

**Regional Transit Authority  
Finance Committee  
Meeting Highlights**

**March 5, 1998**

**Call to Order**

12:07 by Committee Chair Greg Nickels.

**Attendance**

|                            |                      |
|----------------------------|----------------------|
| (P) Greg Nickels, Chair    | (P) Paul Miller      |
| (P) Mary Gates, Vice Chair | (A) Sid Morrison     |
| (A) Ed Hansen              | (A) Cynthia Sullivan |
| (P) Rob McKenna            |                      |

**Report of the Chair**

None.

**Finance Director Report**

Ms. Hendrickson stated that at the last Finance Committee meeting, the following items were discussed: need for common review by the board of contract awards, language change to Resolution No. 78, and delegation of authority for contract approval from Executive Committee to Finance Committee for those contracts between \$200,000 and \$5,000,000.

Ms. Hendrickson went on to report that the financial audit by Deloitte & Touche was on time and that they would complete their field work in one week and that they would be bringing their report to the committee on March 19. She stated that because of timing, the Citizen Oversight Panel would be receiving the report from Deloitte & Touche prior to the committee but she felt confident that there were no significant findings and promised she would bring a personal report to members if anything did come up.

Ms. Hendrickson stated that the Regional Express department was moving ahead on a Memorandum of Understanding with the regions for the smart card. It would not exceed \$1,000,000.

Executive Director Bob White went on to explain that the Board was informed of the MOA via e-mail earlier in the week. He stated that the Board has authorized staff to apply for grants without approval and that this contract is within his signature approval. He went on to say the Memorandums of Understanding will establish the overall working relationship with the entities and those will need direction from the board.

Committee members expressed a desire at this time to have a compilation of the MOUs and MOAs either in a hard copy form or possibly on the web site.

**Report of Proposed Contract Awards by the Executive Committee**

Contact: Hugh Simpson, Controller/Treasurer at 684-1717

Mr. Simpson reported on Contract Awards (copy on file).

## **Citizen Oversight Panel Activities**

Mr. Steve Goldblatt, Citizen Oversight Panel Chair gave a brief report on the activities of the panel. He stated that the panel had received testimony from the directors of the three lines of business for the RTA, along with Mr. Paul Matsuoka. The panel will be interviewing Ms. Jan Hendrickson, City of Seattle staff members, members of the Department of Transportation, Community Transit and Pierce Transit in the upcoming week. He stated that the panel is looking toward April for the 1997 report.

Mr. Nickels asked if the panel could come back to the committee on a monthly basis for a brief report.

### **Resolution No. 98-7 - Establishing and revising policies relating to the authorization of per diem allowances for Board members and reimbursement for travel and other expenses incurred by Board members, officers and employees of the Regional Transit Authority, appointing an auditing officer, and superceding Resolution No. 83**

Contact: Hugh Simpson, Controller/Treasurer at 684-1717

Ms. Hendrickson stated that Resolution No. 83 was adopted one year ago but that changes are being recommended for streamlining purposes. Some of the changes would be in the area of receipt reimbursement on per meal basis, per diem allowance and authorizing staff of other jurisdictions to travel on behalf of the RTA.

Mr. Miller asked that the resolution state clearly who is approved and state the process for that approval.

### **Resolution No. 98-6 – Amending Resolution No. 98 authorizing a contract for the issuance and use of credit cards for official government purchases and acquisitions, and adopting a system for credit card use by the RTA**

Contact: Hugh Simpson, Controller/Treasurer at 684-1717

Mr. Simpson gave the background information for Resolution No. 98-6 (copy on file).

### **Link Light Rail Memorandums of Agreement and Understanding: Motion No. 98-15 – Authorizing the Executive Director to enter into a Memorandum of Agreement with the City of Seattle, Motion No. 98-16 Authorizing the Executive Director to enter into a Memorandum of Agreement with the City of Tukwila, Motion No. 98-17 -Authorizing the Executive Director to enter into a Memorandum of Agreement with the City of SeaTac, Motion No. 98-18 -Authorizing the Executive Director to enter into a Memorandum of Understanding with the City of Tacoma and Pierce Transit** Contact: Paul Bay, Director Link Light Rail at 689-4761

Mr. Bay stated that the first 3 MOUs with Seattle, Tukwila and Sea Tac are similar and provide a tool for Sound Transit to work together with the cities to expedite the light rail plan. The MOU's cover the responsibilities of each city for public outreach and transit oriented development. They also ask each city to provide deliverables on a defined schedule. These include a real estate market assessment, a station area plan, and adoption by the City Council of implementing policy documents. Payments will be made in increments as deliverables are completed. In trying to define the need for funds, Mr. Bay researched other cities and came up with an estimate of between \$150,000 and \$200,000 per station. Seattle will have 12 or 13 stations, SeaTac, 3 and Tukwila 2 to 4 depending on the alignment. The cities will also provide information for our EIS. Mr. Bay went on to say that the time frame for these MOU's is 2 years, at which time new agreements for design and construction will be developed.

Mr. Bay stated the 4<sup>th</sup> Agreement will work as an umbrella. It is a three-part agreement between the RTA, The City of Tacoma and Pierce Transit. Mr. Bay also stated that he would come back next month with an agreement between the RTA and the City of Tacoma for station area planning.

Mr. Bay noted corrections to the MOU's that need to be included for the Executive Committee Meeting: City of Seattle – contracts to meet M/W/DBE standards; Tukwila – Pages 11 & 12, Section 9, entire subsection F to be deleted; SeaTac – every other page missing.

**It was moved by Mr. Miller and seconded by Ms. Gates and carried by a unanimous vote of all members present that Motions 98-15, 98-16, 98-17, 98-18 be approved, with the above stated corrections, and forwarded to the Executive Committee on March 6 and to the full board on March 12 with a do-pass recommendation.**

### **Fare Policy**

Contact: Barbara Gilliland, System Integration Program Manager at 684-1630

Ms. Gilliland gave an overview of the slides ST Draft Fare Policy (copy on file) and stated that previous discussions at board and committee meetings had been very helpful.

Committee members discussed such pricing issues as competition between car and bus, commuter rail and bus, short trip pricing and station to station pricing. They asked that lower price and peak fare pricing also be considered.

### **Next Meeting**

Thursday, March 19, 1998 from 12:00 to 2:00 p.m. at the King County Courthouse 12<sup>th</sup> Floor SW Conference Room, 516 Third Avenue, Seattle, WA.

As there was no other business, the meeting was adjourned at 1:37 p.m.

Recorded by Bernie Wagar,  
Board Administrative Assistant