

SOUND TRANSIT

MOTION NO. M2002-02

A motion of the Board of the Central Puget Sound Regional Transit Authority region revising the responsibilities of the Board's Executive and Finance Committees and renaming the Central Link Implementation Committee the Central Link Oversight Committee and superseding Motion No. M2001-74.

Motion:

It is hereby moved by the Board of Central Puget Sound Regional Transit Authority to revise the responsibilities of the Board's Executive and Finance Committees (as attached) and to rename the Central Link Implementation Committee to the Central Link Oversight Committee and to supersede Motion No. M2001-74.

APPROVED by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on January 24, 2002.



Ron Sims
Board Chair

ATTEST:

Marcia Walker
Marcia Walker
Board Administrator

**Sound Transit
Motion No. M2002-02**

Responsibilities of Committees

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 process for 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. Consider operations issues affecting the entire Authority that are not within the responsibility of another standing committee.
13. Manage Sound Transit Board's relationship with the Citizen Oversight Panel.
14. Develop and recommend government relations program(s).
15. Implement and monitor strategies that support Board-adopted government relations program(s) to ensure collaborative working relationships with other legislative bodies and governmental agencies.
16. Work closely and collaboratively with cities, counties, other legislative bodies, and other governmental agencies (e.g., FTA, PSRC, etc).
17. Monitor the implementation of the state legislative program and represent the ST Board, when necessary.
18. Monitor the implementation of the federal legislative program and represent the ST Board, when necessary.
19. Recommend a public involvement structure and program for Sound Transit that facilitates meaningful participation at regional, subareas, and community levels.
20. Recommend a communications and marketing program to inform citizens of Sound Transit business, encourage participation, and promote the use of its services and facilities.

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. Monitor investments on regular basis.
4. Direct and review financial audits to be conducted as required.
5. Monitor distribution of funds to other agencies.
6. Establish and monitor general financial management policies, to include accounting, auditing, financial reporting and budgeting.
7. Approve award of contracts, including those contracts for which funding is not provided for in the Board adopted budget, subject to approval limits established by adopted Board policies.
8. Consider all real estate related transactions associated with the purchase, sale, lease, and relocation of property/business associated with the implementation of Sound Move. Act on transactions within Finance Committee authority; make recommendations to the Board concerning transactions that exceed \$5 million.
9. Make recommendation to the Board concerning contract awards that exceed \$5 million.
10. Review farebox policy and recommend rates.
11. Review debt management policies and the issuance of debt.
12. Review and comment to the board on the financial implications of other committee actions, if such actions are not consistent with adopted Board policies.
13. May operate as an audit and reporting subcommittee.

Central Link Oversight Committee

Responsibilities:

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 Development 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 Committee believes may be useful in the decision-making process.

Combine the responsibilities of the Government Affairs and Communications Committee and the Executive Committee so there will no longer be a separate Government Affairs and Communications Committee.