



LINK OPERATIONS AND MAINTENANCE SATELLITE FACILITY

Draft Coordination Plan

September 2012



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Table of Contents

Purpose of the Draft Coordination Plan	1
Project Description.....	1
Sound Transit and the Region’s Mass Transit System	4
Environmental Process and Timeline.....	4
Notice of Intent and Scoping	5
Identify Project Alternatives for Draft EIS.....	6
Prepare and Issue the Draft EIS	6
Prepare and Issue the Final EIS.....	6
Record of Decision	7
Schedule.....	7
Agency Coordination.....	7
Agency Coordination and Consultation Approach	9
Tribal Coordination and Consultation Approach	10
Public Involvement	10
Tools and Activities	11
Public Outreach to Minority and Low-Income Populations.....	12
Plan Update Process, Issue Identification and Resolution Approach	15
Project Contacts.....	15

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Purpose of the Draft Coordination Plan

Sound Transit and the Federal Transit Administration (FTA) have prepared this Draft Coordination Plan to guide their efforts for coordinating the participation of the public, agencies, and tribes in the environmental review of the Link Light Rail Operations and Maintenance Satellite Facility (OMSF). The plan responds to federal requirements for early inter-agency coordination and public involvement in transportation projects reviewed under the National Environmental Policy Act (NEPA) within the jurisdiction of the U.S. Department of Transportation (USDOT) (23 CFR § 771.111). Sound Transit and the FTA are preparing an Environmental Impact Statement (EIS) for the OMSF project in King and Snohomish counties in the metropolitan Puget Sound region. FTA is the federal lead agency under NEPA and Sound Transit is the local lead agency.

Sound Transit and FTA have initiated an EIS process beginning with the publication of the Notice of Intent (NOI) in the Federal Register on September 21, 2012. The NOI explained the purpose and need for the project, invited the community to participate and to provide comments regarding possible OMSF sites, potential impacts, and potential mitigation measures to consider as the project is developed. The environmental review will continue through the preparation of the Draft Environmental Impact Statement (EIS), public review and comment, and preparation of a Final EIS. The process is anticipated to end with a NEPA Record of Decision from FTA.

This plan is currently in draft form during the EIS scoping period. This plan and other scoping activities and information (including announcements, public and agency meetings, and a *Scoping Information Report*) support the outreach being conducted to encourage comments and involvement from agencies and the public. This document will be updated based on comments received and as the project progresses, and will be available for review throughout the project.

