



*Sum*  
Y/N

**CLARK COUNTY  
STAFF REPORT**

**DEPARTMENT/DIVISION:** Public Works

**DATE:** January 22, 2013

**REQUEST:** Authorize the Public Works Department to pay the 2013 Membership Dues for the Regional Transportation Council in the amount of \$36,300.

**CHECK ONE:**  Consent  Chief Administrative Officer

**PUBLIC WORKS GOALS:**

- Provide safe and efficient transportation systems within Clark County
- Continue responsible stewardship of public funds
- Promote family-wage job creation and economic development to support a thriving community
- Maintain a desirable quality of life
- Improve environmental stewardship and protection of natural resources
- Increase partnerships and foster an engaged, informed community
- Make Public Works a great place to work

**BACKGROUND:** The Southwest Washington Regional Transportation Council (RTC) budget for 2013 is \$1,386,600, to serve as the federal Metropolitan Planning Organization (MPO) and the WA State Regional Transportation Planning Organization (RTPO). State and federal law required the formation of the MPO/RTPO to facilitate regional transportation decisions and serve as a conduit for grants to local agencies. Clark County's membership dues are \$36,300.

*\* Pay in 4 equal Quarterly Payments \**

**COMMUNITY OUTREACH:** None

**BUDGET AND POLICY IMPLICATIONS:** The Membership Dues of \$36,000 for 2013 are in the adopted 2013-2014 budget. There are no policy implications associated with this action.

**FISCAL IMPACTS:**  Yes (See Attached Fiscal Impacts Form)  No

**ACTION REQUESTED:** Authorize the Public Works Department to pay the 2013 Membership Dues for the Regional Transportation Council in the amount of \$36,300.

**DISTRIBUTION:** Please forward a copy of the approved staff report to Public Works Administration.

  
\_\_\_\_\_  
Peter Capell, P.E.  
Public Works Director/County Engineer

PC/HHH/pam

APPROVED:   
\_\_\_\_\_  
CLARK COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS

*January 22, 2013*  
*SR 010-13*

*PW 13-006*

# FISCAL IMPACT ATTACHMENT

## Part I: Narrative Explanation

I.A - Explanation of what the request does that has fiscal impact and the assumptions for developing revenue and costing information.

The Southwest Washington Regional Transportation Council (RTC) budget for 2013 is \$1,386,600, to serve as the federal Metropolitan Planning Organization (MPO) and the WA State Regional Transportation Planning Organization (RTPO). State and federal law required the formation of the MPO/RTPO to facilitate regional transportation decisions and serve as a conduit for grants to local agencies. Clark County's membership dues are \$36,300. The Membership Dues are in the adopted 2013-2014 budget and no further budget action is required.

## Part II: Estimated Revenues

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	Road Fund	Total	Road Fund	Total	Road Fund	Total
Road Fund - 1012	\$36,300.00	\$36,300.00				
<b>Total:</b>	<b>\$36,300.00</b>	<b>\$36,300.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

II.A - Describe the type of revenue (grant, fees, etc.)

Road Fund Property Tax

## Part III: Estimated Expenditures

III.A - Expenditures summed up

Fund #/Title	FTE's	Current Biennium		Next Biennium		Second Biennium	
		Road Fund	Total	Road Fund	Total	Road Fund	Total
1012 / Road Fund	0	\$36,300.00	\$36,300.00				
<b>Total:</b>		<b>\$36,300.00</b>	<b>\$36,300.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

III.B = Expenditure by object category

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	Road Fund	Total	Road Fund	Total	Road Fund	Total
Salary/Benefits						
Contractual	\$36,300.00	\$36,300.00				
Supplies						
Travel						
Other controllables						
Capital Outlays						
Inter-fund Transfers						
Debt Service						
<b>Total:</b>	<b>\$36,300.00</b>	<b>\$36,300.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>



