

REGIONAL TRANSIT AUTHORITY

October 22, 1993

MINUTES

MEMBERS PRESENT:

King County

Martha Choe, Seattle Councilmember
Don Davidson, Bellevue Councilmember
Mary Gates, Federal Way Councilmember
Audrey Gruger, King County Councilmember
Bruce Laing, King County Councilmember
Norm Rice, Mayor, City of Seattle
Cynthia Sullivan, King County Councilmember

Pierce County

Sharon Boekelman, Bonney Lake Councilmember
Ken Madsen, Pierce County Councilmember
Paul Miller, Tacoma Councilmember

Snohomish County

Bill Brubaker, Snohomish County Councilmember
David Earling, Edmonds Councilmember

Washington State Department of Transportation

Renee Montgelas, Director of Urban Mobility, for Sid Morrison, Secretary

CALL TO ORDER:

The meeting was called to order at 1:42 p.m. by Bill Brubaker, Regional Transit Authority (RTA) Vice Chair, acting in Chairman Bruce Laing's absence, in the La Quinta Inn Ballroom, 1425 East 27th Street, Tacoma, Washington.

As a quorum was not present, Vice Chair Brubaker asked to delay agenda items requiring action until such time as a quorum was present. He then appointed Sandy Byers, from Pierce Transit, as temporary Clerk for the meeting.

REPORT OF THE CHAIR:

Due to Vice Chair Brubaker's absence at the last meeting, he declined to comment.

PUBLIC COMMENT:

Elizabeth Howe, 29312 - 118th Avenue S.E., Auburn, Washington. Ms. Howe, representing the Transportation Discussion Group, explained the group consisted of a broad range of individuals, businesses and associations with expertise in the area of transportation planning. She reviewed a letter the group sent to Mr. Laing, dated October 15, 1993, outlining their concerns.

Dick Nelson, 122 N.W. 50th Street, Seattle, Washington. Mr. Nelson, representing the Institute for Transportation and the Environment, spoke on the subject of least cost planning and its application to the regional transportation problem. He referred to a paper, written by Edward Sheets and Richard Watson of the Northwest Power Planning Council, on the subject of least cost planning, comparing its application to energy and transportation. The paper submitted to the Board is a working draft; the final is due to be published within the next few weeks. Mr. Nelson explained the six key steps in the least cost planning process and offered the services of the Institute and Richard Watson; Director Power Planning, Northwest Power Planning Council, for further information on least cost planning.

Vice Chair Brubaker asked Mr. Nelson to submit copies of the least cost planning references to him and/or Councilmember Laing.

Ted Pankowski, 7728 - 238th S.E., Woodinville, Washington. Mr. Pankowski reminded the Board that at their last meeting, he raised a number of issues with respect to proposed Resolution No. 6, specifically its applicability to the unresolved rail issues in the north corridor. In reviewing the outline of the RTA Work Program, he stated that he assumed the issues would be addressed in item 4 - System Plan Review; however, he was concerned that recommendations from the public involvement task force would not be available until January, while potential modification to the system plan would occur in February/March.

Vice Chair Brubaker informed Mr. Pankowski that Resolution No. 6 would be discussed today; however, it was scheduled as a future action item.

Paul W. Locke, 308 East Republic Street, Seattle, Washington. Mr. Locke explained his concern of a tri-county system being able to fund the proposed program. He recommended that transit systems increase ridership to assist in generating funds.

Vice Chair Brubaker agreed with Mr. Locke's comments regarding ridership.

There being no further comments from the public, Vice Chair Brubaker closed the public comment portion of the meeting.

APPROVAL OF MINUTES:

As a quorum was now present, Vice Chair Brubaker referred the Board back to item 3 on the agenda.

Councilmembers Choe and Miller moved and seconded to approve the minutes of the Regional Transit Authority meetings of September 17, 1993, September 24, 1993 and October 8, 1993. Motion carried.