Project Description

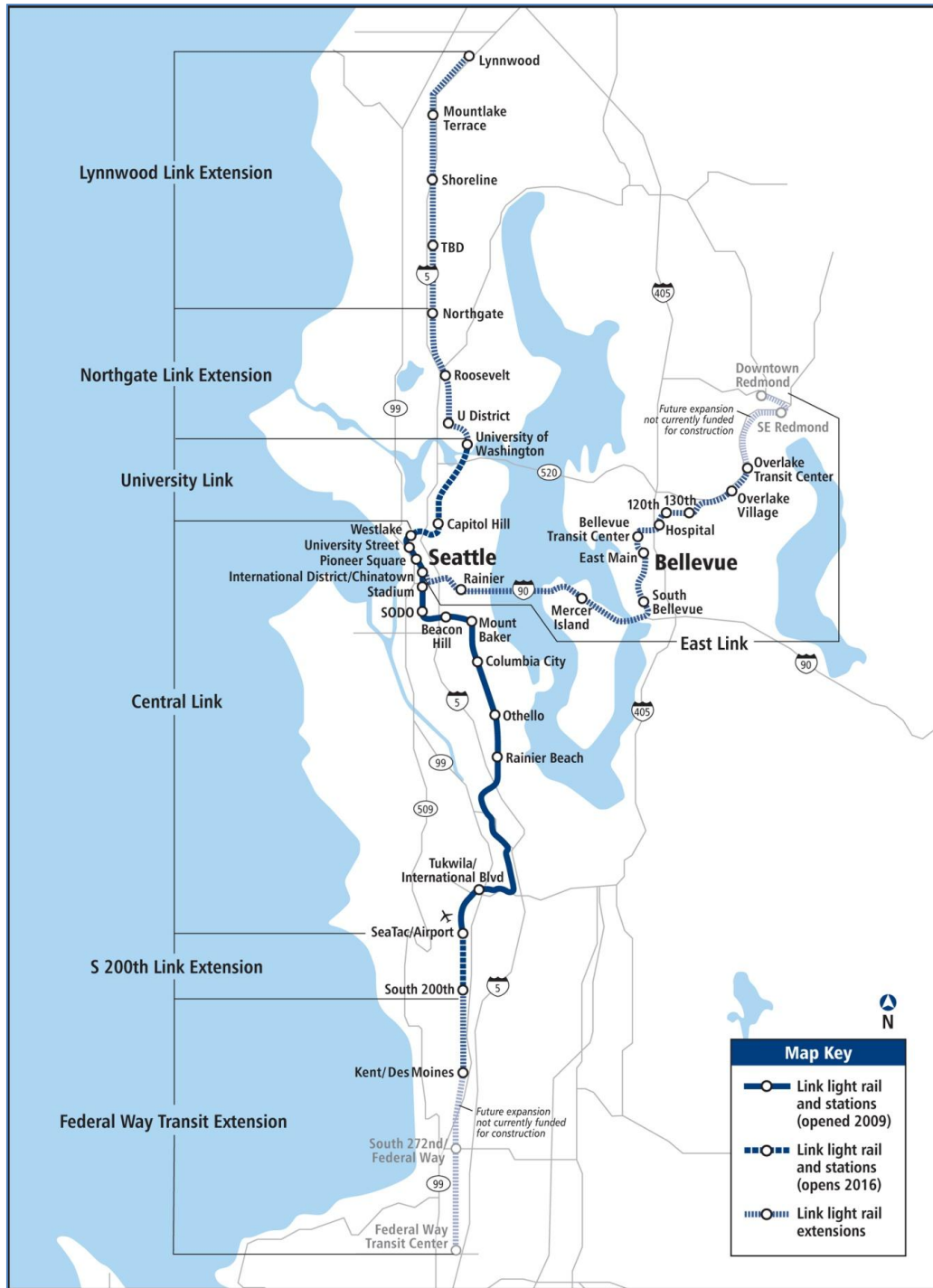
Sound Transit is expanding its Link light rail system as part of the ST2 Plan of system-wide transit investments (see map on next page). Sound Transit's district encompasses the urbanized portion of the three-county central Puget Sound region, covering over 1,000 square miles and serving more than 2.8 million people.

The ST2 Plan builds on the existing regional transit system. It includes light rail extensions from Seattle to Overlake in Redmond; Northgate to Lynnwood; and SeaTac to Federal Way. ST2 also includes Sounder commuter rail, Tacoma Link, and ST Express regional bus improvements.

To implement the ST2 expansion, Sound Transit will have to increase its light rail vehicle fleet to approximately 180 vehicles by 2023. The existing light rail operations and maintenance facility (OMF) is located on a 25-acre site south of South Forest Street and west of Airport Way in the industrial area

south of Downtown Seattle, and can only serve 104 vehicles. Sound Transit needs more capacity to support ST2's light rail vehicle storage and maintenance needs.

ST2 Light Rail Extensions



ST2's vehicle acquisition and delivery schedule requires the additional capacity to be operational by the end of 2020. The Link Operations and Maintenance Satellite Facility (OMSF) Project was included in the ST2 Plan.

Sound Transit's existing OMF includes a four-story, 162,000 square foot operations and maintenance building that contains component repair shops, electronics repair shop, a signals and communications lab and a communications maintenance shop. This facility also houses the back-up Link Control Center, training rooms, sheriff offices, and staff offices for maintenance and operations management and administrative personnel.

Existing Operations & Maintenance Facility, Seattle



The purpose of the OMSF project is to provide additional capacity to enable Sound Transit to meet the maintenance and storage needs of the expanded fleet of light rail vehicles (LRVs) identified in the ST2 Plan. The potential OMSF is expected to provide service and inspection functions to support a fleet of approximately 80 LRVs with the assumption that the Forest Street OMF will continue to provide inspection services as well as provide heavy repair and overhauls.

The OMSF will be used to store, maintain and dispatch vehicles for daily service. The functional requirements include storage of vehicles, preventative maintenance inspections, light maintenance, emergency maintenance, interior vehicle cleaning, and exterior car washing. The facility will need to accommodate some administrative and operations functions. The facility will be used as a "report base" for LRV operators. Space will be needed for employee parking, operations staff offices, maintenance staff offices, dispatcher work stations, employee report room, areas with lockers, showers and restrooms for both operators and maintenance personnel.

