



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

December 11, 2018

The C-TRAN Board of Directors Meeting was held Tuesday, December 11, 2018 at Vancouver Community Library, Columbia Room, 901 C. Street, Vancouver, WA.

CALL TO ORDER

Chair Marc Boldt called the meeting to order at 5:30 p.m.

ROLL CALL OF BOARD MEMBERS

PRESENT: John Blom – Clark County Council, Marc Boldt – Clark County Council, Jill Carrillo - Labor Representative, Adrian Cortes – City of Battle Ground, Molly Coston – City of Washougal, Bart Hansen – City of Vancouver, Anne McEnerny-Ogle - City of Vancouver, Ron Onslow – Cities of La Center & Ridgefield and Town of Yacolt, Ty Stober – City of Vancouver, Shannon Turk – City of Camas

ABSENT: None

STAFF PRESENT

Chief Executive Officer Shawn Donaghy, Legal Counsel Tom Wolfendale (available via phone), Chief External Affairs Officer Scott Patterson, Chief Maintenance Officer Celia Sherbeck, Chief Operations Officer Inessa Vitko, Chief Safety & Security Officer Jim Quintana, Deputy Director of Operations Bob Medcraft, Deputy Director of Finance/Controller Julie Syring, Deputy Director of Human Resources & Risk Laura Merry, Deputy Director of Data Governance and Organizational Metrics Sandra Martin-Boehm, Manager of Communications & Public Affairs Chris Selk, Manager of Operations Brian Newhouse, Paratransit Program Manager Walt Gordon, Manager of Operations Planning Larry Ham, Maintenance Manager of IT Bob McMahan, Project Management Office Manager Moe Zaher, Project Manager Nikki Meler, Senior Planner Randy Parker, Public Affairs Coordinator Eric Florip, Network Administrator Brad Teed, Communications Intern Derrick Derryberry, Executive Assistant/Clerk of the Board Debbie Jermann

PLEDGE OF ALLEGIANCE

Chair Boldt led the Pledge of Allegiance.

APPROVAL OF AGENDA

JOHN BLOM MOTIONED, IT WAS SECONDED, AND MOTION CARRIED TO APPROVE THE AGENDA.

CITIZEN COMMUNICATIONS

BETTY FITZPATRICK, Vancouver WA said on behalf of the C-TRAN Citizens Advisory Committee, she extended holiday greetings and the wish that 2019 will be a successful year.

WILLIAM LEE, Vancouver, WA voiced concerns regarding the seatbelts on the Ford Transit Paratransit Vans. Mr. Lee noted that he is not able to secure the belt himself, and is concerned he would not be able to release the belt himself in the event of an accident. Mr. Lee said he likes to be self-sufficient.

LIGHTER SIDE

1. NEW YEARS EVE SERVICE PROMOTIONAL VIDEOS

CONSENT AGENDA

- 1. APPROVAL OF BOARD MEETING MINUTES: NOVEMBER 13, 2018**
- 2. TRANSMITTAL OF CLAIMS NUMBERED 120430 THROUGH 120745 PLUS NET PAYROLL PAID IN NOVEMBER 2018, IN THE TOTAL AMOUNT OF \$11,623,172.45**

BART HANSEN MOTIONED, IT WAS SECONDED, AND MOTION CARRIED TO APPROVE THE CONSENT AGENDA.

ACTION ITEMS

2. 2019 STATE LEGISLATIVE AGENDA ADOPTION AND LEGISLATIVE UPDATE, STAFF REPORT #18-061

Chief External Affairs Officer Scott Patterson and Strategies 360 Lobbyist Al Aldrich provided the update.

C-TRAN, as a member of the Washington State Transit Association (WSTA) and the Clark County Transportation Alliance (CCTA), has participated in the development of both organizations' current Washington State Legislative Statements. It has been C-TRAN's practice to endorse the WSTA Legislative Agenda and participate as a member of the CCTA.

