

**Sound Transit
Finance Committee Summary Minutes**

March 21, 2002

Call to Order

Chair Kevin Phelps called the meeting to order at 12:08 p.m.

Attendance

(P) Kevin Phelps, Chair	(P) Richard McIver
(P) Jack Crawford, Vice Chair	(P) Chuck Mosher
(P) Dave Enslow	(A) Greg Nickels
(P) Mary Gates	(P) Dwight Pelz
(P) Ed Hansen	

Report of the Chair

None.

Chief Financial Officer's Report

Mr. Hugh Simpson, Chief Financial Officer, reported that the Audit and Reporting Subcommittee meeting would take place at 2:00 p.m. following the Finance Committee meeting.

Action Items

Items within Finance Committee Authority for Final Action

Minutes of the March 7, 2002, Finance Committee Meeting

It was moved by Mr. Mosher, seconded by Mr. Hansen, and carried by the unanimous vote of all members present that the minutes of the March 7, 2002 Finance Committee meeting be approved as presented.

Motion No. M2002-16 – Authorizing the Executive Director to execute a contract with New Flyer of America to manufacture and deliver one (1) diesel-electric 40-foot hybrid transit bus in the amount of \$816,000, with an 8% contingency of \$65,280 for a total authorized amount not to exceed \$881,280

It was moved by Mr. Mosher and seconded by Mr. Enslow that Motion No. M2002-16 be approved as presented.

Mr. Paul Matsuoka, Director, and Mr. Nick Marquardt, Acting Project Manager, Office of Policy and Planning, presented the staff report.

It was moved by Mr. Enslow, seconded by Mr. Hansen, and carried by the unanimous vote of all members present to amend Motion No. M2002-16 by adding the following language: "The Regional Express department will reimburse the Research and Technology Fund at the vehicle's net book value if the vehicle is put into regular revenue service following the evaluation."

Mr. Phelps indicated that as a new policy for the Finance Committee, members of the public would be allowed to speak to motions that were within the committee's authority for final action.

Mr. Philip Grega provided public comment regarding Motion No. M2002-16.

It was carried by the unanimous vote of all members present that Motion No. M2002-16 be approved as amended.

Motion No. M2002-30 - Approving an amendment to Contract No. CR30-97T with Otak, Inc. for commuter rail station final design and construction support services for the Tacoma Dome Commuter Rail Station in the amount of \$567,909 with a 10% contingency of \$56,791 for a new total authorized contract amount not to exceed \$858,159

It was moved by Mr. Enslow and seconded by Mr. Mosher that Motion No. M2002-30 be approved as presented.

Mr. David Beal, Program Manager, and Ms. Kimberly Denny, Project Specialist, Sounder Commuter Rail, presented the staff report.

Mr. McIver asked that staff provide him with information regarding the firm's M/W/DBE participation percentages.

There was no public comment regarding Motion No. M2002-30.

It was carried by the unanimous vote of all members present that Motion No. M2002-30 be approved as presented.

Motion No. M2002-31 - Authorizing the Executive Director to execute Agreement GCA-3157 with the Washington State Department of Transportation (WSDOT) for the preparation of Plans, Specifications, and Estimates (PS&E) for the Sound Transit I-5 at 317th Street HOV Direct Access Ramp (Project 125) in the amount of \$1,638,987 with a contingency of \$163,899 for a total authorized amount not to exceed \$1,802,886

It was moved by Ms. Gates and seconded by Mr. McIver that Motion No. M2002-31 be approved as presented.

Ms. Vicki Youngs, Project Manager, and Mr. Jim Edwards Program Manager, Regional Express, presented the staff report.

It was moved by Ms. Gates seconded by Mr. Hansen, and carried by the unanimous vote of all members present that Motion No. M2002-31 be amended by adding: "and directing staff to prepare for Board action an amendment to the 2002 budget transferring funds from the project reserve fund to cover the resultant budget shortfall of \$900,000."

Mr. McIver and Mr. Enslow asked staff to provide an overview of all the projects that could potentially be tapping into the project reserve fund.

The following individuals provided public comment regarding Motion No. M2002-31.

