



Summary Minutes

Executive Committee Meeting March 7, 2019

Call to order

The meeting was called to order at 10:38 a.m. by Committee Chair John Marchione, in the Ruth Fisher Boardroom, 401 South Jackson Street, Seattle, Washington.

Roll call of members

Chair	Vice Chair
(P) John Marchione, Redmond Mayor	(P) Paul Roberts, Everett Councilmember (P) Kent Keel, University Place Mayor

Board Members	
(P) Claudia Balducci, King County Councilmember (P) Dow Constantine, King County Executive (A) Bruce Dammeier, Pierce County Executive	(P) Jenny Durkan, Seattle Mayor (P) Dave Somers, Snohomish County Executive (A) Victoria Woodards, Tacoma Mayor

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

Chair Marchione announced that he has approved requests from Boardmembers Keel and Somers to participate via telephone.

Report of the Chair

Chair Marchione mentioned that the monthly CEO approved contract reports, which detail all contracts approved and executed within the CEO's delegated contract authority, are included in the packets.

CEO Report

Downtown Seattle Transit Tunnel becomes rail only

Deputy CEO Kimberly Farley presented the report. A major service change happening this year is the transition of the Downtown Seattle Transit Tunnel (DSTT) becoming rail only. This service change impacts King County Metro bus routes, as well as the one ST Express route still operated in the tunnel. This conversion is necessary for the expansion of Link light rail service. While the changes in bus service will be an inconvenience to some riders, it should also be noted that Link service will become more reliable as a result of the removal of buses from the tunnel.

Ms. Farley noted that the Rider Experience and Operations Committee will hear more about the tunnel changes later today when staff provides a briefing regarding service and signage changes.

Olympia Update

The legislature is currently in their 8th week of work and are exactly halfway through the 2019 legislative session. The important "cut off" -- the deadline for bills to be passed out of fiscal committees to remain in

consideration this session, has passed. The next important cut off will occur on March 13, 2019, when bills must move out of their chamber of origin. Staff will be continuing to monitor this, and will be providing updates.

Chair Marchione commented that he traveled to Olympia to provide testimony to the legislature regarding issues of importance surround the Motor Vehicle Excise Tax (MVET).

Public comment

None.

Business items

Items for Committee final action

February 7, 2019, Executive Committee minutes

It was moved by Committee Vice Chair Roberts, seconded by Boardmember Constantine, and carried by unanimous vote that the minutes of February 7, 2019, Executive Committee Meeting be approved as presented.

Item for recommendation to the Board

Motion No. M2019-19: Adopting performance goals and objectives for Peter M. Rogoff, Sound Transit chief executive officer.

Chair Marchione spoke to this action. Under the Chief Executive Officer's employment agreement, the performance goals for position must be approved by the Board by the end of March. The committee will discuss the proposed goals at this meeting, and will forward them for consideration to the full Board.

Chair Marchione continued that he has been working with individual Boardmembers and with staff to craft the goals, and that more feedback is invited.

Boardmember Keel commented that he will be voting in favor. Mr. Keel added that the sensitivity towards the Pierce County area in the service plan must continue to be a focus, as the capital program reaches the outer edges of the service area, it will be important for staff to be flexible to meet different areas and community needs. It will also be important to have discipline when funding current projects to ensure the full system is completed.

Boardmember Constantine stated that he will also be voting in favor. He requested an addition to Objective Four, regarding maintaining successful relationships with federal legislators, commenting that he would like to see the addition of state lawmakers as well. This is important especially at this current time given all the legislation impacting the agency that was proposed and discussed this year.

Boardmember Roberts commented on the section regarding evaluation of the position. He commented that there has been an ongoing process of evaluation over the past year or two, of both this position and of staff evaluations at large. Mr. Roberts continued that he would like to ensure that there is a feedback system that includes an open and honest dialogue for all the stakeholders regarding this position, and requested some information from Human Resources regarding options to build in more thorough feedback.

Boardmember Durkan added that she would also like information regarding the feedback loop between the Board, agency leadership, staff, and the CEO. She also added a request for information regarding the evaluation process of leaders of similar sized agencies throughout the region and the county. This organization has become vastly more significant to the region in some recent years, and the evaluation process needs to be continually improved and vetted. Ms. Durkan also echoed the request for the addition of state legislators to the Fourth Objective. Further, Boardmember Durkan commented that a

tool to collect feedback from agency partners and other regional large stakeholders should be added to the sources of feedback column to ensure that the external affairs of the agency are being well managed.

Boardmember Balducci commented that in the 'sources of feedback' column, there is a reference to Boardmember feedback, but she is unsure of how that feedback is collected and contributed to the process. She commented that with the disbandment of the recent CEO Contract Sub-committee, she is unsure of the formal process for Board feedback. Chair Marchione commented that Boardmembers would be collecting feedback year round, from their judgement and the responsiveness of the CEO, and that that feedback will be used in the evaluation of the CEO at the end of the year.

Chair Marchione summarized the comments of the Committee Members, and mentioned that these changes will be incorporated into the final action brought to the full Board for consideration.

It was moved by Committee Vice Chair Roberts, seconded by Boardmember Constantine, and carried by unanimous vote that Motion No. M2019-19 be forwarded to the Board with a do-pass recommendation, including amendments made.

Reports to the committee

Quarterly TOD Report

Brooke Belman, Director of Land Use Planning and Development, and Thatcher Imboden, Senior Transit Oriented Development (TOD) Manager, provided the report. Ms. Belman began the presentation by outlining the work plan for the agency TOD program for the coming year, which includes setting up the Revolving Loan Fund, developing the land use planning and implementation guidelines, and updating the regional Equitable TOD Strategic Plan.

Revolving Loan Fund

The Revolving Loan Fund will be a self-replenishing pool of money which will utilize interest and principal payments on old loans to issue new ones, all in the effort of funding affordable housing projects. The revolving loan fund includes a state requirement for an initial four million dollar contribution by Sound Transit which must be completed by a November 2019 deadline. Current work on the fund development and implementation includes the identification of partnership opportunities for the programmatic development and administration of the funding. Staff is working with stakeholders to leverage this initial contribution by seeking additional funding from public and private sources.

Documentation and Reporting

Another TOD priority for 2019 is the development of the TOD guidelines, which will be a living document guiding the development and execution of the TOD program in specific tangible steps. The guidelines will cover details of the process work behind evaluating property for suitability for housing, qualifications of partners for projects, TOD design review requirements, and other detailed process work. These guidelines will work in tandem with the TOD Strategic plan, which will be regional focused document reporting the values and approach of the overall program. Staff is committed to reporting on a quarterly basis, and to publishing an annual performance report which will encompass all completed and in progress projects.

Progress on Existing Transactions

Projects currently in progress include:

- Roosevelt
- First Hill

- Capitol Hill Site D
- Beacon Hill

Upcoming projects include:

- Operations and Maintenance Facility: East
- Affordable Home Ownership Project in Rainier Valley
- Angle Lake Station
- Redmond Technology Station

Boardmember Balducci asked about the Revolving Loan Fund and work being done to coordinate that fund with other funds being worked on by local governments. Ms. Belman clarified that staff has been working closely with regional stakeholders, and has been ensuring that goals and objectives are working in cooperation with one another.

Executive session

None.

Other business

None.

Next meeting

Thursday, April 4, 2019
11:00 a.m. to 12:30 p.m.
Ruth Fisher Boardroom


Adjourn

The meeting adjourned at 12:30 p.m.



Paul Roberts
Executive Committee Vice Chair

ATTEST:



Kathryn Flores
Board Administrator

APPROVED on August 1, 2019. PIA.