One of the key initiatives for WSTA is to seek the establishment of a statewide Bus and Bus Facility Capital Grant program with the next passage of a new transportation revenue package.

The Clark County Transportation Alliance (CCTA) 2019 Washington State Legislative Policy Statement includes seven (7) distinct subject areas, including public transportation. The policy statement has been a useful tool in assisting sponsoring agencies from Clark County in presenting a unified message when communicating with legislators in Olympia.

C-TRAN's top three priorities are described in the CCTA statement and will be the primary focus for the agency in the upcoming legislative session:

- 1. Advance C-TRAN's Mill Plain Bus Rapid Transit (BRT) project**
- 2. Advance I-5 southbound Bus on Shoulder (BOS) project**
- 3. Seek \$5 million capital request to support C-TRAN's Maintenance and Operations Facility improvements**

Board Member Ty Stober asked if a transportation funding package is approved that includes dollars allocated to the I-5 Bridge Replacement project, will that solidify Washington's portion of the project or would additional legislative action be necessary.

Mr. Aldrich noted the approval would more than likely include a contingency that the funding is subject to action by the State of Oregon; however, those details have yet to be determined.

ANNE MCENERNY-OGLE MOTION, IT WAS SECONDED, AND MOTION CARRIED TO APPROVE THE 2019 C-TRAN STATE LEGISLATIVE AGENDA THAT INCLUDES:

- 1. ENDORSEMENT OF THE 2019 WSTA LEGISLATIVE AGENDA; AND**
- 2. ENDORSEMENT OF THE 2019 CLARK COUNTY TRANSPORTATION ALLIANCE POLICY STATEMENT.**

1. 2019 FEDERAL LEGISLATIVE AGENDA ADOPTION AND LEGISLATIVE UPDATE, STAFF REPORT #18-060

Chief Patterson and Steve Palmer of Van Scoyoc Associates provided the report, as outlined in the PowerPoint presentation, attached to these minutes as **Exhibit A**.

The current 6-year FAST Act Surface Transportation law, passed in 2016, contains many improvements and changes to public transportation funding, including a new bus and bus facilities competitive grant program. However, it fell far short of correcting a major reduction in bus and bus facility funding realized under the preceding act, MAP-21. Last year's federal legislative agenda focused largely on supporting continuing efforts to continue advocating for additional investment in the bus and bus facilities program. This effort has largely been driven by our partners at The Bus Coalition (TBC), an advocacy organization that supports funding for federal transit bus and bus facility programs. Recently, TBC announced the formation of a bipartisan Congressional Bus Caucus that will give a stronger voice for the need to support adequate federal funding for bus transit programs.

C-TRAN's recommended approach for the coming year will build upon last year's priorities; including working with our partners at both TBC and the American Public Transportation Association (APTA) on the following key priorities:

1. Fully fund the Federal Transit Administration (FTA) Capital Investment Grant Program as authorized in the FAST Act, especially as it relates to the Small Starts Program;
2. Continue working with TBC and other partners on fully restoring the funding to the Bus and Bus Facilities Program; and
3. Continue working with our congressional delegation to advance C-TRAN grant applications, with a continued emphasis on the Mill Plain Bus Rapid Transit (BRT) Project, bus replacement, and facility improvements.

TY STOBER MOTIONED, IT WAS SECONDED, AND MOTION CARRIED TO APPROVE C-TRAN'S 2019 FEDERAL LEGISLATIVE AGENDA AS OUTLINED IN STAFF REPORT #18-060.

3. 2019-2020 OPERATING BUDGET AND 2019-2022 CAPITAL BUDGET; BOARD RESOLUTION BR-18-006, STAFF REPORT #18-062

CEO Donaghy and Deputy Director of Finance/Controller Julie Syring, provided the report as outlined in the PowerPoint presentation, attached to these minutes as **Exhibit B**.

