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**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

Date,

Here is the background  
info on the Commission  
that I had mentioned.

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**WASHINGTON STATE TRANSPORTATION COMMISSION  
DRAFT STRATEGIC PLAN 2005-2007**

**MISSION**

The Washington State Transportation Commission reflects the public interest in long-term planning, financing and delivery of statewide transportation systems and services.

**LISTING OF STATUTORY AUTHORITY REFERENCES**

There are four primary statutes pertaining to creation of the Commission and outlining the Commission's general responsibilities.

- RCW 47.01.051 creates the Commission and establishes the Commission's membership.
- RCW 47.01.061 establishes guidelines for the Commission's procedures and internal operations.
- RCW 47.01.041 establishes the authority of the Commission to appoint the Secretary of Transportation.
- RCW 47.01.071 outlines the Commission's functions, powers and duties.

**COMMISSION GOALS**

1. The transportation system addresses the public's immediate and long-term needs and interests. The focus will be on safety, maintenance, preservation, congestion relief, economic development and meeting environmental standards.
2. The Washington State Department of Transportation operates in an ethical, efficient and effective manner, and is accountable and responsive to the public.
3. The public engages in active and informed participation in the development of the Commission's transportation plans, program and budget proposals, and receives information on the use of transportation revenue.

**OBJECTIVES**

Update the Washington Transportation Plan and its component systems plans during the 05-07 biennium.

Provide a biennial budget proposal with recommended revenues and expenditures once each biennium, and supplemental budget requests, as circumstances require.

Provide program and project oversight of the Department of Transportation in the implementation of the legislation and budget established by the Washington State Legislature.

Increase the opportunities for interaction between transportation stakeholders, individuals from the public and representatives of state and local governments and the Commission.



## STRATEGIES

### Strategies for Implementing Goal #1—The transportation system addresses the public's immediate and long-term needs and interest.

- Adopt an updated Washington Transportation Plan. The Washington Transportation Plan process serves as a mechanism for assessing the long-term transportation needs of the state and will provide decision-makers with the necessary data to make investment decisions regarding the transportation system to achieve the statewide result of improving statewide mobility of people and goods.
- Utilize the Commission's 2003 Benchmarks and the Secretary's Measures, Markers and Mileposts report to monitor the performance of the transportation system. Monitoring the performance of the system is a critical tool for evaluating whether the system meets the public's needs and achieves the statewide goals of improving mobility, the economy and safety.
- Develop priorities for the Department's biennial budget request, evaluate various budget scenarios and propose a 05-07 biennial budget for WSDOT. Develop potential new transportation revenue options for consideration by the Governor and the Legislature. The needs of the system will not be addressed and the goal of improving the system cannot be achieved without an investment in the system.
- Propose agency request legislation that contributes to efficient project delivery and congestion relief. Creative approaches to meeting transportation system needs is a necessity for meeting the public's interests and improving mobility.

### Strategies for Implementing Goal #2—The Washington State Department of Transportation operates in an ethical, efficient and effective manner, and is accountable and responsive to the public.

- Use the Secretary's Measures, Markers and Mileposts report to receive quarterly reports from WSDOT on the Department's operations, including developments in the delivery of projects under the 2003 funding package and other construction projects; operation of the Washington State Ferries; public transportation and rail activities; and maintenance activities. Periodically attend quarterly project reviews. Quarterly reviews of performance enables the Commission to evaluate whether the Department is operating in an efficient and effective manner, which helps achieve the ultimate statewide goal of improving the ability of state government to achieve its results efficiently and effectively.
- Receive regular briefings from WSDOT regarding implementation of legislation and budget provisos. By receiving regular updates and requesting additional information on the Department's compliance with legislative directives, the Commission ensures that the Department is accountable and responsive to the public.
- Conduct quarterly meetings of the Commission's audit oversight committee. The audit oversight committee will meet with internal and external auditors to ensure that the Department is operating in an ethical manner and is accountable to the public.



Strategies for Implementing Goal #3-- The public engages in active and informed participation in the development of the Commission's transportation plans, program and budget proposals, and receives information on the use of transportation revenue.

- Provide a forum for public and stakeholder participation in the development of transportation policies and plans.
- Conduct local area meetings.
- Participate in Regional Transportation Planning Organization and Metropolitan Planning Organization meetings and other regional and local organizations that are involved in transportation decision-making or that influence transportation decisions.
- Deliver speeches and presentations on a regular basis and participate in other public outreach efforts to discuss transportation issues and solicit feedback from the public.
- Members of the Commission will regularly communicate with the Governor's Executive Policy Office, the Office of Financial Management and State and Federal legislators regarding transportation issues.

Each of these strategies serves as a tool for providing information to the public and receiving information from the public.

## **APPRAISAL OF THE EXTERNAL ENVIRONMENT**

The growth of demands on the transportation system, underinvestment in growing transportation needs and the deterioration of transportation assets are three critical factors for the Commission to consider in the implementation of its goals.

## **TRENDS IN CUSTOMER CHARACTERISTICS**

The Commission continues to receive correspondence from various organizations and the general public regarding decisions that are pending or made, in an effort to influence the Commission's or WSDOT's decisions regarding planning, programming or engineering. While the majority of the public may not participate in the Commission's traditional public meetings, the Commission found that its local area meetings are increasingly popular with local officials and community leaders. The local area meeting continues to be a critical mechanism for communicating with the public.

## **STRATEGY AND CAPACITY ASSESSMENT**

The current size of the Commission staff and the location of the office are sufficient to accomplish the goals of the Commission.

## **PERFORMANCE ASSESSMENT**

Current Commission Output Measure: Number of meetings sponsored or attended by individual Commissioners where the public or transportation stakeholders are in attendance.

Results: 2<sup>nd</sup> Quarter Estimate was 78 and the actual number was 70.



Efforts to Close the Gap: The end of the Legislative session and the beginning of our local area meeting schedule will enable Commissioners to participate in more meetings throughout the state.

Emerging Issues and Performance Improvement Opportunities for the Next Biennium: The Commission concluded that its current output measure does not sufficiently reflect the range of its activities. The Commission intends to reevaluate its performance measures as part of its 05-07 biennial budget process.

Examples of potential performance measures include an assessment of the Commission's audit oversight committee meetings, evaluation of the Commission's performance accountability function through its quarterly review of Gray Notebook information, and an examination of the Department's implementation of the Commission's policy recommendations.

## **MAJOR PARTNERS OF THE COMMISSION**

### Local Governments

The Commission met with representatives from the Association of Washington Cities and the Washington State Association of Counties to discuss the transportation needs of local governments and the role of local governments in the update of the Washington Transportation Plan. The Commission will continue to have formal and informal discussions with local government representatives.

### Regional Transportation Planning Organizations (RTPOs) and Metropolitan Planning Organizations (MPOs)

RTPOs and MPOs have become essential partners in the Commission's policy work. Individual commissioners regularly participate in RTPO and MPO meetings and communicate concerns to the entire Commission.

### TPAB

The recent creation of the Transportation Performance Accountability Board creates an opportunity for the Commission to work on accountability in transportation with another state entity. The Chairman of the Commission testified at the initial meeting of TPAB and other Commissioners continue to attend TPAB meetings.