1300 Franklin Street, Floor 4  
P.O. Box 1366  
Vancouver, WA 98666-1366

360-397-6067  
360-397-6132 fax  
<http://www.rtc.wa.gov/>

**Member Jurisdictions**

- Clark County
- Skamania County
- Klickitat County
- City of Vancouver
- City of Camas
- City of Washougal
- City of Battle Ground
- City of Ridgefield
- City of La Center
- Town of Yacolt
- City of Stevenson
- City of North Bonneville
- City of White Salmon
- City of Bingen
- City of Goldendale
- C-TRAN
- Washington DOT
- Port of Vancouver
- Port of Camas-Washougal
- Port of Ridgefield
- Port of Skamania County
- Port of Klickitat
- Metro
- Oregon DOT
- 15th Legislative District
- 17th Legislative District
- 18th Legislative District
- 49th Legislative District

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**MEMORANDUM**

**TO:**  **Bill Barron, County Administrator**  
**FROM:** Dean Lookingbill, Transportation Director  
**DATE:** January 7, 2013  
**SUBJECT:** 2013 Membership Dues

Attached for your information is a copy of the RTC Board of Directors Resolution 12-12-24, which adopted the agency's 2013 budget. The budget includes the same level of local agency funding support as was the case for 2012. This annual assessment is identified on the attached invoice.

The attached annual invoice for Clark County covers the period of January 1, 2013, to December 31, 2013 for the 2013 Metropolitan Planning Organization/ Regional Transportation Planning Organization membership dues.

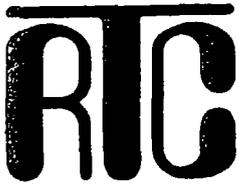
- 2013 Membership Dues \$36,300

*Pay 1/4 Quarterly*

**Enclosure:** 2013 RTC Budget Resolution  
2013 Invoice

cc: Clark County Public Works Accounting Department

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Agenda Item VII  
Resolution 12-12-24

STAFF REPORT/RESOLUTION

TO: Southwest Washington Regional Transportation Council Board of Directors  
FROM:  Dean Lookingbill, Transportation Director  
DATE: November 27, 2012  
SUBJECT: 2013 RTC Work Plan and Budget, Resolution 12-12-24

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**AT A GLANCE - ACTION**

*The purpose of this resolution is to seek RTC Board adoption of the 2013 Work Plan and Budget.*

**BACKGROUND**

Attached are the proposed January 1 to December 31, 2013, work plan and budget for the Southwest Washington Regional Transportation Council. The 2013 Work Plan outlines how RTC will address the major regional transportation, planning, and policy projects in 2013 as well as how the agency will maintain its continuing overall regional transportation program. The proposed budget anticipates a total of \$1,386,600 in salaries and other expenses, which is balanced by federal, state, and local revenues. The proposed 2013 budget maintains the existing staffing level.

The 2013 Work Plan sets out a course for RTC's regional transportation planning, policy setting, and project programming activities that continues to respond to the challenge of our region's slow economic recovery. The proposed Work Plan includes the continuing I-205 Corridor Study, along with supporting the project development phase for the Fourth Plain Transit Improvement project. The new federal transportation bill, Moving Ahead for Progress in the Twenty First Century (MAP-21), changes the federal emphasis toward making performance-managed transportation system investments. RTC's project programming process will need to change accordingly if our region is to continue to maximize their opportunities to utilize federal transportation resources. The 2013 Work Plan includes a number of preparatory activities to reformulate the program to meet the performance based investment criteria. The Work Plan also maintains the region's underlying regional transportation planning process that is led by the RTC Board, informed by accurate data/analysis, and provides for the multi-jurisdictional, multi-modal forum for the region's collaborative transportation decision making process.

The proposed budget holds the contribution of local MPO funds at the same as last year, which total to \$104,500. The individual assessments to the jurisdictions and agencies continue to remain the same as they have been since 1992. The planning funds from the Federal Highway Administration and the Federal Transit Administration are expected to be near the 2012 levels

**POLICY IMPLICATION**

Adoption of the January 1 through December 31, 2013, budget provides staffing and resources for the operation of RTC's 2013 Work Program as the MPO for Clark County and as the RTPO for Clark, Skamania, and Klickitat Counties. Adoption of the budget also incorporates Clark County's policies and procedures, including the 2013 changes in the Clark County medical and benefit plans, the new leave/paid time off plan, and the changes in the employee merit program.

**BUDGET IMPLICATION**

The budget total of \$1,386,600 and its related categories of revenues and expenses would be established for the period of January 1 to December 31, 2013.

