



Summary Minutes

Executive Committee Meeting December 12, 2024

Call to order

The meeting was called to order at 10:33 a.m. by Committee Chair Constantine and was available for viewing in person and online.

The meeting was recorded and can be found at <https://www.soundtransit.org/get-to-know-us/board-directors/meeting-videos>.

Roll call of members

Chair	Vice Chair
(P) Dow Constantine, King County Executive	(P) Dave Somers, Snohomish County Executive

Board Members	
(A) Nancy Backus, Auburn Mayor	(P) Cassie Franklin, Everett Mayor
(P) Claudia Balducci, King County Councilmember	(A) Bruce Harrell, Seattle Mayor
(A) Bruce Dammeier, Pierce County Executive	(P) Roger Millar, WSDOT Secretary
	(P) Kim Roscoe, Fife Mayor

Katie Flores, Board Administrator, announced that a quorum of the Committee was present at roll call.

Report of the Chair

Chair Constantine recognized Board member Millar for his years of service on the Sound Transit Board and as WSDOT secretary. He thanked Board member Millar for his vision, attention, and critical thinking, which the Chair noted serves as constant motivation to push for improvement and question orthodox approaches in the agency’s work. Chair Constantine highlighted how, thanks to Board member Millar’s work, the relationship between WSDOT and Sound Transit is stronger.

CEO Sparrman also recognized Board member Millar, noting his appreciation for their long relationship through school and public service. He highlighted multiple personal anecdotes from their prior work together and wished Board member Millar all the best in his retirement.

CEO Report

Goran Sparrman, Interim CEO, provided the CEO report.

Tacoma Dome Link Extension Draft Environmental Impact Statement Publication

CEO Sparrman shared that the TDLE DEIS will be published on December 13, 2024, with a 60-day comment period being open from the date of publication to February 10, 2025. He also noted that an online public hearing and in-person public meetings will take place in January, with additional information available on the Sound Transit website.

Reconnecting Communities and Neighborhoods Grant Execution

CEO Sparrman reported that Sound Transit and the Federal Transit Administration formally executed a \$69.8 million Reconnecting Communities and Neighborhoods grant on December 11, 2024. He highlighted that this grant would help fund Stride Bus Rapid Transit stations in Tukwila and South Renton.

CEO Sparrman noted that this type of grant is a new funding source from the Bipartisan Infrastructure Law and is the first grant of this type to be executed in the country.

Public comment

Chair Constantine announced that public comment would be accepted via email to meetingcomments@soundtransit.org and would also be accepted in-person and virtually.

The following person provided written comments:

Bill Hirt

The following people provided virtual comments:

Karl Almgren
Rachel Downes
Zoe Reese

No in-person comments were given.

Business items

Final Committee Action

November 7, 2024, Executive Committee meeting minutes

It was moved by Board member Balducci, seconded by Board member Millar, and carried by the unanimous vote of all committee members present that the minutes of the November 7, 2024 Executive Committee meeting be approved as presented.

For Recommendation to the Board

Nominations for Sound Transit Board Chair and Vice Chairs for 2025-2026, for Board consideration.

Chair Constantine explained that the Board's Rules and Operating Procedures called for the Executive Committee to meet and develop nominations for the Board Chair and the two Vice Chairs before the current terms expire. The Committee's recommendations would then be brought as nominations to the Board in December. Board officers would be selected by majority vote of all members of the Board and terms were for two years. The Chair and Vice Chairs must be from a different county.

Chair Constantine nominated Committee Vice Chair Dave Somers as Sound Transit Board Chair.

No further nominations were received.

Chair Constantine explained that with the Chair nomination being from Snohomish County, the nominees for the Vice Chair positions must be from King and Pierce Counties.

Board member Millar nominated Board member Claudia Balducci as the Board Vice Chair from King County.

No further nominations were received.

Board member Roscoe requested that due to changes occurring in the Pierce County delegation, that the nomination and election of a Pierce County Vice Chair be delayed until January of 2025.

Chair Constantine noted that at the December 2024 Board meeting, Secretary Millar or his delegate would preside over the election portion of the Board meeting. Each position would be considered individually, starting with the Board Chair. He also noted that Board member Roscoe may enter a motion at the December Board meeting to suspend the Board rules to allow the nomination and election of the Pierce County Vice Chair to occur after that meeting.

Motion No. M2024-78: (1) Approving the key business terms of a real estate purchase and sale agreement with Housing Hope for the sale of surplus property adjacent to Lynnwood City Center Station for the creation of a mixed-use project comprised of affordable housing and community-serving uses; and (2) delegating to the chief executive officer the authority to execute and subsequently amend as necessary the disposition and development agreement (DDA) and related covenants, conditions, and easements for the TOD project, all subject to the Board-approved key business terms.

Mara D'Angelo, Transit Oriented Development Deputy Director, and Rebecca Brunn, Transit Oriented Development Project Manager, provided a presentation on the action.

Ms. D'Angelo and Ms. Brunn highlighted the main features of this action on the development of a large TOD complex in the northwest corner of the Lynnwood City Center Station area. They described the partnering groups that agency staff has worked with, and provided information on the number of housing units, ecological restoration work, and the development of mixed-use features as part of the overall project.

Committee Vice Chair Somers thanked staff for their work, highlighting the good work and partnership Snohomish County has with Housing Hope.

