2010, IN THE TOTAL AMOUNT OF \$2,484,183.31
3. APPROVAL OF C-TRAN CITIZEN ADVISORY COMMITTEE NOMINATION (LEANNE SOSA REPRESENTING PEOPLE WITH DEVELOPMENTAL DISABILITIES), STAFF REPORT #10-021

Ms. Sosa has applied to represent people with Developmental Disabilities on C-TRAN’s Citizen Advisory Committee (CCAC). Ms. Sosa is the owner/operator of Sosa and Company, a vocational training program for people with developmental disabilities. She has firsthand experience in arranging transportation on C-VAN and has conducted travel training on Fixed Route buses for some of her clients. Ms. Sosa has a passion for people with disabilities and understands the importance that transportation plays in their lives, has worked with developmentally disabled people for the past 24 years, and has an extensive network within the disabled community. Her direct experiences will assist the Committee in its work and ensure that people with disabilities are adequately represented.

4. BOARD POLICY PBD-006 – C-TRAN EXECUTIVE DIRECTOR/CEO COMPENSATION POLICY, STAFF REPORT #10-022

At the December 8, 2009 Board meeting, a committee was formed to review the Executive Director/CEO’s compensation. At the April 13, 2010 Board meeting, the committee recommended an adjustment to the vacation accrual for the Executive Director/CEO as follows:

YEARS OF SERVICE	VACATION ACCRUAL
0-5	20 days
6-10	25 days
11-15	30 days
16-20	30 days

For clarification, Board Policy #PBD-006 has been revised to include the vacation accrual specific to the Executive Director/CEO. All other benefit provisions of Personnel Policy #250, Section 2.9 will continue to apply to the Executive Director/CEO.

STEVE STUART MOTIONED, BILL GANLEY SECONDED, AND MOTION CARRIED TO APPROVE THE CONSENT AGENDA.

CITIZEN COMMENTS TO THE BOARD

JIM KARLOCK, 3311 NE 35TH, PORTLAND, OR 97212 distributed a document entitled “Why you need to re-write the 2030 plan before approval”, attached to these minutes as Exhibit A. Mr. Karlock read excerpts from the document into the record.

SHARIF BURZIK, 3301 E. 4TH PLAIN, VANCOUVER, WA stated he represents the Fourth Plain Business Coalition and the coalition is eager to collaborate with C-TRAN during the development of Bus Rapid Transit (BRT) on the Fourth Plain corridor. Mr. Burzik urged C-TRAN to ensure the businesses in the corridor are protected.

PETER KURFURST, 2615 E. 4TH PLAIN BLVD., VANCOUVER, WA stated his business, Butcher Boys, has been in operation for 41 years, and he is concerned the businesses have not been involved in the planning process for BRT along the Fourth Plain corridor. Mr. Kurfurst stated he is also concerned BRT could eliminate left hand turns onto Fourth Plain. Mr. Kurfurst urged C-TRAN to improve outreach to the businesses on Fourth Plain as the project progresses.

Executive Director/CEO Hamm advised that as the project progresses, staff would meet with businesses individually and include representation of the businesses on the advisory committee that will be formed for project planning.

ED LYNCH, 4712 FRANKLIN ST., VANCOUVER, WA stated he represents Identity Clark County, and supports building a replacement bridge, but it needs to be done right. The bridge needs to be built sooner rather than later.

JAMES KURFURST, 2615 E. FOURTH PLAIN BLVD., VANCOUVER, WA stated he represents Butcher Boys, which has been in business on Fourth Plain for 41 years. If left turns are not allowed on Fourth Plain, it will kill business. Mr. Kurfurst urged C-TRAN to help the businesses on the Fourth Plain corridor survive.

MARK MAGGIORA, PO BOX 5888, VANCOUVER, WA stated he represents the Fourth Plain Revitalization Task Force, which seeks to work closely with C-TRAN on the design and implementation of BRT on Fourth Plain. Mr. Maggiora said the interest of the Task Force's Housing Coalition is to contribute to the expanded livability of the area, including expanded access to all modes of transportation. The expectation is for the 2030 Plan implementation to affirm and enhance the principles and practices specified with the City of Vancouver Sub Area Plan.

SHARON NASSET, 5003 N. LOMBARD, PORTLAND, OR said the NEPA process is important and requested another study be performed for the Columbia River Crossing project. (*Scribes Note: The National Environmental Policy Act (NEPA) is a federal law requiring agencies that receive federal funding to consider the impacts to environmental, cultural and social resources from their proposed projects*)

ANNE McENERNY-OGLE, 3501 F. ST., VANCOUVER, WA advised she is Chair of and representing the Shumway Neighborhood Association. Ms. McEnery-Ogle said the adoption of the RTC High Capacity Transit (HCT) as part of C-TRAN's 2030 Plan, includes the approval of the route map. While the study discusses I-5 and Highway 99, it does not discuss Main Street from McLoughlin north to Hazel Dell. At the neighborhood meetings, "conceptual maps" were discussed; however, Main Street was not identified as a route. Ms. McEnery-Ogle advised the Shumway Neighborhood passed a resolution urging the C-TRAN Board of Directors to pass the 2030 Plan without the route map.

DERGA RUGGLES, 4121 E. 16TH STREET, VANCOUVER, WA, urged the Board to include all modes of transportation and long-term planning with livability and preservation of community. Trees, small scale pedestrian-centric planning with a village feel is an invitation to walk, shop, and take pride in their neighborhoods.

CODY REICH, 4700 E. FOURTH PLAIN BLVD., VANCOUVER, WA stated he is the owner of Columbia Signs and moved his business to Fourth Plain 2-1/2 years ago because of increased traffic and exposure. Mr. Reich said if BRT on Fourth Plain eliminates left hand turns and only leaves two lanes for traffic, he would be forced to relocate his business. Mr. Reich said the proposed changes on Fourth Plain could cause the area to deteriorate.

LIGHTER SIDE INTERLUDE

1. **SAFEWATCH PROGRAM AT WORK!**

Field Operations Manager Bob Medcraft and Field Support Supervisor Helen Scott gave the presentation.

STAFF REPORTS

1. EXECUTIVE SESSION POLICY, PROPOSED CHANGES TO C-TRAN'S BYLAWS, AND AMENDMENT TO BOARD POLICY PBD-012-CODE OF ETHICS, STAFF REPORT #10-023

The Open Public Meetings Act, and specifically RCW 42.30.110, authorizes the C-TRAN Board of Directors (the "Board") to hold an executive session during a regular or special meeting for the purpose of discussing matters delineated therein. In addition, the C-TRAN Bylaws authorize executive sessions to be held during any regular or special meeting of Board committees.

The Legislation prohibits the Nonvoting Member from attending any executive session held for the purpose of discussing negotiations with labor organizations, and allows the Chair of the Board to exclude the Nonvoting Member from executive sessions called for other purposes under the Act. The Legislation, however, does not fully address the procedure for excluding the Nonvoting Member from executive sessions and does not address legal and practical considerations with respect to including the Nonvoting Member in executive sessions (such as, without limitation, attorney-client privilege, due process, and potential breach of conflict of interest or fiduciary requirements). At this time, the Washington State Legislature has not provided guidance on these issues.

Absent guidance from the Legislature, the resolutions present policy options for the Board in addressing executive sessions. The policy options are intended to:

- Guide the Board in meeting its obligations under applicable statutes and code provisions associated with open public meetings and executive sessions.
- Supplement but not replace any applicable state laws governing open public meetings and executive sessions, including but not limited to the Act and the Legislation.
- Take prudent measures to fully preserve the attorney-client privilege and attorney work product privilege held by or related to C-TRAN.

The policy presented in resolution Option 1, addresses the issues not fully vetted by the Legislature. It declares a preference of the Board to exclude the Nonvoting Member from all executive sessions.

The policy presented in resolution Option 2 is another option for addressing the issues not fully vetted by the Legislature. It declares a preference of the Board to exclude the Nonvoting Member from certain specified executive sessions and to include the Nonvoting Member in other executive sessions as determined on a case-by-case basis to be in the best interest of the agency, and requests that the Chair of the Board (including all acting Chairs) and Chairs of Board committees (including all acting Chairs) exclude the Nonvoting Member from any portion of an executive session of the Board or Board committees called for certain purposes.

Per Section 6 of the adopted bylaws, the bylaws may be revised or amended at any regular or special meeting of the Board by a vote of the majority of the whole membership of the Board, except as otherwise provided in the bylaws, provided that copies of the proposed revisions or amendments shall have been available to each Board Member at least 30 days prior to the regular or special meeting at which proposed revisions or amendments are to be acted upon. The proposed Bylaw amendments were presented to the Board at the May 11, 2010 meeting.

Executive Director/CEO Hamm advised the ATU 757 has expressed concerns with the proposal and is requesting the Board decision be postponed until further discussions between C-TRAN and labor can occur. A Board Committee could be established to participate in these discussions.

Board Member Steve Stuart suggested the proposed changes to the bylaws be simplified to differentiate between voting and non-voting members only where it actually makes a difference, rather than throughout the entire document.

Board Member Tim Leavitt concurred with Board Member Stuart, adding the proposed language in the resolution options does not treat the voting and non-voting board members equally. Board Member Leavitt added he understands the Board Member representing labor will not be able to attend executive sessions that discuss labor negotiations.

Board Member Ron Onslow questioned if a conflict of interest could occur if the labor representative attended executive sessions to discuss personnel issues.

Board Member Steve Stuart said he does not feel a conflict of interest would occur in all instances, and could provide a unique insight in some instances.

Board Member Jeanne Stewart said she has concerns that conflicts that result of contract negotiations could have an impact on the Executive Director/CEO evaluation process, potentially causing damage to the operation of the agency. Board Member Stewart stated the proposed amendments to the bylaws and resolution provide a distinction between a Board Member who is an elected official and the labor representative.

Board member Linda Dietzman questioned if the labor representative would be subject to Public Disclosure Commission (PDC) rules and regulations, and added there are potential conflicts of interest for some executive session discussions.

Board Member Jeanne Harris agreed that the non-voting labor representative should be treated the same as other Board Members, with the exception of discussions dealing with labor negotiations.