The initial phase of the OMSF project will include planning and technical analyses, engineering studies, interagency coordination and preparation of a cost estimate. This phase will also identify potential environmental impacts and propose potential mitigation measures.

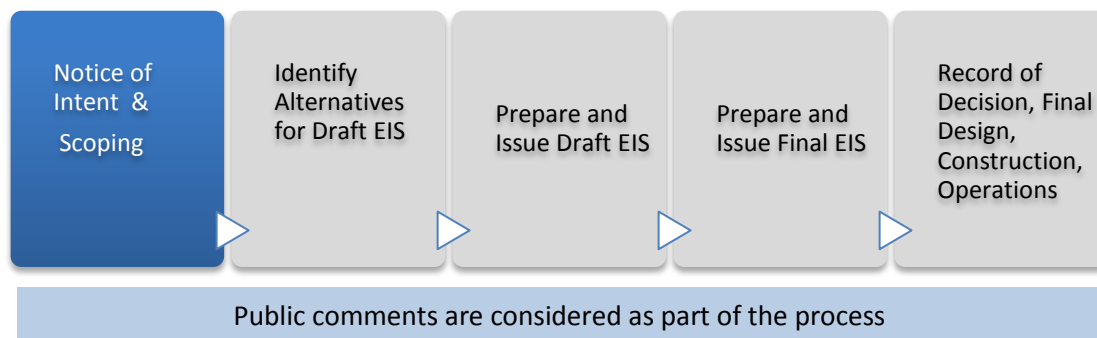
Sound Transit and the Region's Mass Transit System

The state legislature created Sound Transit to build a mass transit system to improve transportation between the major regional job and housing centers in King, Pierce, and Snohomish counties. Voters in 1996 approved *Sound Move*, the first phase of investment in a mass transit system that includes regional express buses, commuter rail, and light rail. When voters approved the ST2 Plan in 2008, which includes the OMSF, the second phase of investment in the region's mass transit system began. Sound Transit began operating the first phase of the Central Link light rail system with the line from downtown Seattle south to Tukwila in July 2009, and service to Seattle-Tacoma International Airport in the City of SeaTac began in December 2009. The line north from downtown Seattle to Capitol Hill and the University of Washington is now under construction and is scheduled to open in 2016. The extension from SeaTac Airport to South 200th Street is also scheduled to open in 2016. The extension from the University of Washington to Northgate is currently in final design with operation to begin in 2021. The extension from Seattle to Overlake Transit Center in Redmond is in final design with operation to begin in 2023. Planning is underway for extensions from Northgate to Lynnwood, and South 200th Street to Kent/Des Moines and Federal Way. Operation to Lynnwood and Kent/Des Moines is scheduled to begin by late 2023.

In addition to the summary information about the OMSF project provided here a *Scoping Information Report* provides further detail and can be found at:
<http://www.soundtransit.org/omsf>

Environmental Process and Timeline

An EIS is typically prepared through a several year process, beginning with scoping and ending with the release of a Final EIS and the federal lead agency's environmental determination (Record of Decision). The process is designed to encourage agency and public participation and coordination at major milestones as well as through ongoing information and involvement activities. The OMSF environmental process will comply with both the National Environmental Policy Act (NEPA) and the Washington State Environmental Policy Act (SEPA).



As required by 23 Code of Federal Regulations (CFR) Part 771 (the USDOT's regulations implementing NEPA), Chapter 43.21C RCW (SEPA), and Chapter 197-11 WAC (SEPA Rules), FTA and Sound Transit will take the following steps to complete the EIS process:

- Publish Notice of Intent in the Federal and SEPA Registers;
 - Include a draft Purpose and Need Statement;
 - Conduct scoping, which seeks public comment on purpose and need, the range of alternatives, and the areas of potential impacts and significant issues to be addressed in the EIS;
- Identify alternatives for evaluation in the Draft EIS;
- Prepare and issue the Draft EIS;
 - Solicit comments on the Draft EIS and hold public meetings;
- Prepare and issue a Final EIS;
 - Respond to public comments on the Draft EIS and revise as appropriate;
 - Identify the preferred alternative and potential mitigation measures; and
- Issue the Record of Decision