It was moved by Committee Vice Chair Somers and seconded by Board member Franklin.

Committee Chair Constantine echoed Committee Vice Chair Somers' remarks, giving thanks to agency staff and Housing Hope, highlighting the ecological restoration as part of this work.

It was carried by the unanimous vote of all committee members present that Motion No. M2024-78 be forwarded to the Board with a do-pass recommendation.

Reports to the Committee

CEO Sparrman highlighted that the current scope of work related to the Technical Advisory Group (TAG) is ending. Today's presentation will be the final quarterly report from the TAG.

He thanked the Board for bringing on the TAG which will have a lasting impact on delivering transit to the region for decades to come. Following the TAG's assessment, recommendations, advice, and support, the agency is making meaningful changes to the way it conducts business. Over the last year, the agency has reformed Capital Delivery organizational structures, reimagined the relationship with the construction industry and contract management to become an Owner of Choice, restructured the entire agency, and reset the partnership with FTA. All of these outcomes are associated with the agency-wide effort to implement the TAG recommendations. He thanked the many staff members who have been instrumental to integrate this work into the culture of the agency.

CEO Sparrman thanked the TAG members for their efforts and noted that TAG members Grace Crunican, Ken Johnsen, Roger Natsuhara, and Charla Skaggs have agreed to continue supporting the Capital Delivery Department and DCEO Mestas as Capital Program consultants.

Ken Johnsen, TAG Vice Chair, first noted that there are no slides for today's report. Mr. Johnsen thanked Chair Balducci for her initial push to contract with outside experts to conduct a deep-dive review into the system expansion program. He briefly summarized the six recommendations that came out of the TAG's initial engagement with staff. Mr. Johnsen also highlighted that good work was done in 2023 to act on the recommendations, but it was not happening fast enough.

In 2024, Mr. Johnsen noted that the implementation work accelerated with the hiring and onboarding of interim CEO Sparrman and DCEO Mestas. Specifically, Mr. Johnsen highlighted that bringing together existing staff and additional outside capacity has pushed the agency forward. After meeting with staff earlier this week to review upcoming 2025 work, Mr. Johnsen stated that the TAG was impressed with the work done over the last year, and that it seems like the agency is reinvigorated compared to when the TAG's work began.

He agreed with CEO Sparrman's comment about the TAG's scope of work being completed and added that staff have internalized, and continue to make, improvements.

Chair Balducci stated that she has seen this TAG work make incredible impacts to the agency. She opined on the 2021 Realignment decision to pull the delay lever in response to revenue shortfalls during the COVID-19 pandemic. While necessary to meet financing requirements, pushing projects out further does add to overall project cost and means less service for the region for longer. She stated that this effort to see how the agency can work to accelerate projects has been deeply impactful. Chair Balducci thanked the TAG members for their work and effort.

Status of Implementing the Technical Advisory Group recommendations

Brad Owen, Executive Director in Capital Delivery, gave the report on behalf of DCEO Mestas. Mr. Owen echoed the previous thanks to the TAG members. He noted that the TAG and Capital Delivery leadership held a workshop earlier this week to look over the work completed to date and plan ahead for the work in 2025. Today's TAG implementation report will focus on partnerships.

While the initial TAG Recommendation was focused on Sound Transit's relationship with the Federal Transit Administration, Mr. Owen added that the work under the partnerships initiative also includes local partners and authorities having jurisdiction (AHJs). The Agency recently completed its 100th quarterly meeting with the FTA and celebrated 25 years of partnership. He added that candid feedback from the FTA in light of the TAG recommendations has been helpful and well-received.

One of the developments is the introduction of an agency quarterback to provide visibility and continuity as the principal liaison between the two agencies. The introduction and development of the Project Management Information System (PMIS) will also help to support transparency and streamline collaboration with the FTA. As more work is undertaken by Sound Transit, there will be more robust reporting that is necessary, and the PMIS will help to standardize and collate all the necessary information to meeting reporting requirements. As an example, Mr. Owen described a sample of a NEPA milestone tracking function that will be integrated into the PMIS.

The same principles that are guiding the renewed FTA partnership will also be applied to the agency's interactions with local Authorities having Jurisdiction (AHJ). Staff intend to engage early to set expectations, goals, and resource needs, have regular, ongoing coordination meetings, conduct formal and informal "over-the-shoulder" reviews, and develop consistent permitting strategies across the region.

Pivoting to focus on upcoming Key Performance Indicators (KPI) related to the TAG implementation initiates, Mr. Owen highlighted that the implementation of the PMIS is expected to start in Q1 2025, which will coincide with extensive staff training on the software and the reiteration of timely decision-making. Additionally, the cost workplan directed by the Board during discussion on the West Seattle Link Extension project will be tracked in the PMIS.

Chair Balducci asked about what reports the committee can expect in the new year as TAG implementation reports wind down as a special topic. Mr. Owen responded that he would take that question back to staff for additional discussion.

Executive Session – None

Other business – None

Next meeting

Thursday, January 16, 2025 ****NOTE DATE****
10:30 a.m. to 12 p.m.
Ruth Fisher Boardroom and Virtually via Zoom

Adjourn

The meeting was adjourned at 11:31 a.m.

ATTEST:

Dow Constantine
Executive Committee Chair

Kathryn Flores
Board Administrator

APPROVED on _____, HRR