Legal Counsel Tom Wolfendale advised he has received written communication from the ATU requesting C-TRAN and ATU schedule time to discuss the proposal. Legal Counsel Wolfendale said issues that need to be addressed that were not covered in the legislation include attorney/client privilege and when the non-voting labor representative would need to recuse them self due to a conflict of interest.

Board Member Bill Ganley said there are many areas where the impacts of the new legislation will need to be addressed. Board Member Ganley said as a union member, he would not be comfortable participating in the Executive Officer's evaluation and he does not support the non-voting labor representative participating in executive sessions dealing with personnel issues. He also stated that as a school employee, he would not be allowed to serve on the school board and that an employee of the city would not be allowed to serve on city council.

BILL GANLEY MOTIONED, JEANNE HARRIS SECONDED, AND MOTION CARRIED TO FORM A C-TRAN BOARD OF DIRECTORS AD HOC COMMITTEE TO MEET WITH LABOR REPRESENTATIVES TO DISCUSS THE ISSUES RELATING TO THE LABOR REPRESENTATIVE BEING SEATED ON THE C-TRAN BOARD OF DIRECTORS AND REPORT BACK TO THE FULL BOARD IN AUGUST.

Chair Marc Boldt, and Board Members Linda Dietzman and Jeanne Harris were selected to serve on the Ad Hoc Board Committee.

Legal Counsel Wolfendale advised the effective date of the legislation is June 10, 2010 and it is important for the Board to recognize there is a vacancy on the Board as of that date.

STEVE STUART MOTIONED, LINDA DIETZMAN SECONDED, AND MOTION CARRIED TO RECOGNIZE THERE IS AN OPEN AND VACANT POSITION ON THE C-TRAN BOARD OF DIRECTORS, AND THIS VACANCY WILL BE ADDRESSED BY MEETINGS OF THE AD HOC BOARD COMMITTEE AND LABOR.

Board Member Jeanne Stewart suggested C-TRAN refrain from using language that delegates authority to the Chair of the C-TRAN Board of Directors to exclude the non-voting labor representative in executive sessions.

Legal Counsel Wolfendale responded it is clear in the legislation that including the labor representative in executive sessions is at the Chair's discretion. The Board can create guidelines to assist the Chair in making those decisions.

Board Member Jeanne Stewart stated she feels it puts the Chair in an unfair position to be the sole person to make the decision to exclude the non-voting labor representative and could create a legal issue for the Chair as a specific individual.

2. FINAL ADOPTION OF C-TRAN'S 2030 PLAN, STAFF REPORT #10-024

Director of Development & Public Affairs Scott Patterson presented the staff report. At the May 11, 2010 C-TRAN Board of Directors meeting, a public hearing was held on the 20 Year Plan. Following public comment, there were a number of questions from Board members. The following includes each issue raised and staff's response:

- **Issue:** Concern over including RTC HCT System Plan in C-TRAN's 20 Year Transit Development Plan and clarification over how the process for HCT corridors advances through project development.
- **Response:** In chapter 2 of C-TRAN's 20 Year TDP, one of the documents included is the Executive Summary of RTC's Clark County High Capacity Transit System Study and the resolution adopting the study by the RTC Board in December 2008 (see pages 12-28). In addition, RTC's full system study is referenced as an appendix in the C-TRAN 20 Year TDP. It is important to note that RTC's HCT System Plan

was to be a “blueprint” for the development of a long-term future HCT system. It was not a decision to build any single corridor. It did identify four distinct corridors where HCT could be a future option, and that bus rapid transit would be the best match considering cost effectiveness as well as other factors. In the RTC Board resolution adopting the HCT System Plan, the concluding Policy Implication reads: *The HCT system plan provides a framework for C-TRAN and the Clark County region as they move forward to implement transportation improvements in the planned HCT corridors. However, final mode and alignment issues will be determined through the defined Federal Transit Administration’s New Start process.*” The only HCT corridor (other than CRC light rail) included in C-TRAN’s 2030 Plan calls for a BRT line operating in the Fourth Plain corridor. While there is a preliminary alignment that calls for entering downtown Vancouver via Fort Vancouver Way and into the light rail tracks into and out of downtown, the final alignment decision will be made as part of FTA’s Small Starts process, which includes very rigorous studies as well as public involvement. As you know, C-TRAN has received federal appropriations funding from Congress to begin the Alternatives Analysis phase of our project. More information on this can be found in the “Small Starts Fact Sheet”, which is included in Chapter 8 of C-TRAN’s 20 Year TDP on page 117.

- **Issue:** A request to see the proposed C-TRAN 6-Year Transit Development Plan (TDP) that incorporates the early phases of C-TRAN’s 20-Year TDP.
- **Response:** C-TRAN staff is nearing completion on this year’s 6-Year TDP. A copy of the draft, which includes elements of C-TRAN’s 20-Year TDP, is attached to this staff report (Attachment #2).
- **Issue:** Additional detail needed on the plan for assuming debt to pay for certain elements of the 20 Year TDP, including possibility of something less than a 30 year bond.
- **Response:** C-TRAN’s proposed 20 year TDP assumes bonding for three major capital needs: 1) 20% local share for the Fourth Plain capital costs, 2) 50% local share for the Maintenance Facility improvements needed to support the service in the 20 year TDP including BRT vehicles, and 3) 50% local share for the Park & Rides included in the 20 year TDP. The bond term of 30 years was developed into the financial model of the 20-year TDP to match the borrowing term to the useful life of the assets that are to be financed. If C-TRAN were to do a 20-year bond instead of 30, our payments would be higher which would require additional revenue (above the 0.3% sales tax increase) or other proposed improvements would need to be eliminated.

- **Issue:** Detailed capital financial analysis of which elements will be paid for by what source of funds.
- **Response:** A comprehensive list of capital improvements is included as Attachment #3 to this staff report.

- **Issue:** Provide clarification that if the C-TRAN 20 Year TDP is adopted as proposed, it does not include a specific ballot measure strategy.
- **Response:** In Chapter 5 of C-TRAN's 20 Year TDP on page 57 is a section discussing the implementation strategy options. The language in this chapter clearly says that these options all warrant further consideration and that whatever ballot measure strategy is ultimately selected, it would only happen as a separate decision by the C-TRAN Board of Directors, which could happen later this summer. This section also describes three different options that are under consideration by the Board of Directors. These options were presented to the Board at its April 17, 2010 workshop. One of the handouts was titled "Ballot Measure Scenarios" and is included as Attachment #4 to this staff report. At the conclusion of the April 17 workshop, it was communicated that the Board would prefer separating the adoption of the 20 Year TDP from the ballot measure decision and that is how staff is proceeding. Should the Board adopt the 20 Year Plan at its June meeting, staff anticipates bringing the ballot measure discussion back to the Board at its August meeting for further discussion.

- **Issue:** Request for C-TRAN's recent history/milestones between 1999 and 2005 in order for the Board to understand what actions the agency took leading up to its past two ballot measures.
- **Response:** A summary that includes the agency actions in response to the passage of Initiative 695 and the two ballot measures is attached to this staff report as Attachment No. 5.

Board Member Leavitt clarified the preferred alternative does not indicate BRT on Main Street.

Director Patterson added the RTC System Plan identified several corridors for HCT; however, the only corridor being recommended in C-TRAN's 2030 Plan is Fourth Plain.

Board Member Steve Stuart asked if it is possible to adopt only those sections of the 2030 Plan that are pertinent to Fourth Plain BRT to clarify our intent.

Director Patterson stated it was possible; however, staff is recommending the plan be adopted in whole. Executive Director/CEO Hamm clarified all of the elements of the plan are interrelated to assist in shaping future decisions.

Chair Marc Boldt clarified that RTC adopted the HCT Study and it is intended that RTC will also adopt C-TRAN's 2030 Plan.

RTC Executive Director Dean Lookingbill said the C-TRAN 2030 Plan would be adopted as part of the Regional Transit Plan. Director Lookingbill advised it is important to recognize the 2030 Plan illustrates the big picture, and not to get hung up on the details.

Board Member Jeanne Harris said she would support adoption of the 2030 Plan as a whole.

Executive Director/CEO Hamm advised C-TRAN's 2030 Plan is a framework for future decisions, and any proposed project will be analyzed before final decisions are made.

Board Member Jeanne Stewart clarified the 2030 Plan contemplates a sales tax revenue increase. Controller Diane O'Regan confirmed a 0.3 percent sales tax increase is included as an assumption for the plan.

Director Patterson added a discussion regarding ballot measure specifics would be coming to the Board at the August 2010 meeting.

Board Member Jeanne Stewart asked for an assurance that a park and ride lot is not included for the Lincoln Neighborhood. Board Member Stewart said it is possible to do effective transit planning without making decisions that have a negative impact on neighborhoods.

Board Member Jeanne Harris said the 2030 Plan is a vision of what may occur in the future, and while you can present the vision to the community, it is not possible to make promises that something will not occur in the future.

Board Member Bill Ganley concurred the 2030 Plan is only a vision and added that he is encouraged affected citizens and businesses will be involved as we move forward. Board Member Ganley asked staff report annually to the Board on 2030 Plan actions.

Board Member Ganley said while does not 100 percent support all aspects of the plan; he feels it is a good vision to move the agency forward at this time.

Board Member Jeanne Stewart asked staff what is included in the proposed 2030 Plan for a Lincoln Park & Ride. Director Patterson responded nothing is included.

Board Member Leavitt said it is important for staff to return to all neighborhoods and ensure all gaps in any presentations are filled in and everyone has a clear understanding of what is included in the plan. This is a good document and sets the framework for where C-TRAN is going and indicates a prudent investment in transit.

TIM LEAVITT MOTIONED, BILL GANLEY SECONDED, AND MOTION CARRIED TO APPROVE C-TRAN'S 20-YEAR TRANSIT DEVELOPMENT PLAN DATED JUNE 2010 AND DEFER A DECISION ON THE BALLOT MEASURE IMPLEMENTATION FOR A SEPARATE BOARD DISCUSSION TO OCCUR LATER THIS YEAR.

