



Summary Minutes

Executive Committee Meeting May 5, 2022

Call to order

The meeting was called to order at 10:33 a.m. by Committee Chair Kent Keel virtually on WebEx. The meeting was streamed on:

<https://soundtransit.webex.com/soundtransit/onstage/g.php?MTID=edefab8892e6697a977916f9e8441fb6>

Roll call of members

| Chair | Vice Chair |
|---|---|
| (P) Kent Keel, University Place Councilmember | (P) Dow Constantine, King County Executive (P) Dave Somers, Snohomish County Executive |

| Board Members | |
|---|--|
| (P) Nancy Backus, Auburn Mayor | (P) Cassie Franklin, Everett Mayor |
| (P) Claudia Balducci, King County Councilmember | (P) Bruce Harrell, Seattle Mayor |
| (A) Bruce Dammeier, Pierce County Executive | (A) Roger Millar, WSDOT Secretary (P) Dave Somers, Snohomish County Executive |

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

Report of the Chair

Return to in person meetings

Chair Keel reminded the committee that he previously mentioned the goal of having a plan in place to resume in-person Board meetings over the coming months. The effort was kick-started last week when the Governor rescinded the proclamation requiring virtual public meetings, effective June 1, 2022.

The Board had been operating under that proclamation since March 2020 to limit the spread of COVID, and for the last two years had used the virtual meeting platform to allow the Board and public to participate in our meetings. With that proclamation ending, the Board would resume in person meetings in June 2022, starting with the next Executive Committee meeting on June 2, 2022. Board members should plan to return to the Ruth Fisher Boardroom.

Staff had been working on the technology to enable the continued use of WebEx to stream meetings and allow people to view Board or Committee meetings and provide virtual public comment. The Board Rules allowed Board members to participate in meetings virtually under limited circumstances, for example if members had an emergency, illness, or official business outside of the agency's district. That participation was limited to 25 percent of the Board or a Committee at any given meeting.

Chair Keel noted Board members had to alter the way they participated in meetings over the past two years and thanked all in advance for planning for the extra time needed to travel to and from meetings starting in June 2022. He also welcomed the public to attend the meetings in person beginning in June 2022 or continue to view and provide comment through the virtual meeting.

Boardmember Balducci asked if the Board could consider changing its rules to allow for more virtual Board member participation.

Boardmember Backus advised that she supported rules changes, considering the Board members schedules had all become condensed in the pandemic's virtual nature.

Boardmember Somers explained that he would also support updating the rules since travel time was challenging from Snohomish County.

Boardmember Harrell asked if the Board's rules were developed pre-pandemic. Board Administrator Katie Flores confirmed the rules in place were developed prior to the pandemic, though they were updated during the pandemic to allow for hybrid meetings and public comment updates. Boardmember Harrell requested for flexibility and to reconsider the rules to allow more virtual participation.

Boardmember Franklin advised that she understood the value of in person meetings and suggested the prioritization of certain meetings or scheduling certain in person meetings for once a quarter with the rest remaining virtual or hybrid.

Interim CEO Belman noted the June 1, 2022, date was announced to inform the Board and give them an opportunity to review the Board rules. Next steps would involve conversations with Chair Keel to determine what in person and hybrid meetings would look like moving forward.

Monthly Contract Report

The monthly contract report was included in members' meeting packets for review.

CEO Report

Acting CEO Brooke Belman provided the CEO report.

WTS Gala – The WTS Puget Sound Chapter held its 2022 Awards and Scholarships Gala on May 3, 2022. The chapter awarded nearly \$40,000 in scholarships to women students in Washington state pursuing degrees in transportation-related fields and the event raised more than \$50,000 to replenish the scholarship fund and help support the chapter's workforce development initiatives. About 600 people attended the event, including more than 30 Sound Transit staff and executive leaders. The Operations and Maintenance Facility East was awarded the Innovative Transportation Solutions award, which honors a standout local innovative transportation project led by a woman or team of women. Tracy Reed, Deputy Executive Director of Project Management for Buildings, Infrastructure and Light Rail Vehicles, accepted the award on Sound Transit's behalf and was joined by the lead project staff from Hensel Phelps, the design-builder for the project. Claudia Balducci, King County Council Chair and Sound Transit Board Member, was presented with the Woman of the Year award for her many contributions to transportation in the Puget Sound region and her advocacy for policies and programs that support women and traditionally underrepresented communities in health, housing, and transportation.