REGIONAL TRANSIT AUTHORITY WORK PROGRAM:

Mr. David Kalberer, RTP Project Director, Metro, reviewed the initial Board work program. The interim staff group determined, from comments heard at the Board Workshop on October 16, 1993, what materials need to be presented and discussed by the Board. He asked the Board for their assessment of the interim staff group's interpretation of the Board's needs and desires, and further stated that if the draft work program was acceptable, a specific program for Board adoption would be presented at the November 12, 1993 meeting.

Vice Chair Brubaker asked if the Board would be provided with an outline of objectives to arrive at a time line for the ballot. Mr. Kalberer answered affirmative, and further explained that a decision would need to be made by the first quarter of 1994, if a vote is desired in 1994. Vice Chair Brubaker asked for discussion on this issue.

Councilmember Davidson commented on the substantial amount of information sharing scheduled for the November 12, 1993 meeting. Mr. Kalberer explained that it was hoped to plan a workshop in late November/early December to discuss several issues.

Mr. Kalberer relayed a concern he has heard expressed regarding costs to pursue work program issues. Not only is it necessary to develop a work program, the Board or an appropriate subcommittee must also review how to staff items and how much consultant support the Board wishes to have. A budget would then be developed.

Councilmember Miller expressed his desire that when the system plan design and review is conducted, it reflect the integration with economic development planning. He also stated that ridership incentives should be discussed. Mr. Kalberer added that when the system plan is reviewed, it would be wise to assess issues considered by the Joint Regional Policy Committee as measures that could be taken to reduce the cost of the system (e.g., least cost planning).

Councilmember Miller asked if markets served and alternatives evaluated included tunneling. Mr. Kalberer answered affirmative. Councilmember Miller asked that the least-cost planning concept be distinguished from cost benefit planning.

Councilmember Laing expressed his agreement that the proposed work program, as explained by Mr. Kalberer, generally incorporates the types of issues identified at the recent Board Workshop. He appreciated the fact that the work program suggests a time line that keeps the Board's options for scheduling a ballot election open.

Councilmember Choe stated her concern that the Board agree on a level of specificity required in relation to the work program. She asked when an initial budget might be available. Mr. Kalberer responded that a budget would be attached to the work program for the November 12, 1993 meeting. He added that any Board input on the budget would be welcome.

Councilmember Earling asked that when issues are discussed, possible alternatives to each issue should be reviewed as well. Mr. Kalberer agreed, and further explained that the methodology used by the Joint Regional Policy Committee was to explore each item with a range of alternatives. He anticipated a similar procedure to be used by the Board. Vice Chair Brubaker voiced his agreement; however, he stated his concern regarding "starting from scratch."

It was the consensus of the Board to approve adoption of the Initial Work Program, with direction to staff to prepare a more detailed work program, and the understanding that the Board may revisit the issue.

APPOINTMENT OF CLERK:

Councilmembers Miller and Davidson moved and seconded a motion to appoint Sandy Byers, from Pierce Transit, as temporary Clerk for the meeting. Motion carried.

PROJECT JUSTIFICATION REPORT:

David Kalberer introduced Resolution No. 6 on the basis of three propositions: (1) that Federal financing is needed and in order to get that financing a Project Justification Report is the first step; (2) that after further evaluation, the RTA will decide in 1994 or 95 what specific project to move forward with; and (3) that at this time, the rail segment between 65th and Boeing Access Road is the right project to submit based upon what would best address federal criteria. This is more a question of grant strategy than what the Board thinks is a reasonable initial segment based on other considerations.

Councilmember Sullivan asked for a better understanding of the federal definitions that are applicable with respect to what is a fundable corridor; is it just rapid rail or would commuter

rail also qualify? Mr. Kalberer answered no. The commuter rail program has a separate authorization of \$25 million. However, should the Board decide not to proceed with the rapid rail program, it would be best to ask for an appropriation greater than \$25 million. Councilmember Sullivan asked if it was possible to write the justification in such a manner that it would not need to be changed if the Board decided to drop rapid rail. Mr. Kalberer responded that the need for specificity is required to define the proposal. Councilmember Sullivan asked if federal guidelines are changing. Mr. Kalberer answered yes. New regulations are expected in mid-November, however, he was not expecting anything to change the nature of the report the Federal Transit Administration would submit. Councilmember Sullivan asked if it would be possible to call out both commuter rail and rapid rail systems on an equal footing in Resolution No. 6 and the submittal to the Federal Transit Administration. Mr. Kalberer commented that it should be made clear that the Board has equal intent, at the present time, to pursue both commuter rail and rapid rail. A part of the justification report is the assessment of the overall status of the project; in that area, reference could be made to the Board's intention to continue pursuing the commuter rail program.

