

**SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING**  
**Summary Minutes**  
**November 18, 2010**

**Call to Order**

The meeting was called to order at 10:44 a.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

(P) John Marchione, Redmond Mayor

Boardmembers

(P) Fred Butler, Issaquah Deputy Council President

(P) Dow Constantine, King County Executive

(A) 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**

None.

**Reports to the Committee**

Celia Kupersmith, Deputy CEO reported that the Seattle Fire Department conducted an emergency drill in the Beacon Hill Tunnel on November 6, 2010 from 8:00 am to 3:30 pm. The drill required single tracking through the tunnel and was successful.

Bonnie Todd, Operations Director, reviewed ridership and system performance for September. ST Express ridership numbers will be revised because one of Sound Transit's partners experienced some issues with the counting. Sounder ridership is down 9.4% over last year, which is similar to last month's levels. ST Express fleet availability is 79%, a little below the target due to added service. Central Link ridership has fluctuated. It is above last year's level, but the month-by-month baseline is still being established.

The annual customer service survey for all modes begins tomorrow and the results will be presented to the Board early in 2011. Forty-nine New Flyer buses have been ordered; 15 are hybrid and 34 are clean diesel. The cost difference between the clean diesel and hybrid buses is \$150,000. The higher cost of the hybrid buses is covered by grant funds. Over time, the hybrid buses operating costs are expected to match those of the clean diesel buses.

**Consent Agenda**

Minutes of the September 16, 2010 Operations and Administration Committee meeting

Minutes of the October 21, 2010 Operations and Administration Committee meeting

**It was moved by Committee Vice Chair Marchione, seconded by Boardmember Thomas, and carried by the unanimous vote of all Boardmembers present that the consent agenda be approved as presented.**

**Proposed 2011 Operations and Administration Budget**

With the restructuring of the committees, the budget process has changed. The Operations and Administration and Capital Committees each have responsibilities to review their portions of the budget. The Committees forward their portions and any amendments to the Executive Committee. The Executive

Committee reviews the budget in its entirety, considers amendments for incorporation into the budget, and recommends it to the full Board. The Board is scheduled to take action at its December 16, 2011 meeting.

Brian McCartan, CFO, presented the service delivery and agency administration portions of the budget. The service delivery budget is \$187 million. The agency administration budget includes staff budgets to maintain and operate the system, build ST2, and funding for capital replacement, debt service and emergency reserves. The total 2011 budget for agency administration is \$159.9 million. A copy of the questions and answers developed during the budget process was included in Boardmember packets.

**It was moved by Boardmember Thomas, seconded by Committee Vice Chair Marchione, and carried by the unanimous vote of all Boardmembers present to recommend the service delivery and agency administration portions of the Proposed 2011 Budget to the Executive Committee.**

Chair Enslow asked committee members to review the proposed amendments and identify those to be considered individually. He suggested the remaining amendments be voted on en masse.

Pete Rogness, Director of Budget and Financial Planning, reviewed the amendments. Approved amendments will be consolidated with those approved by the Capital Committee and will be presented to the Executive Committee at its December 4, 2010 meeting.

Amendment 1 corrects non-materials errors that are in the budget document. Amendment 2 reduces the medical benefits budget. A 10% increase was assumed when the proposed budget was developed. The actual increase exceeded 10%. Subsequently, the chief executive officer selected different plans that result in a budget decrease from 2010.

Amendment 3 adds funding for conditional signage for regulatory and way-finding signage that may be needed for operations.

Amendments 4, 5 and 6 relate to charging fares on Tacoma Link. The proposed budget was developed with an assumption that Sound Transit would start charging fares on Tacoma Link in June 2011. Subsequently, the chief executive officer determined a study of rider demographics and evaluation of tradeoffs between parking fees and Link fares is needed in 2011. Amendment 4 includes budget for the study. Amendment 5 removes budget for collecting fares. The proposed budget assumed existing security staff would enforce fares. The budget will be reflected in the Sounder, Central Link, and ST Express budgets. Amendment 6 reduces fare revenues expected from June through December 2011.

Amendment 7 reflects the Board's decision to accelerate the changes in senior and disabled fares by six months to coincide with the timing of Metro's fare changes recently approved by the King County Council.

Amendment 8 is a non-cash item reflecting the updated schedule for the transfer of the Kirkland Transit Center. The transfer had been scheduled for December 2010, but is now scheduled for 2011.

Committee members did not identify any amendments to be considered individually, therefore the committee voted on the amendments en masse.