**ACTION REQUESTED**

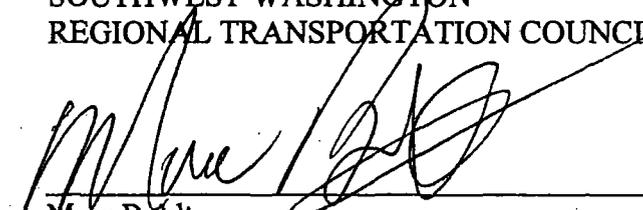
Adoption of Resolution 12-12-24, 2013 RTC Work Plan and Budget.

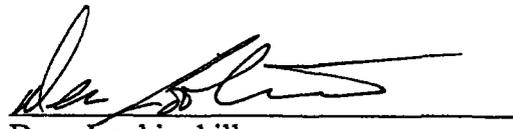
ADOPTED this 4th day of December 2012,

by the Southwest Washington Regional Transportation Council.

SOUTHWEST WASHINGTON  
REGIONAL TRANSPORTATION COUNCIL

ATTEST:

  
\_\_\_\_\_  
Marc Boldt  
Chair of the Board

  
\_\_\_\_\_  
Dean Lookingbill  
Transportation Director

Attachments

# COPY

**2013 RTC BUDGET**  
**January 1, 2013 - December 31, 2013**  
Page 1 of 2

<u>REVENUES</u>	<u>2013 Budget</u>
Unified Planning Work Program (FHWA)	\$619,200
Unified Planning Work Program (FTA)	147,900
Unified Planning Work Program (STP)	100,000
Unified Planning Work Program (RTPO)	175,000
VAST (CMAQ)	103,800
Congestion Management Process (STP)	77,900
Fourth Plain BRT (STP)	26,200
SR-35 (High Priority)	22,700
Columbia River Crossing (State)	9,400
Local MPO	104,500
<b>TOTAL REVENUES</b>	<b><u><u>\$1,386,600</u></u></b>

<u>EXPENSES</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Salaries	\$770,100	\$793,200
Benefits	369,600	364,900
Supplies	12,000	12,000
General Office	5,000	5,000
Computer	7,000	7,000
Professional Services	158,400	99,400
Consultant	114,000	55,000
Information Services	8,000	8,000
Accounting / HR Services	27,900	27,900
State Audit	8,500	8,500

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**2013 RTC BUDGET**  
**January 1, 2013 - December 31, 2013**  
Page 2 of 2

	<u>2012 Budget</u>	<u>2013 Budget</u>
<b>Communications/Postage</b>	<b>4,000</b>	<b>4,000</b>
Telephone/FAX	2,500	2,500
Postage	1,500	1,500
<b>Travel</b>	<b>6,000</b>	<b>8,000</b>
<b>Advertising</b>	<b>2,000</b>	<b>2,000</b>
<b>Rent</b>	<b>68,000</b>	<b>68,000</b>
Office	62,000	62,000
Copy Machine	5,000	5,000
Other	1,000	1,000
<b>Insurance</b>	<b>1,600</b>	<b>1,600</b>
<b>Miscellaneous</b>	<b>20,500</b>	<b>23,000</b>
Dues/Subscriptions	3,500	3,500
Printing	1,000	1,000
Software/Licenses	10,500	13,000
Registration/Tuition	3,000	3,000
Other	2,500	2,500
<b>Capital Related</b>	<b>10,500</b>	<b>10,500</b>
Depreciation	2,500	2,500
Computer Equipment	6,000	6,000
Office Equipment	2,000	2,000
<b>TOTAL EXPENSES</b>	<b><u>\$1,422,700</u></b>	<b><u>\$1,386,600</u></b>

SW WA Regional Transportation Council  
PO Box 1366  
Vancouver, WA 98666-1366

# Invoice

Invoice Number:  
11838

Invoice Date:  
Jan 7, 2013

Page:  
1

Voice: 360-397-6067  
Fax: 360-397-6132



# COPY

Sold To:  
Clark County  
PO Box 5000  
Vancouver, WA 98666-5000

Customer ID	Payment Terms	Sales Rep ID
CLCO	Due on Receipt	Patty

Invoice Date	Description	Amount
Jan 7, 2013	2013 Membership Dues	36,300.00

**INVOICE**  
Pay  $\frac{1}{4}$  amount Quarterly.

**TOTAL DUE**

**36,300.00**