### Governor and Legislature

The Commission proposes transportation budgets, but the Governor and the Legislature make the decision as to what budget will be enacted and what revenues will be provided. It is crucial for the Commission to have an ongoing and constructive partnership with the Governor and the Legislature to support adequate funding for transportation.

## **ASSESSMENT OF AGENCY FINANCIAL PLAN**

The Commission has the funding necessary to carry out its basic functions each year, which requires twelve monthly meetings, four local meetings and a reasonable amount of individual Commissioner participation in state, regional and local boards and committees.



## WASHINGTON STATE TRANSPORTATION COMMISSION OPERATION GUIDELINES

This document reflects the current thinking of the Transportation Commission and should be reviewed at each June Commission meeting to determine what changes should be made.

### Decision Making

Commission decisions will be policy and data driven. The Department will provide the best data available and communicate its best estimate of the resources and time required to obtain optimum data if it is not immediately available.

The Commission will consider its previously adopted policies and plans as it guides the Department in the development and implementation of policies, plans, programs and budgets.

The Commission will consider reasonable alternatives when making a decision; the Department will present to the Commission reasonable alternatives with a recommended choice.

The Commission expects the Department to consult with interest groups and to provide appropriate opportunities for input from the general public prior to requesting a final decision from the Commission. The timing, nature and degree of interest group consultation and public input may vary according to the issue; the Secretary is responsible for securing appropriate public involvement as issues are developed for Commission consideration.

The Commission will normally rely on the Department to obtain and document input from the public for the Commission to consider, but will hold hearings or permit public testimony during Commission meetings as deemed appropriate by the Chair or the Commission as a whole. The Commission will also provide a time on the agenda for the public to address the Commission.

The Commission will make decisions as a body and only when a quorum is present. Statements from individual commissioners reflect only the opinion of the commissioner, including judgments concerning what decision the Commission might make or what information the Commission might need for a decision.

When the Commission is making regulatory decisions, commissioners should not individually consult or communicate with interested parties regarding the issue without first consulting with the Assistant Attorney General.

## Oversight of the Department

The Commission will assess the performance of the Secretary and the Department according to the degree and manner in which the Department:

- ◆ Implements its programs consistent with the Department's enabling legislation and the Commission's policies;
- ◆ Meets performance goals established by the Commission and the biennial budget.
- ◆ Is making real and continuous improvements in work processes and products;
- ◆ Is making real and continuous progress towards achieving a diverse workforce; and
- ◆ Develops effective partnerships for developing and implementing programs and projects and provides early, continuous and meaningful opportunities for public involvement in the decision-making process.

The Secretary will provide the Commission with monthly performance reports, currently known as the Gray Book, which will track the Department's progress in delivering its programs.

The Commission will provide guidance opportunities during the legislative session. The Secretary may consult with the Chair and Vice Chair between Commission meetings regarding time-sensitive legislative issues.

The Commission delegates to the Secretary the overall administration of the Department, as well as the authority to make decisions regarding specific routes, projects and services. The Commission's usual practice in the event of a complaint or statement of concern from the public regarding Department decisions or practices will be to distribute the correspondence to all commissioners for information and to the Secretary for the Department's attention.

## Commission Partnerships and External Relations

Commissioners should actively seek out opportunities to serve on commissions, boards, committees or task forces that are involved in or whose actions impact transportation.

Commissioners should actively seek out opportunities to meet with or speak before community and interest groups and editorial boards, for the purpose of informing the public of transportation needs and issues, and to determine community and stakeholder views concerning transportation.



*In cases where departmental representatives are serving on statutory created or authorized commissions, boards, committees or task forces, those representatives will meet with the Commission on a regular basis to receive policy guidance and report on the entity's actions.*

The Commission will seek regular meetings with the Governor and legislative leadership for the purpose of cooperating in the development and implementation of transportation policy and programs.

The Commission will develop relationships with city and county government for the purpose of cooperating in the development and implementation of transportation policies and programs.

In addition to seeking approval of proposed agency request legislation, the Department will brief the Commission prior to each legislative session concerning other potential legislative proposals that have been generated by policy work initiated by or coordinated by the Department during the interim. The Department is not expected to report on technical or policy advisory work performed during the interim on behalf of legislators, executive agencies or constituent groups that is of a confidential nature.

#### Commission Meetings

The Commission will meet monthly in Olympia to conduct regular business; four times a year to meet with local communities and bordering states; at other times and for other purposes as determined by a majority of the commissioners; and at the call of the Chair.

Commissioners should attend all Commission meetings and workshops, except in situations when the commissioner or a family member is ill, the weather or other conditions make travel unsafe, or the commissioner has unavoidable personal commitments.

Commissioners should review meeting materials in advance of the meeting and be prepared to discuss the issues. If a commissioner has questions, needs additional information or requires the information in a different format, the commissioner should contact the Commission Office or Department prior to the meeting to permit staff to have the response available at the meeting.

Commissioners should inform one another about their Commission-related activities during the past month, including individuals or groups contacted and the purpose of the contact. Commissioners may become the "resident expert" in a specific mode or activity, but should keep the rest of the commissioners informed of activities and development.

Commissioners should focus meeting discussions on substantive policy or oversight issues. Word-smithing of documents should be accomplished before the Commission meeting by contacting staff between the time the agenda materials are received and the

meeting. Staff will be expected to prepare alternative language in time for the meeting, identified as having been requested by an individual commissioner, for consideration by the Commission.

### Commission Operations

The Commission elects a chair and vice-chair each May for one-year terms beginning on July 1. The Chair will appoint a nominating committee at the May Commission meeting to provide recommendations to the Commission in the agenda notebook mailing for the June meeting.

The Chair of the Commission has the following duties and responsibilities:

- ◆ To call and chair Commission meetings and workshops;
- ◆ To approve proposed agendas for Commission meetings and workshops;
- ◆ To advise the Secretary regarding Commission and Department issues;
- ◆ To act as liaison with the House Transportation Committee, the Senate Transportation Committee, the Office of Financial Management and the Governor's Office, and to testify to the Legislature on behalf of the Commission;
- ◆ To appoint commissioners to represent the Commission and assign commissioners to projects or tasks;
- ◆ To approve out-of-state travel; and
- ◆ To supervise the Commission administrator on a day-to-day basis.

The Vice-Chair of the Commission has the following duties and responsibilities:

- ◆ To act on behalf of the Chair in the Chair's absence or at the Chair's request; and
- ◆ To perform assignments as requested by the Commission or the Chair.

The mission and objectives of the Commission define the role of the commissioners. Each commissioner's reimbursable time and expenses shall generally reflect that the commissioner was working towards one or more of the objectives.

The Commission will evaluate its own performance by assessing the degree to which it has accomplished its mission and objectives.

The Commission Office staff will provide the following services:

- ◆ Commission management support;
- ◆ Administrative and secretarial support to the Commission;
- ◆ Administrative and secretarial support to the commissioners;
- ◆ Assistance with presentations and testimony;
- ◆ Limited research and policy analysis;
- ◆ Participation on departmental and inter-agency committees and task forces leading to the development or implementation of Commission decisions;



- ◆ Coordination of department professional and support services to the Commission; and
- ◆ Liaison on behalf of the Commission to the Legislative Transportation Committees, Office of Financial Management, the Governor's Office, transportation agencies, interest groups and the general public.