PRESENTATIONS

1. PROPOSED AMENDMENTS TO C-TRAN'S PROCUREMENT POLICY, REGARDING EXECUTIVE DIRECTOR/CEO THRESHOLD OF APPROVAL, DISCUSSION PAPER NO. 10-04

Controller O'Regan made the presentation. C-TRAN has been very successful in compliance audits relating to state and federal regulations and to our own procurement policy. Part of that success can be attributed to C-TRAN Procurement personnel and the \$25,000 threshold for formal procurements. Raising the current threshold has benefits such as alleviating some of the formal procurement burden from the Procurement Division, streamlining the purchase of larger ticket items, and empowering the user division for purchasing decisions. However, raising the threshold also increases concerns regarding decentralization of decision making, which makes monitoring of the procurement process more difficult and may have negative impacts on audit results. Staff is not recommending changing the threshold for formal procurements at this time.

Executive Director/CEO Approval Authority versus Board of Directors Approval

Pierce Transit has an intriguing procurement approval process, which appears to be similar to the City of Vancouver's approval authority. Although formal procurements continue to be required for anything over \$35,000 (\$25,000 in C-TRAN's case), their Executive Director/CEO has the authority to sign and enter the agency into contracts for anything up to \$200,000. Should the Board of Directors' consider this type of approval authority, staff would recommend \$100,000 approval authority for C-TRAN's Executive Director/CEO.

A policy of this nature would address the concerns staff has with increasing the threshold in formal procurements yet still provide the Executive Director/CEO more authority over contracting. This change in policy would also shorten the procurement process by providing the Executive Director/CEO the ability to approve RFP/RFQ rating criteria and entering into a contract without waiting for board meetings for contracts up to \$100,000.

Formal Procurement Rating Criteria

At the March 2006 board meeting, staff was directed to provide all future rating criteria to the board for approval prior to releasing a RFP or RFQ. During that meeting, there had been significant discussion on the scoring criteria and the evaluation process during a contract award for transit advertising services. The Board of Directors' Procurement Policy (PBD-003) has not yet been formally changed to include this requirement but the procurement timeline has consistently included this as part of the process. The review by the Board adds a step in the process and additional time to the process to match the timeline to board meeting dates. Based on the request to reconsider the procurement thresholds, it seemed reasonable to include this part of the process for reconsideration as well.

Board Member Bill Ganley said that due to increased scrutiny of the use of public funds, he supports maintaining the current policy.

Board Member Steve Stuart said he would like additional information on the history of approvals that would be affected by a change in the threshold, specifically purchases between \$25,000 and \$100,000.

Consensus of the Board was to have staff prepare additional information and bring back to the Board for further consideration.

ITEMS FROM THE CONSENT AGENDA

No items were pulled from the consent agenda to be addressed separately.

COMMUNICATIONS

From The Chair

None

From The Board

Board Member Ganley thanked staff for assistance in securing Summer Blast Passes for students.

Board Member Leavitt and Jeanne Stewart asked staff to address traffic issues at Broadway & 13th and Fourth Plain and Main. Executive Director/CEO Hamm said staff is having discussions with impacted business on possible relocation of bus stops. Staff will continue to pursue solutions for all parties.

From the Executive Director/CEO

Executive Director/CEO Hamm shared the itinerary for the International Transit Studies Program mission.

ADJOURNMENT

The meeting was adjourned at 7:45 p.m.

Prepared By: Debbie Jermann

Why you need to re-write the 2030 plan before approval

About your 50-Year Vision Statement for C-Tran:

One vision is to provide “cost-effective public transportation”. How can you be cost effective when your cost is over one DOLLAR per passenger-mile compared to an automobile’s cost of around 20-25 cents?

Another vision is to “reduce dependence on foreign oil, lower carbon emissions”. How do you do that since you use more energy, from oil, to move each person each mile than a typical car. Your average is equivalent to a car getting 17-20 mpg compared to the average car on the road getting 22 mpg. And you use MUCH more than the new Federal fuel economy mandate for cars of 35 mpg.

Then there is to enable “denser land use and development of urban areas”. Since when is it your mission to reshape society to one particular vision of how people should live?

Another vision is to “contain transportation costs for employers and employees”. Since your cost is five times the cost of driving a car, you can only deliver on this vision by taxing people to subsidize a service that make no financial sense.

Then there is “manage traffic congestion”. How does taking two traffic lanes from an, already congested Fourth Plane Blvd., help “manage traffic congestion”?

Then, at the end of a long wish list you get to: “and provide essential transport to persons with no other means of travel.” **Shouldn’t that be your primary purpose? Not reshaping land use. Not telling people where they can and cannot live?**

This plan also includes going into debt.

C-Tran is not in the enviable position of being debt free. You have no expense that is immune from being cut so that you can continue to “provide essential transport to persons with no other means of travel”

Just think how much worse the current hard times would be if you had a million or so per year that was, just plain untouchable. That is what you debt repayment will be. Untouchable, even if you have to cut essential services like is happening all over the country.

Light Rail

Finally, how do you justify running a, 34 minute trip, light rail in parallel with the current 15 minute express bus service to Portland? Or do you plan to discontinue the bus to force people to rail? Or has Trimet promised to make the line an express? Do you really expect people to choose a 34 minute train ride the Portland over a 15 minut express bus?

Exhibit:

A

Meeting Date:

6/8/17

Received By:

D. Germann

Light Rail Opens, Crime Increases 32%!

Clackamas County Sheriff's Office reports calls up 56% & reported crimes up 32% at the terminus of the new I-205 line. Here is their spreadsheet comparing crime in the five months after opening to the same five months in the previous year at the Clackamas Town Center:

Reported Crimes
Clackamas Town Center
Sept. 12, 2008 - Feb. 24, 2009 vs Sept. 12, 2009 - Feb. 24, 2010

Crime	2008-2009	2009-2010	Difference	% Change
Animal Neglect			0	
Assault	3	4	1	33.3%
Burglary			0	
Computer Crime			0	
Contempt of Court		1	1	
Criminal Impersonation			0	
Criminal Mischief	10	18	8	80.0%
Criminal Poss. Forged Instrument			0	
Criminal Trespass	7	19	12	171.4%
Disorderly Conduct	1	3	2	200.0%
Drug Charge	3	19	16	533.3%
Encourageing Child Sex Abuse	1		-1	-100.0%
False Information to Police Officer	1	3	2	200.0%
Forgery	2	4	2	100.0%
Fraudulent Use of Credit Card	13	16	3	23.1%
Furnish Alcohol to Minor			0	
Harassment	1	8	7	700.0%
Identity Theft	22	3	-19	-86.4%
Interfering With Peace Officer		3	3	
Interfering With Public Transportation		32	32	
Invasion of Personal Privacy			0	
Kidnapping		1	1	
Menacing		1	1	
Negotiating a Bad Check	1	1	0	0.0%
Offensive Littering		1	1	
Public Indecency		1	1	
Recklessly Endangering	1		-1	-100.0%
Refuse to Assist Police Officer	1		-1	-100.0%
Robbery	11	7	-4	-36.4%
Sexual Abuse		1	1	
Theft (From Vehicle)	45	42	-3	-6.7%
Theft (Other)	307	386	79	25.7%
Unauthorized Use of Vehicle (Recovery)	5	5	0	0.0%
Unauthorized Use of Vehicle (Stolen)	23	19	-4	-17.4%
Unlawful Entry Into Motor Vehicle	5	10	5	100.0%
Violation of Restraining Order		2	2	
Total:	463	610	147	31.7%

All reported crimes up 31.7%

Unauthorized Use of Vehicle (Recovery) = Vehicles recovered on Clackamas Town Center Property
Unauthorized Use of Vehicle (Stolen) = Vehicles stolen from Clackamas Town Center Property

“The MAX has been a living nightmare for us”

From The Oregonian, Thursday, September 20, 2007: *After listening to testimonials of theft, vandalism, beatings and intimidation, [East Precinct's Sgt. Kim] Preston said there's little likelihood police will increase patrols in the area any time soon... What's more, he said, the light-rail extension to Clackamas along nearby Interstate 205 will probably bring more crime and spread police even thinner.... "The MAX has been a living nightmare for us," Preston said. "I would not ride it at night -- and I'm armed all the time. There are massive fights, guns displayed, stabbings, people being threatened and bullied." (bold added)*

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More about light rail at PortlandFacts.com

(Includes inside the mall, the mall parking lot, the Green line platform and the parking structure).

Spreadsheet prepared by Shara VanMeter, Crime Analyst at the Clackamas County Sheriff's Office (503) 655-8823)

Will High Density Improve Cost and Energy Efficiency of Transit?

One often hears that if we could just achieve higher density, transit would become competitive with the automobile and we would save money and energy. To check that supposition, we reviewed the cost and energy usage of the nations ten largest transit systems, by annual passenger-miles.

A survey (below) of the **ten largest bus systems** (by annual passenger-miles) shows that they carry passengers at a cost of 3,876 BTU and \$0.85 per passenger-mile (\$1.01 if you include annual capital expense.)

Compared to PORTLAND'S Tri-met's 3,619 BTU and \$0.93 per passenger-mile (\$0.94 with annual capital expense) the **larger agencies use more energy, save a little on operating cost but cost more if you include annual capital expense.**

Compared to the average automobile's 3512 BTU and \$0.25, both consume more energy and cost more than driving a car. (Car's cost of \$0.25 includes expenses and right of way)

A similar survey (below) of the **ten largest light rail systems** that carry the most annual passenger-miles shows that they carry passengers at a cost of 3.371 BTU and \$1.38 per passenger-mile (including capital exp.) This is equal to a car that gets 23-28 mpg (depending on passengers per car) at over 5 times the cost.

Conclusion

1. Increasing density WILL NOT improve energy efficiency compared to readily available cars.
2. Increasing density WILL NOT lower costs anywhere near the cost of a car.

Since transit appears incapable of achieving the claimed goals of lower cost and/or lower energy consumption, one must ask:

What is the highest & best use of transit money?

1. Get more people to use transit which uses more energy and costs more than driving?
2. Spend a lot of money on a transit system in hopes of encouraging high density development which likely will only slightly improve the transit system's efficiency and WILL cause the agency to lose more money by attracting more riders?

OR

* Serve the truly needy in the best way possible?

