

SOUND TRANSIT BOARD MEETING**Summary Minutes****January 27, 2011****CALL TO ORDER**

The meeting was called to order at 1:46 p.m. by Chair Aaron Reardon, in the Ruth Fisher Boardroom, 401 South Jackson Street, Seattle, Washington.

ROLL CALLChair

(P) Aaron Reardon, Snohomish County Executive

Vice Chairs

(P) Fred Butler, Issaquah Deputy Council President

(P) Claudia Thomas, Lakewood Councilmember

Boardmembers

(A) Claudia Balducci, Bellevue Councilmember

(A) Richard Conlin, Seattle Council President

(A) Dow Constantine, King County Executive

(P) David Enslow, City of Sumner Mayor

(P) Jake Fey, Tacoma Councilmember

(A) Paula Hammond, WSDOT Secretary

(P) John Marchione, City of Redmond Mayor

(P) Joe Marine, City of Mukilteo Mayor

(P) Pat McCarthy, Pierce County Executive

(A) Joe McDermott, King County Councilmember

(P) Mike McGinn, City of Seattle Mayor

(A) Julia Patterson, King County Councilmember

(A) Larry Phillips, King County Councilmember

(P) Paul Roberts, Everett Councilmember

(A) Peter von Reichbauer, King County Councilmember

Ms. Marcia Walker, Board Administrator announced that a quorum of the Board was expected but was not present at roll call.

REPORT OF THE CHAIR

Chair Reardon noted that because of snowstorms on the east coast, there may not be enough Boardmembers present at today's meeting to consider the resolution to amend the 2011 budget. If it is not possible to consider the resolution, it and the two related motions will be held until the next Board meeting.

Chair Reardon announced that Boardmember Butler has agreed to continue representing Sound Transit on the Eastside Transportation Partnership and that he had appointed Boardmember Joe McDermott to the Sound Transit Capital Committee.

CHIEF EXECUTIVE OFFICER'S REPORT

Joni Earl, CEO spoke about the internal Business Efficiency Team program that was developed to improve Sound Transit business practices. The program uses teams of staff with experience and expertise to analyze internal systems and recommend improvements. A Business Efficiency Team reviewing procurement recently held a process improvement workshop that focused on defining improvements and implementing them rapidly. Some improvements are being implemented quickly. For example, the workshop ended on a Friday and changes were made on Monday that reduced the payment cycle by three days.

The audio/visual upgrade in the Ruth Fisher Boardroom is near completion. The upgrade includes improvements to the speakers, microphones and cabling and new controls, software and video equipment. The upgrade will improve dependability, and provide higher-quality video recording and web streaming.

CEO PRESENTATION ON 2010 AND 2011 SOUND TRANSIT MILESTONES

Ms. Earl gave an overview of the upcoming 2011 milestones and reviewed the Agency's performance on 2010 milestones. There were 35 milestones in 2010 and 26 were met for a completion rate of 74%.

In response to the economic recession, the Board approved a program realignment plan to deal with a \$3.9 billion reduction in revenue over the life of the ST2 plan. Ridership in 2010 was 23 million. It was short of the goal of 25 million riders, but was an increase of 4 million over 2009. Total ridership for the agency's 11 years of service was 128 million.

For Sounder, Sound Transit reached an agreement with BNSF for four more round trips as part of ST2. The agency broke ground for the Edmonds Station improvements and the D Street to M Street segment in Tacoma. The layover track near Edmonds Station was completed.

For ST Express bus service, the I-90 center two-way transit project has begun the second stage of improvements and SR 522 enhancements are underway. The Newcastle Transit Center opened with new shelters, traffic improvements and access enhancements.

2010 was the first full year of Link service and major work on University Link stations is underway. Sound Transit and the University of Washington completed the 'Great Wall of Us' project to screen the University of Washington Station construction site. Work also began at the Capitol Hill Station site where artwork was used to improve the look of the construction enclosure. The I-5 Undercrossing project was completed to allow tunneling to take place for University Link, and the first of the University Link vehicles were delivered for final assembly in Mukilteo. Final design began for North Link and planning for extending transit from Northgate to Lynnwood began as part of the North Corridor Transit Project. The preferred alternative for East Link was identified in 2010.

Sound Transit continued its commitment to sustainability. A report on 2010 and 2011 sustainability milestones will be provided at a future meeting. The program increases bicycle parking, reductions in fuel consumption and mitigation for construction impacts in the North Corridor and other projects.

The Board established the STart program funding calculation at 1% of construction costs, excluding the cost of tunneling, the same level as Sound Move.

Nine of the 2010 milestones were not met; some were rolled over into 2011, others are tied to the program realignment plan. The Sounder Yard and Shops and ST Express Maintenance Facilities design contract was approved by the Board Capital Committee in January; the milestone has now been met.