Councilmember Choe asked for further information on cost effectiveness and federal criteria before the next meeting. Her concern was that whatever proposal is set forth, that it be competitive. She suggested Mr. Kalberer provide the Board with an assessment of how staff's proposal would fare, compared to how commuter rail or other projects might fare.

Vice Chair Brubaker asked if the purpose of the level of specificity in the proposal is to seek a competitive edge. Mr. Kalberer answered affirmative. Vice Chair Brubaker asked what the bottom line would be on the level of specificity necessary. Mr. Kalberer's opinion was, that in order to be competitive, selection of a portion of the Joint Regional Policy Committee's system, as it was defined, was necessary. There is no other adopted plan at this time to substantiate any other justification.

Councilmember Miller asked for a response by November 12, 1993 as to whether the Board could submit more than one system alternative, and whether both rail and busways could be submitted within the same corridor. He further stated that it would be helpful to have background information on bottom line alternatives (e.g., ridership).

Councilmember Gates expressed her desire that Section 2 in Resolution No. 6 remain intact. The text refers to the ability to change the definition of the request or performing an evaluation on other segments.

Councilmember Davidson asked what the cost was of this segment of the rapid rail system, and how it would be funded. Mr. Kalberer answered \$1.7 billion in 1991 dollars. The assumption is that the system would be built over a period of time, to include the next authorization period, and that the Board would seek 50 percent federal funding. It is the staff's hope to receive the maximum amount of federal dollars available, thereby lowering the total local cost of the remainder of the system. The critical question is: "Are we prepared to proceed with financing

the \$1.7 billion, and perhaps an additional \$1 billion or \$2 billion in rail investments?" Councilmember Davidson asked if this section was the highest cost. Mr. Kalberer answered affirmative. He raised two important questions: "Can we build a system without proceeding with this segment?" and "By including this segment, do we defray certain costs by bringing in federal dollars that otherwise would not be available?"

Councilmember Earling emphasized his desire to review several potential approaches to solving the problem. For example, what would the \$300 million accomplish on a shorter term that would have a larger impact on a broader base from Pierce to Snohomish Counties. He expressed his interest in determining what solution could be brought on-line quickly and in support of comments made previously.

Vice Chair Brubaker thanked the Board for their discussion and reminded them that this issue would come before them for action at the November 12, 1993 meeting.

Mayor Rice asked how the resolution would be adjusted based on today's discussion. Mr. Kalberer explained that he did not feel any changes were dictated at this time; however, he understood the Board's request for further information on why this particular segment should be chosen and how it compares with other projects. He reminded the Board that several of their questions asked today would be answered/determined in a review, hopefully accomplished by March of 1994. A level of comfort by the Board must be established regarding the fact these issues will be outstanding until that time.

Councilmember Laing asked for clarification on changing the focus of funding from high-capacity rail to commuter rail in the context of the system plan received from the Joint Regional Policy Committee. Mr. Kalberer explained that regardless of the choice that is made, the report submitted to the Federal Transit Administration is just that. It's not a request to Congress for an appropriation. He felt it was best not to submit a report representing possible changes in the system plan. However, the Board could make clear its intent to continue to pursue analysis through 1994 and could change the preferred alternative. Councilmember Laing asked if the report would require a determination of the most effective corridor. Mr. Kalberer answered no. There is no requirement to choose the most cost effective element of the system plan.

