


**Central Puget Sound
Regional Transit Authority**

Motion No. 21


A motion of the Board of the Central Puget Sound Regional Transit Authority for the Pierce, King and Snohomish Counties region establishing revised committee responsibilities as attached.

Approved by the RTA Board on December 6, 1996.



Bob Drewel
Chair of the Board

ATTEST:



Marcia Walker
Board Administrator

Regional Transit Authority

Executive Committee Responsibilities

1. Develop and recommend procedural rules for Board actions, including how the Board organizes itself.
2. Consider significant policy issues affecting the entire Authority that are not within responsibility of another standing committee.
3. Review and confirm recommendations by the Chair concerning assignments and the appointment of chairpersons for standing committees.
4. Review the operations and charges of committees and task forces on at least an annual basis to determine if any modifications are necessary and if the continuation of the committee or task force is in the best interests of the Authority.
5. Make recommendations to the Board concerning the appointment, responsibilities, performance and compensation of the executive director, board administrator and other officers of the Authority.
6. Act as a monitor, sounding board and staff advisor for negotiations or other matters that are within staff authority but have long-term policy implications.
7. Review the process and procedures for the procurement of materials, work and services.
8. Act in lieu of RTA Board in an emergency of special circumstance, subject to ratification by the Board.
9. Serve as a resource to the Board's chair and to the executive director for purposes of planning future Board actions or policy decisions.
10. Approve all contract awards contained within the authorized budget and which exceed the executive director's authority, so long as the cost of the contract award does not exceed \$ 5,000,000.

Regional Transit Authority

Finance Committee Responsibilities

1. Recommend annual capital and operating budget and finance plan .
2. Monitor grant requests for RTA funding.
3. Recommend cash management and investment policies.
4. Direct and review audits to be conducted as required.
5. Recommend all RTA distribution of funds to other agencies.
6. Manage RTA Board's relationship with Citizen Oversight Panel.
7. Review RTA's progress toward its long-term financial goals and commitments, and monitor current year financial position.
8. Establish and monitor general financial management policies, to include accounting, auditing, financial reporting and budgeting.
9. Recommend approval of all contracts where costs exceed the executive director's authority.
10. Recommend farebox policy and rates.
11. Recommend and monitor debt management policies.
12. Recommend and monitor general administrative policies and procedures as needed.
13. Recommend issuance of all debt.
14. Review and comment to the board on the financial implications of other committee actions.

Regional Transit Authority

Public & Government Affairs Committee Responsibilities

1. Recommend a public involvement structure and program for the RTA that facilitates meaningful participation at regional, subarea and community levels.
2. Recommend a communications and marketing program to inform citizens of RTA business, encourage participation, and promote the use of its services and facilities.
3. Recommend a government relations program, including development of interlocal agreements where appropriate, to ensure collaborative working relationships with other legislative bodies and governmental agencies.
4. Monitor M/W/DBE policy implementation after policies are developed by the M/W/DBE Task Force and adopted by the board.