The 2019-2020 Operating Budget and the 2019-2022 Capital budget support the C-TRAN 2030 Plan Update, and are organized around five principal themes. These themes were presented at the November 13, 2018 Budget presentation and include:

1. Safety & Security
2. Word Class Service & Ridership
3. Fiscal Duty
4. Community & Governmental Stewardship
5. Our Team

With the recommended operating and capital budgets, C-TRAN continues to operate as a “pay as you go” agency, remaining debt free. In addition, the budget maintains a Working Capital Reserve goal of 90 Days Cash on Hand, as adopted by the Board of Directors under Board Resolution BR-09-017. The budget also provides for a Self-Insurance Reserve to cover the agency’s underground storage tank system and dental self-insurance requirements established by the State of Washington.

In response to the November budget presentation, the Board of Directors requested no changes to the budget. Therefore, the recommended 2019-2020 Operating Budget continues to support a budgeted Net Income of \$16,565,400 over the two-year period, while the recommended 2019-2022 Capital Budget provides for a capital investment of \$68,610,570 in local funding. Both the operating and capital budgets are subject to adjustment based on projects approved by the Board under the prior budget cycle, that were expected to be completed by December 31, 2018, but where the project must continue into the 2019-2020 biennium.

BART HANSEN MOTIONED, IT WAS SECONDED, AND MOTION CARRIED TO APPROVE THE 2019-2020 OPERATING BUDGET AND THE 2019-2022 CAPITAL BUDGET BY ADOPTING BOARD RESOLUTION BR-18-006.

COMMUNICATIONS

Chair

None

Board

Board Member McEnery-Ogle noted that representatives from the State of Washington and State of Oregon met to begin the I-5 Bridge Replacement discussions.

Chief Executive Officer

CEO Donaghy noted the following:

- The Bus Coalition Washington DC visit, seeking additional bus and bus facility grant program funding
- Exploration of C-TRAN retaining a lobbyist in the State of Oregon
- Presentation of the C-TRAN bus with the City of Battle Ground wrap at the January Council meeting; a bus will be unveiled every four (4) to six (6) weeks for another city and the county in the C-TRAN service area.

CEO Donaghy presented outgoing C-TRAN Board Member and Board Chair Marc Boldt a token of appreciation for his many years of service to the agency.

Amalgamated Transit Union (ATU) Executive Board Officer Jim Bennett thanked Chair Boldt for his leadership to the agency.

Legal Counsel

None

EXECUTIVE SESSION

1. EXECUTIVE SESSION – LABOR NEGOTIATIONS, PURSUANT TO RCW 42.30.140(4)(a)

At 6:27 p.m., Chair Boldt announced the Board would adjourn into an Executive Session pursuant to RCW 42.30.140(4)(a) – Labor Negotiations, for approximately 10 minutes. Chair Boldt advised that staff is recommending action take place after the Executive Session, in open session.

The Board adjourned from Executive Session at 6:35 p.m.

The meeting reconvened at 6:37 p.m.

ACTION ITEMS (Continued)

ADD-ON: LABOR AGREEMENT: INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS (IAMAW) 1432 – MAINTENANCE, STAFF REPORT #18-063

The current contract for Maintenance expires on December 31, 2018. The bargaining unit approved the new contract by a vote of 43 to 1. The new contract will be for five (5) years.

Major financial terms of this contract agreement include:

- **Wages**
 - 3.54 percent beginning January 1, 2019
 - 2.79 percent beginning January 1, 2020
 - 3.04 percent beginning January 1, 2021
 - 3.04 percent beginning January 1, 2022
 - 3.29 percent beginning January 1, 2023

- **Safety Shoes/Footwear (Boots)**
Year 1 and 2: \$225.00
Year 3 and 4: \$250.00
Year 5: \$275.00

ANNE MCENERNY-OGLE MOTIONED, IT WAS SECONDED, AND MOTION CARRIED TO AUTHORIZE THE C-TRAN BOARD CHAIR, CHIEF EXECUTIVE OFFICER, AND THE NEGOTIATING TEAM TO SIGN THE PROPOSED AGREEMENT BETWEEN C-TRAN AND THE IAMAW 1432 MAINTENANCE BARGAINING UNIT.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 6:38 p.m.

