

Clark County Public Transportation Improvement Conference
Agenda
October 27, 2015

Vancouver Community Library
Columbia Room
901 C Street, Vancouver, WA
Vancouver, WA
3-5 pm

Conference Members

Mayor Jeff Carothers, city of Yacolt
Mayor Sean Guard, city of Washougal
Councilmember Al Swindell, city of Woodland
Councilmember Jack Burkman, city of Vancouver
Mayor Ron Onslow, city of Ridgefield
Mayor Jim Irish, city of La Center
Councilmember Greg Anderson, city of Camas
Council Chair David Madore, Clark County
Councilor Jeanne Stewart, Clark County
Councilor Tom Mielke, Clark County
Councilmember Lloyd Lamb, city of Battle Ground

Meeting purpose: The purpose of this meeting is to convene the conferees, to identify what needs to be done (orientation), how to do it (organization), and the resources needed for decision making (interests and needs).

1. Welcome and Introductions
2. Election of Chair
3. Orientation to process
 - a. Review of conferee purpose and decision making authority
 - b. Review of decision making criteria
 - c. Review of steps in process
4. Organizational Issues
 - a. Bylaws
 - b. Meeting frequency\time
 - c. Other
5. Member interests and information needs
6. Other issues identified by members
7. Meeting continuation-proposed dates
 - a. **Please bring your calendars**

PTIC RCWs

36.57A.010

Definitions.

The definitions set forth in this section apply throughout this chapter unless the context clearly requires otherwise.

- (1) "City" means an incorporated city or town.
- (2) "City council" means the legislative body of any city or town.
- (3) "Component city" means an incorporated city or town within a public transportation benefit area.
- (4) "County legislative authority" means the board of county commissioners or the county council.
- (5) "Population" means the number of residents as shown by the figures released for the most recent official state, federal, or county census, or population determination made by the office of financial management.
- (6) "Proof of payment" means evidence of fare prepayment authorized by a public transportation benefit area for the use of buses or other modes of public transportation.
- (7) "Public transportation benefit area" means a municipal corporation of the state of Washington created pursuant to this chapter.
- (8) "Public transportation benefit area authority" or "authority" means the legislative body of a public transportation benefit area.
- (9) "Public transportation improvement conference" or "conference" means the body established pursuant to RCW 36.57A.020 which shall be authorized to establish, subject to the provisions of RCW 36.57A.030, a public transportation benefit area pursuant to the provisions of this chapter.
- (10) "Public transportation service" means the transportation of packages, passengers, and their incidental baggage by means other than by chartered bus, sight-seeing bus, together with the necessary passenger terminals and parking facilities or other properties necessary for passenger and vehicular access to and from such people moving systems: PROVIDED, That nothing shall prohibit an authority from leasing its buses to private certified carriers or prohibit the authority from providing school bus service. "Public transportation service" includes passenger-only ferry service for those public transportation benefit areas eligible to provide passenger-only ferry service under RCW 36.57A.200.

36.57A.020**Public transportation improvement conference — Convening — Purpose — Multi-county conferences.**

The county legislative authority of every county with a population of forty thousand or more shall, and the legislative authority of every other county may, within ninety days of July 1, 1975, and as often thereafter as it deems necessary, and upon thirty days prior written notice addressed to the legislative body of each city within the county and with thirty days public notice, convene a public transportation improvement conference to be attended by an elected representative selected by the legislative body of each city, within such county, and by the county legislative authority. Such conference shall be for the purpose of evaluating the need for and the desirability of the creation of a public transportation benefit area within certain incorporated and unincorporated portions of the county to provide public transportation services within such area. In those counties where county officials believe the need for public transportation service extends across county boundaries so as to provide public transportation service in a metropolitan area, the county legislative bodies of two or more neighboring counties may elect to convene a multi-county conference. In addition, countywide conferences may be convened by resolution of the legislative bodies of two or more cities within the county, not to exceed one in any twelve month period, or a petition signed by at least ten percent of the registered voters in the last general election of the city, county or city/county areas of a proposed benefit area. The chair of the conference shall be elected from the members at large.

36.57A.030**Establishment or change in boundaries of public transportation benefit area — Hearing — Notice — Procedure — Authority of county to terminate public transportation benefit area.**

Any conference which finds it desirable to establish a public transportation benefit area or change the boundaries of any existing public transportation benefit area shall fix a date for a public hearing thereon, or the legislative bodies of any two or more component cities or the county legislative body by resolution may require the public transportation improvement conference to fix a date for a public hearing thereon. Prior to the convening of the public hearing, the county governing body shall delineate the area of the county proposed to be included within the transportation benefit area, and shall furnish a copy of such delineation to each incorporated city within such area. Each city shall advise the county governing body, on a preliminary basis, of its desire to be included or excluded from the transportation benefit area. The county governing body shall cause the delineations to be revised to reflect the wishes of such incorporated cities. This delineation shall be considered by the conference at the public hearing for inclusion in the public transportation benefit area.

Notice of such hearing shall be published once a week for at least four consecutive weeks in one or more newspapers of general circulation within the area. The notice shall contain a description and map of the boundaries of the proposed public transportation benefit area and shall state the time and place of the hearing and the fact that any changes in the boundaries of the public transportation benefit area will be considered at such time and place. At such hearing

or any continuation thereof, any interested person may appear and be heard on all matters relating to the effect of the formation of the proposed public transportation benefit area.

The conference may make such changes in the boundaries of the public transportation benefit area as they shall deem reasonable and proper, but may not delete any portion of the proposed area which will create an island of included or excluded lands, and may not delete a portion of any city. If the conference shall determine that any additional territory should be included in the public transportation benefit area, a second hearing shall be held and notice given in the same manner as for the original hearing. The conference may adjourn the hearing on the formation of a public transportation benefit area from time to time not exceeding thirty days in all.