Notice of Intent and Scoping

With scoping, a required part of the EIS process, FTA and Sound Transit invite agencies, tribal governments, and the public to participate in determining the purpose and need for the project as well as the range of alternatives and environmental issues to be considered. A scoping meeting will be held with agencies to present project information and receive comments. Sound Transit sent invitations for the meeting to local, state, and federal agencies as well as tribal governments inviting them to participate in the environmental review process. The meeting will be held:

Agency and Tribal Scoping Meeting

October 9, 2012 from 1:00 pm to 3:00 pm

Sound Transit (Ruth Fisher Boardroom)

401 S. Jackson Street

Seattle, WA

The project will also hold two public scoping meetings at the following locations and times:

October 8, 2012, 4:00 pm-6:00 pm

Highland Community Center, 14224 Bel-Red Road,
Bellevue, WA

October 11, 2012, 5:00 pm-7:00 pm

Lynnwood Convention Center, 3711 196th St. SW,
Lynnwood, WA

The project is initiating environmental scoping with legal notices published in the Federal Register, SEPA Register, and the Seattle Times the week of September 17, 2012. Sound Transit will place advertisements in area newspapers and use a variety of other media to provide notices of the meetings,

including municipal web sites, e-mail, Facebook, and Twitter. Sound Transit will send postcard notices to stakeholders, social service agencies, and to over 11,000 addresses located within half a mile of the proposed alternatives.

Identify Project Alternatives for Draft EIS

After the end of the comment period on October 22, Sound Transit will collect and consider comments received and will prepare a scoping report summarizing comments received. The report will be made available to the public, the Sound Transit Board, and FTA. Later this fall, in coordination with FTA, the Sound Transit Board will review the purpose and need for the project and identify the alternatives to be evaluated in the EIS. The comments received during the scoping period will be considered as Sound Transit, FTA, and other participating agencies define the scope of the EIS and its related technical analysis, including any special issues to be addressed. Design, cost, operational issues, environmental issues, community input, and other considerations will also affect the alternatives ultimately studied in the EIS.

Prepare and Issue the Draft EIS

Once the alternatives to study are identified, Sound Transit will start to prepare the Draft EIS. It will confirm the purpose and need, develop analysis methods, conduct further engineering, analyze environmental effects, and continue public involvement and agency coordination. Sound Transit and FTA will then publish the Draft EIS and provide a public review and comment period of at least 45 days, including public meetings or hearings.

A Federal Register and SEPA Register notice will announce the availability of the Draft EIS, provide a deadline for submission of comments on the Draft EIS, and include meeting dates and locations for any public hearings. This information will also be sent to property owners in and surrounding the project via direct mailings of postcard notifications. Finally, this information will be published in a local newspaper of general circulation and by other available means, including local community papers and other publications. The public hearings will be held during the public review/circulation period for the Draft EIS. Notices of Availability will also be provided to all parties providing comments during scoping, cooperating and participating agencies, and other agencies or parties with an interest in the project. The announcements will provide information on how to obtain copies of the Draft EIS, which will be available in a variety of formats, including electronically via the Sound Transit Web site, on CDs, at libraries, at Sound Transit office, and in printed or alternative formats upon request.

Prepare and Issue the Final EIS

After the Draft EIS public comment period ends, Sound Transit will consider comments and the Draft EIS findings. The Final EIS will update the environmental information for the alternatives, including any alternative refinements and modifications. It will identify which alternative is preferred, if any, and further identify potential mitigation measures. As part of the Final EIS, Sound Transit and FTA will

respond to all substantive written comments and testimony received during the Draft EIS public comment period. As with the Draft EIS, the notice of availability will be placed in the Federal Register and advertised in the Seattle Times and other publications; the Final EIS will be available in a variety of media and locations. The Final EIS will be distributed to all cooperating and participating agencies. Notices of the Final EIS availability will also be sent to all parties who provided comments on the Draft EIS.