**It was moved by Committee Vice Chair Marchione, seconded by Boardmember Butler, and carried by the unanimous vote of all Boardmembers present that the list of amendments be forwarded to the Executive Committee with the recommendation to incorporate them into the budget they forward to the Board.**

### **Business Items**

Resolution No. R2010-25 – Adopting the 2011 Service Implementation Plan, authorizing the chief executive officer to implement recommended service changes in 2011 and approving the use of preliminary 2012-2016 service changes for planning and forecasting purposes.

(Boardmember Constantine arrived at this time).

Chair Enslow noted that the motion establishing the new committee structure gives the Operations and Administration Committee final authority on the Service Implementation Plan (SIP).

Mike Bergman, Service Planning Manager, presented the changes to the Draft 2011 SIP that has been identified since it was presented to the Operations and Administration Committee on October 21, 2010.

Revisions reflect public input received after its publication and through collaboration with King County Metro (KCM). Development of the Draft 2011 SIP considered Sound Transit's financial shortfall caused by the economic recession.

Changes for Routes 540, 545 and 554 are proposed. Route 540, Kirkland-University District uses SR520. In the draft SIP presented to the committee in October, low ridership trips that operate eastbound in the morning, and westbound in the afternoon were deleted and midday service was reduced from every 30 minutes to every 60 minutes. The revised proposal retains peak-period service levels in both directions and eliminates mid-day service from 10:00am to 3:00pm and evening service after 6:30pm. KCM route 255 serves the same bus stops between Downtown Kirkland and Montlake. Frequent KCM local service currently connects Montlake to the University District, and Route 255 service will be doubled to every 15 minutes in February 2011. The State Department of Transportation will begin tolling on SR520 in April 2011. The revised proposal to retain peak period service coincides with the implementation of tolling and anticipated increased transit demand.

The Urban Partnership Agreement between USDOT, WSDOT, and KCM calls for increasing SR520 service levels by 90 weekday peak-period trips. Sound Transit is not a party to the agreement, but has received grant funding for new buses to help achieve the 90-trip goal. The route will be modified to travel through the University of Washington campus.

Route 545, Redmond-Seattle uses SR520 and operates all day, seven days a week. It is the second heaviest Sound Transit bus route. The draft presented in October proposed reduction in Route 545 service. That reduction is removed in the revised proposal.

Route 554, Issaquah-Seattle uses I-90 and experiences unproductive off-peak service. The revised proposal recommends reducing mid-day service on weekdays, from every 15 minutes to every 20 minutes and reducing weekend service before 10:00am and after 7:00pm. Thirty-minute service between 10:00am and 7:00pm would continue. The reductions target periods of low ridership and productivity.

The revised proposal does not change the level of savings reflected in the Draft SIP presented in October. Public comments received show the highest number of comments on Routes 540, 560 and 599. Alternative routes exist, although transfers may be required.

Most of the ST Express service increases included in ST2 have been implemented in the past 18 months, including a new East King County Route 542, which began on October 4, 2010. The service reductions proposed take effect June 2011. The remaining ST2 improvements are recommended for 2011 and will result in a net increase of 16,000 annual bus hours. By 2012, ST Express will provide approximately 700,000 bus hours system-wide.

Public Comment  
(Comments on file with the Board Administrator)

Paul W. Locke  
John Niles  
Will Knedlik

**It was moved by Boardmember Thomas, seconded by Vice Chair Marchione, and carried by the unanimous vote of all Boardmembers present that Resolution No. R2010-25 be approved as presented.**

Motion No. M2010-100 – Transferring operation and maintenance of ST Express Routes 566 and 577 from King County Metro to Pierce Transit starting February 5, 2011.

Dave Turissini, Bus Operations Manager, and Michael Perry, Deputy Executive Director of Transportation and Maintenance gave the staff presentation.

**It was moved by Boardmember Butler, seconded by Vice Chair Marchione, and carried by the unanimous vote of all Boardmembers present that Motion No. M2010-100 be forwarded to the Board with a do-pass recommendation.**

Motion No. M2010-98 – Authorizing the chief executive officer to extend the sublease agreement with Plumbing Express Incorporated, doing business as Midtown Station, located at 813 Academy Street in Sumner, Washington until Sound Transit needs or disposes of the property.

Nancy Bennett, Property Manager, gave the staff presentation.

**It was moved by Vice Chair Marchione, seconded by Boardmember Butler, and carried by the unanimous vote of all Boardmembers present that Motion No. M2010-98 be forwarded to the Board with a do-pass recommendation.**

**Executive Session**

None.

**Other Business**

None.

**Next Meeting**

Thursday December 2, 2010  
1:00 to 3:30 p.m.  
Ruth Fisher Boardroom

**Adjourn**

The meeting was adjourned at 11:51 a.m.

APPROVED on January 20, 2011.



Dave Enslow  
Operations and Administration Committee Chair

ATTEST:



Katie Flores  
Board Coordinator