

SOUND TRANSIT BOARD MEETING

Summary Minutes

May 28, 2015

CALL TO ORDER

The meeting was called to order at 1:33 p.m. by Vice Chair Paul Roberts, in the Ruth Fisher Boardroom, 401 South Jackson Street, Seattle, Washington.

ROLL CALL

Chair

(A) Dow Constantine, King County Executive

Vice Chairs

(P) Paul Roberts, Everett Councilmember

(A) Marilyn Strickland, City of Tacoma Mayor

Boardmembers

(P) Claudia Balducci, City of Bellevue Mayor

(P) Fred Butler, City of Issaquah Mayor

(P) Dave Earling, City of Edmonds Mayor

(P) David Enslow, City of Sumner Mayor

(P) John Lovick, Snohomish County Executive

(P) John Marchione, City of Redmond Mayor

(P) Pat McCarthy, Pierce County Executive

(P) Joe McDermott, King County Council Vice Chair

(A) Ed Murray, City of Seattle Mayor

(A) Mary Moss, Lakewood Councilmember

(P) Mike O'Brien, Seattle Councilmember

(A) Lynn Peterson, WSDOT Secretary

(A) Larry Phillips, King County Council Chair

(P) Dave Upthegrove, King County Councilmember

(P) Peter von Reichbauer, King County

Councilmember

Ms. Katie Flores, Acting Board Administrator announced that a quorum of the Board was present at roll call.

REPORT OF THE CHAIR

Olympia Update

Vice Chair Roberts reported that the first special session ended and the Governor has called another to begin immediately so legislators can continue their work on the operating budget and transportation package. One issue being addressed is the level of revenue authority for ST3. The Sound Transit Board and state team will continue to work to secure the \$15B in authority needed.

Executive Constantine, Mayor Murray, and Boardmember McDermott recently joined Sound Transit staff for a tour of the Capitol Hill Station. Staff provided information on the project status and steps the agency will take to open the University Link Station early. The Capitol Hill Station is nearly complete, and train testing will begin in August.

2040 Vision Award

Vice Chair Roberts welcomed Josh Brown, Executive Director of the Puget Sound Regional Council and Amy Walen, the Mayor of Kirkland to present Sound Transit with a Vision 2040 Award. Mr. Brown explained that the 2040 Vision Award is PSRC's way of recognizing work by the region to implement growth, economic, and transportation plans and strategies. The award is being presented to Sound Transit for its Long-Range Plan update.

Vice Chair Roberts accepted the award on behalf of Sound Transit, and thanked the Board and staff of Sound Transit for their work to create a vision of how High-Capacity Transit should improve and expand in the Puget Sound area. Mr. Roberts thanked the Puget Sound Regional Council for its hard work to advance the region's growth, economic, and transportation strategy.

CHIEF EXECUTIVE OFFICER'S REPORT

Operations Quarterly Report

Mike Harbour, Acting CEO, reviewed the quarterly report. Total Sound Transit ridership continued to increase during the first quarter. Total ridership was up 7% and is trending slightly ahead of 2015 forecasts. ST Express ridership increased by 6%. All routes experienced growth except Route 586 between Tacoma and the University District. The most significant growth was a 33% increase on Route 540. Sounder commuter rail ridership was up 17%, despite 56 slide-related train cancellations on the North Line. This equates to about 131,000 new commuters, and just over 1,000 new special event riders. Tacoma Link saw an 11% increase in ridership due to increased activity at UW Tacoma, the Tacoma Convention Center, and Tacoma Dome. Central Link ridership increased by 5% and average weekday ridership was up 7% for the first quarter.

ST Express missed the target for preventable accidents per 100,000 miles. Staff and partners continue to work together to reduce preventable accidents and we have begun to see positive results. Sounder missed the target for percentage of scheduled trips operated due to mudslides in the first quarter. Tacoma Link met all 2015 service performance targets. Central Link missed targets for boardings per hour and boardings per trip due to the seasonal ridership trend, and missed the target for the percentage of scheduled trips operated due to service disruptions and planned outages.

