

**Regional Transit Authority
Executive Committee Meeting Highlights**

April 3, 1998

Call to Order

1:33 by Board Vice Chair Paul Miller.

Attendance

(A) Bob Drewel, Chair	(P) Richard McIver
(P) Paul Miller, Vice Chair	(P) Greg Nickels
(P) Dave Earling	(P) Ron Sims
(P) Mary Gates	(P) Cynthia Sullivan
(A) Jane Hague	(P) Doug Sutherland

Report of the Chair

None.

Executive Directors Report

None.

Public Comment

None.

Resolution No. 98-8 – Authorizing the Executive Director to implement an Affirmative Action Plan for the Agency

Contact: Lilly Aguilar, Human Resource Manager at 684-1657

Ms. Aguilar outlined the background and comments for Resolution No. 98-8 (copy on file.)

It was moved by Mr. Sutherland and seconded by Mr. McIver and carried by a unanimous vote of all committee members present that Resolution No. 98-8 be forwarded to the full board on April 9, 1998 with a do-pass recommendation.

Resolution No. 98-9 – Authorizing the execution of a Memorandum of Understanding with King County establishing a cooperative relationship and working principles by and between RTA and King County

Contacts: Agnes Govern, Regional Express Director at 684-1673 and Jennifer Belk, Legal Counsel at 689-7609

Ms. Belk gave the background and comments for Resolution No. 98-9 (copy on file) stating that this MOU was similar to the others that the Board has approved.

Mr. Miller briefed committee members regarding the discussion on consent agenda items that had taken place at the previous days Finance Committee meeting. Finance Committee members had agreed to move routine items from that committee to the Executive Committee with a recommendation to have them placed on the consent agenda of the upcoming board meeting.

It was moved by Mr. Nickels, seconded by Mr. McIver and carried by a unanimous vote of all committee members present that Resolution No. 98-9 be moved to the consent agenda of the April 9, 1998 board meeting with a do-pass recommendation.

Motion No. 98-21 –Authorizing the execution of a contract with Manuel Padron & Associates, in an amount not to exceed \$330,000 for the purposes of service implementation planning

Contact: Veronica Parker, Program Manager, Regional Bus at 684-3533

Ms. Parker stated that service implementation planning was a huge undertaking and staff would come back to the committee with an in depth analysis in 6 to 9 months.

It was moved by Mr. Nickels, seconded by Mr. Sutherland and carried by a unanimous vote of all members present that Motion No. 98-21 be approved as presented.

Motion No. 98-23 –Authorizing the continuation of negotiations with Gillig and New Flyer of America for buses with standard height floors

Resolution No. 98-16 – Authorizing the Executive Director to execute a contract with New Flyer Industries for the purchase of twenty-five 60’ buses with an option for an additional fifty 60’ buses

Contact: Veronica Parker, Program Manager, Regional Bus at 684-3533

Ms. Parker stated that Community Transit and King County Metro are the two agencies staff has been working with on bus specifications. Staff is recommending the Metro guidelines. Seating, fleet unification and standard maintenance are more preferable in those specifications. She stated that there would be some changes in the original Metro specifications. Standard height floors as opposed to low floors would be the biggest change. She further stated that the original plan to piggy back onto the Community Transit contract would take some time due to the new federal ruling to Buy American.

Ms. Parker went on to say that in order to meet a completion date of mid-2000 for the balance of the 60’ buses by New Flyer, the RTA would need to secure a slot with New Flyer for January which would require a commitment of serious intent from the Board by April 9.

Committee members emphasized that the Board had clearly stated a preference for low floor buses and did not wish to make a recommendation of Motion No. 98-23 or Resolution No. 98-16 at this time.

It was agreed by all committee members present to forward Motion No. 98-23 and Resolution No. 98-16 to the full board without recommendation.

Resolution No. 98-10 – Authorizing the execution of a Memorandum of Agreement with the city of Kent for planning, coordination and cooperation in the development and implementation of a commuter rail station in downtown Kent

Contact: Paul Price, Director Commuter Rail at 689-4760 and Val Batey, Commuter Rail Project Development Manager at 684-1591

Ms. Batey stated that staff would update the committee on the status of this agreement at a future meeting.

It was moved by Ms. Gates, seconded by Mr. Nickels and carried by a unanimous vote of all members present that Resolution No. 98-10 be forwarded to the consent agenda of the April 9, Board meeting.

Resolution No. 78-1 – Establishing revised delegated authority and procedures for the procurement of materials, work and services and for the acquisition and use of property and property rights for the Authority and superseding Resolution No. 78

Contact: Jan Hendrickson, Finance Director at 684-6769

Ms. Hendrickson stated that Resolution No. 78-1 attempts to streamline the process for approving contracts and to make it a one-step process. She stated that the Finance Committee will be responsible for review and approval of all contracts between \$200,000 and \$5,000,000 and would review for recommendation to the full board all contracts over \$5 million.

It was moved by Ms. Gates and carried by a unanimous vote of all committee members present to forward Resolution No. 78-1 to the full board with a do-pass recommendation.

Motion No. 98-20 Authorizing the Executive Director to purchase all necessary furnishings and equipment to complete the occupancy of Phase II, 3rd Floor at RTA 1100 Second Avenue Headquarters

Contact: Jan Hendrickson, Finance Director at 684-6769

Ms. Hendrickson stated that this motion was being forwarded from the Finance Committee with a do-pass recommendation.

Committee members discussed asked for clarification on the reasons behind co-locating the consultants with the staff.

Mr. Paul Bay, Director Light Rail, stated that by co-locating consultants and staff, there would be considerable savings in cost and staff would be better able to insure quality control, timeliness and efficiency. He further stated that the computer systems would be the same and all the data could be shared.

It was moved by Mr. Nickels, seconded by Ms. Gates and carried by a unanimous vote of all committee members present to adopt Motion No. 98-20 as presented.

Motion No. 98-22 – Authorizing the Executive Director to execute a contract for the lease of fleet vehicles with Northwest Fleet Lease Inc., for a three-year term in the amount of \$305,000

It was moved by Mr. Sutherland, seconded by Mr. McIver and carried by a unanimous vote of all members present to adopt Motion No. 98-22 as presented.

Motion No. 98-22 – Authorizing the Executive Director to execute a contract for Title and Escrow Services with First American Title Insurance Company

Contact: Jeri Cranney Real Estate Manager at 689-4934

Ms. Cranney stated that the contract, over a five-year period, would not exceed 5 million dollars. She went on to say that 1st American Title would review all escrow and would have access to records of Snohomish and Pierce Counties as they have offices in all 3 of the RTA jurisdictions. She further stated that she would come back to the committee to report on the distribution of the taxes incurred from property transactions and to make sure that those taxes remain in the county where the property is located.

It was moved by Mr. Earling and carried by a unanimous vote of all committee members present that Motion No. 98-24 be adopted as presented.

Other Business

None

Next Meeting

Friday, April 17, 1998 from 1:30 to 3:00 at the RTA Conference Room, 1100 2nd Avenue, Suite 400, Seattle, WA.

As there was no other business, Mr. Miller adjourned the meeting at 2:50 p.m.

Recorded by Bernie Wagar
Board Administrative Assistant