

SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING
Summary Minutes
April 15, 2010

Call to Order

The meeting was called to order at 1:19 p.m. by Committee Chair Dave Enslow, in the Ruth Fisher Boardroom, 401 South Jackson Street, Seattle, Washington.

Roll Call

Chair

(P) Dave Enslow, Sumner Mayor

Vice Chair

(A) John Marchione, Redmond Mayor

Boardmembers

(P) Fred Butler, Issaquah Deputy Council President

(A) Dow Constantine, King County Executive

(P) Paul Roberts, Everett Council President

(P) Claudia Thomas, Lakewood Councilmember

(A) Pete von Reichbauer, King County Councilmember

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

Report of the Chair

Chair Enslow noted that public comment would be taken on items within the committee's authority for final action after the Committee heard the staff presentation.

Reports to the Committee

Ron Tober, Deputy CEO, reviewed the operations reports. The ridership report shows that ridership was down overall due to the effects of economy on employment. Central Link now has a daily ridership of 18,000, up from 14,500. Mr. Tober noted that due to some technical issues with Pierce Transit equipment, the ridership numbers of ST Express are not final and will be updated later.

Bonnie Todd, Executive Director of Operations, presented the February System Performance report and a system performance chart for the year. The measures used in the system performance reports are standard in the transit industry. Overall system performance for February is good, with most areas ranked very good or excellent. The chart allows the Committee to see the trends and track the Agency's performance over time.

Ms. Todd provided an update on operations. The ST Express buses needed for the ST2 expansion will be in production this summer. Sound Transit will be monitoring safety, passenger complaints, and vehicle maintenance and working with the transit partners on these issues. Sounder passenger seat replacement will begin in May. The locomotive procurement will be completed in late April and the delivery date is anticipated in the second quarter of 2012.

Business Items

Routine Items

Motion No. M2010-50 - Authorizing the chief executive officer to execute a one-year contract with four one-year options with Vinson Brothers Corporation to provide system-wide landscape maintenance services for Union Station, and Sound Transit facilities not maintained through agreements with partner transit agencies, for a total authorized contract amount not to exceed \$931,718.

Chair Enslow noted that the staff report for Motion No. M2010-50 had been revised to correct the small business participation goal; the goal for the contract is 25%. Mr. Tober gave the staff presentation. Sound Transit staff will oversee the work by doing spot checks and working directly with the contractor. In response to Boardmember questions, Loren Steel, Project Manager, clarified that costs are not calculated per facility

because of the range of sites and needs. Mr. Steel explained because it is more cost effective than bringing the work in-house. Consolidating the work into a single contract also allows greater efficiencies and cost savings. The contractor will be using environmentally friendly pest management methods and standards developed through working with Sound Transit's Environmental division.

Public Comment
None

It was moved by Boardmember Thomas, seconded by Boardmember Roberts, and carried by the unanimous vote of all Committee members present that Motion No. M2010-50 be approved as presented.

Motion No. M2010-49 - Authorizing the chief executive officer to execute a one-year contract with four one-year options with Buenavista Services Inc. to provide system-wide janitorial services for Union Station and Sound Transit facilities not maintained through agreements with partner transit agencies, for a total authorized contract amount not to exceed \$2,241,144.

Mr. Tober gave the staff presentation. Mr. Steel clarified that expenses under this contract will be about 13% lower than Sound Transit currently pays. Staff will be doing spot checks and routine checks to make sure the work follows Sound Transit's standards and to identify opportunities for improvement. If problems are discovered, the agency has a process in place to work with the contractor.

Public Comment
None

It was moved by Boardmember Butler, seconded by Boardmember Thomas, and carried by the unanimous vote of all Committee members present that Motion No. M2010-49 be approved as presented.

Non-Routine Items

Motion No. M2010-51 - Authorizing the chief executive officer to execute a cost-sharing agreement with King County to reimburse Sound Transit for operations and maintenance costs for the Issaquah Transit Center.

Jodi Mitchell, Project Manager, gave the staff presentation. Boardmember Butler asked if King County is charge fully loaded costs for its use of the Transit Center. The agreement splits the actual cost of operations and maintenance. The agreement is retroactive to 2008 when the Transit Center opened. The Program Understanding Agreement signed in 2005 by Sound Transit and King County identifies facilities in East King County where costs would be split.

It was moved by Boardmember Butler, seconded by Boardmember Thomas, and carried by the unanimous vote of all Committee members present that Motion No. M2010-51 be forwarded to the Board with a do-pass recommendation.

Motion No. M2010-48 - Ratifying the original lease term of the property located at 1400 E. Madison St, Seattle, Washington with Moneytree, Inc. and subsequent amendments to the lease including extension of the Finance Committee authorized expiration date of August 31, 2009 to a new expiration date of January 31, 2011.

Nancy Bennett, Property Manager, gave the staff presentation. The property would be declared surplus in the future when Sound Transit no longer has a use for the property.

