

SOUND TRANSIT

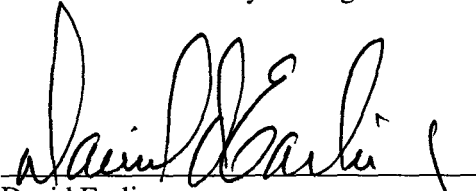
MOTION NO. M2000-04

A motion of the Board of the Central Puget Sound Regional Transit Authority region to adopt the revised responsibilities for the Board's committees and task forces.

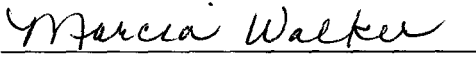
Motion:

It is hereby moved by the Board of the Central Puget Sound Regional Transit Authority that the revised responsibilities of the Board's committees and task forces, as shown in Attachment A, be adopted.

Approved by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof on the 13th day of January 2000.


David Earling
Board Chair

ATTEST:


Marcia Walker
Board Administrator

**Sound Transit
Motion No. M2000-04**

Attachment A - Responsibilities of Committees and Task Forces

Executive Committee

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 the responsibility of another standing committee.
3. Consider policy decisions specific to the lines of business and make recommendations concerning those policy decisions to the Board.
4. Review and confirm recommendations by the Chair concerning committee membership assignments and the appointment of chairpersons for standing committees.
5. Establish the operations and charges of committees and task forces. Review on 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.
6. Make recommendations to the Board concerning the appointment, responsibilities, performance and compensation of the executive director and board administrator.
7. Conduct the agency's performance rating annually, based on the independent performance audit, financial audit and the Citizen Oversight Panel reviews of the previous calendar year.
8. 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.
9. Review the process and procedures for the procurement of materials, work and services.
10. Act in lieu of the Sound Transit board in an emergency of special circumstance, subject to ratification by the Board.
11. Serve as a resource to the Board's chair and to the executive director for purposes of planning future Board actions or policy decisions.
12. Review on a quarterly basis, the progress of ad-hoc working groups that are serving in an advisory capacity to staff.
13. Consider operations issues affecting the entire Authority that are not within the responsibility of another standing committee.
14. May approve contract awards that have funding provisions in the Board adopted budget, exceed the executive director's authority, and do not exceed \$5 million.
15. Recommend and approve all real estate related transactions associated with the purchase, sale, lease, and relocation of property/business associated with the implementation of Sound Move.
16. Recommend and approve all condemnation actions deemed necessary for the implementation of Sound Move.
17. Act as the Sound Transit representative for real estate related appeals, according to the adopted policies, procedures, and guidelines for real estate and acquisitions.
18. Monitor the implementation of Sound Transit's communications and marketing and public involvement programs.
19. Monitor M/W/DBE policy implementation.
20. Oversee the Central Link Implementation Task Force.
21. Oversee the Government Affairs Task Force.
22. Oversee the Real Estate/Transit-Oriented Development (TOD) Subcommittee.

Finance Committee

1. Recommend annual capital and operating budget and finance plan. Monitor progress toward adopted budgets and current year's financial position. Review progress toward long-term financial goals and commitments.
2. Monitor Sound Transit federal funding status for progress toward long-term financial goals.
3. Recommend cash management and investment policies. Monitor investments on regular basis.
4. Direct and review financial audits to be conducted as required.
5. Recommend and monitor distribution of funds to other agencies.
6. Manage Sound Transit Board's relationship with the Citizen Oversight Panel.
7. Establish and monitor general financial management policies, to include accounting, auditing, financial reporting and budgeting.
8. Approve contract awards that do not have funding provisions in the Board adopted budget, exceed the executive director's authority, and do not exceed \$5 million.
9. Recommend to the Board approval of contract awards that exceed \$5 million.
10. Recommend and monitor farebox policy and rates.
11. Recommend and monitor debt management policies and the issuance of debt.
12. Recommend and monitor general administrative policies and procedures as needed, including risk management, information systems contracting, and facilities management.
13. Review and comment to the board on the financial implications of other committee actions, if such actions exceed the authorizations outlined by the adopted budget policies.

Transit-Oriented Development (TOD) Subcommittee

1. Serves as a subcommittee of the Executive Committee.
2. Ensure that TOD policies are incorporated on Sound Transit property through:
 - ◆ Preserving development opportunities on ST property;
 - ◆ Promoting TOD in the acquisition/use/disposition of excess land;
 - ◆ Preserving options through local station area plan and project reviews.
3. Ensure TOD technical support through:
 - ◆ Assisting other technical support programs;
 - ◆ Addressing legal issues that specifically affect ST system operations and goals, prepare TOD-supportive legislative agenda, and as a member of this coalition, encourage its passage in a future legislative session.
4. Develop TOD incentive programs.
5. Ensure TOD policies are incorporated into the ST program.
6. Advise the Executive Committee and the Board on TOD opportunities associated with the alignment choices.
7. Assure that real estate transactions follow the adopted policies, procedures, and guidelines for the implementation of TOD related policies for all properties.
8. Review and comment to the Board on real estate related issues, as appropriate.

New Task Forces in 2000

Central Link Implementation Task Force

Objectives:

1. Provide ongoing oversight for the design and construction of the Central Link Light Rail line.
2. Act as an advisory resource to the Board and Committees to assure that the activities leading to Board or Committee decisions are transparent to the Board.
3. The activities of the task force are intended to provide the Board with any additional information that the task force believes may be useful to the Board and Committees in fulfilling their responsibilities to maintain ongoing control over the project and to make decisions in a timely manner.
4. Assure that project milestones and budget are monitored on an ongoing basis.

Responsibilities:

The task force responsibilities do not replace or affect the decision-making process, the authority or responsibilities of the Board's existing committees.

1. Monitor design and construction decisions, with emphasis on those decisions that assure long-term community fit and adherence to commitments for project mitigation.
2. Review, monitor and provide guidance to staff on the implementation of contracting strategies, including the participation of local and small businesses, and minority, women and disadvantaged business enterprises (M/W/DBE).
3. Review Central Link's implementation of the project labor agreement, apprenticeship, and business assistance programs.
4. Develop and monitor the implementation of the Link Transit-Oriented Community Investment Fund.
5. Monitor the schedule and budget, including the use of change orders. Review value engineering activities and cost reduction program.
6. Monitor the right-of-way acquisition, business, and residential relocation program.
7. Monitor the project's public/community involvement programs.
8. Monitor the implementation of interagency agreements, including financial participation, partner agency involvement, service integration and the Downtown Seattle Monitor and Maintain program.
9. Perform liaison responsibilities with other elected officials in Seattle, SeaTac and Tukwila.
10. Inform the Board and Committees of relevant information that the task force believes may be useful in the decision-making process.

Government Affairs Task Force

1. Develop and recommend government relations program(s).
2. Implement and monitor strategies that support Board-adopted government relations program(s) to ensure collaborative working relationships with other legislative bodies and governmental agencies. Examples: Board involvement/representation/collaboration with other jurisdictions (federal, state, and local); monitoring relevant issues; identifying mid-course corrections, etc.
3. Work closely and collaboratively with cities, counties, other legislative bodies, and other governmental agencies (e.g., FTA, PSRC, etc).
4. Monitor the implementation of the state legislative program and represent the ST Board, when necessary.
5. Monitor the implementation of the federal legislative program and represent the ST Board, when necessary.