



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

February 8, 2022

The C-TRAN Board of Directors Meeting was held Tuesday, February 8, 2022 with staff located at the C-TRAN Administration Offices, 10600 NE 51st Circle, Vancouver, WA 98682, and Board Members and Legal Counsel attending via WebEx.

CALL TO ORDER

Chair Temple Lentz called the meeting to order at 5:30 p.m.

ROLL CALL OF BOARD MEMBERS

PRESENT: Greg Anderson – City of Camas, Jim Bennett - Labor Representative, Bart Hansen – City of Vancouver, Temple Lentz – Clark County Council, Anne McEnerny-Ogle – City of Vancouver, Ron Onslow – Cities of La Center and Ridgefield and Town of Yacolt, Ty Stober – City of Vancouver

ABSENT: Philip Johnson – City of Battle Ground, Karen Bowerman – Clark County Council, and Molly Coston – City of Washougal

STAFF PRESENT

Chief Executive Officer Shawn Donaghy, Deputy Chief Executive Officer Monica Tellez-Fowler, Chief Capital Projects & Planning Officer Scott Patterson, Chief Operations Officer Inessa Vitko, Chief Human Resources & Safety Officer Laura Merry, Legal Counsel Aaron Millstein, IT Systems Administrator Caleb Cooper, Executive Office Manager/Clerk of the Board Debbie Jermann

PLEDGE OF ALLEGIANCE

Chair Lentz led the Pledge of Allegiance.

APPROVAL OF AGENDA

ANNE McENERNY-OGLE MOTIONED, IT WAS SECONDED, AND MOTION CARRIED TO APPROVE THE AGENDA.

PUBLIC COMMENT

None

CONSENT AGENDA

- 1. APPROVAL OF BOARD MEETING MINUTES: JANUARY 11, 2022**
- 2. TRANSMITTAL OF CLAIMS NUMBERED 132137 THROUGH 132369, ELECTRONIC ACCOUNTS PAYABLE (EAP) VOUCHER NUMBERS EAP0203 THROUGH EAP0264, PLUS NET PAYROLL PAID IN JANUARY 2022 IN THE TOTAL AMOUNT OF \$7,912,348.56**

3. STATE CONTRACT AWARD: FUEL CONTRACT NO. 08721, STAFF REPORT #22-004

C-TRAN is currently purchasing renewable diesel from an Inter-local Contract with Clark Public Utility District (PUD). C-TRAN currently uses this contract under an inter-local agreement between C-TRAN and Clark Public Utilities. C-TRAN purchases Ultra Low Sulfur Diesel (ULSD) and gasoline off the State of Washington Contract No. 0311 which expires February 28, 2022. In September 2021, the State of Washington issued a solicitation for all fuels: Gasoline, Diesel, and Renewable Diesel. The State of Washington awarded the Southwest Washington Master Contract No. 08721 to Associated Petroleum Products through an Invitation to Bid process. C-TRAN is eligible to use this contract as a member of the Master Contracts Usage Agreement. This allows C-TRAN to purchase ULSD, gasoline, and renewable diesel under the state purchasing agreement OPIS index pricing.

4. SOLE SOURCE CONTRACT AWARD: FIXED ROUTE DESTINATION SIGN UPGRADE, STAFF REPORT #22-005

C-TRAN currently, has thirty-six (36) destination signs that are in need of replacement due to age and the ability to obtain replacement parts. The current destination signs are no longer in production or supported by Luminator/Twinvision therefore, new upgrade kits are needed for these signs. Newer destination signs are primarily high-intensity LED based and last longer, where older signs have antiquated light technology that are difficult to retain parts for. In accordance with C-TRAN's Procurement Policy (PBD-003), this procurement is justified as a sole source/only available from one single source, procurement due to the unique capability and availability of the products being purchased.

ANNE McENERNY-OGLE MOTIONED, IT WAS SECONDED, AND MOTION CARRIED TO APPROVE THE CONSENT AGENDA.

ACTION ITEM

1. MEMORANDUM OF AGREEMENT: PAC TRUST, STAFF REPORT #22-006

Chief Capital Projects & Planning Officer Scott Patterson provided the staff report.

During the initial planning and design work for the new transit center, C-TRAN discussed various design options with our project partners, for the intersection immediately to the west of the transit center, including the local owner/developer, Pac Trust, the City of Vancouver, and Clark College. With vacant property to the north of the transit center that is planned for future development, C-TRAN desired to explore options that would maximize traffic flow for our buses accessing the transit center in the safest and most efficient manner, while also providing longer term capacity as the area continues to develop. Both the city and Pac Trust expressed a desire for a roundabout rather than a basic signalized intersection for efficiency and consistency with nearby intersections. As partner discussions continued, and as Chief Executive Officer Shawn Donaghy briefed the C-TRAN Board of Directors in 2021, consensus emerged on the roundabout solution. As a roundabout would cost more than a traditional signalized intersection, C-TRAN entered into discussions with Pac Trust for C-TRAN to contribute a share roughly equivalent for what it would have paid for a basic signalized intersection and that Pac Trust would be responsible for all remaining costs for the design and construction of a full roundabout. The result of those discussions led to the

proposed MOA where C-TRAN will contribute a total amount not to exceed \$850,000 to Pac Trust for the construction of the roundabout described above.

Board Member Ron Onslow asked what the cost to Pac Trust will be.

Chief Officer Patterson said he would estimate their cost at \$2 million, but is dependent on design and engineering costs. Supply chain issues are impacting project costs.

RON ONSLOW MOTIONED, IT WAS SECONDED, AND MOTION CARRIED TO AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE AN MOA WITH PAC TRUST FOR THE DESIGN AND CONSTRUCTION OF THE 184TH AVENUE ROUNDABOUT.

COMMUNICATIONS

From the Chair

None

From the Board

Board Member McEnerny-Ogle congratulated C-TRAN on positive response for the new Current service, and thanked C-TRAN for the Fare Free Day honoring Rosa Parks.

From the Chief Executive Officer

1. Interstate Bridge Replacement (IBR) Project Update
CEO Donaghy said stakeholders are working on how to package the information to take out for public comment. CEO Donaghy advised he will have a more robust report at the March meeting.

CEO Donaghy reported as follows:

1. Ongoing efforts to work with regional partners on projects, such as the roundabout at the new Mill Plain BRT transit station
2. Labor negotiations are ongoing, and thanked the Amalgamated Transit Union (ATU) for the conversations and path forward.
3. Construction has begun on the Mill Plain BRT line
4. Demolition has begun on the old Administration Building at the 65th campus.

From Legal Counsel

None

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 5:48 p.m.

Prepared By: Clerk of the Board Debbie Jermann, MMC