Following the conclusion of such hearing the conference shall adopt a resolution fixing the boundaries of the proposed public transportation benefit area, declaring that the formation of the proposed public transportation benefit area will be conducive to the welfare and benefit of the persons and property therein.

Within thirty days of the adoption of such conference resolution, the county legislative authority of each county wherein a conference has established proposed boundaries of a public transportation benefit area, may by resolution, upon making a legislative finding that the proposed benefit area includes portions of the county which could not be reasonably expected to benefit from such benefit area or excludes portions of the county which could be reasonably expected to benefit from its creation, disapprove and terminate the establishment of such public transportation benefit area within such county.

RCW 36.57A.040

Cities included or excluded -- Boundaries -- Only benefited areas included -- One area per county, exception.

At the time of its formation no public transportation benefit area may include only a part of any city, and every city shall be either wholly included or wholly excluded from the boundaries of such area. Notwithstanding any other provision of law, if subsequent to the formation of a public transportation benefit area additional area became or will become a part of a component city by annexation, merger, or otherwise, the additional area shall be included within the boundaries of the transportation benefit area and be subject to all taxes and other liabilities and obligations of the public transportation benefit area. The component city shall be required to notify the public transportation benefit area at the time the city has added the additional area. Furthermore, notwithstanding any other provisions of law except as specifically provided in this section, if a city that is not a component city of the public transportation benefit area adds area to its boundaries that is within the boundaries of the public transportation benefit area, the area so added shall be deemed to be excluded from the public transportation benefit area: PROVIDED, That the public transportation benefit area shall be given notice of the city's intention to add such area. If a city extends its boundaries through annexation across a county boundary line and such extended boundaries include areas within the public transportation benefit area, then the entire area of the city within the county that is within the public transportation benefit area shall be included within the public transportation benefit area boundaries. Such area of the city in the public transportation benefit area shall be considered a component city of the public

transportation benefit area corporation.

The boundaries of any public transportation benefit area shall follow school district lines or election precinct lines, as far as practicable. Only such areas shall be included which the conference determines could reasonably benefit from the provision of public transportation services. Except as provided in RCW [36.57A.140](#)(2), only one public transportation benefit area may be created in any county.

DECISION MAKING CRITERIA FOR BOUNDARIES	
Reference	Principle
36.57A.020	Evaluate the need and desirability of the creation of a public transportation benefit district
36.57A.030	Change the boundaries as deemed reasonable and proper.
	May not create islands of included or excluded area.
	May not delete any portion of a city.
	City may request to be excluded in its entirety.
	May exclude areas of the county which could not be reasonably expected to benefit from the benefit area.
36.57A.040	May have only one benefit area per county.
	Areas annexed to a participating city shall be in the benefit area.
	Areas annexed to a nonparticipating city shall not be in the benefit area.
	Boundaries shall follow school district boundaries or election precinct lines as far as is practical.
	Include only those areas that could reasonably benefit from provision of public transportation services.

**Public Transportation Improvement Conference 2015-2016
Conferee Bylaws**

Draft 1

Section 1 Primary Purpose

The purpose of the public transportation improvement conference is to:

1. Evaluate the boundaries of the transportation benefit areas,
2. Hold a hearing if changing the boundaries is deemed advisable,
3. Pass a resolution establishing district boundaries,
4. Establish a date for presentation of an annexation petition to the electorate, if the district boundaries change to include new area.

Section 2 Members

Members shall be elected representatives of each city and town within Clark County and the Board of County Councilors.

Section 3 Alternates

Jurisdictions may send alternates to any meeting or hearing with prior written notice to the chair.

Alternates may vote on issues before the body, as long as prior notice of the alternate's participation is provided to the chair.

Section 4 Notice of Meeting

Notice of all meetings and hearings shall be provided to members by mail or email at least 5 business days before the meeting.

Section 5 Quorum

A simple majority of appointed members constitutes a quorum. Participation via telephone conference call shall not contribute to a quorum.

Section 6 Voting

The vote of a majority of the members in attendance at a meeting is necessary to pass a motion.

Alternates may vote as provided in Section 3. Votes may not be provided by phone, email, or other methods. Physical presence is required.

Section 7 Officers

The officers shall be a chair and vice chair. Both shall be elected from the membership of the conference at the first meeting of the conference. The chair shall preside at all meetings, shall have general supervision of the affairs and processes of the membership's meetings and hearings, and shall perform other incidental duties. The vice-chair shall act in the absence of the chair.

Section 8 Conference Organization

Administrative staff to support the body and its deliberations is provided by Clark County unless conference members identify alternate staff.

Section 9 Remuneration

The conference body does not have a budget for remuneration of member expenses. Members should consult their jurisdiction's reimbursement policy for reimbursement of expenses.

Clark County shall cover expenses for meeting rooms, meeting room set up, refreshments, public notices, and primary agenda materials, unless otherwise established by the conference.

Section 10 Availability of Public Record

Representatives are reminded that, as elected officials, all records and communications are open to public disclosure. Clark County shall maintain a video record of the hearings of the body, and will post the proceedings on the county website. Agenda materials and summary meeting records will be posted also.

Section 11 Open Public Meetings

Meetings are subject to the State of Washington Open Public Meetings Act RCW 42.30.

Section 12 Dissolution

As per RCW 36.57A.030 the final action of the conference body is approval or rejection of a resolution to change the boundaries of the public transportation benefit area. The body shall dissolve 14 days after that action, or sooner if the body has met to address final business of the organization such as passage of meeting minutes, approval of hearing record, etc.