#### Department Staff Services to the Commission

The Commission affirms past decisions regarding the philosophy to maintain a minimal number of direct Commission staff. The Commission will utilize the staff of the Department to accomplish desired tasks in coordination with the Commission staff.

The Department will provide the necessary professional staff to enable the Commission to perform its policy setting and board of director responsibilities for the Department.

As requested by the Commission Administrator, the following Department staff will provide supplementary support services to the Commission Office: the Audit Office; the Communications and Public Involvement Office; the Consultant Services Office; the Equal Opportunity Office; the Finance and Administration Service Center; the Government Liaison Office; and the Resource Management Office. The Commission will receive service at no charge if Department offices and programs are not charged. If Department offices and programs are charged, the Commission will reimburse the Department at a negotiated rate.

Individual commissioners may consult with and advise the Department staff but shall not direct the work of the Department. The Commission as a whole will direct Department work on Commission business at Commission meetings.

Any commissioner-requested departmental staff reports should be made available by Commission staff to all commissioners when completed.

Individual commissioners may work with Department staff in the development of policy proposals. Commissioners should report back to the Commission on their involvement.

If a commissioner is making inappropriate requests of staff, the staff person will inform the Secretary of their concern and the Secretary in turn will inform the Chair.

## PRIMARY RESPONSIBILITIES OF THE WASHINGTON STATE TRANSPORTATION COMMISSION

Appointment of the Secretary	Accountability	Policy Development and Planning	Tolls/Fares
<ul style="list-style-type: none"> <li>• The Commission appoints the Secretary.</li> <li>• The Secretary is responsible to the Commission and shall be guided by the policies established by the Commission.</li> <li>• The Secretary shall serve until removed by the Commission.</li> </ul>	<ul style="list-style-type: none"> <li>• Establish performance measures based on the BRCT policy goals.</li> <li>• Approve and propose a transportation budget.</li> <li>• Review and authorize departmental requests for legislation.</li> <li>• Adopt a six-year investment program specifying objectives and performance measures for the preservation and improvement programs.</li> <li>• Consider CRAB recommendations for expenditures from the rural arterial trust account.</li> <li>• Review comprehensive transit plans for PTBAs.</li> <li>• Comment on TIB expenditures from TIB funds.</li> <li>• Certify transit maintenance and management plans.</li> <li>• Receive annual reports from CRAB regarding a standard for maintenance of county transportation assets.</li> <li>• Receive preservation rating information on city and town arterial networks.</li> <li>• Request the issuance and sale of bonds.</li> </ul>	<ul style="list-style-type: none"> <li>• Propose policies for the Legislature's consideration to develop and maintain a comprehensive and balanced statewide transportation.</li> <li>• Establish the policy of the Department regarding coordination of planning, public involvement, administration of grants and management of property.</li> <li>• Develop a state transportation policy plan.</li> <li>• Define and adopt standards for effective programming and prioritization practices.</li> <li>• Use transportation demand modeling tools to provide a cost-benefit analysis of congestion relief by mode.</li> </ul>	<ul style="list-style-type: none"> <li>• Establish tolls and perform all duties related to the financing and fiscal management of toll bridges and other toll facilities.</li> <li>• Serve as the tolling authority for RTID projects.</li> <li>• Fix the toll rates for the second Tacoma Narrows Bridge.</li> </ul>



## SUMMARY OF BUDGET PROCESS

MARCH-JULY

**WSDOT SUBMITS BUDGET SCENARIOS AND RECOMMENDATIONS TO THE TRANSPORTATION COMMISSION**

RCW 47.01.101

AUGUST/SEPTEMBER

**COMMISSION ADOPTS A PROPOSED BUDGET AND SUBMITS IT TO THE GOVERNOR AND/OR LEGISLATURE**

RCW 47.01.071

SEPTEMBER-DECEMBER  
(No later than the 20<sup>th</sup> day)

**GOVERNOR AND OFM REVIEW COMMISSION PROPOSAL AND GOVERNOR DEVELOPS A BUDGET PROPOSAL AND SUBMITS IT TO THE LEGISLATURE**

RCW 43.88.060

JANUARY THROUGH  
APPROXIMATELY APRIL

**LEGISLATURE DEVELOPS AND ADOPTS A TRANSPORTATION BUDGET**

RCW 43.88.080

WITHIN 20 DAYS FROM  
ADJOURNMENT

**GOVERNOR SIGNS AND/OR VETOES TRANSPORTATION BUDGET**

Article III, Section 12  
WA State Constitution

REMAINDER OF BIENNIUM

**SECRETARY EXECUTES AND IMPLEMENTS BUDGET FOR THE OPERATION OF THE WSDOT AND DEPARTMENT PREPARES NEXT BUDGET REQUEST FOR COMMISSION CONSIDERATION**

RCW 47.01.101



**SUMMARY OF STATUTORY RESPONSIBILITIES**  
**Washington State Transportation Commission**

Responsibility	Statutory Provisions
<b>Creation and Internal Operations</b>	
Creation RCW 47.01.051	<ul style="list-style-type: none"> <li>• Current transportation Commission created in 1977.</li> <li>• Seven members appointed by the Governor, with the consent of the Senate.</li> <li>• Six-year terms.</li> <li>• No more than four members from the same political party.</li> <li>• Four members residing in the western part of the state and three members residing in the eastern part of the state.</li> <li>• No more than two members may reside in the same county.</li> <li>• Governor may remove from office before the end of the term if the Commissioner has a change of residence or for cause based upon a determination of incapacity, incompetence, neglect of duty, or malfeasance in office.</li> <li>• No member shall be appointed for more than two consecutive terms.</li> </ul>
Internal Operations RCW 47.01.061	<ul style="list-style-type: none"> <li>• Meet once each month.</li> <li>• Elect one of its members as chairman for one year. The chairman may vote on all matters before the Commission.</li> <li>• Submit its own budget proposal separate from that proposed for the department.</li> <li>• No more than 120 days of compensation for Commissioners and 150 days for the Chairman.</li> </ul>
<b>Functions, Powers and Duties</b>	
RCW 47.01.071 (Complete Statute is Attached)	<ul style="list-style-type: none"> <li>• Propose policies for the Legislature's consideration to develop and maintain a comprehensive and balanced statewide transportation system.</li> <li>• Establish the policy of the Department on each of the following items: coordination of state transportation planning with national, regional and local programs and policies; provide for public involvement in transportation; provide for the administration of grants to counties and municipal corporations; and provide for the management, sale and lease of property not required for transportation purposes.</li> <li>• Direct the Secretary to prepare and submit to the Commission a comprehensive and balanced statewide transportation plan.</li> <li>• Propose a transportation budget to the Governor and the Legislature.</li> <li>• Approve the issuance and sale of all bonds authorized by the Legislature for state highways, toll facilities, Columbia Basin county roads, urban arterial projects and aviation facilities.</li> <li>• Delegate any of its powers to the Secretary when it deems it desirable.</li> </ul>