Public comment

Chair Keel announced that public comment would be accepted via email to emailtheboard@soundtransit.org and would also be accepted verbally.

No written or verbal public comments were received.

Business items

Items for Final Committee Action

April 7, 2022, Executive Committee meeting minutes

It was moved by Boardmember Backus, seconded by Committee Vice Chair Somers, and carried by consent of all Board members present that the minutes of the April 7, 2022 Executive Committee meeting be approved as presented.

Reports to the Committee

System access policy update – Kickoff briefing

Alex Krieg, Deputy Director of Access and Integration, provided the report. He reviewed the policy foundation which was primarily from the System Access Policy adopted in 2013. Although additional guidance stemmed from other related Board actions and resources, such as: Bicycle Policy, ST3 System Plan, Permit Parking Program, first round of System Access Funds, System access Implementation Plan, and Station Experience Design Guidelines. The pandemic had shown most impact with the parking demand. The preferences of in person versus hybrid work had influenced passenger access requirements on services.

Mr. Krieg reminded the committee of the three sections in the 2013 policy—those sections included purpose, system access strategies, and parking management. Purpose established policy goals to increase ridership and encourage safe and convenient connections through all modes. Strategies was how Sound Transit facilitated access. Sound Transit (ST) would participate in two types of access investments: investments at transit facilities owned and controlled by ST and investments in infrastructure that provided access to ST facilities from surrounding communities. Criteria to assess and prioritize potential improvements included ridership, total cost of ownership or total lifecycle cost to ST, ST and local jurisdiction plans and planning documents, and public input. The final strategy included in the policy dealt with coordination and bicycles. The policy primarily focused on coordination of impacts on parking demand. Lastly, parking management was intended for transit passengers and also established tools to manage parking which included permits, fees, and technology. It identified enforcement tactics such as warnings, infractions, and towing and allowed ST to contract with a vendor to manage and enforce.

Mr. Krieg reviewed the overall direction given from ST3 on the System Access Plan, which the Board had made multimodal access a priority. It included a context sensitive approach conforming to surrounding land use and how passengers would access new stations and more transit-to-transit connections requiring easy and direct transfers. ST3 included four funding sources: System Access Fund, nonmotorized access allowance, bus-rail integration allowance, and parking access.

Rationale for updating the System Access Policy included responding to Board member feedback, incorporating direction from ST3 and insights gained through development of System Access Implementation Plan, identifying approach for new modes of access like mobility on demand and micro mobility services, and opportunities to consolidate related policies. The approach to update the policy included delayed parking briefing and discussions, improving access to the existing system, planning for and implementing access during system expansion project development and delivery, the use of ST3 access funding, and reviewing potential System Access Policy changes.

Boardmember Balducci asked for offline opportunity to discuss policy and process terms given the difficulties connecting how these changes to the policy would affect riders. She noted what we do with resources was important and how the agency thrives to have those access points to the systems. Chair Keel asked for staff to highlight impacts to riders and what the Board would focus on based on those impacts. He also agreed that offline opportunities for discussions would be helpful. Mr. Krieg responded with appreciation and understanding of the comments and noted there were upcoming briefings that they would be responsive in demonstrating material impacts, improved outcomes, and how the policy could be used to establish outcomes and measure progress. Don Billen, Executive Director of Planning Environment and Project Development, responded gave two examples that the ST3 plan provided

funding at new stations with access allowance and the requirement to make decisions on how to access those dollars and policy updates could work to make that happen.

Boardmember Harrell asked what type of exceptions were meant with parking being referenced “for transit passengers – with few exceptions.” He noted potential revenue opportunities such as a coffee stand or other small businesses and asked if Sound Transit seeks opportunities or relies on local jurisdictions to decide on possible revenue opportunities. Mr. Krieg answered about that a few exceptions for parking involved security and other incidental uses such as a community event. Parking management varied in revenue opportunities with respect to parking in high demand. Fees were a tool to make sure it worked best for passengers. Boardmember Harrell understood the need to fit within the access policy and tried to determine where decisions were made, what levels of decisions were made, how the agency managed space, and how much flexibility the agency would demonstrate local control and influences for small business. Boardmember Harrell suggested finding small business opportunities given the available assets. Interim CEO Belman responded that in relation to small business and participating in station areas, the agency was seeing more opportunities to do work with communities and was trying to think of stations and having support functions depending on opportunities that would arise. An example was with the Mount Baker Station, staff was working with station and community on activation and how to use the property, whether with Sound Transit or the city, and how to best utilize the space. The agency continued to think of how its facilities could support small businesses. The Transit Oriented Development (TOD) team also explores ways of small business and incubator space as part of their programs and discusses that with jurisdictions on how to utilize that space. Chair Keel encouraged every Board member to reach out to staff to schedule additional time to dive deeper into specific interests in the policy.