Prepared By: Clerk of the Board Debbie Jermann, MMC

Federal Update
Mid-Term Election Summary and Outlook for 2019

C-TRAN

Steve Palmer
December 11, 2018



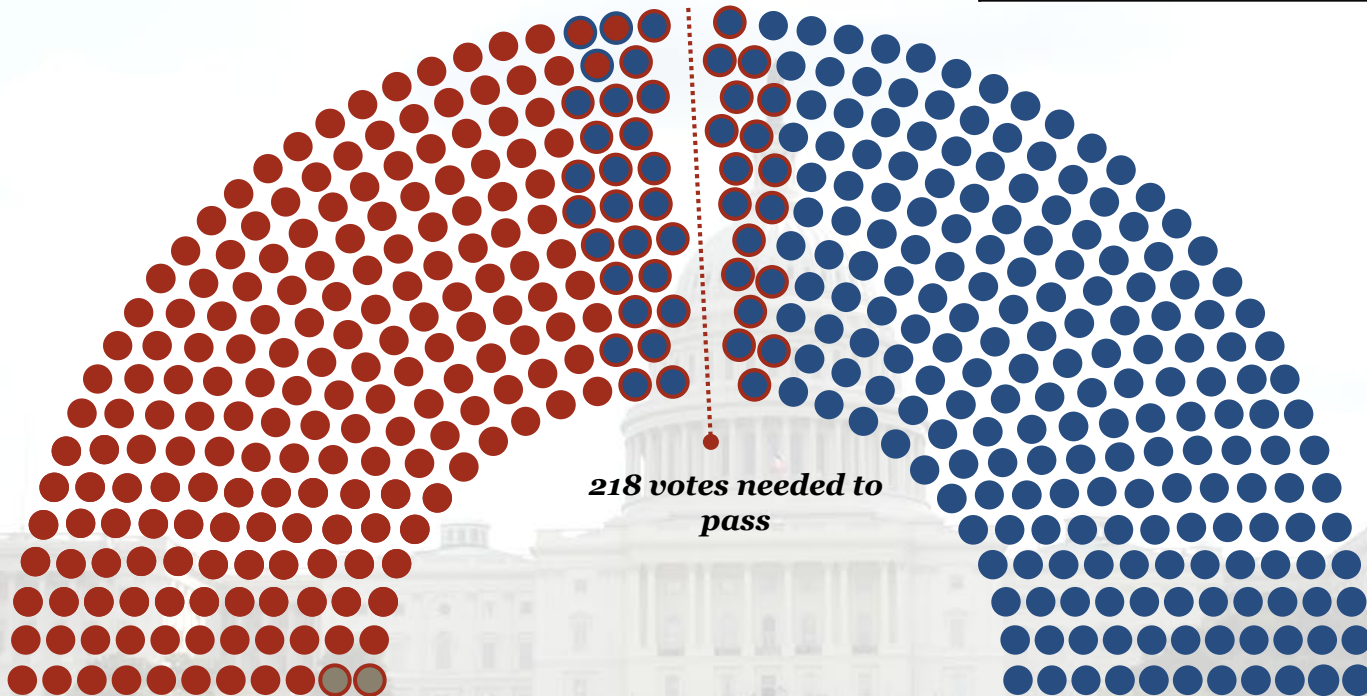
VAN SCOYOC
ASSOCIATES

Composition of the 116th Congress: House

Partisan makeup of the House compared to the previous Congress

- Seats flipped R to D (Total: **42**)
- Seats flipped D to R (Total: 3)
- Not yet called (color outline is incumbent's party)