REPORTS TO THE BOARD

2014 COP Presentation on Annual Report

John Benaloh, COP Chair presented the report. Mr. Benaloh reported that the COP is impressed with Sound Transit operations overall. Service Delivery continues ahead of schedule and under budget. Ridership increased substantially and the resulting decrease in cost per boarding is seen as an achievement by the panel. Mr. Benaloh acknowledged Acting CEO Mike Harbour for his work in keeping the agency moving ahead.

The COP has identified four areas of concern. Capacity management is a growing challenge. The Sounder South Line and ST Express bus service are operating beyond capacity. The COP recommends that the Board consider devoting some additional resources from the TIFIA loan to restore some regional express hours deferred as part of the realignment. Mr. Benaloh mentioned regional coordination and that panel members were pleased with the increased coordination between Sound Transit and King County Metro, but better coordination with other agencies is still needed to create a better regional system. The third area, associated with coordination, is concern over partner operating agreements. The current structure is inflexible and creates constraints and challenges in operating through partners. The COP encouraged the Board to move forward with a Sound Transit bus maintenance facility to reduce cost and make better use of operating funds. Finally, the Sounder North line ridership is still a concern even with the increasing ridership. The COP feels that it is still significantly underperforming in comparison with other lines and modes. Recommendations include continuing programs to increase parking in Edmonds and Mukilteo, more work towards scope stabilization, targeted marketing and better coordination with Washington State Ferries to capture new riders. A final recommendation concerns the uncertainty caused by mudslides. The COP requested that the Board consider changing the operations schedule during the rainy season or perhaps replacing service entirely with bus service to provide predictability and regularity. The COP would also like the Board to set specific metrics and targets for Sounder North and clear actions to address any shortfalls.

Chair Roberts thanked Mr. Benaloh and the Citizen's Oversight Panel for their work in providing this report and their valued role in looking for ways to improve services provided. Mr. Benaloh expressed that there is confusion within the community about who provides services and Sound Transit in particular is viewed as having resources that other agencies do not have. This can make it difficult to attribute comments to a particular agency. Boardmembers asked Mr. Benaloh to provide specific examples of coordination issues in time for the Transit Summit in June 2015 if possible.

ST3 System Planning: Conceptual System Expansion Scenarios Evaluation Results, Draft Priority Project List, and Public Involvement Efforts.

Vice Chair Roberts reported that at the last Executive Committee meeting, the committee asked staff to come forward with a preliminary draft project list for inclusion in the ST3 plan. Additional suggestions from Boardmembers have been added to the list including a suggestion from Mayor Murray for BRT at Madison St. a suggestion from Mayor Strickland for further extension of Tacoma Link, a suggestion from Mayor Balducci for capital improvements to the HOV bus system in addition to service planning, and a suggestion from Executive Lovick regarding station access issues associated with the Everett Segment of the spine. The draft list is a starting place for public discussion to determine what should be analyzed for possible inclusion in the ST3 package.

David Beal, Planning and Development Director, Karen Kitsis, Planning and Project Development Manager, and Geoff Patrick, Media Relations and Public Information Manager provided the staff report. Mr. Beal reported that Sound Transit is required to consider a range of alternatives from very low cost to middle range and higher capital costs which is reflected in the scenarios studied. The scenarios are a high level overview of possible corridor investments and are not meant to represent system plans or show all possible projects that could be included in a system plan. Mr. Beal elaborated on what each scenario was based on; the scenarios ranged from lower cost, medium to medium-high cost, and high cost scenarios.

A high level summary of results from the eight scenarios and eleven measures was provided. The results showed that the higher funding scenarios better met the core priorities established by the Board which include reaching centers, people and jobs, completing the spine, and achieving higher ridership. Reaching more centers and completing the spine also allows for significant integration with transit partners to create a system that operates well.