Councilmember Boekelman commented that no one has mentioned how the public might perceive the Board's decision. She asked that there be criteria available to explain why the Board's choice is the best proposal.

Councilmember Laing asked for a summary of what would be lost if the Board decides to pass up this application. Vice Chair Brubaker requested information about long-term losses and the opportunity of supplemental appropriations in the future.

STATE ENVIRONMENTAL POLICY ACT (SEPA) REQUIREMENTS:

Bob Gunter, Preston Thorgrimson Shidler Gates & Ellis, addressed the Board regarding Resolution No. 7, adoption of SEPA procedures. He explained that passage of Resolution 7 would: adopt the appropriate RCW and WAC by reference, designate a SEPA responsible official, modify the SEPA requirements to fit the RTA's needs and allow the RTA to modify this resolution as needed. These represents a standard approach. Until such time there is an Executive Director, he proposed that Chair Laing be named the SEPA responsible official. Chair Laing asked for clarification that he can delegate this responsibility. Mr Gunter replied affirmative.

Vice Chair Brubaker informed the Board this item would come before them for action at their November 12, 1993 meeting.

PERSONNEL TASK FORCE REPORT:

Vice Chair Brubaker reminded the Board of the establishment of a task force on staffing. He then asked Councilmember Miller to present their findings and recommendations.

Councilmember Miller reported that the task force has determined the need for selection of a clerk, treasurer and executive director, ensuring broad tri-county representation. The selection would be interim in nature until a positive vote on funding, at which time permanent staff would be chosen. The task force is recommending the following items for Board authorization:

- To immediately enter into a contract with Mr. Kalberer as interim staff director.
- To immediately open the search process for an executive director and clerk. The task force would consult with loaned legal staff in the selection of an outside search firm.

Renee Montgelas, Director of Urban Mobility, Washington State Department of Transportation, asked for clarification on broad tri-county representation. Would it include the Department of Transportation? Councilmember Miller answered affirmative.

Councilmember Davidson asked if the Board was being asked to take action on the recommendations today. Vice Chair Brubaker explained the action requested was to accept the report and enable the task force to proceed. Councilmember Davidson asked if the task force discussed budget implications. Vice Chair Brubaker explained that it was expected the interim staff director would supply the Board with a staffing request report, which would include financial implications.

Councilmember Laing asked for clarification on the contract staffing issue in relation to circumstances as they now exist; in particular, the staffing director position. Vice Chair

Brubaker stated it was his understanding that the contract would be with Mr. Kalberer's employer for his services. If loaned staff were to be used, the terms would be clear to both the individual and his/her employer. The task force's interest was to ensure that whoever is contracted with would be devoted to the task at hand and would not develop a split allegiance.

Councilmember Laing asked if the task force was asking the Board for authorization to choose one individual who would be recommended to the Board, or would the Board be involved in the final interviews. Vice Chair Brubaker answered that the task force was asking the Board for authorization to begin the process by engaging a search firm. A workable-sized group would be interviewed by the task force, and ultimately, a recommendation would be made to the Board. Councilmember Laing suggested that consideration be given to the option of the full Board participating in the final interviews, given its size. Councilmember Miller agreed with Vice Chair Brubaker's earlier comments. He further stated that the task force had not determined a specific amount of involvement by the Board. The Board's participation and input was encouraged.

Councilmember Gates asked the Board for recommendations on search firms and a sense of what criteria an executive director and clerk should meet. She also asked for consideration of the level of participation the Board was willing to provide in the interview process.

Councilmembers Sullivan and Miller moved and seconded the motion to accept the Personnel Task Force report and to proceed with its recommended action. Motion carried.

FORMATION OF ADDITIONAL TASK FORCES:

Vice Chair Brubaker referred the Board to a memorandum from Councilmember Laing regarding additional task forces. Councilmember Laing explained his differentiation between a committee and a task force: A committee would be formed to address issues on a continuing basis; a task force would be formed to address an immediate issue. The task force would recommend whether formation of a committee would be necessary. With that background, Councilmember Laing suggested authorizing Vice Chair Brubaker to appoint the following:

- Finance Committee
- Legislative Task Force
- Public Involvement Task Force

He further asked for future consideration of the proposition of a rules and organization committee to address emerging issues. Finally, he asked for discussion on an oversight committee for the commuter rail project.