	115 th	116 th
Republican	236	199
Democrat	195	234
Not yet called		2

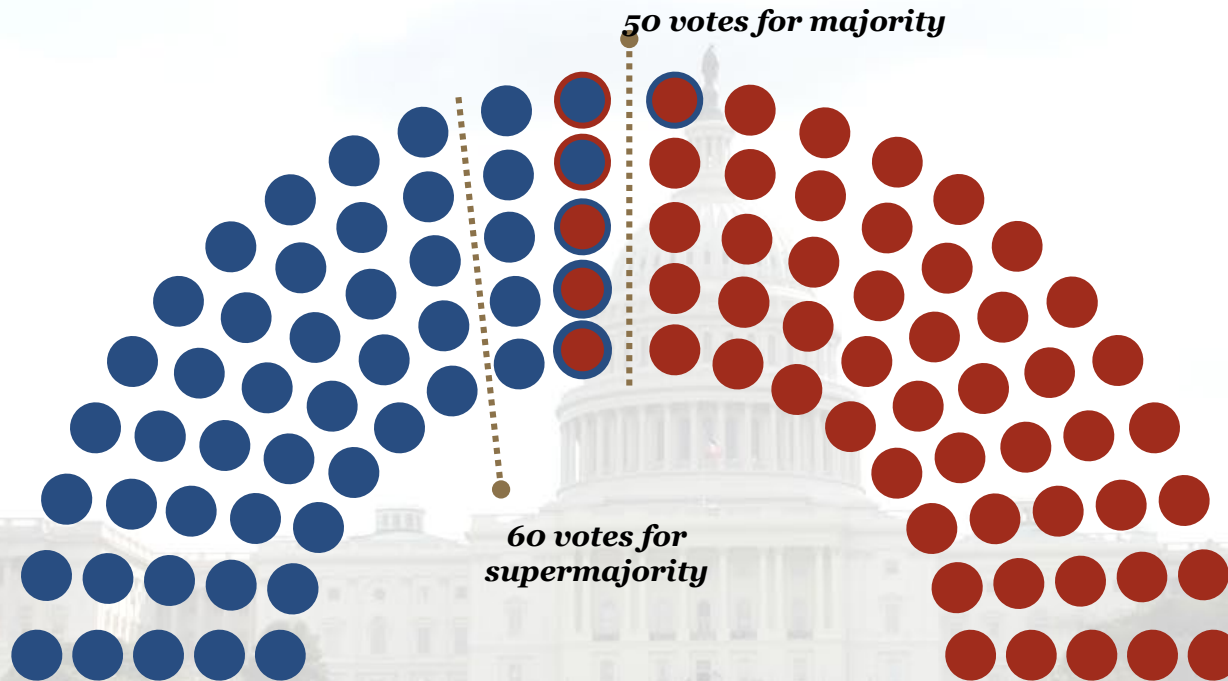


Composition of the 116th Congress: Senate

Partisan makeup of the Senate compared to the previous Congress

- Seats flipped R to D (Total: 2)
- Seats flipped D to R (Total: 4)

	115 th	116 th
Republican	51	53
Democrat	49	47



116th Congress - House Leaders

Speaker-Designate: Nancy Pelosi (D-CA)

Minority Leader: Kevin McCarthy (R-CA)

House Transportation & Infrastructure

- Chairman Peter DeFazio (D-OR)
- Ranking Republican Sam Graves (R-MO)

House Appropriations

- Chairman Nita Lowey (D-NY)
- Ranking Republican Kay Granger (R-TX)
 - THUD Subcommittee Chair David Price (D-NC)
 - THUD Subcommittee Ranking Republican TBD

House Ways & Means

- Chairman Richard Neal (D-MA)
 - Ranking Republican Kevin Brady (R-TX)
- One in 5 House Members will be new

116th Congress - Senate Leaders

Majority Leader: Mitch McConnell (R-KY)

