

**Finance Committee Meeting
Summary Minutes
June 5, 2003**

Call to Order

Chair Kevin Phelps called the meeting to order at 12:02 p.m.

Roll Call

(P)	Kevin Phelps, Chair	(P)	Chuck Mosher
(P)	Jack Crawford, Vice Chair	(P)	Dave Enslow
(P)	Mary Gates	(P)	Mark Olson
(P)	Dwight Pelz	(P)	Richard McIver

Ms. Marcia Walker, Board Administrator, announced that a quorum of the committee was present at roll call.

Report of the Chair

Mr. Phelps reported that the committee was working from a revised agenda. The revisions included moving agenda item 5E, Resolution No. R2003-10, authorizing the Executive Director to acquire, dispose, or lease certain real property interests by negotiated purchase, by condemnation (including settlement), by condemnation litigation, or by administrative settlement; and to pay eligible relocation and re-establishment benefits to affected parties as necessary for the construction and operation of the Regional Express Federal Way 317th Direct Access Project to the end of the agenda.

Item 5I, Resolution No. R2003-13, authorizing the Executive Director to acquire, dispose, or lease certain real property interests by negotiated purchase, by condemnation, (including settlement) condemnation litigation, or entering administrative settlements, and to pay eligible relocation and re-establishment benefits to affected owners and tenants as necessary for the construction of the Lakewood and South Tacoma Commuter Rail Stations, the new Lakewood Connector railroad line to be constructed from D Street to M Street in Tacoma, and the Layover Yard at Camp Murray, and to execute all documents necessary to convey certain of those interests to the City of Tacoma was removed from the agenda.

Chief Financial Officer's Report

Mr. Hugh Simpson, Chief Financial Officer, announced that Deloitte and Touche will review the final audit reports and subarea agreed upon procedures and staff will be presenting the audit services procurement at the next meeting of the Audit and Reporting Subcommittee.

Ms. Kelly Priestley, Controller, gave a presentation on the First Quarter Investment Report. Mr. Pete Rogness, Budget Manager, gave a presentation on the First Quarter Financial Report and Mr. Steve Jacobson, Project Control Manager, gave a presentation on the Agency Progress Report.

Mr. Phelps indicated that the Federal Transit Administration is using Sound Transit's Agency Progress Report as a model for other transit agency reporting systems across the country.

(Board member Pelz arrived.)

(Board member Enslow arrived.)

Action Items

Items within Finance Committee Authority for Final Action

Minutes of the May 1, 2003 and May 15, 2003 Finance Committee meetings

It was moved by Mr. Crawford, seconded by Mr. Mosher, and carried by the unanimous vote of all members present that the minutes of the May 1, 2003 and May 15, 2003 Finance Committee meetings be approved as presented.

(Board member Olson arrived.)

Motion No. M2003-60 – Authorizing the Executive Director to execute a contract with Harris and Associates to provide construction management services for the Federal Way Transit Center Project in an amount of \$1,840,674, with a 10% contingency of \$184,067, for a total authorized contract amount not to exceed \$2,024,741

Mr. Jerry Dahl, Regional Express Construction Manager, presented the staff report for Motion No. M2003-60.

Mr. Phelps asked Mr. Simpson to provide information on the relation between the 2002 and 2003 Federal Way Transit Center project budgets. He also requested that staff provide a definition of the use of contingency and develop a procedure for informing the Finance Committee of changes in allocated project contingency.

No one offered public comment on this action.

It was moved by Ms. Gates, seconded by Mr. Mosher, and carried by the unanimous vote of all members present that Motion No. M2003-60 be approved as presented.

Motion No. M2003-62 – Authorizing the Executive Director to execute a contract with Precision Earthworks Inc., to provide construction services for the Sumner Station Lot A Project in the amount of \$232,565, with a 10% contingency of \$23,256 for a total authorized contract amount not to exceed \$255,821

Mr. Bob Sundin, Sounder Construction Manager, presented the staff report for Motion No. M2003-62.

Mr. Phelps asked if there were projections on the baseline cost information for the CCTV and signage on this project.

Ms. Gilliland responded that the first phase of analysis for the CCTV and signage has been completed and staff is looking at the operational requirements for the Sounder as well as Link systems. She indicated that staff is preparing detailed cost information that will be provided to the Finance Committee at a future meeting.

No one offered public comment on this action.