Top Ten Bus Agencies (by annual passenger-miles)

City	Total system Passenger-miles	Average trip length (PM/Trip)	People/Vehicle (PM/VRM)	Vehicle Capacity	Operating cost/trip	Operating \$/Mile	Fare/trip	Total Cost/Passenger-mile	Operating Cost/passenger-mile	BTU/Passenger-mile	Auto MPG to Match Bus BTU/pm	
											13/car	157/car
New York, NY	1,812,108,125	2.1	17.9	81.7	2.43	20.65	0.90	1.26	1.15	3222	29.6	24.5
Los Angeles, CA	1,491,338,894	3.7	17.5	53.8	2.15	10.04	0.61	0.68	0.58	3649	26.1	21.6
Newark, NJ	920,864,038	6.1	13.5	69.2	4.20	9.34	1.79	0.82	0.69	3446	27.7	22.9
Chicago, IL	762,277,885	2.5	11.2	77.6	2.82	12.76	0.85	1.38	1.14	4590	20.8	17.2
Philadelphia	476,535,831	2.8	11.9	81.3	2.77	11.81	0.89	1.05	0.99	4634	20.6	17.0
Seattle, WA	463,901,941	5.4	14.8	63.3	3.99	10.99	0.75	0.88	0.74	3041	31.4	26.0
Miami, FL	427,626,902	5.1	12.0	78.3	3.83	8.96	0.85	0.98	0.75	4186	22.3	18.9
Washington, DC	410,761,850	3.1	10.7	60.1	3.66	12.51	0.80	1.33	1.17	5189	18.4	15.2
Houston, TX	397,539,383	5.7	13.0	67.7	3.27	7.41	0.56	0.89	0.57	3575	26.7	22.1
Minneapolis, MN	303,491,661	4.5	13.2	66.3	3.20	9.42	0.99	0.88	0.72	3223	29.6	24.5
Averages	746,644,651	4.10	13.55	69.9	3.23	11.39	0.90	1.01	0.85	3876	24.6	20.4
Portland, OR	223265805	3.5	9.9	57.1	3.27	9.22	0.71	0.94	0.93	3619	26.4	21.8
Vancouver, WA	25849236	4.7	6.7	51.5	4.31	6.17	0.97	1.34	0.92	4701	20.3	16.8

Top Ten Light Rail Agencies (by annual passenger-miles)

City	Total system Passenger-miles 000s	Average trip length (PM/Trip)	People/Vehicle (PM/VRM)	Vehicle Capacity	Operating cost/trip	Operating g\$/Mile	Fare /trip	Total Cost/ Passenger-mile	Operating Cost/ passenger-mile	BTU/ Passenger-mile	Auto MPG to Match Rail BTU/pm	
											1.3/Car	1.57/Car
Los Angeles	291,158	7.0	33.5	144.0	3.49	16.63	0.50	\$1.38	\$0.50	3158	30.2	25.0
San Diego	207,727	5.9	26.2	185.2	1.59	7.05	0.78	\$0.42	\$0.27	2065	46.2	38.2
Portland, OR	186,541	5.2	28.4	165.4	2.04	11.22	0.81	\$1.11	\$0.39	2387	40	33.1
Boston, MA	176,196	2.5	30.7	243.2	1.72	20.99	0.93	\$1.24	\$0.68	3023	31.5	26.1
Dallas, TX	138,867	7.8	26.6	186.0	4.46	15.28	0.52	\$3.06	\$0.57	4433	21.5	17.8
St. Louis, MO	137,439	6.3	22.2	178.0	2.36	8.30	0.78	\$0.90	\$0.37	2684	35.5	29.4
Denver, CO	119,750	6.4	13.7	184.0	2.17	4.64	0.96	\$1.39	\$0.34	3829	24.9	20.6
San Francisco	106,543	2.6	21.0	200.5	2.96	24.36	0.60	\$1.98	\$1.16	4843	19.7	16.3
Salt Lake City	82,248	5.1	29.2	124.0	1.61	9.29	0.45	\$1.34	\$0.32	2614	36.5	30.2
Sacramento	78,760	5.4	19.1	232.4	3.27	11.49	0.85	\$0.97	\$0.60	4677	20.4	16.9
Averages	152,522	5.42	25.06	184.3	\$2.57	\$12.93	\$0.72	\$1.38	\$0.52	3371	28.3	23.4

Transit Agencies/cities that have both light rail & bus

City	Pass Miles 000s	Capital cost 000s	Operating cost 000s	BTUs 000,000s	BTU/ PM	Operate Cost/PM	Total Cost/PM	Car MPG 1.3/car	Car MPG 1.57/car
Los Angeles, CA	2,053,867	437,559	1,149,895	7,532,620	3,668	\$0.56	\$0.77	26	22
Boston, MA	1,682,454	540,110	905,873	5,438,650	3,233	\$0.54	\$0.86	30	25
Philadelphia, PA	1,419,602	347,640	870,256	5,983,607	4,215	\$0.61	\$0.86	23	19
Houston, TX	425,857	255,544	241,705	1,503,317	3,530	\$0.57	\$1.17	27	23
Portland, OR	409,806	135,515	281,357	1,253,093	3,058	\$0.69	\$1.02	31	26
San Francisco, CA	403,455	144,599	446,402	1,567,172	3,884	\$1.11	\$1.46	25	20
Denver, CO	381,837	154,404	228,485	1,321,326	3,460	\$0.60	\$1.00	28	23
Dallas, TX	380,179	363,403	291,722	2,083,734	5,481	\$0.77	\$1.72	18	15
Minneapolis, MN	356,185	63,303	239,130	1,149,862	3,228	\$0.67	\$0.85	30	25
Baltimore, MD	354,920	69,222	302,684	1,684,591	4,746	\$0.85	\$1.05	20	17
Pittsburgh, PA	323,060	129,321	301,458	1,541,653	4,772	\$0.93	\$1.33	20	17
Salt Lake City, UT	309,767	119,180	133,646	917,634	2,962	\$0.43	\$0.82	32	27
San Diego, CA	305,929	53,079	130,478	1,070,623	3,500	\$0.43	\$0.60	27	23
St. Louis, MO	260,260	76,980	163,712	1,033,788	3,972	\$0.63	\$0.92	24	20
San Jose, CA	182,817	55,554	254,945	941,481	5,150	\$1.39	\$1.70	19	15
Sacramento, CA	133,310	40,692	129,691	742,413	5,569	\$0.97	\$1.28	17	14
Averages					4.027	\$0.73	\$1.09	24.9 MPG	20.6 MPG

The average USA light rail city's transit system uses MORE energy than the average USA car. In fact of the 16 cities with light rail, only 6 beat the average USA car for energy efficiency per passenger transported each mile. The remaining 10 (in red) use more energy.

All cost much more than a car, ranging from almost double the cost of a car at \$0.43/passenger mile, to over five times that of a car at \$1.39, seven times the cost of a car, if you include capital cost.

NOTES:

- Average USA car (not SUV) gets **3512 BTU/passenger-mile** (Table 2.13, TRANSPORTATION ENERGY DATA BOOK: EDITION 27–2008). Of the top ten agencies, only 3 beat the average car and then by small margins.
- Average passengers per vehicles range from 10.7 to 17.9.
- The cost per passenger-mile ranges from \$0.68 to \$1.26 (see below for method.). None come close to the cost of a car, about \$0.25 per passenger-mile.
- Cost per passenger mile is listed for operation costs only and operation+capital cost.
- Auto BTU per passenger-mile uses both the national average of 1.57 people per car and a lower number (1.3) to allow for lower passenger loads in the urban areas. Opinions differ on the appropriate urban number.
- BTU & Costs are system averages and the highly productive lines will better these numbers.

All Data is from this bus file and this light rail file which was excerpted from <http://ti.org/NTD07sum.xls> which combines data from the many separate files of the National Transit Database at <http://204.68.195.57/ntdprogram/data.htm> (select *RY 2007 Database (Self-extracting xls)*)

We used

Data sources used by data table:

- Passenger-miles from Table 19
- BTU calculated from fuel consumption in Table 17
- Vehicle revenue miles from Table 19
- Capital Cost from Table 11
- Operating Cost from Table 12

Calculated data:

- BTU/Passenger-mile calculated from total system BTU / total system passenger-miles
- Cost per passenger-mile calculated by: (Capital cost + Operating cost) / passenger-miles
- Auto equivalent MPG calculated based on 123,976 Btu/gallon and 1.3 or 1.57 people per car as labeled. Calculated by: BTU/Mile divided by Miles/gal then divide by people per car.
- Passengers/vehicle calculated from total system passenger-miles / total system vehicle revenue miles.

For more data see: Table 2.13, TRANSPORTATION ENERGY DATA BOOK: EDITION 27–2008

Notes, Data sources, and calculations data same as motor bus

- Light rail energy and costs are not directly comparable with bus numbers because, typically, buses service low usage routes which drives up their cost and energy consumption.
- Light rail lines are usually built only where there are relatively large numbers of users.
- For a valid comparison, the LRT data should be compared to data for the best bus line(s) in a given area.

