



Motion No. M2023-108

A motion of the Board of the Central Puget Sound Regional Transit Authority approving a performance award for Julie E. Timm, Sound Transit chief executive officer.

Background

On June 26, 2022, the Board approved Motion No. M2022-51 entering into a three year and three month employment agreement with Ms. Timm covering September 26, 2022 through December 31, 2025, with one renewal option from January 1, 2026 through December 31, 2026 at the Board’s discretion. The employment agreement established a base salary of \$375,000 effective September 26, 2022.

The employment agreement requires that the Board, in consultation with the CEO, establish performance goals and a compensation range for the contribution performance award by March 31st of the annual performance period. On March 23, 2023, the Board approved Motion No. M2023-16 adopting 2023 performance goals (Attachment A) and a 2023 performance goals payment schedule (Attachment B) for Ms. Timm.

The employment agreement provides for a minimum 3.5 percent annual salary increase contingent on a successful or higher performance rating, and at the Board’s discretion, an additional performance award, both effective January 1st.

Motion

It is hereby moved by the Board of the Central Puget Sound Regional Transit Authority that Ms. Timm's 2023 performance rating is _____ in achieving her 2023 performance goals. Based on the performance rating and goals achieved, this year’s process results in a ____ percent base salary increase and a ____ percent (\$_____) performance award.

APPROVED by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on _____.

Dow Constantine
Board Chair

Attest:

Kathryn Flores
Board Administrator



Motion No. M2023-108

Attachment A

CEO 2023 Performance Goals – As adopted by the Board in Motion No. M2023-16

ST Strategic Priority	2023 CEO Goals
<p>Deliver a safe, welcoming and equitable passenger experience.</p>	<p>- Create a simple, seamless and intuitive passenger journey</p> <p>Enhance passenger experience metrics deployed to further drive customer experience improvements in 2023 and beyond.</p> <p>Maintain a regional strategy for transit integration, as well as the partnerships to execute it, so that passengers across the region enjoy expeditious and efficient transfers between transit providers.</p> <p>Enhance wayfinding for vertical transportation focused on signage design, signage positioning and delivery at stations, simple and intuitive naming convention of vertical transportation.</p> <p>Launch PIMS to better provide real-time arrival returns to platforms and more timely alerts across all modes.</p> <p>Launch Accessible Navigation pilot to offer passengers a fully accessible mobile application that enables them to navigate from a station entrance to a platform (and vice-versa), selecting the pathway that best suits their mobility needs.</p>
<p>- Improve physical and psychological safety for every passenger in stations and on all buses and trains.</p>	<p>Ensure the Agency’s processes and resources are appropriately aligned to aid in the safety of employees and passengers throughout the Sound Transit network from the direct and indirect impacts of crime.</p> <p>Launch station agent pilot to provide additional in-person customer service and additional support for safety concerns.</p> <p>Ensure appropriately staffing levels of security officers on trains and stations; initiate local social service providers to have crisis response teams connect those who need help with appropriate resources.</p>
<p>- Plan, construct, activate and operate new Link light rail extensions and Stride bus rapid transit effectively and efficiently.</p>	<p>Successfully open Tacoma Hill Top extension and Puyallup, Lynnwood and Redmond Technology garages to revenue service as anticipated by the project schedule.</p> <p>Ensure equitable community engagement, stakeholder involvement and other requirements to assist in Board determination of Ballard Link Extension preferred alternative identification, Everett Link Extension, starter 2 line, OMF-N, and OMF-S.</p>

	<p>Successfully begin Stride construction and launch of fleet procurement as anticipated by project schedule.</p> <p>Support efforts to ensure the safety of the contractor workforce and regional citizens in proximity to Sound Transit construction.</p> <p>Maintain and grow effective relationships with partner jurisdictions and local municipalities, including staff-to-staff relations, to ease the path toward project deployment.</p> <p>Execute on State of Good Repair and Future Ready work as anticipated by project schedule.</p>
<p>Transform culture to enable unity and focus.</p>	
<p>- Become a more equitable, values-driven agency</p>	<p>Ensure that equity informs the full range of decisions that drive the agency’s work, including community engagement, small and disadvantaged business enterprise utilization, procurements, policy development, ST staff and contracted workforce and riders as identified by Sound Transit’s Anti-Racist strategy.</p> <p>Foster, and lead by example, to create and sustain an atmosphere where diverse perspectives and ideas are listened to, valued and authentically considered.</p> <p>Develop a strategy with deliverables/milestones to change ST culture to where staff “owns” and is “empowered to make” decisions at the lowest level to help avoid cost, time, and legal overruns.</p> <p>Recruit and hire key leadership positions including Chief Financial Officer, Deputy CEO of Capital Programs and Chief DEI Officer.</p> <p>Engage with community partners to advance ST’s TOD projects and implementation plans including Rise/Blake on First Hill, affordable housing at Angle Lake Station, and Pride Place near Capitol Hill Station.</p> <p>Launch ST’s participation in WA State Clean Fuels Standard to gradually reduce carbon intensity of transportation fuels to 20% below 2017 by 2034.</p>
<p>- Improve prioritization, communication and collaboration.</p>	<p>Support efforts to streamline processes to minimize or eliminate unnecessary bureaucracy. Respond proactively to the strong employee input on the urgent need to standardize and streamline internal processes.</p> <p>Enhance the culture of continuous improvement and collaboration to strengthen the agency’s organizational structures and processes by adoption of improved business planning processes and agencywide use of 3-, 6- and 12-month lookaheads.</p>

	<p>Maintain productive partnerships with key stakeholders (Board of Directors, local municipalities, and partner jurisdictions) to ensure long-term agency integration, viability, and timely delivery of the capital program.</p> <p>Maintain productive partnerships with Federal agencies and legislators to ensure continued Federal funding of the capital plan. Maintain producing partnerships with State agencies and legislators to ensure sustained local tax revenue to deliver voter-approved projects on time.</p> <p>Continue to implement board process reforms to make better use of Board Members' time and to further enhance and streamline the board's decision-making process, e.g., providing board materials in advance as soon as possible. Provide the Board with timely, transparent, and useful information that allows it to focus on all major forward-looking items, such as finance decisions.</p>
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Motion No. M2023-108 Attachment B

CEO 2023 Performance Goals Payment Schedule – As adopted by the Board in Motion No. M2023-16

Based upon the CEO’s achievement of identified 2023 performance goals, the following CPA payment may be awarded at the Board’s discretion.

Contribution Performance Award Payment Schedule		
% of Goals Achieved	% of Salary	\$ Amount
100%	5%	\$18,750
80%	4%	\$15,000
50%	3%	\$11,250
30%	2%	\$7,500
10%	1%	\$3,750

Based upon the CEO’s achievement of identified 2023 performance goals, the following base pay increase may be awarded at the Board’s discretion.

Base Pay Increase Schedule	
Overall Performance Rating	% of Salary
Outstanding	6%
Excellent	4.5%
Successful	3.5%