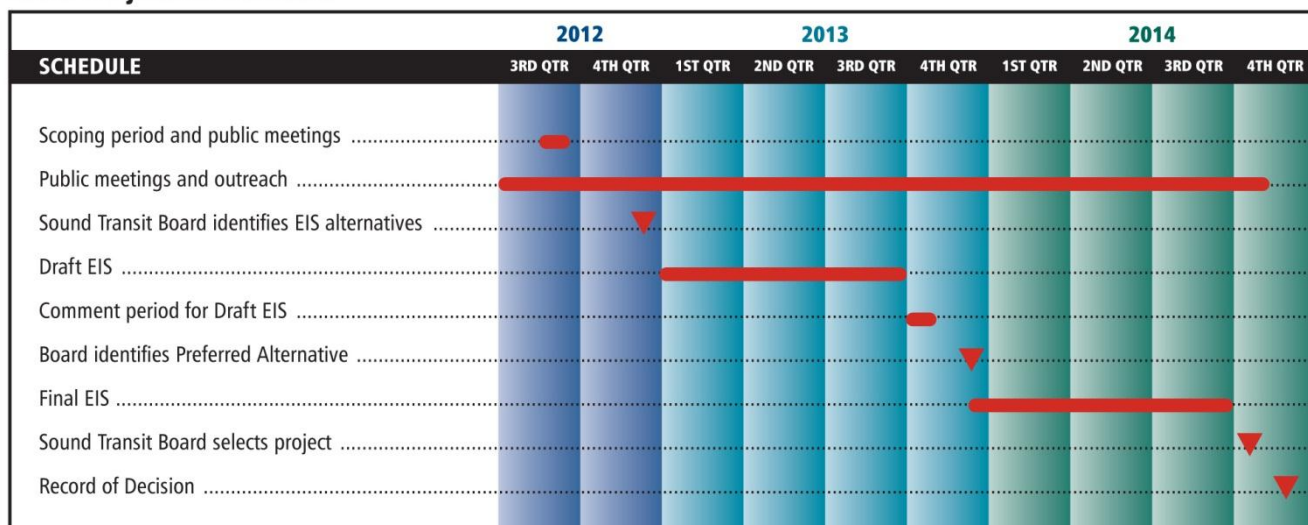
Record of Decision

Following the release of the Final EIS, the Sound Transit Board will select the project site for building and operating the OMSF. FTA could then issue a federal Record of Decision (ROD). A ROD would signal formal federal approval of the EIS and would authorize Sound Transit to proceed with final design, land acquisition, permitting, and construction. It would also specify mitigation commitments that Sound Transit would have to satisfy.

Schedule

The proposed schedule for the Link light rail OMSF environmental review process is shown below. It is subject to revision based on the Sound Transit Board decision-making process.

OMSF Project EIS Schedule



Agency Coordination

NEPA, SAFETEA-LU, and MAP-21 emphasize the importance of agency coordination early in the NEPA process. SAFETEA-LU identified specific processes for involving cooperating or participating agencies. As the federal NEPA lead agency, FTA invites the involvement of federal agencies and tribes; Sound Transit, as the local lead agency under SEPA, invites state and local agencies. These invitations were made as part of the scoping announcements to agencies listed on Table 1. SAFETEA-LU defined certain roles and

responsibilities for cooperating agencies and participating agencies, which FTA and Sound Transit understand to remain in effect under MAP-21:

Cooperating Agency: This is a federal, state, tribal, or local agency having special expertise with respect to an environmental issue or jurisdiction by law. A cooperating agency has the *responsibility* to assist the lead agency by participating in the NEPA process at the earliest possible time, including participating in the scoping process; developing information and preparing environmental analyses including portions of the EIS concerning which cooperating agency has special expertise; reviewing and commenting on the preliminary Draft EIS, or technical reports associated with it prior to public issuance; and making available staff support at the lead agency's request to enhance the lead agency's interdisciplinary capabilities.

Participating Agency: Participating agencies, which is a category of agency involvement defined for USDOT agencies by SAFETEA-LU Section 6002: Section 139(d), are federal and non-federal agencies that may have an interest in the project, even if they do not have specific jurisdiction by law. Such agencies are *invited* to participate in the environmental review process. Cooperating agencies have a higher degree of responsibility and involvement in the environmental review process than participating agencies may have, but cooperating agencies by definition are also participating agencies.

Sound Transit and FTA developed the following lists of agencies and tribes that may be interested in being either a cooperating or participating agency. This list is based on the general area of the OMSF alternatives identified at the outset of the environmental process and the parties likely to have jurisdiction or interests in implementation or other approvals of the project. It also considers regulatory requirements under NEPA and SEPA, and the anticipated environmental issues to be addressed in the EIS.