It was moved by Boardmember Roberts, seconded by Boardmember Thomas, and carried by the unanimous vote of all Committee members present that Motion No. M2010-48 be forwarded to the Board with a do-pass recommendation.

Policy Items

Resolution No. R2010-10 - Adopting a Fare Policy and superseding Resolution No. R99-2-2, Resolution No. R2005-05, Resolution No. R2007-06, and Motion No. M2004-53.

Ron Tober, Deputy CEO and Greg Walker, Chief Policy and Planning Officer, gave the staff presentation. Mr. Tober explained that this policy consolidates Board-adopted fare policies and also incorporates new policy and Transit Operations Task Force (TOTF) recommendations. Mr. Tober noted that new language is highlighted in yellow. The new policy includes: formally establishing minimum farebox recovery ratios; the TOTF recommendation that special event service recover the marginal cost of providing the service; delegating authority to the CEO for low income fares; granting free fares for federal and state law enforcement officers; and annual reporting on the value and purpose of fare discounts and waivers, and discounts for bulk passes.

The document also shows changes underlined in red that were suggested by the Executive Committee. At its April 8, 2010 meeting, the Executive Committee suggested adding policy principles for safety and low income/transit dependant riders and strengthening the mechanism between farebox recovery and fare increase proposals.

Resolution No. R2010-10 was moved by Boardmember Thomas, seconded by Boardmember Butler.

Boardmember Roberts asked whether other transit agencies have similar policies for low income and transit dependant riders. Boardmember Thomas explained that other transit agencies have low income fares and the policy language will promote consistency with other transit agencies. Mr. Tober clarified that the policy does not create a low-income fare category for Sound Transit, but allows Sound Transit to work with other transit agencies that have a low-income fare category. The policy principle is meant to reflect that Sound Transit would accept low-income fares issued by other agencies. Joni Earl, CEO suggested moving the low-income language from Section 3.B to Section 5 to provide clarity. Mr. Tober suggested placing the language in Section 5.D and altering the language so that it fits in that section.

It was moved by Boardmember Roberts, seconded by Boardmember Thomas and carried by the unanimous vote of all Committee members present to amend Attachment A of Resolution No. R2010-10 to include the amendment language in red and to have staff revise sections 3.B.3 and 5.D. to clarify the low-income fare category.

Boardmember Butler offered an amendment to Attachment A of Resolution No. R2010-10 to replace the phrase "Minimum farebox recovery ratios for each mode of service:" in Section 1 – Farebox Recovery with the following:

"It is the goal of Sound Transit to continuously seek the highest possible farebox recovery ratio while maintaining fares at levels consistent with the fare policy principles. Farebox recovery below the minimum recovery ratios signals to the agency that the financial plan is threatened. Consistent with the agency's financial plan, minimum farebox recovery ratio thresholds are established as follows:"

It was moved by Boardmember Butler, seconded by Boardmember Roberts, and carried by the unanimous vote of all Committee members present that the amendment be adopted.

It was carried by the unanimous vote of all Committee members present that Resolution No. R2010-10 be forwarded to the Board with a do-pass recommendation, as amended.

Resolution No. R2010-11 - Adopting fare structures and fare rates for ST Express and Link and superseding Resolution No. R2009-01 and Resolution No. R2005-05.

Mr. Walker explained that a fare increase on ST Express is needed because farebox recovery is projected to fall below the minimum 20% this year. Changes to ST Express fares are proposed for 2010 and 2011. The changes will allow Sound Transit to stay above the minimum farebox recovery rate and more closely match local transit agencies' fares. The current five-zone system would become a three-zone system based on county lines over 2010 and 2011. The changes would increase revenue 22% and decrease ridership by 3% and the fare box recovery for ST Express would go from around 19% to around 22.6%.

The adult fare base rate for Link would increase by \$0.25, and changes the youth and senior/disabled rates to a flat rate. The changes would increase revenue 2.5% and decrease ridership by 1% and the fare box

recovery for Link could go up to 29%. Fares on Tacoma Link will also be reviewed as part of the 2011 budget process.

Boardmember Roberts asked if future fares could be calculated based on distance; Mr. Tober responded that a technology change in the future could allow buffer zones to cover short trips between counties but that capability is not currently available.

It was moved by Boardmember Thomas, seconded by Boardmember Roberts, and carried by the unanimous vote of all Committee members present that Resolution No. R2010-11 be forwarded to the Board with a do-pass recommendation.

Executive Session

None.

Other Business

None.

Next Meeting

Thursday May 20, 2010
1:00 to 3:30 p.m.
Ruth Fisher Boardroom

Adjourn

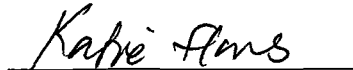
The meeting was adjourned at 3:02 p.m.

APPROVED on May 20, 2010.



Dave Enslow
Operations and Administration Committee Chair

ATTEST:



Katie Flores
Board Coordinator