Mr. Beal reviewed scenario four, the highest cost, which includes a maximized spine. This scenario performed best on nine out of the eleven measures including boardings, new centers connected, population and employment located with a mile of stations, and reaching minority and low income populations. Medium-high cost scenarios provide a modest spine extension while also emphasizing additional corridors. Adding Ballard and West Seattle to the system provides significant increases in ridership. The medium-high cost scenarios performed well against the core priorities.

Drawing on the results of the conceptual scenarios, staff developed the preliminary draft priority project list for review. This is the final presentation scheduled prior to the public involvement period.

Karen Kitsis reviewed project categories and summarized projects considered in each.

- 1) Deferred Projects: Capital projects that were voter-approved in ST2 but deferred due to funding limitations. These projects, depending on schedules, could be prioritized by the Board and funded out of existing tax levels.
- 2) Enhancements Supporting the Existing System: Projects that can provide opportunities for improved or additional service along the existing Sound Transit HCT system.
- 3) Corridors from ST2 HCT Studies: Projects along the light rail spine including Tacoma, Everett, downtown Redmond and additional corridors.
- 4) System-wide programs and studies from the Studies 2014 Long-Range Plan: Programs to fund system-wide enhancements could include a System Access Program, an Innovation and Technology Program, a TOD Program and other studies.
- 5) Supporting System Expansion: Elements needed to support the corridors where HCT expansions are possible. These are placeholders and include vehicles, maintenance and storage facilities and ST4 planning.

Geoff Patrick provided a summary of Sound Transit's public outreach campaign which begins on June 4, 2015 and runs through July 8, 2015. The campaign will build on feedback obtained from the Long-Range Plan outreach and will be done in parallel with key stakeholder outreach effort. Public meetings are scheduled in each sub-area. King County Metro is doing outreach on shaping a Long-Range Plan and King County meetings will be co-located to facilitate the greatest participation possible. Sound Transit is also working closely with Community Transit and Pierce Transit so they may take part in meetings in their respective areas.

Outreach will include a direct mail piece as well as a dedicated ST3 website and online survey tool to provide an opportunity for a broad range of stakeholders to submit comments. Advertising will promote the online survey as the preferred way for the community to provide feedback. The website will also include interactive maps and a draft project list. Authored articles will be provided in a blog-type format and social media will be used to promote the site. The community can also call and email Sound Transit with questions and comments.

Outreach results will be compiled and presented to the Board at the end of the campaign. Sound Transit will use all information collected to date to begin building project templates that have ridership, conceptual cost ranges, and other information for the Board to consider in the fall.

Boardmember McCarthy recognized the opportunity to incorporate transit partner planning with the ST3 outreach effort and thanked Sound Transit staff for involving partners in meetings. Ms. McCarthy requested that Sound Transit staff also reach out to partners and use their outreach channels to further broaden public involvement from the entire region. Boardmember Enslow expressed concern that Pierce County is not mentioned more and would like to see additional efforts to include East Pierce County.

Boardmembers confirmed their readiness to move the priority project list forward for public reaction and start the formal public outreach effort.

Rail Activation Briefing

Tracy Reed, Rail Activation Manager provided the briefing. Ms. Reed reviewed activities related to rail activation for the University Link Extension from the Downtown Seattle Transit Tunnel (DSTT) to the University of Washington Station, and the Extension south to the Angle Lake Station. Both extensions are scheduled to open in 2016.

Rail activation is the phase of work that links construction to revenue service. The work focuses on verification that the project meets all contract requirements for systems performance and integration testing. This is documented through a tool called the Safety and Security Certification Program. The process is broken into four areas and includes safety and security verification, pre-revenue operations, simulations and practice, event planning and customer outreach, and an overall readiness review. This is also the time that environmental mitigations are certified as working to design. Sound Transit is currently in the systems integration testing phase for the University Link Station.