Approach for interim and alternative access in project with delayed parking

Alex Krieg, Deputy Director of Access and Integration, provided the report. ST3 directed the policy to analyze demand and understand how parking investments would complement local jurisdictions and land use plans in locations where parking is identified, to determine the possibility of delivering new transit parking supply and pursue opportunities to provide parking through joint development, including through new TOD projects. The policy also stated managing of parking by charging reasonable fees per the existing Board policy and treat parking as a service to provide for passengers.

The outcome of realignment showed delays in many parking projects in support of the implementing core light rail and BRT projects. All parking was delayed to either the Tier 3 or Tier 4 categories. Mr. Krieg reiterated that tiers were used as a framework for prioritizing which projects would be advanced as additional funding resources were found. He reviewed several stations that had realigned parking delivery dates and noted current expectation was for delayed parking to be delivered as separate projects. Additional direction following realignment was an amendment to identify opportunities and make recommendations to deliver flexible, innovative, and affordable methods to get people to transit stations if structured parking facilities had to be delayed. The amendment did not add new funding resources and delayed parking projects were still funded for project development and pre-construction activities to maintain readiness.

Implementing the realignment direction meant for flexible, innovative, and affordable methods. Realigned projects meant use of funds were pushed out in time, cash flow realities would limit accelerating different methods. There was a higher likelihood for interim solutions, such as surface parking, especially if ROW was acquired for construction staging. There would be trade-offs and uncertainty with alternative approaches regarding both viability and implications given delayed funding resources. He noted a few stations with potential opportunities for interim or alternative approaches.

Opportunities could arise at other locations over time and as core projects advanced in project development.

Mr. Krieg reviewed the elements of delayed parking approach which included determining range of interim methods such as identifying potential alternative access options, assessing potential alternative access options, and pursuing potential alternative access options. Next steps included moving from the conceptual approach to implementation based on available opportunities, continuation of engaging partners on potential interim and alternative approaches and as opportunities emerged, bring potential recommendations to the Board per realignment direction.

Boardmember Balducci asked about the timelines and the activities per each timeline. She noted it would be helpful to see what that means for specific projects and what would the Board see first as far as alternatives. She remembered more robust language in the access plan about parking policy and wanted to review that and look at the already adopted policy. She was convinced some places, given the length of projects and growing density or stations/locations, would become dense enough that a parking garage may not be the best land use in specific areas. If that may be the case, would the Board want to explore alternatives like leasing parking when needed. She and Boardmember Baker discussed station access and considered if a last mile service would be able to replace access drivers.

Boardmember Backus recalled a past conversation on whether it was cost prohibitive to do anything other than flat parking structures in order to be transferred for another use later. Mr. Krieg responded that it was reviewed with south Sounder lines and that a convertible approach worked best when it was known that it would be converted, rather than a hope to be converted, in the future. For south Sounder, it was unlikely.

Chair Keel agreed on the conceptual take of the topic and invited Board members to reach out to staff for further conversations. He noted Boardmembers Millar and Dammeier weren't present in this discussion on parking and adding their voice would be helpful to the overall outcome.

Boardmember Balducci asked how the Board would engage with policy discussions and direct staff on how to move forward. Chair Keel responded that conversations were needed with staff to inform policy to direct staff on efficiency.

Executive Session – None

Other business – None

Next meeting

Thursday, June 2, 2022
10:30 a.m. to 12:00 p.m.
Virtually via WebEx

Adjourn

The meeting was adjourned at 11:48 a.m.

ATTEST:

Kent Keel
Executive Committee Chair

Kathryn Flores
Board Administrator

APPROVED on _____, JG