Agencies can accept the invitation to be a cooperating or participating agency, they can ask to change from cooperating to participating (or vice versa), they can decline, or they can ask to be involved or contacted at a later time. To be considered a cooperating or participating agency, state and local agencies are asked to respond in writing in the affirmative by the invitation deadline (usually 30 days). Federal agencies that are invited to be cooperating agencies but decline or do not respond will become participating agencies, unless they inform FTA or Sound Transit by the established deadline that they have no jurisdiction or authority with respect to the project, have no expertise or information relevant to the project, and they do not intend to submit comments on the project. An agency that declines in writing or does not respond still has the opportunity to participate in the EIS process through its formal public review and comment periods, as described above.

Invited Cooperating Agencies

- City of Lynnwood
- City of Bellevue
- King County
- Snohomish County

Invited Participating Agencies and Tribes

- U.S. Department of Interior
- U.S. Fish and Wildlife Service
- U.S. Environmental Protection Agency
- U.S. Army Corps of Engineers
- National Oceanic and Atmospheric Administration
- Advisory Council on Historic Preservation
- Bureau of Indian Affairs
- Federal Emergency Management Agency
- National Park Service
- Snohomish County PUD
- City of Redmond
- City of Edmonds
- City of Shoreline
- City of Mountlake Terrace
- City of Seattle
- Muckleshoot Indian Tribe
- Snoqualmie Tribe
- Suquamish Tribe
- Tulalip Tribes
- Yakama Nation
- Washington State Department of Transportation
- WA Department of Archaeology and Historic Preservation
- WA Department of Natural Resources
- WA Department of Fish and Wildlife
- WA State Department of Ecology
- Puget Sound Regional Council
- Puget Sound Clean Air Agency

Agency Coordination and Consultation Approach

Sound Transit and FTA have identified the following approach for coordinating with agencies, in addition to the public review and comment opportunities formally provided by the EIS process and its related regulatory requirements:

- Provide a copy of proposed methodologies for pertinent sections of the EIS for participating and cooperating agency review and comment. The reviewing agencies will be provided 21 days to submit their comments.
- Provide a preliminary review copy of pertinent sections and chapters of the Draft EIS for cooperating agency review and comment. The cooperating agencies will be provided 30 days to submit their comments.
- Document official communications and agreements with resource agencies.
- Meet with agency staff to discuss relevant project issues as they arise during environmental analysis to clarify permitting requirements, review impacts, and explore opportunities to avoid and minimize impacts as appropriate. FTA will lead federal-to-federal agency coordination and government-to-government tribal coordination, with support from Sound Transit.

As required under Section 106 of the National Historic Preservation Act of 1966, as amended, FTA will also lead the consultations with the State Historic Preservation Officer (SHPO), who leads the Washington State Department of Archaeology and Historic Preservation (DAHP), and any other interested groups or tribes. Sound Transit will lead coordination and involvement with all other state and local agencies.

This approach is designed to allow an early and continuous exchange of information with the interested agencies. The overall intent of coordination is to work cooperatively to identify potential environmental concerns and to identify and resolve issues that could delay the successful completion of the environmental review process or could result in denial of any approvals required for the project.

Tribal Coordination and Consultation Approach

The project area does not include any tribal lands, but tribes are expected to have interests regarding natural and cultural resources based on treaty rights and information from DAHP. The project is within the larger Puget Sound geographical area previously inhabited by the tribes who signed the Point Elliott Treaty of 1855. These tribes are members of the federally recognized tribes that are being invited to participate in the EIS and its related consultations.

Because of the government-to-government consultation responsibilities associated with federally recognized tribes, FTA initiated consultation with these tribes and invited them to become participating agencies as part of scoping. FTA will lead consultation with federally-recognized tribes with support from Sound Transit throughout the project development. FTA and Sound Transit will also consult with these tribes throughout project development as required under Section 106 of the National Historic Preservation Act regarding potential cultural resource impacts of concern to them.

There are no government-to-government responsibilities to non-federally recognized tribes. However, non-federally recognized tribes may be invited to participate because their members may have information regarding the potential for encountering sites containing cultural or archaeological resources. Communications and agreements with these tribes will be documented as part of the environmental record and for compliance with Section 106 requirements.