As part of the pre-revenue phase, a substantial number of new personnel are being hired to operate the system including operators, supervisors, law enforcement, and maintenance personnel of all kinds. The first class of new Sound Transit operators graduated last week. The pre-revenue operations team is responsible for developing and testing new service schedules, ensuring availability of needed equipment and parts, procurement of new service vehicles, and execution of emergency drills. The readiness review also includes additional factors like signage, fare vending and service integration plans. Activities are overseen by four sub-committees and over 100 people from at least fifteen Sound Transit divisions are assigned to complete work during this phase.

Ms. Reed provided a schedule of events leading to the target dates for opening day. Two additional weekend DSTT closures are needed to complete testing. Substantial completion of the Capitol Hill Station is expected in August and Sound Transit will make an informed decision on an opening day target.

Vice Chair Roberts announced that the Board would move to public comment followed by Resolution No. R2015-09 while there was a supermajority of the Board present.

PUBLIC COMMENT

Alex Zimmerman, StandUp America
Paul W. Locke

BUSINESS ITEMS

Resolution No. R2015-09: (1) Adopting the Tacoma Trestle Track & Signal Project baseline schedule and budget by (a) adopting May 2018 as the project completion milestone, (b) amending the Adopted 2015 Project Lifetime Budget from \$34,554,000 to \$120,509,000, and (c) amending the Adopted 2015 Project Annual Budget from \$15,047,000 to \$20,996,000; and (2) approves Gate 5 within Sound Transit's Phase Gate process.

Resolution No. R2015-09 was moved by Boardmember Butler and seconded by Vice Chair Strickland.

Boardmember Butler provided comments on the resolution forwarded by the Capital Committee.

Vice Chair Roberts noted that amending the Budget requires a two-thirds majority vote of the Board, which is 12 members. He called for a roll-call vote.

Ayes

Claudia Balducci
Fred Butler
Dave Earling
Dave Enslow
John Lovick
John Marchione
Joe McDermott

Nays

Pat McCarthy
Mike O'Brien
Marilyn Strickland
Dave Upthegrove
Pete von Reichbauer
Paul Roberts

It was carried by supermajority vote of 13 Boardmembers that Resolution No. R2015-09 be adopted as presented.

S 200th Link Extension Briefing

Miles Haupt, Project Director, South Link provided the briefing. Mr. Haupt reviewed the project scope which includes 1.6 miles of elevated guide-way connecting to the existing Airport Station, the new Angle Lake Station at South 200th, and a parking garage. Mr. Haupt reported that overall, the project is 60% complete, on schedule and slightly under budget. Fall 2016 is the open for service date which includes five months of project float. Mr. Haupt concluded his report by reviewing actions being taken to mitigate remaining outstanding risks including identification of all program elements needed for system integration testing on the new SCADA system.

Finally, Mr. Haupt shared that Sound Transit staff presented an application to become self-certified for Design Build Projects to the Capital Projects Advisory Review Board and received unanimous approval for that delivery method.

Sustainability Progress Report

Amy Shazkin, Sustainability Manager, provided the briefing. The agency's sustainability plan is updated every three years with an annual report to the Board on the progress of the program. Ms. Shazkin provided a high level overview of the performance metrics in the annual progress report.

Sound Transit views sustainability as a means to improve the quality of life in the Central Puget Sound. In 2014, Sound Transit continued the core work to make the region more sustainable by providing high capacity regional transit that lowers area greenhouse gas emissions and fuel use. Cleaner ST Express buses and Sounder trains slowed the growth of greenhouse gas emissions and the growth of fuel use. Ridership growth continues to increase more quickly than Sound Transit's use of natural resources contributing to a reduction in energy use and greenhouse gas emissions per boarding and higher efficiency in passengers served per mile of service. In addition, Ms. Shazkin noted that Sound Transit recycling increased by 13%, composting increased by 16%, and landscaping water use decreased by nearly 10%.

Operating Sound Transit more efficiently maximizes the value of services to the public. Notable fleet efficiency efforts in 2014 included: significantly reducing particulate emissions by rebuilding two sounder engines to the highest EPA standards and the implementation of a pilot project to teach safe, smart, fuel efficient driving

habits to Community Transit Drivers. The same amount of fuel was used in 2014 as in 2013 to move more people on ST Express buses. These efficiency efforts saved the Agency nearly \$.5 million dollars in 2014. Savings to date are over \$2.1 million.