**SUMMARY OF STATUTORY RESPONSIBILITIES**  
**Washington State Transportation Commission**

<b>Responsibility</b>	<b>Statutory Provisions</b>
<b>Appointment of Secretary</b>	
RCW 43.17.020 RCW 47.01.041	The Commission shall appoint the Secretary of Transportation. The secretary shall be an ex officio member of the commission without a vote.
<b>Accountability</b>	
Benchmarks RCW 47.01.012	The Commission should establish performance measures to ensure transportation system performance at local, regional and state government levels. The performance measures should be based on the benchmarks established by the Blue Ribbon Commission on Transportation.
Transit Agencies RCW 35.84.060 RCW 36.57A.191	As a condition of receiving state funding, public transportation agencies must submit a maintenance and preservation management plan for Commission certification.
CRAB RCW 36.78.121	CRAB must establish a standard for maintenance of transportation assets, compile the data annually and report the findings to the Commission.
City Pavement RCW 46.68.113	During the 2003-2005 biennium, cities and towns must provide the Commission preservation rating information on at least 70% of the total city and town arterial network. The preservation rating requirement must increase in 5% increments in subsequent biennia.
<b>Management of Project Funding</b>	
2004 Transportation Budget—Section 503	The Commission has limited authority to transfer funds between projects within the same biennium.
<b>Priority Programming</b>	
Functional Classification of Highways RCW 47.05.021	<p>The Commission has the following activities relating to the functional classification of highways:</p> <ul style="list-style-type: none"> <li>• Conduct periodic analyses of the functional classifications of the state highway system, periodically review and revise those classifications and provide a biennial report to the Transportation Committee Chairs.</li> <li>• Designate state highways of statewide significance. The Commission must submit its recommendations to the Legislature for adoption.</li> <li>• Designate a freight and goods transportation system.</li> <li>• Review and make recommendations to the Legislature regarding policies governing weight restrictions and road closures that affect the transportation of freight and goods.</li> </ul>



**SUMMARY OF STATUTORY RESPONSIBILITIES**  
**Washington State Transportation Commission**

<b>Responsibility</b>	<b>Statutory Provisions</b>
Six-Year Programs RCW 47.05.030	The Commission must adopt a six-year investment program specifying objectives and performance measures for the preservation and improvement programs. The Commission, in consultation with the Department, must define and adopt standards for effective programming and prioritization practices, including a needs analysis process. The needs analysis process must ensure the evaluation of solutions and trade-offs and evaluation of costs and benefits. The six-year investment program must be submitted to the Legislature in support of the biennial budget request.
Allocation of Funds RCW 47.05.035	<ul style="list-style-type: none"> <li>• The Department and the Commission must use transportation demand modeling tools to provide a cost-benefit analysis for determining improvement in mobility and congestion relief each mode or improvement will provide and the relative investment each mode or improvement will need to achieve that relief.</li> <li>• The Commission must allocate the estimated revenue between preservation and improvement programs giving consideration to the following factors: needs in each program and system performance levels that can be achieved by meeting those needs; need to provide adequate funding for preservation to protect the state's investment in the existing highway system; continuity of future transportation development.</li> </ul>
Priority Programming Criteria and Departure from the Criteria RCW 47.05.051	<ul style="list-style-type: none"> <li>• The Commission may depart from the statutorily established priority programming criteria if funds cannot be utilized in the program, the law requires otherwise, it is necessary to coordinate with construction projects, to take advantage of another financial benefit, for continuity of route development, or because of the changed financial or physical conditions of an unforeseen or emergent nature.</li> <li>• The Commission must identify those projects that yield freight mobility benefits or alleviate the impacts of freight mobility on affected communities.</li> </ul>
<b>Planning</b>	
RCW 47.06.030	The Commission must develop a state transportation policy plan that (1) Establishes a vision and goals for the development of the statewide transportation system consistent with the state's growth management goals; (2) Identifies significant statewide transportation policy issues; and (3) Recommends statewide transportation policies and strategies to the Legislature.



**SUMMARY OF STATUTORY RESPONSIBILITIES**  
**Washington State Transportation Commission**

<b>Responsibility</b>	<b>Statutory Provisions</b>
<b>State Highways</b>	
Designation RCW 47.24.010	The Commission must determine what streets in any incorporated cities and towns shall form a part of the route of state highways and thus, be constructed and maintained by the Department.
Construction and Maintenance RCW 47.28.010	When the general route of a state highway is established, the Commission shall determine the particular route to be followed by the state highway and may adopt any part of existing public highways previously designated as county roads.
Limited Access Facilities RCW 47.52.133 RCW 47.52.145	<ul style="list-style-type: none"> <li>• The Commission must hold public hearings prior to the establishment of a limited access facility.</li> <li>• The Commission may modify previously adopted limited access plans.</li> </ul>
Acquisition of Property RCW 47.12.200	The Commission may enter into agreements with the State Finance Committee for financing the acquisition of real property.
Highway Signs RCW 47.42.045	The Commission, with advice from the Parks and Recreation Commission, must adopt specifications for a uniform system of official tourist facility directional signs to be used on the scenic highway system.
Oversize and Overweight Vehicles Chapter 46.44 RCW	The Commission has authority to adopt rules establishing gross vehicle weights for state highways and for the issuance of permits for oversize or overweight movements.
<b>Local, Regional and State Organizations</b>	
Membership on RTPOs	To qualify for state planning funds, an RTPO must provide voting membership on its executive board to the Commission.
CERB RCW 43.160.074 RCW 47.01.280	Any application to CERB for improvements to state highways must be submitted to the Transportation Commission for its approval.
CRAB RCW 36.79.120 RCW 36.79.130	CRAB must prepare and present the recommended budget for expenditures from the rural arterial trust account to the Commission for inclusion in the transportation budget. Rules for matching funds for rural arterial trust account projects must be approved by the Commission.
Transit RCW 36.57A.070	The Commission must review comprehensive transit plans for public transportation benefit districts.
TIB RCW 47.26.440	TIB must provide the Commission an adopted budget for expenditures from TIB funds for comment and recommendation.



**SUMMARY OF STATUTORY RESPONSIBILITIES**  
**Washington State Transportation Commission**

<b>Responsibility</b>	<b>Statutory Provisions</b>
<b>Tolling</b>	
Generally Chapter 47.56 RCW	The Commission must determine and establish tolls, and perform all duties related to the financing, refinancing and fiscal management of all toll bridges and other toll facilities. The Department may construct and operate toll facilities with the approval of the Commission.
RTID RCW 47.56.076 RCW 36.12.050	The Commission, or its successor, must be the tolling authority for Regional Transportation Investment District Projects.
Public-Private Partnerships Chapter 47.46 RCW	The Commission must fix the toll rates for the Tacoma Narrows Bridge.
<b>Ferry Fares</b>	
RCW 47.56.032 RCW 47.60.326	The Commission must determine all ferry fares. The Department must annually review ferry fares and submit its recommendations to the Commission before February 1 <sup>st</sup> of each year. The Commission must adopt a ferry fare schedule before July 1 <sup>st</sup> of each year.
<b>PPI</b>	
RCW 47.46.030	The Commission must submit eligible public-private partnership projects to the Legislature.
<b>Bond Sales</b>	
Chapter 47.10 RCW Chapter 47.02 RCW	The Commission may request the issuance and sale of bonds.
<b>Rest Areas</b>	
RCW 47.38.060	The Commission may designate interstate safety rest areas as locations for memorial signs to prisoners of war and those missing in action.



