

**Regional Transit Authority
Executive Committee Meeting Highlights
November 21, 1997**

Call to Order

1:00 by Board Chair Bob Drewel.

Attendance

(P) Bob Drewel, Chair	(P) Richard McIver
(P) Paul Miller, Vice Chair	(P) Greg Nickels
(P) Dave Earling	(A) Ron Sims
(A) Mary Gates	(A) Cynthia Sullivan
(A) Jane Hague	(A) Doug Sutherland

Report of the Chair

None.

Executive Director Report

None.

Public Comment

None.

Convened Executive Session

The committee went into executive session to discuss leave negotiations at 1:01 p.m.

Reconvene Business Meeting

The business meeting was reconvened at 1:15 p.m.

Motion 52- authorizing the Executive Director to execute an amendment to the existing lease for RTA office space to include floors two and three.

Contact: Jan Hendrickson, Finance and Administration Director, at 689-3148

It was moved by Mr. Miller, seconded by Mr. Nickels and carried by the unanimous vote of all members present that Motion No. 52 be approved as presented.

Motion No. 51 – Adopting an Economic Development Strategy and Establishing a Pilot Grants Program

These highlights are for informational purposes only.
They do not serve as the official record of RTA Board proceedings.

Contact: Paul Matsuoka, Deputy Executive Director, at 684-6761

Mr. Drewel re-arranged the agenda to discuss #7 while Mr. Nickels was present.

Mr. Matsuoka outlined Motion No. 51, using as a background the Draft Proposal by Councilmember Nickels (copy on file) and Motion No. 29 (copy on file). He explained that this motion would be considered for action at the December 4th Finance Committee meeting and also at the December 5th Executive Committee meeting. If adopted, it would be put into the proposed Budget for board adoption on December 11.

Mr. Matsuoka explained that the program would be administered by the Executive Department and did not see a need to hire additional staff. He also mentioned that Alec Stephens, the RTA Diversity Program Manager had already done extensive work in this area.

Mr. Richard McIver suggested exploring the idea of recoverable grants or a revolving loan fund.

Mr. Paul Miller gave highlights of the previous Finance Committee discussion of this subject. Finance Committee members had discussed issues such as: a need to spread funds to sub-area communities; a use of taxpayers dollars for this project and a need to look internally into lines of business for application of grants.

Mr. Nickels emphasized the need to begin early to implement this proposal before construction is underway. He also stated that the Draft had been distributed to many other experts outside the agency.

Citizen Oversight Panel Nominations

Contact: Barbara Dougherty, Communications and Marketing Manager, at 684-1357

Ms. Dougherty explained that this item is up for discussion and asked for additional nominations before the next Executive Committee meeting. She stated that 19 applications (copies on file) had been received with 11 being from Pierce County and 8 from South King County

Motion No. 50 – Endorsing a Project Management Plan for use during the preliminary engineering phase of the light rail transit project.

Contact: Paul Bay, Light Rail Director, at 689-4761

Mr. Bay indicated that the RTA is required by the Federal Transit Authority to issue a Project Management Plan (copy on file). While endorsement is not necessary, the document is an important part of the project itself. Therefore, the board will be asked to endorse the Project Management Plan at its December 11 meeting. Mr. Bay's outline (copy on file) covered Partnerships, Avoiding Mystique of the "Expert", Honesty in Reporting and Checks and Balances.

Civil Facilities Design Contract for Light Rail Transit

Contact: Paul Bay, Light Rail Director, at 689-4761

Mr. Bay outlined negotiations with the joint venture, known as Puget Sound Transit Consultants, headed by Parsons Brinckerhoff, Kaiser Engineers and BRW, Inc. Mr. Bay presented the LRT Contracts for Services outline, Project Organization for Preliminary Engineering attachment and the General Outline of Scope of Work (copies on file).

Mr. Bay emphasized that the RTA is breaking new ground in its outreach to M/W/DBE firms and stated that all of the 5 engineering teams considered responded very positively to incorporating such firms into key staff.

He stated that the final decision for the contract will go to the full Board in January.

Other Business

Mr. Miller encouraged the staff and committee to consider other ways to involve Citizen Oversight Panel applicants in the RTA plan.

Next Meeting

Friday, December 5, 1997 from 1:30 to 3:00 at the RTA Conference Room, 1100 2nd Avenue, Suite 500, Seattle, WA.

As there was no other business, the meeting was adjourned at 2:15 p.m.

Recorded by Bernie Wagar
Board Administrative Assistant