In February 2015, Sound Transit was awarded Platinum Level Signatory Status for the American Public Transportation Associations Sustainability Commitment, one of only two transit agencies nationwide to gain this distinction. Sound Transit retained certification to the ISA 140001 Standard for the Agency's Environmental and Sustainability Management System. Finally, for the second year in a row, Sound Transit received no audit findings.

Sound Transit is planning for the future with sustainability in mind by integrating sustainability principles into projects from the beginning and in the updated Long-Range Plan. Administrative policies on green purchasing and total cost of ownership to encourage life cycle costing to inform decision making have been adopted. Sound Transit has made sustainability an important component of new project design. Ms. Shazkin mentioned the green features included in East Link's final design and noted that designs evaluated for Lynnwood Link's preliminary engineering including solar power installations and rainwater harvesting. New procurements encourage the use of applicable green building and infrastructure rating systems such as LEED and ENVISION.

2014 was the third consecutive year with zero environmental permit violations across all construction projects. Sound Transit collaborated with regional partners on restoration efforts as environmental mitigation for projects and worked with Seattle public Utilities and the Seattle Park's department to reduce flooding and improve the fish and wildlife habitat at the Knickerbocker site. Sound Transit planted 600 native plants on its properties.

Sound Transit works hard to enhance sustainability in staff culture. More than 70 staff members help to implement the program from year to year and 80% or more staff use transit, biking, walking or carpooling to commute. A large number of employees participate in the annual fitness challenge and bike to work month.

In the next year, the Agency will focus on conserving resources in the existing transit system. Projects to target water, energy and fuel efficiency will be increased. Development of procedures and tools to guide staff in using new agency policies to ensure life cycle costing for projects will be accelerated. The ST3 System Plan and remaining ST2 project infrastructure goals include adequate funding to implement green design and infrastructure.

Boardmember O'Brien asked whether or Sound Transit could benefit from "green bonds". Brian McCarten, CFO replied that Sound Transit does in fact have an upcoming bond sale and that he will research the feasibility and any associated cost benefits and report back to the Board. In response to a Boardmember question, Ms. Shazkin explained that Sound Transit uses a mix of different fuel types including diesel, diesel-hybrids, and compressed natural gas. A study will be initiated this year to look at increasing ST Express system fuel efficiencies. EPA standards put into effect in 2010 increased the fuel efficiency and emissions performance of buses that are purchased. Sound Transit will continue looking for ways to use fewer buses to move more people.

CONSENT AGENDA:

Minutes of the April 23, 2015 Board Meeting

Resolution No. R2015-10: Authorizing the chief executive officer to acquire or lease certain real property interests, including acquisition by condemnation, and to reimburse eligible relocation and reestablishment expenses incurred by affected owners and tenants as necessary for the East Link Extension.

Motion No M2015-43: Authorizing the chief executive officer to execute an agreement with King County to participate in King County's Mitigation Reserves Program to process a wetland mitigation payment for Easement 4 within the Souder South Expanded Service project for a total authorized agreement amount not to exceed \$6,507,670.

It was moved by Boardmember McCarthy, seconded by Boardmember Lovick, and carried by unanimous vote that the consent agenda be approved as presented.

Vice Chair Roberts noted that items 8B and 8C are both within the Operations and Administration Committee's authority and both are being brought directly to the Board because there was no quorum at the previous Operations and Administration Committee Meeting.

Motion No. M2015-39: Authorizing the chief executive officer to execute an agreement with Community Transit to share engineering, design and construction costs for pavement replacement at the Kasch Park bus base for a total authorized agreement amount not to exceed \$2,496,000.