Minority Leader: Charles Schumer (D-NY)

Banking, Housing & Urban Affairs

- Chairman Mike Crapo (R-ID)
- Ranking Democrat Sherrod Brown (D-OH)

Appropriations

- Chairman Richard Shelby (R-AL)
- Ranking Democrat Patrick Leahy (D-VT)
 - THUD Subcommittee Chair Susan Collins (R-ME)
 - THUD Subcommittee Ranking Democrat Jack Reed (D-RI)

Finance

- Chairman Charles Grassley (R-IA)
- Ranking Democrat Ron Wyden (D-OR)

Opportunities for C-TRAN in 2019

- Support for Bus Rapid Transit
 - Strong support within FTA/DOT for BRT projects
 - Will help as C-TRAN advances proposed Mill Plain BRT
- Appropriations
 - FY 2020 THUD bill: Pressure DOT on Capital Investment Grant program
 - FTA competitive grant opportunities
 - Possible return of congressional earmarks
- Infrastructure Bill
 - House Democrats have made it one of their top priorities
 - Likely to include more than just transportation
 - How to pay for any bill?
- FAST Act Reauthorization
 - Expires on 9/30/2020; Hearings will begin next year
 - Capital Investment Grant Program will be a priority
 - Reduced federal role if federal share is reduced
 - Solvency of Highway Trust Fund

Challenges for C-TRAN in 2019

- Delegation now all in the minority
 - Rep. Herrera Beutler has ability to work with Administration
- Congressional Focus
 - Will House and Senate agree to compromise on legislation
 - Will investigations of Administration end bipartisanship
 - Will 2020 campaign divert attention from legislation
- Federal Budget
 - Congress and President need a new budget deal
 - Two-year budget agreement expires at end of FY 2019
 - Budget sequestration could return
 - Focus could shift to deficit reduction
 - White House has asked agencies for 5% spending reduction
- Capital Investment Grant Program
 - DOT/FTA reluctant to approve Full Funding Grant Agreements
 - Five projects approved for funding earlier this month



Questions?

C-TRAN

2019-2020 OPERATING BUDGET & 2019-2022 CAPITAL BUDGET

December 11, 2018



« OUR COMMUNITY, OUR PROMISE »

2019-2020 Budget Highlights

- Operating Expense Review
- Optimizing Staffing Resources
- Youth Opportunity Program Expansion
- Hop FastPass™ System Implementation
- Service Expansion



« **C-TRAN: OUR COMMUNITY, OUR PROMISE** »

2019-2020 Operating Budget Summary

Description	2017-2018 Biennial Budget	2019-2020 Recommended Biennial Budget	% Variance
Total Operating Revenue	\$132,973,250	\$150,416,600	13.1%
Total Net Operating Expense	\$121,972,277	\$133,851,200	9.7%
Net Income	\$11,000,973	\$16,565,400	



« C-TRAN: OUR COMMUNITY, OUR PROMISE »

2019-2022 Capital Budget

Description	Local Funding
Rolling Stock	\$9,452,670
Facilities	\$24,826,160
Equipment	\$4,372,493
Mill Plain Bus Rapid Transit	\$22,000,000
C-TRAN 2030 Capital Improvements	\$7,959,247
Total	\$68,610,570



« C-TRAN: OUR COMMUNITY, OUR PROMISE »

2019-2020 Cash & Investments

Estimated Cash January 1, 2019	\$70,500,000
2019-20 Budget Net Income	\$16,565,400
Less 2019-2022 Capital Budget	(\$68,610,570)
Less Required Minimum Reserves	
Working Capital	(\$17,420,830)
Self Insurance	(\$1,034,000)
Estimated Cash & Investments Not Committed at December 31 , 2020	\$0

Cash Balance at December 31, 2020	\$47,000,000
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« C-TRAN: OUR COMMUNITY, OUR PROMISE »