The acquisition of a portion of the Eastside BNSF corridor was not completed because negotiations continue on ownership and easement rights with the partners involved in the project. The Kirkland Transit Center improvements have been completed but the opening has been delayed until February. The final EIS for the East Link project was not completed and has been added as a 2011 milestone. The final design of the Tukwila Sounder Station has been delayed while cost savings are pursued for the station.

Ms. Earl described the 2011 Sound Transit milestones. The 2011 ridership goal is 25 million; the agency expects to achieve it because of additional bus hours and tolling impacts on SR 520. Sound Transit will unveil a new Agency website that includes a new and improved trip planner and interactive maps. Projects that will be completed include the Mountlake Terrace Freeway Station, Kirkland Transit Center, Edmonds Sounder Station improvements, Tacoma Link Commerce Street stop, and SR 522 HOV enhancements. East Link milestones include publication of the Final Environmental Impact Statement and selection of the final alignment and stations. Work on a prototype track bridge for the I-90 bridge crossing will take place. Tunnel boring machines will be launched from the University of Washington and Capitol Hill sites. All Link vehicles will be fully assembled by the end of the year. Properties will be acquired for the Brooklyn and Roosevelt Stations and those needed for North Link. Work will continue to identify alternatives for the Draft Environmental Impact Statement for the North Corridor. In the South Corridor, work will take place to allow Sound Transit to extend light rail to South 200th by 2016, design refinement information will be provided to the Board in the spring. On Sounder, D Street to M Street work will continue through 2011 and the Lakewood Layover Yard work will begin. The ST Express program will receive 25 replacement buses and work will be completed on the study of Sounder and ST Express maintenance facilities. 2011 sustainability milestones include purchasing at least 24 hybrid buses, implementing energy management strategies, a green procurement policy, a comprehensive Sound Transit facilities waste handling plan, and sustainability design criteria for light rail projects.

PRESENTATION ON PIERCE TRANSIT'S "PT TOMORROW" BALLOT MEASURE

Lynne Griffith, CEO of Pierce Transit, and Tina Lee, Principal Planner, presented Pierce Transit's Proposition 1 "PT Tomorrow" that will be on the February 8, 2011 ballot in Pierce County. The Pierce Transit Board has developed a plan to define new ways of providing service. The recession came after initial work on this plan had already been completed. The plan being proposed included a large public involvement process.

The recession has affected Pierce Transit's ability to provide service by creating a \$140 million gap that needs to be resolved before the end of 2012. Pierce Transit implemented fare increases in 2009 and 2010, scaled back capital projects, and has gone through two rounds of layoffs along with an 8% service reduction.

Public involvement to develop the plan began in 2009. Public meetings were held where participants were asked to identify goals for the transit system following cuts. Common themes included the need to get people to jobs and to provide service to vulnerable members of society. Pierce Transit also worked with Sound Transit on integration issues between the two agencies and the effect of service cuts.

The plan on the February 8, 2011 ballot preserves current service levels and provides more frequent service during commute times. If the ballot measure fails, the agency will implement a sustainable reduction plan that would reduce service by 35%. Hours of service and frequency would be reduced, Paratransit service would be reduced where local service is cut, special event service would be discontinued. Connections to ST Express service would be impacted because Pierce Transit would no longer have a local connection after 8pm. Connections to Sounder would not be able to expand as more Sounder service is added in the future.

If the voters approve funding for "PT Tomorrow" service frequency will begin to increase in October. If the voters do not approve the plan, service will be cut 20% in October. A special session of the Pierce Transit Board is scheduled for February 28, 2011 to continue working with the public following the vote.

REPORTS TO THE BOARD

Citizen Oversight Panel System Access Task Force

Paul Wiesner, COP Chair, and Stuart Scheuerman, COP Vice Chair presented Systems Access Task Force report. The task force was formed in 2010 with the goal of helping Sound Transit develop strong ridership in the future. The task force report outlines six recommendations for achieving that goal.

- (1) Develop a comprehensive system access policy statement.
- (2) Evaluate forecast ridership against actual ridership to see if assumptions for access are adequate. A review should be done at regular intervals to monitor ridership.
- (3) Make existing parking more efficient by encouraging carpool access and discouraging single occupant vehicle access. A study of fee parking is currently underway, the Citizen Oversight Panel encourages targeted parking fees wherever facilities are approaching capacity.
- (4) Emphasize connections and improving transfers between modes, possibly by providing financial incentives to local transit and private entities to serve stations and transit centers.
- (5) Create outreach and marketing campaigns based on demographic information along with survey information about travel and commute patterns. This analysis and marketing should be used in advance of ST2 service.
- (6) Encourage Boardmembers to take a role in encouraging transit oriented development (TOD). Boardmembers should work with local jurisdictions and should work to increase density to increase ridership. The use of financial incentives, amenities or betterments should be explored to increase density and ridership.