# Rationale for Creating the State Highway Commission

“The administration of highway affairs has become a matter of major public importance involving vast sums of money, the development of commerce and resources, the employment of great numbers of persons, the promotion of recreation and the welfare of every citizen of the state. It demands the highest order of business and technical administration, accompanied by continuity of sound long-range highway policies, freedom from political interference and changes of personnel, and an organization attracting the services of qualified talented administrators and meriting the confidence of the people.”

Section 1, of Chapter 247, Laws of 1951



**RCW 47.01.071**

**Commission -- Functions, powers, and duties.**

The transportation commission shall have the following functions, powers, and duties:

(1) To propose policies to be adopted by the legislature designed to assure the development and maintenance of a comprehensive and balanced statewide transportation system which will meet the needs of the people of this state for safe and efficient transportation services. Wherever appropriate the policies shall provide for the use of integrated, intermodal transportation systems to implement the social, economic, and environmental policies, goals, and objectives of the people of the state, and especially to conserve nonrenewable natural resources including land and energy. To this end the commission shall:

(a) Develop transportation policies which are based on the policies, goals, and objectives expressed and inherent in existing state laws;

(b) Inventory the adopted policies, goals, and objectives of the local and area-wide governmental bodies of the state and define the role of the state, regional, and local governments in determining transportation policies, in transportation planning, and in implementing the state transportation plan;

(c) Propose a transportation policy for the state, and after notice and public hearings, submit the proposal to the legislative transportation committee and the senate and house transportation committees by January 1, 1978, for consideration in the next legislative session;

(d) Establish a procedure for review and revision of the state transportation policy and for submission of proposed changes to the legislature;

(e) To integrate the statewide transportation plan with the needs of the elderly and handicapped, and to coordinate federal and state programs directed at assisting local governments to answer such needs;

(2) To establish the policy of the department to be followed by the secretary on each of the following items:

(a) To provide for the effective coordination of state transportation planning with national transportation policy, state and local land use policies, and local and regional transportation plans and programs;

(b) To provide for public involvement in transportation designed to elicit the public's views both with respect to adequate transportation services and appropriate means of minimizing adverse social, economic, environmental, and energy impact of transportation programs;

(c) To provide for the administration of grants in aid and other financial assistance to counties and municipal corporations for transportation purposes;

(d) To provide for the management, sale, and lease of property or property rights owned by the department which are not required for transportation purposes;



(3) To direct the secretary to prepare and submit to the commission a comprehensive and balanced statewide transportation plan which shall be based on the transportation policy adopted by the legislature and applicable state and federal laws. After public notice and hearings, the commission shall adopt the plan and submit it to the legislative transportation committee and to the house and senate standing committees on transportation before January 1, 1980, for consideration in the 1980 regular legislative session. The plan shall be reviewed and revised prior to each regular session of the legislature during an even-numbered year thereafter. A preliminary plan shall be submitted to such committees by January 1, 1979.

The plan shall take into account federal law and regulations relating to the planning, construction, and operation of transportation facilities;

(4) To propose to the governor and the legislature prior to the convening of each regular session held in an odd-numbered year a recommended budget for the operations of the commission as required by RCW 47.01.061;

(5) To approve and propose to the governor and to the legislature prior to the convening of each regular session during an odd-numbered year a recommended budget for the operation of the department and for carrying out the program of the department for the ensuing biennium. The proposed budget shall separately state the appropriations to be made from the motor vehicle fund for highway purposes in accordance with constitutional limitations and appropriations and expenditures to be made from the general fund, or accounts thereof, and other available sources for other operations and programs of the department;

(6) To review and authorize all departmental requests for legislation;

(7) To approve the issuance and sale of all bonds authorized by the legislature for capital construction of state highways, toll facilities, Columbia Basin county roads (for which reimbursement to the motor vehicle fund has been provided), urban arterial projects, and aviation facilities;

(8) To adopt such rules, regulations, and policy directives as may be necessary to carry out reasonably and properly those functions expressly vested in the commission by statute;

(9) To delegate any of its powers to the secretary of transportation whenever it deems it desirable for the efficient administration of the department and consistent with the purposes of this title;

(10) To exercise such other specific powers and duties as may be vested in the transportation commission by this or any other provision of law.

[1981 c 59 § 2; 1980 c 87 § 45; 1977 ex.s. c 151 § 7.]

#### NOTES:

Powers, duties, and studies by legislative transportation committee: RCW 44.40.020.

# Examples of the Complexity in the Statutory Relationships Among the Commission and Other Actors

Jennifer Ziegler  
Administrator

April 16, 2004



Washington State  
Transportation Commission



# Responsibility of the Secretary

RCW 47.01.101

The Secretary has the following authorities, “subject to policy guidance from the Commission”:

- Administrative authority to direct all activities of the Department;
- Organize the Department as necessary;
- Direct and coordinate the programs of the various divisions of the Department;
- Adopt all Department rules;
- Provide full staff support to the Commission and execute the policy established by the Commission pursuant to legislative authority; and
- Execute and implement the biennial operating budget of the Department.

# Authority of the Department

RCW 47.01.260

- Exercise all the powers and duties necessary to the planning, constructing, improving, maintaining and operating of state highways.
- Acquire property and construct and maintain buildings or structures necessary to operate the state highway system and buildings or structures necessary for the accommodation of persons traveling upon state highways.
- Engage in planning surveys and collection of data relative to existing and future highway needs.
- Conduct research, investigations and testing necessary to improve the methods of construction and maintenance of highways and bridges.



## Other Statutory Responsibilities of the Department

- Develop a state transportation plan and various modal plans. (47.06)
- Construct and maintain state highways. (47.28)
- Acquire property. (47.12)
- Implement a state freight rail program. (47.76)
- Grant franchises on state highways. (47.44)
- Establish an access control system for state highways and issue permits. (47.50)
- General power over aeronautics. (47.68)
- Erect and maintain signs, signals and other traffic devices on state highways. (47.36)
- Adopt rules governing safety rest areas. (RCW 47.38)
- Construction, operation and maintenance of all toll facilities, including Washington state ferries. (47.56)

# Shared Responsibilities (Commission and Department)

- Priority Programming
  - Define and adopt standards for effective programming and prioritization practices.
  - Use transportation demand modeling tools to provide a cost-benefit analysis evaluation of the improvement in mobility and congestion relief provided by each mode.
- Planning
  - The Commission must develop a state transportation policy plan.
  - The Department must develop a statewide multimodal transportation plan.



# Shared Responsibilities (Legislature, Commission and Department)

- Project Selection and Project Funding
  - Shared between Commission and Department through priority programming process established in 47.05.
  - In the 2003 budget, the Legislature selected all projects based upon information provided by the Commission and the Department.
  - In the 2004 budget, the Legislature directed the Department to manage to its appropriation based on the projects provided in the “current law” list. The Commission received limited authority to transfer funds between nickel projects within the current biennium.