NTD Table Contents

(For the data, go to <http://204.68.195.57/ntdprogram/data.htm> (select *RY 2007 Database (Self-extracting xls)*)

Data is in 27 files, this one file combines the important data: <http://ti.org/NTD07sum.xls>)

- Table 1: Summary of Operating Funds Applied
- Table 2: Directly Generated Sources for Transit Operating Funds Applied
- Table 3: Federal Government Sources for Transit Operating Funds Applied
- Table 4: State Taxes Dedicated at their Source for Transit Operating Funds Applied
- Table 5: Local Taxes Dedicated at their Source for Transit Operating Funds Applied
- Table 6: Directly Generated Taxes Dedicated at their Source for Transit Operating Funds Applied
- Table 7: Transit Capital Funds Applied - Summary and Federal Sources
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- Table 11: Capital Funds Applied by Type of Expenditure
- Table 12: Transit Operating Expenses by Mode, Type of Service and Function
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- Table 14: Transit Operating Expenses by Mode and Object Class - Single Mode Bus Transit Agencies
- Table 15: Operators' Wages
- Table 16: Revenue Vehicle Maintenance Performance - Directly Operated Service
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- Table 18: Employee Work Hours and Employee Counts - Directly Operated Service
- Table 19: Transit Operating Statistics: Service Supplied and Consumed
- Table 20: Transit Operating Statistics: Service Supplied and Consumed - Train Statistics - Rail Modes
- Table 21: Passenger Stations
- Table 22: Maintenance Facilities
- Table 23: Transit Way Mileage - Rail Modes
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- Table 25: Age Distribution of Active Vehicle Inventory
- Table 26: Fares per Passenger and Recovery Ratio
- Table 27: Service Supplied and Consumed Ratios



**Clark County P.T.B.A
Claim Vouchers Transmittal
Paid in June 2010**

<u>Voucher</u>	<u>Claimant</u>	<u>Posting</u>		<u>Amount</u>
		<u>Date</u>	<u>Purpose</u>	
085827	ABM Janitorial Services	6/25/10	Custodial Services	8,996.00
ABM Janitorial Services				8,996.00
085778	Airgas Nor Pac Inc	6/18/10	Operating Supplies	131.22
Airgas Nor Pac Inc				131.22
085828	Airgas NorPac	6/25/10	Operating Supplies	1,891.88
Airgas NorPac				1,891.88
085608	allMRO Products	6/4/10	Operating Supplies	290.64
085705	allMRO Products	6/11/10	Operating Supplies	544.66
085779	allMRO Products	6/18/10	Operating Supplies	247.69
085829	allMRO Products	6/25/10	Operating Supplies	598.00
allMRO Products				1,680.99
085609	Amalgamated Transit Union Division 757	6/4/10	Payroll Accounts Payable	133.84
085610	Amalgamated Transit Union Division 757	6/4/10	Payroll Accounts Payable	14,682.24
Amalgamated Transit Union Division 757				14,816.08
085611	Amalgamated Transit Union Retiree Health/Welfare	6/4/10	Payroll Accounts Payable	10,920.00
Amalgamated Transit Union Retiree Health/Welfare				10,920.00
085612	American Public Transportation Association	6/4/10	Prepaid Expenses (Other Prepaids)	33,000.00
American Public Transportation Association				33,000.00
085613	Aramark Uniform Services Inc	6/4/10	Uniforms	593.78
085706	Aramark Uniform Services Inc	6/11/10	Operating Supplies/Uniforms	253.63
085780	Aramark Uniform Services Inc	6/18/10	Uniforms	281.21
085830	Aramark Uniform Services Inc	6/25/10	Uniforms	258.49
Aramark Uniform Services Inc				1,387.11
085707	AssetWorks	6/11/10	Work In Progress	216.40
AssetWorks				216.40
085708	AT&T	6/11/10	Communications	22.74

AT&T				33.74
085781	AT&T Business Services	6/18/10	Communications	66.46
	AT&T Business Services			66.46
085614	Bank of America	6/4/10	Training & Meetings	635.99
	Bank of America			635.99
085615	Benz Spring Co	6/4/10	Inventory - Parts & Materials	1,900.00
	Benz Spring Co			1,900.00
085831	Berendsen Fluid Power	6/25/10	Inventory - Parts & Materials	277.33
	Berendsen Fluid Power			277.33
085709	Berger Abam Engineers Inc	6/11/10	Prof & Tech Services	1,049.13
	Berger Abam Engineers Inc			1,049.13
085616	Best Tel LLC	6/4/10	Contract Maint Serv	875.00
	Best Tel LLC			875.00
085782	Biggs & Associates	6/18/10	Prepaid Expenses (Insurance Unexpired Portion)	41,606.00
	Biggs & Associates			41,606.00
085617	Black River Computer	6/4/10	Contract Maint Serv	358.33
	Black River Computer			358.33
085618	Blue Cross & Blue Shield of Oregon	6/4/10	Insurance Premiums Payable	19,698.60
	Blue Cross & Blue Shield of Oregon			19,698.60
085710	Blumenthal Uniforms	6/11/10	Uniforms	3,751.18
	Blumenthal Uniforms			3,751.18
085620	Bus & Equipment Repair of CA	6/4/10	Inventory - Parts & Materials	1,170.16
	Bus & Equipment Repair of CA			1,170.16
085621	California State Disbursement Unit	6/4/10	Payroll Accounts Payable	100.00
	California State Disbursement Unit			100.00
085832	Care Medical Equipment Inc	6/25/10	Payouts Unins PI & Pd Stlm	34.45
	Care Medical Equipment Inc			34.45
085833	CarQuest	6/25/10	Inventory - Parts & Materials	115.17
	CarQuest			115.17
085783	Cascade Fire & Safety	6/18/10	Inventory - Parts & Materials	129.41
085834	Cascade Fire & Safety	6/25/10	Contract Maint Serv	1,044.13
	Cascade Fire & Safety			1,173.54
085784	Cash Register Sales Co	6/18/10	Contract Maint Serv	1,100.41

Cash Register Sales Co			1,100.41
085717 CCom Inc	6/11/10	Communications	1,539.39
CCom Inc			1,539.39
085622 Central Station Monitoring	6/4/10	Contract Maint Serv	105.00
Central Station Monitoring			105.00
085871 Chris Steele	6/25/10	Uniforms	29.45
Chris Steele			29.45
085835 Christensen Group Inc	6/25/10	Prepaid Expenses (Other Prepaids)	3,860.00
Christensen Group Inc			3,860.00
085623 CINTAS First Aid & Safety and Fire Protection	6/4/10	Inventory - Parts & Materials	54.53
085711 CINTAS First Aid & Safety and Fire Protection	6/11/10	Operating Supplies	353.76
CINTAS First Aid & Safety and Fire Protection			408.29
085695 City of Vancouver	6/4/10	Sewer	2,262.61
085878 City of Vancouver	6/25/10	Sewer	4,647.08
City of Vancouver			6,909.69
085624 Clark Public Utilities	6/4/10	Electricity	1,402.11
085712 Clark Public Utilities	6/11/10	Electricity	388.25
085785 Clark Public Utilities	6/18/10	Electricity	705.48
085836 Clark Public Utilities	6/25/10	Electricity	7,615.75
Clark Public Utilities			10,111.59
085713 Clark Regional Wastewater District	6/11/10	Sewer	68.00
Clark Regional Wastewater District			68.00
085625 Coast Wide Laboratories	6/4/10	Inventory - Parts & Materials	446.65
085714 Coast Wide Laboratories	6/11/10	Inventory - Parts & Materials	254.36
Coast Wide Laboratories			701.01
085627 Columbia Credit Union Employees Coffee Fund	6/4/10	Payroll Accounts Payable	1,332.00
Columbia Credit Union Employees Coffee Fund			1,332.00
085628 Comcast	6/4/10	Communications	73.80
085837 Comcast	6/25/10	Communications	251.72
Comcast			325.52
085715 Comdata Network Inc	6/11/10	Fuel	1,500.49
Comdata Network Inc			1,500.49
085629 Commerical Air Filtration	6/4/10	Inventory - Parts & Materials	31.42
Commerical Air Filtration			31.42

085838	Concrete Utilities Inc	6/25/10	Contract Maint Serv	216.40
Concrete Utilities Inc				216.40
085630	Consolidated Electrical	6/4/10	Office Supplies (Allocated)	11.77
085716	Consolidated Electrical	6/11/10	Office Supplies (Allocated)	118.20
085786	Consolidated Electrical	6/18/10	Office Supplies (Allocated)	123.68
Consolidated Electrical				253.65
085631	Cook Paging	6/4/10	Communications	69.35
Cook Paging				69.35
085863	CSK Automotive Inc dba O'Reilly Auto Parts	6/25/10	Operating Supplies	33.41
CSK Automotive Inc dba O'Reilly Auto Parts				33.41
085718	CTS Language Link	6/11/10	Other Services	39.04
CTS Language Link				39.04
085719	Cummins Northwest	6/11/10	Parts & Materials	2,540.20
085787	Cummins Northwest	6/18/10	Parts & Materials	3,134.04
085839	Cummins Northwest	6/25/10	Inventory - Parts & Materials	16,064.80
Cummins Northwest				21,739.04
085645	David M Howe, Trustee	6/4/10	Payroll Accounts Payable	650.00
David M Howe, Trustee				650.00
085632	Daywireless Systems	6/4/10	Contract Maint Serv	421.59
085788	Daywireless Systems	6/18/10	Parts & Materials	305.47
Daywireless Systems				727.06
085633	Dick Hannah Chrysler Plymouth	6/4/10	Parts & Materials	84.03
Dick Hannah Chrysler Plymouth				84.03
085840	Direct TV	6/25/10	Communications	41.99
Direct TV				41.99
085634	Discrete Wireless Inc	6/4/10	Communications	606.30
Discrete Wireless Inc				606.30
085635	DSU - GMC	6/4/10	Inventory - Parts & Materials	48.10
085789	DSU - GMC	6/18/10	Inventory - Parts & Materials	28.20
085841	DSU - GMC	6/25/10	Inventory - Parts & Materials	56.40
DSU - GMC				132.70
085636	Electronic Federal Tax Payment	6/4/10	Payroll Accounts Payable	335,165.53
085720	Electronic Federal Tax Payment	6/11/10	Payroll Accounts Payable	134.72