Chair Reardon announced that the Consent Agenda would be taken at this time, and reports to the Board would resume following the Consent Agenda.

CONSENT AGENDA

Minutes of the December 16, 2010 Board Meeting
Voucher Certification for November 16, 2010 through November 30, 2010
Voucher Certification for December 1, 2010 through December 15, 2010
Motion No. M2011-03
Motion No. M2011-06

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

REPORTS TO THE BOARD

Diversity Oversight Committee Presentation

Diversity Oversight Committee (DOC) Chair Peter Guzman and Vice Chair Mark Martinez presented an update on the Committee's work. DOC members Verlene Jones, Sam Samano, Keith Weir, and Judy Yu were present in the audience. The DOC was created by the Board through Motion No. M2006-55. The Committee's areas of focus include looking at contracting opportunities for minorities and women, minority and women participation on ST third party contracts, Equal Employment Opportunity (EEO) and Disadvantaged Business Enterprise (DBE) goal compliance, supporting a diverse workforce, ST efforts to enforce FTA Master Agreement obligations including Title VI and VII, and issues affecting DBE contractors in competing for public works contracts.

Since the DOC was created it has overseen six contracts for the University Link Project that amounted to \$505.3 million with \$85 million invoiced to date. Of the \$85 million invoiced to date, \$36.3 million was invoiced to small businesses and \$24.3 million was invoiced to DBEs. The University Link Project has a 17.4% DBE goal. The DOC has met with project managers for the University Link Project to help reach that goal. Outreach and networking activities have also taken place including the Business after Five event to educate businesses and inform them about available work at Sound Transit. For non-University Link construction since the DOC was formed, four contracts totaling \$81 million have been executed. \$14 million has been invoiced on those contracts to date with \$6.4 million invoiced to small businesses and \$75,000 invoiced to DBEs. The DBE participation on non-University Link contracts will continue to be monitored. For Architecture and Engineering and Construction Management, four contracts have been executed for a total of \$87.2 million. \$26.7 has been invoiced to date on those contracts with \$5.6 million invoiced to small businesses and \$2.7 million invoiced to DBEs. The University Link Project has a 20% apprentice utilization goal and an EEO goal of 21% people of color and 12% women.

Memorandums of Understanding were developed with local building trades to develop preferred entry programs that allow minority workers to go to the front of the line for hiring if they meet minimum requirements. In addition, programs to increase minority, women and apprentice utilization in the construction industry were discussed including the Helmets to Hardhats program the Apprentice and Nontraditional Employment for Women (ANEW) program, the Seattle Vocational Institute's pre-apprenticeship construction training, and the Youth Build Seattle program. As part of the Project Labor Agreement Sound Transit participates in a program that assesses \$.05 per hour worked on each contract to pay for apprenticeship programs.

The diversity program was classified as Best in Class by the FTA. Leslie Jones, Director of Diversity at Sound Transit was awarded the Tabor 100 Golden Eagle award for economic development. Work is currently underway on a strategic plan for the DOC. Plan priorities include advocacy, communication and outreach, policy review and management, internal compliance and monitoring, Committee development and partnership/collaboration. Best practices and other agencies' programs will be looked at in developing the strategic plan. The biggest challenges are increasing women and Hispanic participation. Mr. Guzman also noted that Small Business and DBE participation numbers are largely a reflection of outreach and noted that Sound Transit places a lot of emphasis on outreach.

M Street-Lakewood Track & Signal Project Gate 7 Report

Don Davis, Deputy Executive Director for Project and Construction Management, and Jodi Mitchell, Project Manager gave the Phase Gate presentation on the M Street to Lakewood Track and Signal Project. Construction was completed on time and under budget, and the project is now able to transition to operations. The project includes 13 grade crossings, including nine in Tacoma and four in Lakewood. The project has achieved approximately 2.9 million in project savings. Upon completion of the work between D Street to M Street, Sounder service between Lakewood and Tacoma will begin in 2012.

PUBLIC COMMENT

None.

ACTION ITEMS

Chair Reardon announced that no other action items would be considered at the meeting because a supermajority of the Board was not present. Resolution No. R2011-01, Motion No. M2011-04 and Motion No. M2011-05 will be placed on the February 24th Board agenda.

EXECUTIVE SESSION

None.

OTHER BUSINESS

None.

NEXT MEETING

Thursday, February 24, 2011
1:30 to 4:00 p.m.
Ruth Fisher Boardroom

ADJOURN

The meeting was adjourned at 3:50 p.m.



Aaron Reardon
Board Chair

ATTEST:



Marcia Walker
Board Administrator

APPROVED on February 24, 2011, KWF