# Shared Responsibilities

## (Legislature, Executive and Commission)

- Accountability
  - Commission must establish performance measures based on the Blue Ribbon Commission on Transportation Benchmarks. (RCW 47.01.012)
  - LTC may work with JLARC to review and audit transportation-related agencies. (RCW 44.40.161) Transportation agencies must provide LTC with a comprehensive six-year program and financial plan each biennium. (RCW 44.40.161)
  - JLARC may conduct performance audits, examine whether appropriations are being expended within statutory restrictions and examine the efficiency and effectiveness of state government. (RCW 44.28.080)
  - The Transportation Performance Audit Board may review the performance and outcome measures of transportation-related agencies. (RCW 44.75.050)
  - The State Auditor's Office also conducts an annual audit of the Department.



1 (4) The total of grants provided under this section may not exceed  
2 seven hundred fifty thousand dollars in any fiscal year. However, this  
3 subsection does not apply during the 2003-2005 fiscal biennium.

4 (5) The department of transportation shall report to the department  
5 of revenue by the 15th day of each month the aggregate monetary amount  
6 of grants provided under this section in the prior month and the  
7 identity of the recipients of those grants.

8 (6) The source of funds for this grant program is the multimodal  
9 transportation account.

10 (7) This section expires January 1, 2014.

11 NEW SECTION. Sec. 502. A new section is added to 2003 c 360  
12 (uncodified) to read as follows:

13 The department is given the authority to provide up to \$3,000,000  
14 in toll credits to Kitsap transit for its role in new passenger-only  
15 ferry service. The number of toll credits provided to Kitsap transit  
16 must be equal to, but no more than, a number sufficient to meet federal  
17 match requirements for grant funding for passenger-only ferry service,  
18 but shall not exceed the amount authorized under this section.

19 \* NEW SECTION. Sec. 503. A new section is added to 2003 c 360  
20 (uncodified) to read as follows:

21 (1) The transportation commission may authorize a transfer of  
22 spending allocation within the appropriation provided and between  
23 projects as listed in the Legislative 2003 Transportation Project List  
24 - New Law to manage project spending near biennial cutoffs under the  
25 following conditions and limitations:

26 (a) Transfers from a project may be made if the funds allocated to  
27 the project are in excess of the amount needed to complete the project,  
28 but transfers may only be made in the biennium in which the savings  
29 occur;

30 (b) Transfers from a project may not be made as a result of the  
31 reduction of the scope of a project, nor shall a transfer be made to  
32 support increases in the scope of a project;

33 (c) Transfers may be made within the current biennium from projects  
34 that are experiencing unavoidable expenditure delays, but the transfers  
35 may only occur if the commission finds that any resulting change to the

### State Transportation Commissions

<u>State</u>	<u>Est. Date</u>	<u># Of Members</u>	<u>Full Time Members</u>	<u>Compensated</u>	<u>Authorities &amp; Responsibilities</u>	<u>Annual Report</u>	<u>Legislative Action</u>
<u>Arkansas</u>	50 + yrs	5	No	Yes	Appoint Secretary/Director Approve Budget Approve 20 yr plan Set policy direction for DOT	Yes	No
<u>California</u>	1978	11	No	Yes	Adopt the biennial 5-year state transportation improvement program (STIP) and approve the biennial 4-year state highway operation and protection program (SHOPP).  Allocate State funds for capital projects and capital grants.  Advise the Secretary of Business, Transportation and Housing Agency, and the Legislature in formulating and evaluating policies.  Submit annual report to the Legislature summarizing policies and decisions made by the Commission.	No	No
<u>Colorado</u>	1991	11	No	No	Approve Budget Approve 20 yr plan Set policy direction for DOT	No	No



### State Transportation Commissions

<u>State</u>	<u>Est. Date</u>	<u># Of Members</u>	<u>Full Time Members</u>	<u>Compensated</u>	<u>Authorities &amp; Responsibilities</u>	<u>Annual Report</u>	<u>Legislative Action</u>
<u>Georgia</u>	1967	13	No	No	Appoint Secretary/Director  Approve Budget  Approve 20 yr plan  Set policy direction for DOT  (1) Designation of public roads on the state highway system; (2) Approval of negotiated construction contracts, of authority lease agreements, or of the advertising of non-negotiated construction contracts; (3) Confirmation or rejection of the recommendation for appointment of the following department officers: the deputy commissioner, the chief engineer, and the treasurer and the assistant treasurer of the department; and (4) Approval of all long-range plans and programs of the department.	Yes	No

### State Transportation Commissions

<u>State</u>	<u>Est. Date</u>	<u># Of Members</u>	<u>Full Time Members</u>	<u>Compensated</u>	<u>Authorities &amp; Responsibilities</u>	<u>Annual Report</u>	<u>Legislative Action</u>
<u>Idaho</u>	1951	7	No	Yes	<p>Appoint Secretary/Director</p> <p>Approve Budget</p> <p>Approve 20 yr plan</p> <p>Set policy direction for DOT</p> <p>(1) The Board exercises administrative control over the Transportation Department, including the division of Aeronautics.</p> <p>(2) It has broad powers to designate, design, construct and maintain a state highway system and statewide transportation system, including the powers to expend federal and state money, let construction contracts, close or restrict highways for protection of the highway and public, acquire and condemn property for right-of-way and rest areas.</p> <p>(3) Also administers motor vehicle provisions dealing with issues such as issuance of drivers' licenses, vehicle titles and registration, the licensing</p>	Yes	No



### State Transportation Commissions

<u>State</u>	<u>Est. Date</u>	<u># Of Members</u>	<u>Full Time Members</u>	<u>Compensated</u>	<u>Authorities &amp; Responsibilities</u>	<u>Annual Report</u>	<u>Legislative Action</u>
					of vehicle dealers, and the regulation of traffic on the highways. (4) Broad powers to enter into contracts and cooperative agreements with other public agencies when necessary to carry out its responsibilities.		
<u>Iowa</u>	1975	7	No	Yes	Approve 20 yr plan  Set policy direction for DOT  Approve the 5 year Transportation Improvement Program	Yes	No
<u>Maryland</u>	1971	7	No	Yes	Authority to condemn property for highway purposes.	No	No
<u>Mississippi</u>	1930	3	Yes	Yes	Appoint Secretary/Director  Approve Budget  Approve 20 yr plan  Set policy direction for DOT	Yes	No

### State Transportation Commissions

<u>State</u>	<u>Est. Date</u>	<u># Of Members</u>	<u>Full Time Members</u>	<u>Compensated</u>	<u>Authorities &amp; Responsibilities</u>	<u>Annual Report</u>	<u>Legislative Action</u>
<u>Missouri</u>	1921	6	No	No	Appoint Secretary/Director  Approve Budget  Approve 20 yr plan  Set policy direction for DOT	Yes	No
<u>Nevada</u>	1957	7	No	No	Appoint Secretary/Director  Approve Budget  Approve 20 yr plan Set policy direction for DOT	No	No
<u>Oregon</u>	1913	5	No	Yes	Approve Budget  Approve 20 yr plan  Set policy direction for DOT  Approve new & amended administrative rules  Approve corridor plans  Approve larger contracts	No	Yes The Governor now appoints ODOT Director. The 1999 Legislature passed this change.