Mayor Rice asked how the roles of the finance and oversight committees differed. Councilmember Laing explained the finance committee would be responsible for determining

revenue sources, proposed expenditures, and budget. The oversight committee would be specific to the commuter rail project, primarily being a policy sounding board on issues.

Vice Chair Brubaker agreed with the formation of a finance committee; however, he recommended that the entire Board should be the oversight committee.

Mayor Rice asked if the rules committee and the legislative task force would have similar functions. Vice Chair Brubaker explained that it was determined during task force meetings the urgency in forming a legislative committee.

Councilmember Davidson suggested the rules committee consist of the Chair and two Vice-Chairs. He agreed with the formation of a legislative committee and public involvement task force.

Councilmember Miller supported the proposed committee structure and agreed with Councilmember Davidson's suggestion regarding the rules committee.

Councilmember Gates agreed with the composition of the rules committee.

Councilmembers Laing and Earling moved and seconded a motion to approve the formation of a Finance Committee, Legislative Task Force, Public Involvement Task Force, Rules Committee (comprised of the Chair, both Vice Chairs, and city representation); the Commuter Rail Oversight Committee would be part of the Work Program, as opposed to a separate committee. Motion carried.

PUBLIC INVOLVEMENT REPORT:

Barbara Dougherty, RTA Communications Manager, Metro, introduced Marie Keister, Public Information Officer, Pierce Transit, and recognized Caroline Feiss, Executive Director, SNO-TRAN. Ms. Dougherty explained that she, Ms. Keister and Franz Gregory, SNO-TRAN's communication representative, orchestrated the regional communication efforts with the public, as well as coordinated the individual efforts of the participating transit agencies. Ms. Dougherty and Ms. Keister provided the Board with an overview of the public involvement program (goals, objectives, activities) over the last three years and a brief assessment of its effectiveness.

Vice Chair Brubaker reminded the Board of the importance of public opinion surveys.

Councilmember Laing asked how surveys were a part of the program. Ms. Dougherty explained that five surveys were conducted during the last three years. The first, in King County, was a baseline survey before the Joint Regional Policy Committee was underway. Two regional surveys were conducted when the alternatives were identified and again just after the Draft System Plan was released last fall. Two follow-up surveys on funding questions and trade-off issues were conducted prior to completion of the Draft System Plan.

Councilmember Miller expressed his opinion regarding public response through mass mailings.

Councilmember Choe voiced her appreciation for articulating lessons learned. She expressed the importance of timing, in terms of surveys, mass mailings, etc.

Vice Chair Brubaker thanked Ms. Dougherty and Ms. Keister and complimented them on their performance. He asked that the Public Involvement Activities 90-93 chart be provided to the Board in the form of a handout.

OTHER BUSINESS:

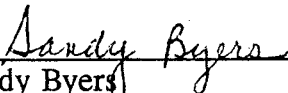
Councilmember Choe relayed her concern regarding the configuration for the meeting. She requested the subject be discussed at the next meeting and asked the Board to bring possible solutions which would allow easier interaction with all members, still being mindful of the public.


Councilmember Laing explained he would be faxing a survey to the Board regarding committee and task force participation.

Vice Chair Brubaker reminded the Board of the next RTA meeting, scheduled for Friday, November 12, 1993, at 1:30 p.m., Metro Council Chambers. The next Personnel and Staff Task Force meeting is scheduled for Friday, October 29 at 10:00 a.m. He expressed thanks to Sandy Byers, Clerk; Bob Gunter, Legal Counsel; Pierce County and its cities; and Pierce Transit for hosting the meeting.

ADJOURNMENT:

Vice Chair Brubaker adjourned the meeting at 4:10 p.m.


Sandy Byers
Interim Clerk, RTA Board


Bill Brubaker
Vice Chair, RTA Board