

**Regional Transit Authority
Finance Committee Meeting
Meeting Highlights**

February 19, 1998

Call to Order

12:05 by Committee Chair Greg Nickels.

Attendance

(P) Greg Nickels, Chair	(P) Paul Miller
(A) Mary Gates, Vice Chair	(A) Sid Morrison
(A) Ed Hansen	(P) Cynthia Sullivan
(A) Rob McKenna	

Report of the Chair

None.

Finance Director Report

Contact: Jan Hendrickson, Director of Finance and Administration, at (206) 689-3148

Ms. Hendrickson referred to the 1998 Market Strategy Overview and Portfolio Performance Analysis memo dated 2/11/98 (copy on file). She stated that this is the first quarterly report the committee has received. She also stated that staff would add information as needed and as the committee requests. Ms. Hendrickson emphasized that we have exceeded our expectations.

Mr. Miller suggested that a brief explanation of the market value versus book value analysis be added to the report so that the public would know we are not losing money.

Resolution No. 98-4 – Approving Budget Policies for the RTA

Contact: Jan Hendrickson, Director of Finance and Administration, at (206) 689-3148

Ms. Hendrickson gave the background for Resolution No. 98-4 and stated that the first introduction was given during the 1998 budget process. She also stated that staff is present to answer questions and asked for input from the committee.

Committee members agreed that Resolution No. 98-4 was ready to be sent to the board for action at the February 26, 1998 meeting.

Long Term Headquarters Location – Follow-up to February 12 RTA Board Meeting

Contact: Jeri Cranney, Manager Real Estate and Facilities at 689-4934

Ms. Hendrickson stated that discussion for this agenda item needs to be held in an executive session.

Mr. Nickels suggested a short list of locations in one of 3 areas.

Finance Committee Responsibilities

Contact: Jan Hendrickson, Director of Finance and Administration, at (206) 689-3148

Committee members discussed the need to have the contract review system simplified and to have a common body where all contracts would be reviewed. Placing contracts on a consent agenda at board meetings or placing them on the agenda as discussion/action items at committee meetings was also discussed. Committee members felt that the larger and more controversial contracts needed to be seen twice before going to the board for action. Members also felt a need to have a mechanism for getting contracts to the board if there is no quorum at committee meetings.

Jeri Cranney, Manager of Real Estate and Facilities, led a discussion on right-of-way, headquarters, land around station areas, land around staging areas and land for park and rides. She stated that the board needs to have a policy discussion on real estate acquisition, including condemnation. She also stated that individual transactions would need to be discussed in executive sessions.

Committee members discussed policy on land use for Transit Oriented Development.

Mr. Nickels stated that he would be asking Citizen Oversight Panel members to come to a meeting of the Finance Committee in the near future.

Draft 1997 Year-end Financial Statements

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

Mr. Simpson outlined the Financial Status Report of the Director of Finance and Administration-December 1997 (copy on file). He reported that the audit by Deloitte and Touche will be completed by March 15 and they will bring a report to the committee on March 19.

Fleet Management

Contact: Jan Hendrickson, Director of Finance and Administration, at (206) 689-3148

Ms. Hendrickson referred to her memo: Fleet Vehicles – Discussion dated February 5, 1998 (copy on file) and discussed lease option vs. purchase option for fleet vehicles. She will come back to the committee in a few weeks to ask for a recommendation for approval of a contract award. The request will then proceed to Executive Committee.

Next Meeting

Thursday, March 5, 1998 from 12:00 to 1:30 p.m. at the King County Courthouse 12th Floor SW Conference Room, 516 Third Avenue, Seattle, WA.

As there was no other business, the meeting was adjourned at 12:55 p.m.

Recorded by Bernie Wagar,
Board Administrative Assistant