

**Sound Transit  
Finance Committee Summary Minutes**

**March 18, 1999**

**Call to Order**

The meeting was called to order at 12:10 by Committee Chair Greg Nickels.

**Attendance**

|                         |                      |
|-------------------------|----------------------|
| (P) Greg Nickels, Chair | (P) Rob McKenna      |
| (P) Mary Gates          | (P) Paul Miller      |
| (P) Dave Enslow         | (P) Cynthia Sullivan |
| (A) Ed Hansen           |                      |

**Report of the Chair**

Mr. Nickels advised that for the next several meetings, the Committee will review the agency's financial history, the current financial plan, and the ability to meet the promises in *Sound Move*.

Ms. Jan Hendrickson, Finance Director, distributed copies of the adopted Financial Policies and walked the Committee through the key elements of the publication.

Mr. Nickels advised that at the next meeting the Committee will look at the assumptions that were used against the policies to develop the Phase I program.

**Finance Director Report**

Ms. Hendrickson apprised the Committee that the Citizen Oversight Panel had undertaken the year-end evaluation of Sound Transit's performance, currently looking at the last six months of 1998. The Panel plans to bring their finalized report to the Finance Committee on April 15.

Ms. Hendrickson mentioned that in keeping with Resolution No. 78-1, the Committee members had been given two quarterly reports. She stated that one report was for sole source contracts over \$10,000 and the other was for contracts awarded in excess of \$100,000 (copy on file).

**Financial Audit Report**

Mr. Hugh Simpson, Controller, introduced Ms. Laurie Tish, Director with Deloitte and Touche.

Ms. Tish introduced herself and stated that she is responsible for Sound Transit's financial audit, the single audit work, and any other related accounting projects. Ms. Tish took the Committee through the report she provided (copy on file). She stated that while performing the audit, they did not note any reportable conditions on internal controls, which is the best that an agency can receive from an auditor. She mentioned that she would be providing a management letter of recommendations.

**Minutes of February 18, 1999 Meeting**

**It was moved by Ms. Gates and carried by the unanimous vote of all members present that the minutes of February 18, 1999 be approved as presented.**

**Motion No. M99-17 - Authorizing the Executive Director to execute a contract with Shannon and Wilson, Inc. for geotechnical engineering services for design support on the Central Link Light Rail Project in an amount not to exceed \$7,736,407 including a 10% contingency**

Mr. Paul Bay, Light Rail Director, gave an overview of Motion No. M99-17. He stated that the contract award would be for geotechnical work on the tunneling in Beacon Hill, Capital Hill, and the UW area.

Mr. Nickels advised that it would be helpful to have this portion of the budget broken down into a smaller category so that the Committee has a better gauge of whether it is within the budget.

Mr. Bay assured the Committee that this is within the tunneling budget and stated that it will be broken down further before going to the Board.

Ms. Sullivan asked whether this includes looking at both the deep tunnel under the canal and at a higher elevation.

Mr. Bay said that this would be done.

**It was moved by Ms. Gates and carried by the unanimous vote of all members present that Motion No. M99-17 be forwarded to the Board with a do pass recommendation.**

**Motion No. M99-18 - Approving a contract extension to Pacific Communications Consultants, in an amount not to exceed \$100,000 over a two year period, to perform additional policy and program development services, and publish a diversity newsletter associated with Sound Transit's Diversity Program**

Mr. Alec Stephens, Diversity Programs Manager, stated that the motion would extend the contract to Pacific Communications Consultants to continue the work they have been performing for Sound Transit.

**It was moved by Ms. Gates and carried by the unanimous vote of all members present that Motion No. M99-18 be approved as presented.**

Mr. Nickels stated that due to time constraints, Motion No. M99-19 would be held over to the next meeting.

**Other Business**

Mr. Nickels requested that the Finance Department provide the Committee with quarterly updates on each consulting firm with which Sound Transit has contracted.


**Next Meeting**

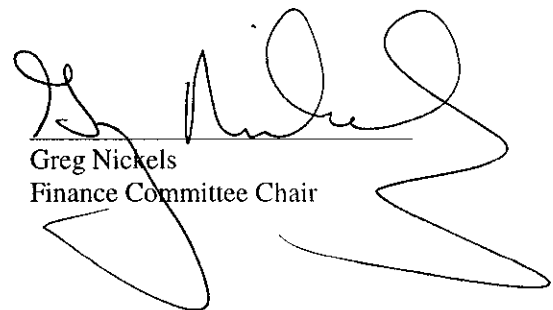
Thursday, April 1, 1999 from 12:00 to 1:30 p.m. at the King County Council Chambers in the King County Courthouse, 516 Third Avenue, Seattle, Washington.

**Adjourn**

The meeting was adjourned at 1:33 p.m.

ATTEST:

  
Marcia Walker  
Board Administrator

  
Greg Nickels  
Finance Committee Chair