### State Transportation Commissions

<u>State</u>	<u>Est. Date</u>	<u># Of Members</u>	<u>Full Time Members</u>	<u>Compensated</u>	<u>Authorities &amp; Responsibilities</u>	<u>Annual Report</u>	<u>Legislative Action</u>
<u>Texas</u>	1917	5	No	Yes	Appoint Secretary/Director  Approve Budget  Approve 20 yr plan  Set policy direction for DOT	Yes	Yes 1. Authorizations to acquire, construct, maintain, and operate passenger and freight rail. 2. Responsible for medical transportation program. 3. Issue bonds for projects. 4. Developing a new multi-modal transportation corridor.
<u>Virginia</u>	1906	17	No	No	Approve Budget  Approve 20 yr plan  Set policy direction for DOT	No	Yes  <b>2001</b> -The General Assembly enacted 11 transportation-related initiatives to improve efficiency & cost-effectiveness.  <b>2002</b> -The G.A. established an Inter-Modal Office within the Secretary of Transportation's Office.  <b>2003</b> -The G.A. enacted an omnibus legislative reform package that emphasizes greater accountability, stronger financial management, accessible and user-friendly information on the status of highway projects, and an emphasis on affordable, innovative solutions to transportation problems.

## State Transportation Commissions



# Bi-State Coordination Committee

The Bi-State Coordination Committee is chartered by member agencies to review, discuss and make recommendations about transportation, land use and related issues of bi-state significance.

Metro  
Councilor Rex Burkholder  
CHAIR

Clark County  
Commissioner Craig Pridemore  
Vice CHAIR

Multnomah County  
Commissioner Serena Cruz

City of Vancouver  
Mayor Royce Pollard

City of Portland  
Commissioner Jim Francesconi

City of Battle Ground  
Eric Holmes, City Manager

City of Gresham  
Councilor Larry Haverkamp

C-TRAN  
Lynne Griffith, Executive  
Director/CEO

Tri-Met  
Fred Hansen, General Manager

Port of Vancouver  
Larry Paulson, Executive Director

Port of Portland  
Bill Wyatt, Executive Director

WSDOT  
Don Wagner, SW Administrator

ODOT  
Matthew Garrett, Reg. 1 Manager



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April 29, 2004

Aubrey Davis, Chairman  
Washington State Transportation  
Commission  
PO Box 47308  
Olympia, WA 98504-7308

Stuart Foster, Chairman  
Oregon Transportation Commission  
355 Capitol St. NE Room 101  
Salem, OR 97301-3871

Dear Chairmen Davis and Foster:

On behalf of the Bi-State Coordination Committee (BCC), we would like to convey our recommendations for you and your Commissions' consideration concerning the role of the BCC in the *I-5 Columbia River Crossing Project*. The purpose of this letter and its attachments is to describe a proposed role for the BCC, provide you with a brief history of the I-5 Transportation and Trade Partnership Project and illustrate how the BCC has been involved with this issue from the very beginning.

As described in the attached Background, the BCC and its predecessor have, since 1999, been closely involved with the issue of how best to address transportation and land use issues in the I-5 corridor. While we are confident that issues like design and accessibility impacts on downtown Vancouver, or riverine navigability and optimal grades for truck freight, or achieving a reasonable auto and high capacity transit mode balance can be addressed, we believe that such issues must have substantial local review. We also believe that a set of coordinated bi-state recommendations will help with the project decisions that you and your commissions will make.

Accordingly, after substantial discussion at several meetings, the BCC has reached a consensus in the recommendation of a role for the Bi-State Coordination Committee with regard to the *I-5 Columbia River Crossing Project*. We submit for your consideration the attached flow chart entitled the *Columbia River Crossing Project: Planning/EIS Scoping Phase Communication and Decision Making Process* and the following statement of the Bi-State Committee's role.

- The BCC's key role would be to forward policy recommendations to the Joint Transportation Commission Working Committee. For example, these would include transit mode, highway sizing and range of alternatives for environmental impact analysis. The analysis process to make these policy decisions would include such considerations as economic development opportunities, land use considerations, environmental justice and other environmental factors.



- The BCC's role throughout the project is to review the findings of the project development process and to concur with the analysis related to the purpose and need statement and range of alternatives for the EIS.
- The BCC's "bottom line" action to be taken in the first phase of the project would be to advise and recommend alternatives for environmental impact analysis.
- We are hopeful that this approach proves successful and can become a model for future Bi-State Coordination Committee involvement in subsequent policy decisions concerning the I-5 Columbia River Crossing Project.

The attached chart identifies a progression across the levels of project development that occur with a project of this complexity. Working from the bottom of the chart up these include the following: 1) technical project analysis coordinated across agency staff and consultants; 2) initial project alternatives development and technical evaluation; 3) regional project policy and alternatives decisions, and 4) state project policy and financing decisions. The boxes in the chart represent the responsible multiple jurisdictional entities that work together to communicate and make the various levels of recommendations. While the Bi-State Coordinating Committee is staged at the center of the regional decision making process it is also advisory to RTC and JPACT as the MPOs and to the Oregon/Washington Joint Transportation Commission Working Commission, or the Transportation Commissions, as determined by the Commissions.

In our discussion the Bi-State Committee recognized that more work was needed to define the citizen as well as industry involvement and communication component of the Project. In addition, there was concern voiced that representatives of those outside the bi-state area, perhaps those reflecting state-wide perspectives, might be appropriate to invite to join us in our review and discussion of Project issues.

The Committee also understands that as the Washington and Oregon Transportation Commissions further define their roles and the role of the Washington/Oregon Joint Transportation Commission Working Commission that this chart may need to be refined to reflect your decisions.

In summary the Bi-State Coordination Committee has concluded:

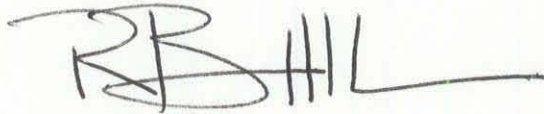
1. that there ought to be a single forum that makes recommendations on behalf of the region, broadly defined, to the two states;
2. the Bi-State Coordination Committee is a beginning or a substantial set of steps toward a single forum, but not necessarily yet complete;



3. the Bi-State Coordination Committee is very interested in working with you and your Commissions to complete a single forum body, urging that the Bi-State Coordination Committee comprises the logical core.

We appreciated the opportunity to offer you this consensus statement of a proposed role for the Bi-State Coordination Committee in the development of the I-5 Columbia River Crossing Project. We look forward to the opportunity to discuss this further with you and to participate in the May 25, 2004 Joint Transportation Commission Working Committee.

Sincerely,



Rex Burkholder  
Metro Councilor and  
Chair, Bi-State Coordination Committee



Craig Pridemore  
Clark County Commissioner and  
Vice Chair

Attachments:

- Background Concerning the Bi-State Coordination Committee's Recommendation for a Role in the I-5 Columbia River Crossing Project
- Bi-State Coordination Committee Charter
- Columbia River Crossing Project: Planning/EIS Scoping Phase Communication and Decision Making Process

cc: Bi-State Coordination Committee Members

## Background Concerning the Bi-State Coordination Committee's Recommendation for a Role in the I-5 Columbia River Crossing Project



In 1999 a joint resolution between the Southwest Washington Regional Transportation Council (RTC), the Joint Policy Advisory Committee on Transportation (JPACT) and Metro established the Bi-State Transportation Committee. The Committee was charged with developing recommendations on bi-state transportation issues. One of the committee's first tasks was to address the Interstate 5 Columbia River Bridge bottleneck.