085637	Encore Graphics	6/4/10	Printing (Direct Costs)	461.92
085721	Encore Graphics	6/11/10	Advertising	2,665.00
Encore Graphics				3,126.92
085638	Entek Corporation	6/4/10	Contract Maint Serv	158.19
085790	Entek Corporation	6/18/10	Contract Maint Serv	511.43
Entek Corporation				669.62
085842	Entrance Controls Inc	6/25/10	Inventory - Parts & Materials	120.32
Entrance Controls Inc				120.32
085791	Ergo Direct	6/18/10	Office Supplies	122.35
Ergo Direct				122.35
085639	Evergreen Mail Service	6/4/10	Postage/Delivery	1,070.00
Evergreen Mail Service				1,070.00
085640	Farrell & Associates Claims Adjustment Services	6/4/10	Prof & Tech Services	2,687.06
Farrell & Associates Claims Adjustment Services				2,687.06
085641	Federal Express	6/4/10	Postage/Delivery	31.14
085722	Federal Express	6/11/10	Postage/Delivery	63.20
Federal Express				94.34
085723	First Advantage ADR	6/11/10	Prof & Tech Services	28.00
First Advantage ADR				28.00
085761	Full & Final Settlement Cause #02-2-00705-9	6/11/10	Payouts Unins PI & Pd Stlm	55,000.00
Full & Final Settlement Cause #02-2-00705-9				55,000.00
085642	Genuine Parts Co	6/4/10	Inventory - Parts & Materials	1,077.34
085724	Genuine Parts Co	6/11/10	Inventory - Parts & Materials	1,540.26
085792	Genuine Parts Co	6/18/10	Inventory - Parts & Materials	1,545.27
085843	Genuine Parts Co	6/25/10	Inventory - Parts & Materials	1,230.49
Genuine Parts Co				5,393.36
085725	GFI Genfare	6/11/10	Inventory - Parts & Materials	208.65
085844	GFI Genfare	6/25/10	Inventory - Parts & Materials	114.99
GFI Genfare				323.64
085643	Gillig LLC	6/4/10	Inventory - Parts & Materials	3,404.76
085726	Gillig LLC	6/11/10	Parts & Materials	6,748.63
085793	Gillig LLC	6/18/10	Inventory - Parts & Materials	15,166.46
085845	Gillig LLC	6/25/10	Inventory - Parts & Materials	1,022.09
Gillig LLC				26

085727	Globe Ticket Co	6/11/10	Printing - Direct Costs	494.33
085794	Globe Ticket Co	6/18/10	Printing - Direct Costs	2,291.38
Globe Ticket Co				2,785.71
085846	Government Finance Officers Association	6/25/10	Dues & Subscriptions	435.00
Government Finance Officers Association				435.00
085847	Grainger Inc	6/25/10	Inventory - Parts & Materials	125.68
Grainger Inc				125.68
085769	Greater Vancouver Chamber of Commerce	6/11/10	Dues & Subscriptions	2,320.00
Greater Vancouver Chamber of Commerce				2,320.00
085703	Grounds Equipment Maintenance	6/7/10	Miscellaneous Income	100.00
Grounds Equipment Maintenance				100.00
085848	Guardian Life Insurance Company of America	6/25/10	Insurance Premium Payable - Guardian	1,543.30
Guardian Life Insurance Company of America				1,543.30
085728	Halton Company	6/11/10	Contract Maint Serv	7,502.19
085795	Halton Company	6/18/10	Contract Maint Serv	3,344.34
085849	Halton Company	6/25/10	Contract Maint Serv	10,484.96
Halton Company				21,331.49
085796	Harry's Key Service Inc	6/18/10	Contract Maint Serv	419.82
Harry's Key Service Inc				419.82
085729	Honey Bucket	6/11/10	Lease - Maintenance Equipment	178.00
085850	Honey Bucket	6/25/10	Lease - Operations Equip	413.20
Honey Bucket				591.20
085646	HRA VEBA Trust Contributions	6/4/10	Payroll Accounts Payable	3,250.00
HRA VEBA Trust Contributions				3,250.00
085730	IBI Group	6/11/10	Work In Progress	3,722.00
IBI Group				3,722.00
085647	Industrial Finishes	6/4/10	Inventory - Parts & Materials	51.30
085797	Industrial Finishes	6/18/10	Inventory - Parts & Materials	372.37
Industrial Finishes				423.67
085648	Innovations In Transportation	6/4/10	Contract Maint Serv	39,127.00
085851	Innovations In Transportation	6/25/10	Inventory - Parts & Materials	3,301.00
Innovations In Transportation				42,428.00
085649	Integra Telecom	6/4/10	Communications	196.94

085731	Integra Telecom	6/11/10	Communications	1,991.20
085852	Integra Telecom	6/25/10	Communications	86.39
Integra Telecom				2,274.53
085650	Internal Revenue Service	6/4/10	Payroll Accounts Payable	394.00
Internal Revenue Service				394.00
085651	International Association of Machinists	6/4/10	Payroll Accounts Payable	2,316.50
International Association of Machinists				2,316.50
085652	International Environmental Management	6/4/10	Garbage	58.70
International Environmental Management				58.70
085653	IQ Credit Union	6/4/10	Payroll Accounts Payable	116.00
085654	IQ Credit Union	6/4/10	Payroll Accounts Payable	140.00
085655	IQ Credit Union	6/4/10	Payroll Accounts Payable	325.00
IQ Credit Union				581.00
085619	J.R. Burkett	6/4/10	Payroll Accounts Payable	39.94
J.R. Burkett				39.94
085644	Jeff Hamm	6/4/10	Training & Meetings	123.00
Jeff Hamm				123.00
085681	Jerry Ross	6/4/10	Insurance Premium Payable	271.15
Jerry Ross				271.15
085658	K&L Gates LLP	6/4/10	Prof & Tech Services	22,298.95
085853	K&L Gates LLP	6/25/10	Prof & Tech Services	8,687.63
K&L Gates LLP				30,986.58
085656	Kaiser Permanente	6/4/10	Insurance Premium Payable	257,329.00
Kaiser Permanente				257,329.00
085657	Karla Forsythe Chapter 13 Trustee	6/4/10	Payroll Accounts Payable	786.00
Karla Forsythe Chapter 13 Trustee				786.00
085732	Landa Inc	6/11/10	Contract Maint Serv	931.98
Landa Inc				931.98
085659	Landmark Ford	6/4/10	Parts & Materials	3,259.16
085733	Landmark Ford	6/11/10	Inventory - Parts & Materials	346.19
085798	Landmark Ford	6/18/10	Inventory - Parts & Materials	339.61
085854	Landmark Ford	6/25/10	Inventory - Parts & Materials	575.05
Landmark Ford				4,520.01
085660	Law Lyman Daniel Kamerrer & Bogdavovich PS	6/4/10	Prof & Tech Services	68.00

085734	Law Lyman Daniel Kamerrer & Bogdavovich PS	6/11/10	Prof & Tech Services	2,188.09
Law Lyman Daniel Kamerrer & Bogdavovich PS				2,256.09
085735	Legacy Laboratory Services	6/11/10	Prof & Tech Services	117.00
Legacy Laboratory Services				117.00
085662	Mariner Systems Inc	6/4/10	Contract Maint Serv	252.00
Mariner Systems Inc				252.00
085736	Markon Signs	6/11/10	Inventory - Parts & Materials	152.83
085855	Markon Signs	6/25/10	Inventory - Parts & Materials	248.86
Markon Signs				401.69
085737	Mascott Equipment	6/11/10	Work In Progress	26,132.53
Mascott Equipment				26,132.53
085856	Mccoy Freightliner of Portland LLC	6/25/10	Inventory - Parts & Materials	835.02
Mccoy Freightliner of Portland LLC				835.02
085799	MCI Service Parts Inc	6/18/10	Inventory - Parts & Materials	56.65
MCI Service Parts Inc				56.65
085801	Mck Tool & Supply	6/18/10	Inventory - Parts & Materials	31.75
Mck Tool & Supply				31.75
085800	Mckenzie & Adams	6/18/10	Inventory - Parts & Materials	245.96
Mckenzie & Adams				245.96
085661	Melinda Lewis	6/4/10	Fuel	62.46
Melinda Lewis				62.46
085857	Meshher Supply Co	6/25/10	Inventory - Parts & Materials	13.30
Meshher Supply Co				13.30
085738	Michael J Wynne PS	6/11/10	Prof & Tech Services	735.00
Michael J Wynne PS				735.00
085739	Michelin North America	6/11/10	Inventory - Tires	10,356.74
085802	Michelin North America	6/18/10	Inventory - Tires	2,911.32
085858	Michelin North America	6/25/10	Inventory - Tires	3,533.88
Michelin North America				16,801.94
085663	MJB Consulting Inc	6/4/10	Prof & Tech Services	3,400.00
MJB Consulting Inc				3,400.00
085872	Morgan Stubbe	6/25/10	Training & Meetings	210.41
Morgan Stubbe				210.41

Motorola Inc			2,733.24
085665	Mt Hood Solutions	6/4/10 Inventory - Parts & Materials	970.01
085740	Mt Hood Solutions	6/11/10 Inventory - Parts & Materials	138.17
085803	Mt Hood Solutions	6/18/10 Inventory - Parts & Materials	952.16
Mt Hood Solutions			2,060.34
085804	Muncie Transit Supply	6/18/10 Inventory - Parts & Materials	28.10
Muncie Transit Supply			28.10
085741	Myers Northwest Tire Supply	6/11/10 Inventory - Parts & Materials	523.29
085859	Myers Northwest Tire Supply	6/25/10 Inventory - Parts & Materials	211.21
Myers Northwest Tire Supply			734.50
085666	New Edge Networks	6/4/10 Communications	781.00
New Edge Networks			781.00
085667	North America Bus Industries Inc	6/4/10 Inventory - Parts & Materials	1,050.45
085742	North America Bus Industries Inc	6/11/10 Inventory - Parts & Materials	884.64
085805	North America Bus Industries Inc	6/18/10 Inventory - Parts & Materials	605.63
085860	North America Bus Industries Inc	6/25/10 Inventory - Parts & Materials	37.87
North America Bus Industries Inc			2,578.59
085806	Northwest Auto Paint	6/18/10 Inventory - Parts & Materials	98.02
085861	Northwest Auto Paint	6/25/10 Inventory - Parts & Materials	458.64
Northwest Auto Paint			556.66
085743	Northwest Industrial Plastics	6/11/10 Parts & Materials	70.00
Northwest Industrial Plastics			70.00
085744	Northwest Occupational Medical Center	6/11/10 Prof & Tech Services	1,031.00
085862	Northwest Occupational Medical Center	6/25/10 Prof & Tech Services	1,639.00
Northwest Occupational Medical Center			2,670.00
085668	Northwest Pump & Equip	6/4/10 Inventory - Parts & Materials	307.90
Northwest Pump & Equip			307.90
085745	NW Natural Gas	6/11/10 Natural Gas	1,362.06
085807	NW Natural Gas	6/18/10 Natural Gas	189.69
NW Natural Gas			1,551.75
085669	Office of Support Enforcement	6/4/10 Payroll Accounts Payable	4,673.57
Office of Support Enforcement			4,673.57
085746	Officemax Incorporated	6/11/10 Office Supplies (Allocated)	579.48
085808	Officemax Incorporated	6/18/10 Office Supplies (Allocated)	