It was moved by Mr. Enslow, seconded by Mr. Mosher, and carried by the unanimous vote of all members present that Motion No. M2003-62 be approved as presented.

Items for Recommendation to the Board

Resolution No. R2003-11 – Designating and appointing the Executive Director as the Sound Transit responsible official for the purpose of designating certain expenditures for potential reimbursement from bonds that may be authorized and approved for issuance by the Board in the future

Mr. Brian McCartan, Deputy Finance Director, presented the staff report for Resolution No. R2003-11.

It was moved by Mr. Mosher, seconded by Ms. Gates, and carried by the unanimous vote of all members present that Resolution No. R2003-11 be forwarded to the Board with a do-pass recommendation.

Motion No. M2003-59 – Authorizing the Executive Director to increase the construction contract contingency amount for the Lynnwood Transit Center and Park-and-Ride Lot by \$423,000 for a new total contingency amount of \$1,338,568, and a new total authorized contract amount not to exceed \$10,472,248

Mr. Jim Edwards, Regional Express Chief Engineer, presented the staff report for Motion No. M2003-59.

Mr. McIver asked why the geotechnical boring samples did not provide information about the poor soil conditions at the project site.

Mr. Edwards indicated that the fourteen test borings were completed in areas at the project site, but the data gathered indicated that the soils were weak to average. The poor soils that were identified in deep pockets were caused by a stream located near the construction site and those soils could not be firmed up by using compaction methods.

It was moved by Mr. Mosher, seconded by Mr. Crawford, and carried by the unanimous vote of all members present that Motion No. M2003-59 be forwarded to the Board with a do-pass recommendation.

Motion No. M2003-61 – Authorizing the Executive Director to execute an Interlocal Agreement with the City of Sammamish to share in the costs to design, acquire rights of way, and construct roadway and stormwater detention improvements related to the Sammamish Park-and-Ride Lot. The Interlocal Agreement provides for Sound Transit to receive \$55,593, with a 10% contingency of \$5,559, for a total of \$61,152 for preparation of final plans, specifications, and estimates for the Issaquah-Pine Lake Road Extension

Ms. Kristen Vickery, Regional Express Project Coordinator, presented the staff report for Motion No. M2003-61.

It was moved by Mr. Crawford, seconded by Mr. Mosher, and carried by the unanimous vote of all members present that Motion No. M2003-61 be forwarded to the Board with a do-pass recommendation.

Resolution No. R2003-09 – Authorizing the Executive Director to acquire, dispose, or lease certain real property interests by negotiated purchase, by condemnation (including settlement), by condemnation litigation, or by administrative settlement; and to pay eligible relocation and re-establishment benefits to affected parties as necessary for the construction and operation of the Regional Express Sammamish Park and Ride Lot Project, and to execute all documents necessary to sell and convey certain interests acquired to the City of Sammamish as part of the extension of the Issaquah-Pine Lake Road

Mr. Don Vogt, Senior Real Estate Representative, presented the staff report for Resolution No. R2003-09.

It was moved by Mr. Olson, seconded by Mr. Mosher, and carried by the unanimous vote of all members present that Resolution No. R2003-09 be forwarded to the Board with a do-pass recommendation.

Executive Session

At 1:28 p.m. the Board convened a 10-minute executive session to discuss with legal counsel potential litigation to which Sound Transit is likely to become a party.

The Finance Committee reconvened in open session at 1:40 p.m.

Resolution No. R2003-10 - Authorizing the Executive Director to acquire, dispose, or lease certain real property interests by negotiated purchase, by condemnation (including settlement), by condemnation litigation, or by administrative settlement; and to pay eligible relocation and re-establishment benefits to affected parties as necessary for the construction and operation of the Regional Express Federal Way 317th Direct Access Project

It was moved by Mr. Mosher, seconded by Ms. Gates, and carried by the unanimous vote of all members present that Resolution No. R2003-10 be forwarded to the Board with a do-pass recommendation.

Other Business

None.


Next Meeting

Thursday, June 19, 2003, from 12:00 to 2:00 p.m. in the Union Station Board Room, 401 South Jackson Street, Seattle, Washington.

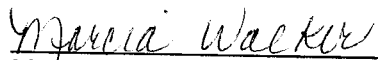
Adjourn

There was no other business, the meeting was adjourned at 1:45 p.m.

ATTEST:



Kevin Phelps
Finance Committee Chair



Marcia Walker
Board Administrator