Mr. Paul W. Locke
Mr. Tim Hatley

Mr. David Bricklen
Ms. Rene Montgelas

It was carried by the unanimous vote of all members present that Motion No. M2002-31 be approved as amended.

Motion No. M2002-32 - Authorizing the Executive Director to execute a project level Memorandum of Agreement (MOA) with the City of Bothell making the City of Bothell lead agency within their jurisdiction for the SR 522 HOV Enhancement Project PE/ED Phase and committing Sound Transit to contribute 50% of the PE/ED costs up to \$275,000

There was no public comment regarding Motion No. M2002-32.

It was moved by Mr. Crawford, seconded by Mr. Mosher, and carried by the unanimous vote of all members present that Motion No. M2002-32 be approved as presented.

Motion No. M2002-33 - Authorizing the Executive Director to execute a project level Memorandum of Agreement (MOA) with the City of Kenmore making the City of Kenmore lead agency within their jurisdiction for the SR 522 HOV Enhancement Project PE/ED Phase and committing Sound Transit to contribute 50% of the PE/ED costs up to \$275,000

There was no public comment regarding Motion No. M2002-33.

It was moved by Mr. Mosher, seconded by Mr. Crawford, and carried by the unanimous vote of all members present that Motion No. M2002-33 be approved as presented.

Motion No. M2002-36 - Authorizing the Executive Director to execute a contract with Royal ReproGraphics, Inc. to provide agency wide copying, binding and related services not to exceed \$305,671

Mr. Ken Harvey, Program Manager, Communications, presented the staff report.

Mr. McIver asked staff for a plan for including stronger M/W/DBE participation in the contract for these services in the future.

It was moved by Mr. Mosher, and seconded by Mr. McIver that Motion No. M2002-36 be approved as presented.

There was no public comment regarding Motion No. M2002-36.

It was carried by the unanimous vote of all members present that Motion No. M2002-36 be approved as presented.

Non-Action Item - Discussion of the Community Development Fund

The members of the Finance Committee agreed that the briefing on the Community Development Fund should be presented to the full Board prior to considering action on Motion No. M2002-34 and Motion No. M2002-35 at its March 28, 2002 meeting.

Items for Recommendation to the Board

Motion No. M2002-34 - Authorizing the Executive Director to execute an amendment to a sole source contract with Paige Chapel (Solutions in Community Development and Finance) to assist the Steering Committee in completing the Draft Community Development Fund (CDF) Operating Plan and provide near term staffing to the CDF Founding Board (pending approval of the CDF Operating Plan) in the amount of \$57,250 with a 10% contingency of \$5,725, for a total of \$62,975 and for a new total authorized contract amount not to exceed \$162,875

It was moved by Mr. McIver, seconded by Mr. Mosher, and carried by the unanimous vote of all members present that Motion No. M2002-34 be recommended to the Board for approval.

Motion No. M2002-35 - Authorizing the Executive Director to execute an amendment to a sole source contract with Patty Grossman (Good Management, Inc.) to assist the Steering Committee in completing the Draft Community Development Fund (CDF) Operating Plan and provide near term staffing to the CDF Founding Board (pending approval of the CDF Operating Plan) in the amount of \$54,000 with a 10% contingency of \$5,400, for a total amount of \$59,400 and for a new total authorized contract amount not to exceed \$159,300

Staff was directed to ensure that the intent of the March 20, 2002 CDF Steering Committee letter is addressed in the contracts with Chapel and Grossman.

It was moved by Mr. Crawford, seconded by Mr. McIver, and carried by the unanimous vote of all members present that Motion No. M2002-35 be recommended to the Board for approval.

Other Business

None.

Next Meeting

Thursday, April 4, 2002, from 12:00 to 2:00 p.m. in the Union Station Board Room, 401 South Jackson Street, Seattle, Washington.

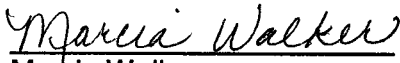
Adjourn

As there was no other business, the meeting was adjourned at 2:10 p.m.



Kevin Phelps
Finance Committee Chair

ATTEST:



Marcia Walker
Board Administrator