Michael Perry, Deputy Executive Director, Transportation and Maintenance provided the staff report. Mr. Perry noted that Community Transit has operated this facility from the time of Sound Move. Sound Transit participated in two previous facility improvement projects. None of the past projects included any pavement replacement. The project would replace asphalt originally laid in 1983 with concrete and refurbishment of the existing storm-water treatment system. This is a permitting requirement from both the City of Everett and the Department of Ecology. Based on design criteria, the work will extend the useful life of the base for another twenty years. Cost of the project is based on the number of buses operated by Sound Transit.

It was moved by Boardmember Butler, seconded by Boardmember McCarthy, and carried by unanimous vote that Motion No. M2015-39 be approved as presented.

Motion No. M2015-35: Authorizing the chief executive officer to execute a five-year contract with ten additional one-year options with Ultimate Software Group, Inc. to provide human capital management, payroll and timekeeping services for Human Resource Management System Project in the amount of \$1,513,673, with a 15% contingency of \$227,051, for a total authorized contract amount not to exceed \$1,740,724.

Bridget Miller, Senior IT Project Manager, Kitty Wold, Total Rewards Manager, and Jason Weiss, Chief Information Officer provided the staff report. Ms. Wold reported that Ultimate Software Group was selected from five respondents to an RFP based on the results of an extensive gap analysis with HR Logistics, followed by interviews and site visits. Ultimate Software Group has an excellent reputation for providing sustainable solutions with high customer retention.

It was moved by Boardmember Upthegrove, seconded by Boardmember McCarthy, and carried by unanimous vote that Motion No. M2015-35 be approved as presented.

Resolution No. R2015-11: Reauthorizing the acquisition of certain real property interests, including acquisition by condemnation, and to reimburse eligible relocation and reestablishment expenses incurred by affected owners and tenants as necessary for the Tacoma Trestle Project.

Kevin Workman, Real Property Director provided the staff report. Reauthorization is needed to recognize that Sound Transit has advertised the parcels in the News Tribune of Tacoma on May 15 and May 22, 2015. The parcels were previously advertised in the Seattle Times and Sound Transit is completing the additional advertising to ensure that all notification requirements are met. Mr. Workman noted that Sound Transit's policy will be updated to include advertising in both publications if there is any ambiguity about which paper fulfills Sound Transit's obligation.

It was moved by Boardmember McCarthy, seconded by Boardmember Butler, and carried by unanimous vote that Resolution No. R2015-11 be approved as presented.

Motion No. M2015-44: Authorizing the chief executive officer to execute a sole-source contract with Adventag, LLC for operational reporting services on Link light rail with five one-year options for a total authorized contract amount not to exceed \$385,000.

David Huffaker, Acting Director, Facilities and Asset Control and Jason Weiss, Chief Information Officer provided the staff report.

Mr. Huffaker reported that the operational reporting system takes data from several different operating systems and converts it into usable data that can be analyzed and compiled for light rail performance reporting. The supervisory control and data acquisition (SCADA) system is the control center for the Light link rail system. This is a complex system, unique to the Light Rail alignment. Algorithms have been certified by the FTA and aspects of the system and data reporting are audited annually. The current tool was developed by Adventag prior to start-up of the initial segment in 2009.

Changes to elements that feed data into the tool require changes to the tool itself. The current SCADA system is being replaced with a new SCADA system to support expansions to University Link and Angle Lake. Staff has determined that significant development is needed to maintain current levels of reporting with the new SCADA system. Under this contract, Adventag will create a reporting tool that is compatible with data from both the old and new systems to ensure historical comparisons continue to be accurate.

It was moved by Boardmember Marchione, seconded by Boardmember McCarthy, and carried by unanimous vote that Motion No. M2015-44 be approved as presented.

EXECUTIVE SESSION

None

OTHER BUSINESS

None

NEXT MEETING

Thursday, June 25, 2015
1:30 to 4:00 p.m.
Ruth Fisher Boardroom

ADJOURN

The meeting was adjourned at 3:54 p.m.



Dow Constantine
Board Chair

ATTEST:



Kathryn Flores
Board Administrator

APPROVED on June 25, 2015, LM