30

Officemax Incorporated			1,136.83
085670	OR Dept of Justice	6/4/10 Payroll Accounts Payable	1,100.00
OR Dept of Justice			1,100.00
085809	Oregon Armored Service Inc	6/18/10 Other Services	2,700.20
Oregon Armored Service Inc			2,700.20
085671	Oregon Fire Equipment	6/4/10 Inventory - Parts & Materials	194.20
Oregon Fire Equipment			194.20
085810	Oregon Screen Impressions	6/18/10 Operating Supplies	160.56
Oregon Screen Impressions			160.56
085747	Orion Payment Systems	6/11/10 Other Services	1,660.68
Orion Payment Systems			1,660.68
085672	Ott's Friction Supply	6/4/10 Inventory - Parts & Materials	836.30
Ott's Friction Supply			836.30
085748	Pacific Power Products	6/11/10 Contract Maint Serv	249.31
Pacific Power Products			249.31
085673	Pape' Kenworth	6/4/10 Contract Maint Serv	15,860.30
Pape' Kenworth			15,860.30
085811	Perteet Engineering Inc	6/18/10 Prof & Tech Services	1,790.00
Perteet Engineering Inc			1,790.00
085674	Portland Cash Register	6/4/10 Office Supplies - Allocated	70.40
Portland Cash Register			70.40
085749	Portland Service Station Supply	6/11/10 Small Tools & Equip	260.95
Portland Service Station Supply			260.95
085675	Post Record	6/4/10 Advertising	129.75
Post Record			129.75
085812	Potter Webster Co	6/18/10 Inventory - Parts & Materials	2,245.89
085864	Potter Webster Co	6/25/10 Inventory - Parts & Materials	592.84
Potter Webster Co			2,838.73
085676	Proforma	6/4/10 Printing (Direct Costs)	123.35
Proforma			123.35
085677	Providence Health Plan	6/4/10 Payroll Accounts Payable	123,058.32
Providence Health Plan			123,058.32
085678	Public Financial Management	6/4/10 Prof & Tech Services	750.00

Public Financial Management				750.00
085679	Qwest	6/4/10	Communications	122.52
085750	Qwest	6/11/10	Communications	78.21
085751	Qwest	6/11/10	Communications	688.16
085865	Qwest	6/25/10	Communications	77.70
085866	Qwest	6/25/10	Communications	659.96
Qwest				1,626.55
085680	Reflector	6/4/10	Advertising	174.00
Reflector				174.00
085752	Right Systems	6/11/10	Prof & Tech Services	48.69
085867	Right Systems	6/25/10	Prof & Tech Services	340.83
Right Systems				389.52
085753	Ron's Automotive - Cascade Park	6/11/10	Contract Maint Serv	241.10
Ron's Automotive - Cascade Park				241.10
085754	Roots Incorporated	6/11/10	Contract Maint Serv	16,072.37
Roots Incorporated				16,072.37
085682	Schetky NW Sales Inc	6/4/10	Inventory - Parts & Materials	736.15
085755	Schetky NW Sales Inc	6/11/10	Work In Progress	471,814.38
085813	Schetky NW Sales Inc	6/18/10	Inventory - Parts & Materials/Contract Maint Svce	1,435.48
085868	Schetky NW Sales Inc	6/25/10	Parts & Materials	1,057.10
Schetky NW Sales Inc				475,043.11
085683	Service Paper Co	6/4/10	Inventory - Parts & Materials	999.55
085756	Service Paper Co	6/11/10	Inventory - Parts & Materials	1,052.55
085814	Service Paper Co	6/18/10	Inventory - Parts & Materials	737.60
085869	Service Paper Co	6/25/10	Inventory - Parts & Materials	371.22
Service Paper Co				3,160.92
085815	Sound Transit	6/18/10	Training & Meetings	100.00
Sound Transit				100.00
085757	Sportworks Northwest Inc	6/11/10	Inventory - Parts & Materials	193.17
Sportworks Northwest Inc				193.17
085684	Staples Advantage	6/4/10	Office Supplies (Allocated)	66.26
085870	Staples Advantage	6/25/10	Printing (Allocated)	40.70
Staples Advantage				106.96
085873	Summit Law Group PLLC	6/25/10	Prof & Tech Services	96.00

Summit Law Group PLLC			96.00
085685	Superior Tire Service Inc	6/4/10 Inventory - Parts & Materials	188.00
085758	Superior Tire Service Inc	6/11/10 Inventory - Tires	281.86
Superior Tire Service Inc			469.86
085626	The Columbian	6/4/10 Advertising	848.70
The Columbian			848.70
085686	Thermo King Northwest Inc	6/4/10 Inventory - Parts & Materials	20.61
085759	Thermo King Northwest Inc	6/11/10 Inventory - Parts & Materials	943.03
085816	Thermo King Northwest Inc	6/18/10 Inventory - Parts & Materials	481.42
085874	Thermo King Northwest Inc	6/25/10 Inventory - Parts & Materials	167.31
Thermo King Northwest Inc			1,612.37
085817	Thomas Petroleum Inc	6/18/10 Inventory - Fuel	4,080.00
Thomas Petroleum Inc			4,080.00
085687	Thyssen Krupp Elevator	6/4/10 Contract Maint Serv	303.94
Thyssen Krupp Elevator			303.94
085688	TIAA CREFF Individual & Institutional Services Inc	6/4/10 Payroll Accounts Payable	26,471.00
TIAA CREFF Individual & Institutional Services Inc			26,471.00
085760	TNCI	6/11/10 Communications	739.61
TNCI			739.61
085689	Tom Ezetta Excavating	6/4/10 Contract Maint Serv	1,674.34
Tom Ezetta Excavating			1,674.34
085762	Toyota of Vancouver	6/11/10 Inventory - Parts & Materials	628.30
Toyota of Vancouver			628.30
085763	Trapeze Software Corporation	6/11/10 Work In Progress	9,351.38
Trapeze Software Corporation			9,351.38
085875	Triple J Enterprises Inc	6/25/10 Prepaid Expenses (Other Prepaids)	1,947.00
Triple J Enterprises Inc			1,947.00
085764	Triple J Towing	6/11/10 Contract Maint Serv	376.54
Triple J Towing			376.54
085765	Truck Trailer Transit	6/11/10 Inventory - Parts & Materials	237.50
Truck Trailer Transit			237.50
085690	Umpqua Bank	6/4/10 Payroll Accounts Payable	850.00
Umpqua Bank			850.00

United Finance Co			250.00
085692	United Parcel Service	6/4/10 Postage/Delivery	25.88
085818	United Parcel Service	6/18/10 Work In Progress	177.56
085876	United Parcel Service	6/25/10 Postage/Delivery	49.49
United Parcel Service			252.93
085693	Unum Provident	6/4/10 Payroll Accounts Payable	12,587.22
085766	Unum Provident	6/11/10 Payroll Accounts Payable	4,296.66
Unum Provident			16,883.88
085767	US Bank	6/11/10 Printing (Direct Costs)	8,267.51
US Bank			8,267.51
085694	US Dept of Education	6/4/10 Payroll Accounts Payable	898.87
US Dept of Education			898.87
085819	USA & M of Oregon Inc	6/18/10 Payouts Unins PI & Pd Stim	950.00
USA & M of Oregon Inc			950.00
085768	UTC Fire & Security Corporation Inc	6/11/10 Inventory - Parts & Materials	1,956.99
085820	UTC Fire & Security Corporation Inc	6/18/10 Inventory - Parts & Materials	1,428.94
UTC Fire & Security Corporation Inc			3,385.93
085879	Van Scoyoc Associates	6/25/10 Prof & Tech Services	5,000.00
Van Scoyoc Associates			5,000.00
085770	Verizon Northwest	6/11/10 Advertising	43.60
Verizon Northwest			43.60
085771	Verizon Wireless	6/11/10 Communications	1,733.76
085821	Verizon Wireless	6/18/10 Communications	34.01
085880	Verizon Wireless	6/25/10 Communications	1,950.40
Verizon Wireless			3,718.17
085773	WA Dept of Information Services	6/11/10 Communications	409.79
WA Dept of Information Services			409.79
085774	WA Dept of Labor & Industries	6/11/10 Prof & Tech Services	130.10
WA Dept of Labor & Industries			130.10
085607	WA Dept of Licensing	6/3/10 Other Taxes	45.50
085697	WA Dept of Licensing	6/4/10 Other Taxes	1,929.00
WA Dept of Licensing			1,974.50
085698	WA Dept of Retirement Systems	6/4/10 Payroll Accounts Payable	165,978.65

34
1,974.50
165,978.65

085823	WA Dept of Revenue	6/18/10	Payroll Accounts Payable	2,769.43
WA Dept of Revenue				2,769.43
085825	WA State Transit Association	6/18/10	Training & Meetings	260.00
WA State Transit Association				260.00
085776	WA State Transit Insurance Pool	6/11/10	Training & Meetings	50.00
WA State Transit Insurance Pool				50.00
085696	Wackenhut Corp	6/4/10	Security-Private Services	4,772.24
085772	Wackenhut Corp	6/11/10	Security-Private Services	4,772.24
085822	Wackenhut Corp	6/18/10	Security-Private Services	4,410.24
085881	Wackenhut Corp	6/25/10	Security-Private Services	4,786.64
Wackenhut Corp				18,741.36
085699	Walter E Nelson Co	6/4/10	Inventory - Parts & Materials	694.10
085775	Walter E Nelson Co	6/11/10	Inventory - Parts & Materials	757.42
085824	Walter E Nelson Co	6/18/10	Inventory - Parts & Materials	444.05
Walter E Nelson Co				1,895.57
085882	Washington State Department of Revenue	6/25/10	Other Taxes	42.00
Washington State Department of Revenue				42.00
085700	Waste Connections	6/4/10	Garbage	1,758.45
Waste Connections				1,758.45
085877	Westfield Vancouver Mall	6/25/10	Prepaid Expenses (Other Prepays)	5,855.46
Westfield Vancouver Mall				5,855.46
085702	Wilcox & Flegel	6/4/10	Inventory - Fuel	32,717.73
085826	Wilcox & Flegel	6/18/10	Inventory - Fuel	101,726.71
085883	Wilcox & Flegel	6/25/10	Inventory - Fuel	35,832.51
Wilcox & Flegel				170,276.95
085701	Xerox Corporation	6/4/10	Lease - Other Admin Fac	2,023.98
Xerox Corporation				2,023.98
Grand Total				2,290,814.75

CERTIFICATION

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, and any advance payment is due and payable pursuant to a contract or is available as an option for full and partial fulfillment of a contractual obligation, and that the claim is a just.