Public Involvement

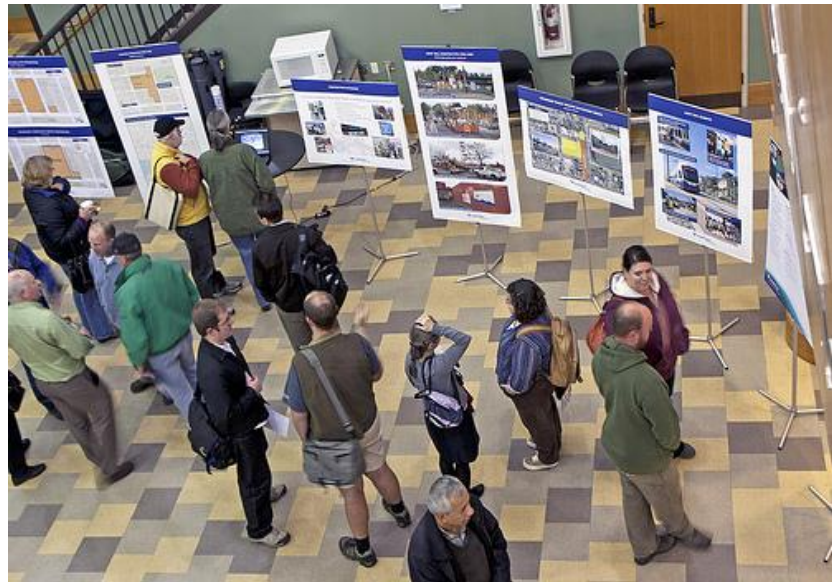
This Draft Coordination Plan incorporates a public involvement plan that outlines the goals, strategies, and tools the project is using to engage the public in the EIS process and ongoing project development. The public involvement plan defines the following goals for the OMSF project:

- Inform the public of the project's purpose and need, and identify and communicate the process and schedule for public participation.
- Actively seek public input throughout all project stages of planning, environmental review, project development, and design.
- Research and respond to public inquiries, suggestions, and ideas in the decision-making process.

- Provide opportunities for the public to influence major decisions before they are finalized.
- Publicize all programs and activities through a variety of diverse communication vehicles and make the proceedings and records available for public review.
- Provide the public with different and innovative opportunities and methods for accessing project information throughout each project phase.
- Ensure diverse populations, including minority and low-income populations and persons with disabilities, are engaged in the planning and development process by making materials available in multiple formats, holding meetings in accessible facilities, and providing meeting and project information to underserved populations.
- Communicate key project milestones and accomplishments to show progress toward project completion and the start of service. Ensure transparency of the process by communicating the needs, potential solutions, schedules, and budget information.
- Work closely with Sound Transit government and community relations staff and the project team to ensure public outreach efforts and government-elected official and tribal involvement efforts are coordinated.
- Continuously monitor and adapt outreach activities and tools to help reach affected and interested populations and interests.

Tools and Activities

The project has already begun to implement the outreach activities and tools identified below, and will continue to apply and adapt them as work continues. Some of the activities will be focused on specific milestones, but many will be applied on an ongoing basis. All outreach activities will be coordinated between an intra-agency team at Sound Transit that includes government relations, planning, design,



environmental, media relations, communications, and outreach staff. The tools and activities being used or could be used include the following:

- Public meetings and comment period

- Open Houses
- Printed materials (e.g., factsheets, postcard notices)
- Online public meeting (e.g., Webinar)
- Notification (postcards, community calendars, e-mail, online/print display advertisements)
- Community fairs and festivals
- Various comment tools (Web-based questionnaire and comment forms, comment forms at meetings, e-mail, mail)
- Social media
- Briefings to the public, agencies, and elected officials
- Stakeholder interviews and briefings
- Legal notices
- Sound Transit Web page
- Interactive maps on Web site

Public Outreach to Minority and Low-Income Populations ("Environmental Justice")

The project's public involvement efforts are designed to help identify and involve minority and low-income populations that could benefit from the project or be affected by the project. Title VI of the Civil Rights Act of 1964 requires that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." Executive Order 12898, signed by President Clinton in 1994, renewed the focus on Title VI with respect to minority populations, and adds emphasis on low-income populations. It directs federal agencies to make achieving Environmental Justice (EJ) part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority and low-income populations. Recently issued DOT Order 5610.2(a) updates and clarifies the EJ guidance.