A blue ribbon committee consisting of business leaders from both states worked through a year-long analysis to reach the fundamental conclusion that major capital improvements to the I-5 Columbia River crossing were needed as critical to the economic health of the I-5 corridor and the bi-state area. The business led committee further concluded that the Portland/Vancouver region should initiate a public process to develop a multi-modal transportation plan for the I-5 corridor. The Bi-State Transportation Committee concurred with these conclusions and conveyed these recommendations to the states of Washington and Oregon.

In January of 2001 Washington Governor Locke and Oregon Governor Kitzhaber responded to these recommendations by initiating the *Portland/Vancouver I-5 Transportation and Trade Partnership Study*. The two governors also appointed a 28-member bi-state Task Force to guide the development of a strategic plan for the corridor. The overall goal was to determine the level of investment needed in the corridor for highways, transit and heavy rail, and to determine how to manage the transportation and land use system to protect investments in the corridor.

The task force worked with the Bi-State Transportation Committee for 18 months. The results are included in the *Portland/ Vancouver I-5 Transportation and Trade Partnership Study Strategic Plan*, reviewed and recommended for approval by the Bi-State Transportation Committee.

In 2002, the Oregon Transportation Commission and the Washington State Transportation Commission approved the *Strategic Plan*. The Regional Transportation Council and the Metro Council also incorporated the *Strategic Plan* in their respective Metropolitan Transportation Plan and Regional Transportation Plan.



Following are key findings of the *Strategic Plan*:

- Doing nothing in the I-5 Corridor is unacceptable, and
- There must be a multi-modal solution in the I-5 Corridor - there is no silver bullet, and
- Transportation funds are limited, paying for improvements in the I-5 Corridor will require new funds, and
- The region must consider measures that promote transportation- efficient development, and
- "To protect existing and new capacity and support economic development, RTC and Metro, along with other members of the current Bi-State Transportation Committee, should adopt and implement the Bi-State Coordination Accord."

In October of 2003 and in response to the I-5 Partnership recommendation to establish a Bi-State Coordination Accord, the Bi-State Transportation Committee recommended approval of a Bi-State Coordination Committee Charter (attached) that sunsets the Bi-State Transportation Committee and reconstitute it as the Bi-State Coordination Committee. RTC, JPACT/Metro and the various member agencies including the Oregon Transportation Commission and the Washington State Department of Transportation subsequently approved the Bi-State Charter.

The transition from the Bi-State Transportation Committee to the Bi-State Coordination Committee was completed on April 22, 2004.

**Charter**  
**Establishing Bi-State Coordination Committee**

October 23, 2003 – As Discussed with Bi-State Transportation Committee and Revised

**Committee Charter Text**

**Purpose:** This charter defines voluntary participation by jurisdictions within the cross-Columbia River area of the I-5 corridor between Clark County in Washington and Multnomah County in Oregon. This region is linked by economic development and land use objectives, which also drive a shared objective to preserve and add to critical transportation investments. The existing Bi-State Transportation Committee has been constructive in addressing bi-state transportation issues within the corridor. This charter expands the scope of the bi-state effort to include both transportation and land use. Review of land use and transportation issues of bi-state significance may prompt review of these topics in the context of economic development, environmental, and environmental justice issues. It also ensures that regionally significant aspects of transportation – highway, bridge, transit, freight rail, and transportation system and demand management – are considered.

The new Committee, the Bi-State Coordination Committee, replaces the Bi-State Transportation Committee. It serves as a forum to share information, coordinate review, and discuss implications of significant legislative land use and transportation issues which may have environmental, economic development and environmental justice implications for actions taken within the corridor. It encourages regional collaboration to facilitate decision making by individual jurisdictions on issues affecting the broader corridor. The results of the Committee's deliberations are advisory to the Southwest Washington Regional Transportation Council (RTC), Metro's Joint Policy Advisory Committee on Transportation (JPACT), and Metro, on issues of bi-state transportation significance. On issues of bi-state land use and economic significance, the Committee advises the local and regional governments appropriate to the issue.

The Committee holds no regulatory authority, but builds and sustains regional dialogue and works together on solving problems related to evolving linkages among transportation, land use, and economic development. Member jurisdictions retain their full existing authorities, but consider carefully and give weight to Committee recommendations. Jurisdictions also agree, according to their authorities, to create their own strategies and plans that contribute to managing land uses and economic development to protect transportation investments throughout the corridor.

**Membership:** The Bi-State Coordination Committee consists of elected officials from the jurisdictions within the corridor, as well as leadership from key agencies and organizations. The membership structure includes:

- Cities of Portland, OR and Vancouver, WA
- Clark and Multnomah Counties
- One smaller city each in Multnomah and Clark Counties



- Oregon Department of Transportation
- Washington State Department of Transportation
- Ports of Vancouver and Portland
- Tri-Met
- C-Tran
- Metro

The Committee may, as desired, create ex-officio (non-voting) memberships for state and federal agency representatives. Input from other interests in the corridor, such as communities, businesses, and civic and interest groups, is actively sought by the Committee to augment the perspectives of members. Such additional stakeholder involvement is to be obtained through encouraging public comment and input, and through project-level involvement and existing or new working groups or subcommittees, advisory to the Bi-State Coordination Committee. Member organizations provide leadership-level representatives, and participate actively and consistently in Committee meetings and activities. The Committee is primarily staffed by RTC and Metro professionals, calling on land use and economic development resources from each jurisdiction as needed. Meetings are noticed and open to the public, and the Committee meets regularly at intervals determined in its bylaws.

**Geographic Scope:** The Committee's focus is the area of the I-5 corridor bounded in the south by the Fremont Bridge on I-405, and in the north by 179<sup>th</sup> Street. Its scope to the west extends to include important freight transport and economic development activities, especially along the river. Consideration of the area east of the immediate corridor extends as far as I-205, as indicated by linkages and impacts to I-5 corridor investments and communities.

**Agenda Setting:** The Committee work plan will define issues to be addressed, including significant baseline policy issues for the region such as comprehensive and subarea plans and interchange management plans. Members bring, prior to adoption, significant management plans to the Committee for review. More specific projects and policy issues are nominated by each jurisdiction that desires Committee review, and the Committee establishes its agenda collaboratively. The committee does not address issues related to quasi-judicial applications for specific land use projects, once applications are submitted.

**Decision-Making Process:** Committee decisions on its recommendations are made by consensus, or if necessary a majority vote of its quorum membership, defined as 2/3 of total membership. Such decisions on Committee recommendations are advisory to JPACT/Metro, RTC, and local and regional agencies, and have no legal or regulatory authority. The Committee's process for introducing and agreeing on revisions to this charter, including changes to membership, is also by consensus or majority vote. All such revisions at the charter level are adopted by member jurisdictions and organizations by resolutions or letters of intent to change the charter.

# Columbia River Crossing Project: Planning/EIS Scoping Phase

## Communication and Decision Making Process