Auditor

Date

As of July 13, 2010, the board, by (unanimous/majority) vote, does approve for payment those claim vouchers included in the above list as follows: Voucher numbers 085607 through 085882 in the total amount of \$2,290,814.75 and net payroll paid in June 2010 in the amount of \$1,225,133.76 for a grand total of \$3,515,948.51.

Board Member

Board Member

Board Member

Board Member

Board Member

Board Member

Board Member

Board Member

Board Member

Clerk of the Board



**C-TRAN
STAFF REPORT
#10-025**

TO : Chair and Board of Directors

FROM : Walt Gordon, Passenger Service Manager *Walt Gordon*

VIA : Arlene Doern, Acting Executive Director/CEO *Arlene Doern*

DATE : July 13, 2010

SUBJECT : Approval of C-TRAN Citizen Advisory Committee Reappointments

OBJECTIVE:

Approve the reappointment of Debbie Hansen, Carol Bartell, Joan Delzer, and Kevin Keay to the C-TRAN Citizen Advisory Committee

PRESENT SITUATION:

Debbie Hansen, Carol Bartell, Joan Delzer, and Kevin Keay initial terms end July 2010. Reappointment is recommended by the Advisory Committee for an additional two-year term. Ms. Hansen represents bi-state commuters; Ms. Bartell represents environment organizations; Ms. Delzer is a community-at-large representative and a C-VAN/C-TRAN consumer with visual disabilities; and Mr. Keay is a non-ambulatory consumer that rides Fixed Route service.

The reappointment of these four individuals will ensure the continued representation of the commuter, environmental, visually challenged, and non-ambulatory communities. All four have been active participants of the Committee and provide valuable insight for their organizations and are committed advocates of public transportation.

BUDGET:

No impact.

PROPOSAL:

The C-TRAN Board of Directors reappoint Debbie Hansen, Carol Bartell, Joan Delzer, and Kevin Keay for a final two-year term effective July 2010.

ACTION:

Move to reappoint Debbie Hansen, Carol Bartell, Joan Delzer, and Kevin Keay for a final two-year term for the period of July 2010 to July 2012.



**C-TRAN
STAFF REPORT
#10-026**

TO : Chair and Board of Directors

FROM : Walt Gordon, Passenger Service Manager *Wfg*

VIA : Arlene Doern, Acting Executive Director/CEO *A. Doern*

DATE : July 13, 2010

SUBJECT : Citizen's Advisory Committee Quarterly Report

OBJECTIVE:

Inform the C-TRAN Board of Directors of the activities of the Citizen Advisory Committee on a quarterly basis.

REVIEW of LAST QUARTER:

On behalf of the Citizen's Advisory Committee and Chair Robert Sellers, this report reflects activity from April 1, 2010 thru June 30, 2010.

The Committee conducted the following business:


- Review of the C-TRAN Shopping Shuttle
- Review of the monthly ridership and telephone reports
- Review of the Ready-Set-Go public outreach campaign
- Review of the C-TRAN Summer Blast Pass program and services aimed at young people
- Review the Automated Stop Announcement program and provided feedback
- Review of C-TRAN's Special Event program and fare
- Election of new vice chair, Kathy Huss (Neighborhood representative)
- Approval and recommendation to C-TRAN Board of Directors to adopt the 20 year plan




FOR DISCUSSION ONLY

No. 10-05

TO : Chair and Board of Directors

FROM : Diane O'Regan, Controller 

VIA : Arlene Doern, Acting Executive Director/CEO 

DATE : July 13, 2010

SUBJECT : Continuation of Discussion Regarding Executive Director/CEO Approval Threshold

INTRODUCTION

During the March 9, 2010 Board of Director's meeting, Board Member Jeanne Stewart requested staff review the Board of Directors' Procurement Policy (PBD-003) as it relates to the Executive Director's/CEO approval authorization. Currently, costs up to \$25,000 are approved by the Executive Director/CEO. Costs over \$25,000 require Board of Director's approval to award a contract.

This discussion paper includes expanded information the Board requested during the June 8, 2010 Board of Director's meeting. Attachment No. 1 provides a breakdown of the number and type of formal procurements by value over the past three years.

PRESENT SITUATION

C-TRAN staff reviewed transit agencies that are similar size to C-TRAN for their approval thresholds for the Executive Director/CEO and their threshold to formally procure services, materials, and equipment. Below is a summary of those findings:

Transit Agencies	Threshold for Formal Procurement	Requires Management Approval	Requires Board Award and Approval
Community Transit	Over \$100,000	Up to \$100,000	Over \$100,000
Skagit Transit	Over \$25,000	Up to \$25,000	Over \$25,000
Spokane Transit	Over \$100,000	Up to \$200,000	Over \$200,000
Link Transit	Over \$25,000	Up to \$25,000	Over \$25,000
Ben Franklin Transit	Over \$25,000	Up to \$25,000	Over \$25,000
Kitsap Transit	Over \$25,000	Up to \$25,000	Over \$25,000
Intercity Transit	Over \$10,000	Up to \$25,000	Over \$25,000
Pierce Transit	Over \$35,000	Up to \$200,000	Over \$200,000
C-TRAN	Over \$25,000	Up to \$25,000	Over \$25,000
Local Jurisdictions			
City of Vancouver	Over \$35,000	Up to \$100,000	Over \$100,000
Clark County	Over \$25,000	Up to \$25,000; except public works up to \$200,000	Over \$25,000
Port of Vancouver	Over \$35,000	Up to \$50,000	Over \$50,000

Threshold for Formal Procurements

C-TRAN has been very successful in compliance audits relating to state and federal regulations and to our own procurement policy. Part of that success can be attributed to C-TRAN Procurement personnel and the \$25,000 threshold for formal procurements. Raising the current threshold would have benefits such as alleviating some of the formal procurement burden from the Procurement Division, streamlining the purchase of larger ticket items, and empowering the user division for purchasing decisions. However, raising the threshold also increases concerns regarding decentralization of decision making, which makes monitoring of the procurement process more difficult and may have negative impacts on annual state audit and FTA Triennial review audit results. Staff is not recommending changing the threshold for formal procurements at this time.

Executive Director/CEO Approval Authority verses Board of Directors Approval

Pierce Transit has an intriguing procurement approval process, which appears to be similar to the City of Vancouver's approval authority. Although formal procurements continue to be required for anything over \$35,000 (\$25,000 in C-TRAN's case), their Executive Director/CEO has the authority to sign and enter the agency into contracts for anything up to \$200,000. Should the Board of Directors' consider this type of approval authority, staff would recommend increasing C-TRAN's Executive Director/CEO's approval authorization from \$25,000 to \$100,000.

A policy of this nature would address the concerns staff has with increasing the threshold in formal procurements yet still provide the Executive Director/CEO more authority over contracting. This change in policy would also shorten the procurement process by providing the Executive Director/CEO the ability to approve RFP/RFQ rating criteria and entering into a contract without waiting for board meetings for contracts up to \$100,000.

Formal Procurement Rating Criteria

At the March 2006 board meeting, staff was directed to provide all future rating criteria to the board for approval prior to releasing a RFP or RFQ. During that meeting, there was significant discussion on the scoring criteria and the evaluation process during a contract award for transit advertising services. The Board of Directors' Procurement Policy (PBD-003) has not yet been formally changed to include this requirement but the procurement timeline has consistently included this as part of the process as directed by the Board. The review by the Board adds a step in the process and additional time to the process to match the timeline to board meeting dates. This step impacts about four procurements per year by adding about a month into the procurement process. Based on the request to reconsider the procurement thresholds, it seemed reasonable to include this part of the process for reconsideration as well.

QUESTIONS

1. Does the Board of Directors agree to leave the current \$25,000 threshold for formal procurements?
2. Does the Board of Directors agree that the Executive Director/CEO's approval authority should be increased?
3. Does the Board of Directors want to continue to approve rating criteria prior to releasing each RFP or RFQ over the Executive Director/CEO's approval authority?

Attachments:

1. Breakdown of Number and Type of Formal Procurements

NUMBER OF CONTRACT AWARDS BY THE C-TRAN BOARD OF DIRECTORS

\$25,000 - \$50,000				
Contract	Criteria Approved by Board (Yes or No)	2007	2008	2009
Air Conditioning for Computer Room	No	X		
Summit Law – Legal Services	Yes	X		
Farebox Revenue Processing	No		X	
Wastewater Treatment Equipment	No		X	
Lyman, et al – Legal Services	Yes			X
Claim Adjustment Services	Yes			X
TOTAL		2	2	2

\$50,000 - \$75,000				
Contract	Criteria Approved by Board (Yes or No)	2007	2008	2009
DEF dispensing System	No			X
Employee Assistance Program	Yes			X
Vanpool Maintenance Program	Yes			X
TOTAL		0	0	3

\$75,000 - \$100,000				
Contract	Criteria Approved by Board (Yes or No)	2007	2008	2009
Security Surveillance Installation	No		X	
Canopy Structures – Bus Island	No			X
Bus Stop Improvements	No			X
TOTAL		0	1	2

Over \$100,00				
Contract	Criteria Approved by Board (Yes or No)	2007	2008	2009
99 th Street Transit Center Construction	No	X		
Integrated Software System	Yes	X		
K&L Gates Legal Services	Yes	X		
Legislative Representation	Yes	X		
Traffic Signal Priority Consulting	Yes		X	
Custodial Services	Yes			X
Toyota Mini Vans for C-VAN	No			X
TOTAL		4	1	2