

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2002-22

Sound Transit Reimbursement Policy

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Executive Committee	4/4/02	Deferred	Paul Matsuoka, Policy and Planning Officer	(206) 398-5070
Executive Committee	5/2/02	Discussion/Possible Action to Recommend Board Approval		
Board	5/9/02	Action		

OBJECTIVE OF ACTION

- Seek policy direction for reimbursement to Sound Transit by partner agencies under specific circumstances.

ACTION

- Specify the conditions under which Sound Transit staff would seek reimbursement from partner agencies for costs expended.

KEY FEATURES

Highlights of Action:

- Responds to the Finance Committee's request for the development of policies in this area.

It shall be the policy of the Sound Transit Board to seek reimbursement for costs expended if a jurisdiction/agency imposes or requests work of Sound Transit, when the timing of such work and the requesting agency's budget do not allow it to pay, under the following conditions:

- The additional work is based on substantially changed conditions and/or new assumptions not specified by our partner agency at the time of the original scope which causes Sound Transit's work done to date to be obsolete or irrelevant.
- The parties agree that the additional work should be funded by the requesting jurisdiction/agency, but that jurisdiction/agency does not have sufficient current budget capacity.
- Sound Transit shall seek agreements whereby the timing of reimbursement is specified and where Sound Transit's upfront costs are reimbursed by the requesting jurisdiction/agency in equivalent year-of-expenditure dollars to the year Sound Transit expended the funds.

LEGAL REVIEW

JW 3/15/02

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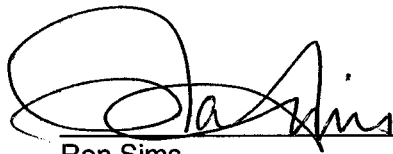
A motion of the Board of the Central Puget Sound Regional Transit Authority to seek policy direction for reimbursement to Sound Transit by partner agencies under specific circumstances.

Motion:

It is hereby moved by the Board of the Central Puget Sound Regional Transit Authority that it shall be the policy of Sound Transit to seek reimbursement for costs expended by Sound Transit if a jurisdiction/agency imposes or requests out of scope work of Sound Transit. When the timing of work requested and the requesting agency's budget do not allow it to pay, Sound Transit staff shall develop a Memorandum of Agreement, under the following conditions:


- The additional work is based on substantially changed conditions and/or new assumptions not specified by our partner agency at the time of the original scope which causes Sound Transit's work done to date to be obsolete or irrelevant.
- The parties agree that the additional work should be funded by the requesting jurisdiction/agency, but that jurisdiction/agency does not have sufficient current budget capacity.
- Sound Transit shall develop agreements whereby the timing of reimbursement is specified and where Sound Transit's upfront costs are reimbursed by the requesting jurisdiction/agency in equivalent year-of-expenditure dollars to the year Sound Transit expended the funds.

APPROVED by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on May 9, 2002.



Ron Sims
Board Chair

ATTEST:



Marcia Walker
Board Administrator