Sound Transit is reaching out to service providers and community groups to help it connect with minority and low-income groups. Sound Transit is also helping non-English speakers engage with the project. All of the project's notices and literature state "To speak with Sound Transit about the proposed Operations & Maintenance Satellite Facility project, call 1-800-823-9230 during regular business hours," translated into seven languages (Russian, Chinese Mandarin, Spanish, Vietnamese, Korean, Hindi, and Japanese). These languages were selected based on 2010 U.S. Census data and community input. When Sound Transit staff is contacted by a member of the public who has limited use of English, they have available an immediate phone translation service that provides over-the-phone interpretation in 150 languages, 24 hours a day and 7 days a week. Sound Transit also offers to translate OMSF fact sheets and related information upon request, as well as provide articles for newsletters, websites, or other communication tools used by service providers and community groups.

Interpretation services will be offered on the project's public notices such as the postcards that invite public participation in the scoping process.

The following is an initial list of parties Sound Transit is involving entering the EIS scoping phase, focusing on the public outreach activities to low-income and minority communities. This list will be updated and increased as the project progresses. Sound Transit welcomes suggestions of other groups it should contact.

Lynnwood Link Corridor:

- Refugee and Immigrant Services Northwest
- Department of Social and Health Services, Department of Vocational Rehabilitation
- Alliance of People with Disabilities
- Seattle Deaf Blind Service Center
- Northwest Paralyzed Veterans
- Arab Center of Washington
- King County Housing Authority
- North Seattle Family Center
- Northgate Community Services for the Blind
- Islamic Idriss Mosque
- Seattle Goodwill
- Lake City North Helpline Food Bank
- Center for Human Services
- United Way Snohomish County
- Senior Services of Snohomish County
- Catholic Community Services
- Familias Unidas
- Housing Hope
- Snohomish County Housing Authority
- Everett Housing Authority
- DSHS, Alderwood Office
- Worksource Lynnwood
- Korean Women's Association
- Shoreline Senior Center
- SNOTRAC

East Link Corridor:

- Bellevue Community College
- Bellevue Family YMCA
- Circle of Friends -Bellevue

- DSHS King Eastside Community Services Office
- Eastgate Public Health Center
- Elder and Adult Day Services
- Together Center
- Family Services Bellevue
- Friends of Youth
- Hopelink
- Ithna-asheri Muslim Association of the Northwest
- Jewish Family Services
- Salvation Army Eastside
- St Louise Parish
- Washington Women in Need
- Westminster Chapel
- Youth Eastside Services
- YWCA Family Village-Eastside Employment Services
- Overlake Service League
- Islamic Educational Center of Seattle
- Eastside Community Health Center
- Crossroads Community Center
- Child Care Resources
- Catholic Community Services- East King County Family Center
- Asian Counseling and referral service
- Bellevue Community College - ESL
- Armenian Cultural Association of Washington
- Bel-Red Bilingual Academy
- Northwest Chinese School
- Washington International School Bellevue Branch (downtown area)
- North Bellevue Community & Senior Center
- International Community Health Services

From EIS scoping throughout the project, Sound Transit will continue to engage low-income and minority populations with the project.

Plan Update Process, Issue Identification and Resolution Approach

FTA and Sound Transit will use this plan to guide coordination activities to facilitate early and ongoing identification of environmental issues that could be avoided or minimized through planning, or that could substantially delay or prevent project approval. As the project continues, Sound Transit and FTA will update this plan and make current versions available on the project website. If the project encounters issues or disagreements among the cooperating or participating agencies that cannot be resolved at the staff level with assigned staff from the involved agencies, Sound Transit may request FTA to convene resolution meetings. If resolution of issues cannot be achieved, FTA must notify the Governor, Congress, and the Council on Environmental Quality (CEQ). FTA will also publish any unresolved issues in the Federal Register (SAFETEA-LU Section 6002: Section 139(h)) at the time of notices of availability for either the Draft EIS or Final EIS.

Project Contacts

Dan Drais, Environmental Protection Specialist

FTA Region 10
915 Second Avenue, Suite 3142
Seattle, WA 98174-1002
206-220-4465

daniel.drais@dot.gov

Kent Hale, Senior Environmental Planner

Sound Transit
401 S. Jackson Street
Seattle, WA 98104
206-398-5301

kent.hale@soundtransit.org