

**Regional Transit Authority
Executive Committee Meeting Highlights**

January 16, 1998

Call to Order

1:33 by Board Chair Bob Drewel.

Attendance

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

Report of the Chair

Mr. Drewel called for a motion to approve Motion 98-6 at this time.

Motion 98-6 – authorizing board member travel

Contact: Marcia Walker, Board Administrator at 684-1639

It was moved by Mr. Miller, seconded by Ms. Gates and approved by a unanimous vote of all members present that Motion No. 98-6 be approved as presented.

Executive Director Report

None.

Public Comment

Mr. Doug Tooley provided comments to the committee. Comments are on file with the Board Administrator.

Discussion Topic: approval of criteria and a process to be used in making revisions to Sound Move

Contact: Barbara Gilliland, Systems Integration Program Manager at 684-1630

Ms. Gilliland presented the discussion paper on the Background and Proposal for Discussion Purposes along with two sample resolutions (copies on file).

It was agreed by all committee members present to apply these criteria to test projects over the next three months.

Human Resources System Status Report and Refinement

Contact: Lilly Aguilar,

Mr. Paul Matsuoka referred to a memo by him dated 1-9-98 regarding changes to the human resource system (copy on file). He introduced Ms. Lilly Aguilar.

Ms. Aguilar gave a brief outline of the changes in the system and gave a description of the Base Salary Increase Matrix outlined in Mr. Matsuoka's memo.

Mr. Drewel expressed interest in the on-going maturity of the system since it was met with wide approval at the board meeting held at Highline Community College on August 14, 1997.

Resolution No. 98-3 – authorizing the LRT Civil Facilities Design Contract with Puget Sound Transit consultants

Contact: Bill Houppermans, LRT Civil Engineering Manager at 689-7431

Mr. Drewel stated that Mr. Paul Bay had come to the RTA as vice president of BRW, Inc., one of the firms being considered for the contract and had taken the necessary steps to divest himself of all financial involvement with the firm. Legal counsel for the RTA, Mr. Bob Gunter, has informed the Board that those steps were sufficient.

Mr. Bay introduced Mr. Houppermans, who gave an outline for the background of Resolution No. 98-3.

Committee member Doug Sutherland expressed a desire to have the committee informed about changes to the contract which would involve the \$4,600,000 contingency. Mr. Bay stated that updates would be provided on an ongoing basis.

It was moved by Mr. Miller, seconded by Ms. Gates and passed by a unanimous vote of all committee members present that Resolution No. 98-3 be moved to the full board with a do-pass recommendation.

Motion No. 98-10 – endorsing WSDOT's general approach, described in its Draft Framework Document, for the Trans-Lake Washington study.

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

Mr. Matsuoka referred to his memo about the WSDOT study, dated November 25, 1997 (copy on file) and stated that staff would report to the committee regarding the progress of the study.

Ms. Rene Montgelas of The Washington State Department of Transportation gave an outline of the Framework Document (copies on file) and encouraged passage of Motion No. 98-10.

It was moved by Mr. Miller, seconded by Ms. Gates and passed by a unanimous vote of all committee members present that Motion No. 98-10 be moved to the full board with a do-pass recommendation.

Motion No. 98-2 – committing to provide a status report to the state legislature on a biennial basis and to provide other interim reports as necessary and appropriate

Contact: Ms. Sheila Dezarn, Government Relations Manager at 684-1730

Mr. Earling stated that board member Rob McKenna had emphasized the need to bring a status report on the RTA, to the legislature. The report should include input from the Citizen Oversight Panel. He indicated that Senator McDonald had recently met with board members and was very appreciative of the idea.

It was moved by Ms. Gates, seconded by Mr. Miller and passed by a unanimous vote of all board members present that Motion No. 98-2 be moved to the full board with a do-pass recommendation.

Motion No. 98-1 – Amending the RTA’s 1998 State Legislative Program

Contact: Sheila Dezarn, Government Relations Manager at 684-1730

Ms. Dezarn stated that by amending the state legislative program, the RTA could realize considerable savings in lease purchase transactions for buses and commuter rail cars. She stated that this is a method being used throughout the United States.

It was moved by Ms. Gates and seconded by Mr. Miller and passed by a unanimous vote of all committee members present that Motion No. 98-1 be moved to the full board with a do-pass recommendation.

Motion No. 98-4 – authorizing the award of a contract to Huckell/Weinman Associates, Inc. for the Everett-to-Seattle commuter rail environmental impact statement.

Contact: David Beal, Commuter Rail Project Development Program Manager at 684-1883

Mr. Beal gave a brief outline of Motion No. 98-4.

Committee members suggested that a quarterly report of the contract contingencies be given to the committee.

It was moved by Mr. Sutherland, seconded by Ms. Gates and approved by a unanimous vote of all committee members present that Motion No. 98-4 be approved as presented.

Motion No. 98-7 – authorizing an amendment of Contract No. RTA/CR 16-97 with Adolfson Associates, Inc. for the Tacoma-to-Seattle Commuter Rail Environmental Assessment

Contact: Val Batey, Commuter Rail Project Development Manager at 684-1591

It was moved by Mr. Miller, seconded by Ms. Gates and approved by a unanimous vote of all committee members present that Motion No. 98-7 be approved as presented.

Motion No. 98-5 – authorizing the Executive Director to execute a contract for Service Integration Planning and Travel Demand Forecasting

Contact: Barbara Gilliland, Systems Integration Program Manager at 684-1630

It was moved by Mr. Nickels, seconded by Ms. Gates that and approved by a unanimous vote of all committee members present that Motion No. 98-5 be approved as presented.

Motion No. 98-8 – authorizing the execution of a contract for audit services with Deloitte & Touche LLP for a three-year period

Contact: Hugh Simpson, Controller/Treasurer at 684-1717

Mr. Simpson gave background information on Deloitte & Touche and stated that the contract was well under the \$100,000 budget.

It was moved by Mr. Nickels seconded by Ms. Gates and approved by a unanimous vote of all committee members present that Motion No. 98-8 be approved as presented.

Motion 98-9 – authorizing the Executive Director to purchase all necessary furnishings and equipment to complete the occupancy of the first phase, 3rd floor at RTA 1100 Second Avenue headquarters

Contact: John Goforth, Right-of-Way Agent at 689-4935

It was moved by Mr. Miller, seconded by Mr. Nickels and approved by a unanimous vote of all committee members present that Motion No. 98-9 be approved as presented.

Other Business

Mr. Miller expressed a need to clarify agenda items presented as Discussion/Possible Action items.

Committee members also expressed a desire to have the original committee packets available to them at the meetings rather than having them redistributed. It was suggested that the new and revised meeting materials be copied on colored paper in order to draw attention to the fact that they are new or changed.

Next Meeting

Friday, February 6, 1998 from 1:30 to 3:00 at the RTA Conference Room, 1100 2nd Avenue, Suite 400, Seattle, WA.

As there was no other business, the meeting was adjourned at 3:05 p.m.

Recorded by Bernie Wagar
Board Administrative Assistant

