

**Sound Transit
Finance Committee Summary Minutes**

December 5, 2002

Call to Order

Chair Kevin Phelps called the meeting to order at 12:20 p.m.

Roll Call

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

Ms. Marcia Walker, Board Administrator, indicated that a quorum of the committee was present at roll call.

Report of the Chair

There was no report.

Chief Financial Officer's Report

There was no report.

Action Items

Items within the Finance Committee's Authority for Final Action

Items held over from November 21, 2002 Finance Committee Meeting

Motion No. M2002-129 – Authorizing the Executive Director to execute a task order with the Washington State Department of Transportation under the existing agreement covering design coordination and review services for Link Light Rail Tukwila Freeway Route design in the amount of \$389,000, with a 10% contingency of \$38,900, for a total authorized amount not to exceed \$427,900.

Mr. Mike Williams, Project Development Manager, Link Light Rail, presented the staff report.

It was moved by Mr. Crawford and seconded by Ms. Gates that Motion No. M2002-129 be approved as presented.

There was no public comment regarding Motion No. M2002-129.

The motion to approve Motion No. M2002-129 was carried by the unanimous vote of all members present.

New Items for December 5, 2002 Finance Committee Meeting

Motion No. M2002-135 – Authorizing the Executive Director to execute a contract with Gary Merlino Construction Company to provide construction services for Initial Link Segment 705 (E-3 Busway Widening), in the amount of \$2,065,289, with a 10% contingency of \$206,529, for a total authorized contract amount not to exceed \$2,271,818.

Mr. Ahmad Fazel, Director, and Mr. Richard Sage, Construction Management Engineer, Link Light Rail, presented the staff report.

It was moved by Mr. Crawford and seconded by Ms. Gates that Motion No. M2002-135 be approved as presented.

There was no public comment regarding Motion No. M2002-135.

The motion to approve Motion No. M2002-135 was carried by the unanimous vote of all members present.

Motion No. M2002-134 – Authorizing the Executive Director to execute a project level agreement with the Washington State Department of Transportation for the completion of final design and preparation of Plans, Specifications, and Estimates for the Kirkland HOV Direct Access Ramp Project in the amount of \$4,097,024 with a 10% contingency of \$409,702, for a total authorized amount not to exceed \$4,506,726.

Mr. Hank Howard, Project Manager, Capital Projects, Regional Express, presented the staff report.

It was moved by Mr. Crawford and seconded by Ms. Gates that Motion No. M2002-134 be approved as presented.

There was no public comment regarding Motion No. M2002-134.

The motion to approve Motion No. M2002-134 was carried by the unanimous vote of all members present.

Motion No. M2002-133 – Authorizing the Executive Director to execute a contract amendment with Deloitte & Touche LLP for audit services in the amount of \$250,000, for a new total authorized contract amount not to exceed \$1,856,056.

Ms. Kelly Priestley, Controller, Finance and Information Services, presented the staff report.

It was moved by Ms. Gates and seconded by Mr. Enslow that Motion No. M2002-133 be approved as presented.

There was no public comment regarding Motion No. M2002-133.

The motion to approve Motion No. M2002-133 was carried by the unanimous vote of all members present.

Motion No. M2002-137 – Authorizing the Executive Director to execute a three-year contract agreement with two one-year extensions for comprehensive banking services with Bank of America for an amount not to exceed \$150,000.

Ms. Priestley presented the staff report.

It was moved by Mr. Crawford and seconded by Ms. Gates that Motion No. M2002-137 be approved as presented.

There was no public comment regarding Motion No. M2002-137.

The motion to approve Motion No. M2002-137 was carried by the unanimous vote of all members present.

Items for Recommendation to the Board

Items held over from November 21, 2002 Finance Committee Meeting

Motion No. M2002-123 – Authorizing the Executive Director to execute an interlocal agreement with the City of Bellevue and the Washington State Department of Transportation to provide Sound Transit with funds for the construction of the 4th Street - 6th Street Phase of the Bellevue HOV Direct Access project in the amount of \$62,899,097, with a contingency of \$4,916,289, for a total authorized amount not to exceed \$67,815,386.

Ms. Agnes Govern, Director, Regional Express, presented the staff report.

With the consent of the committee, Mr. Phelps said that action on Motion No. M2002-123 would be postponed until the Board members appointed by the Board Chair at the November 14, 2002 meeting have met with representatives from WSDOT.

Motion No. M2002-130 – Authorizing the Executive Director to execute a task order with the Washington State Department of Transportation to construct and provide construction management for the I-5 at Lynnwood HOV Direct Access Ramp in the amount of \$17,390,378, with a 5% contingency of \$869,519, for a total authorized amount not to exceed \$18,259,897.

Mr. Hank Howard, Project Manager, Regional Express, presented the staff report.

It was moved by Ms. Gates, seconded by Mr. Enslow, and carried by the unanimous vote of all members present that Motion No. M2002-130 be forwarded to the Board with a do pass recommendation.

New Items for December 5, 2002 Finance Committee Meeting

Resolution No. R2002-17 – Adopting an annual budget for the period from January 1 through December 31, 2003.

Mr. Hugh Simpson, Chief Financial Officer, and Mr. Pete Rogness, Budget Manager, presented the staff report.

It was moved by Mr. Crawford and seconded by Ms. Gates that Resolution No. R2002-17, including attachments A, B, C, D, E, and F be forwarded to the Board with a do pass recommendation.

It was moved by Mr. Pelz and seconded by Mr. McIver that amendment 11 be added to Attachment B of Resolution No. R2002-17:

“Staff is directed to add three new FTEs within the Communications Department to enhance the Agency’s ability to engage the public, distribute timely and accurate information, respond to citizen and media inquires, and to improve the Sound Transit web-site. These three positions include a writer, researcher and writer/web-editor. The Executive Director shall submit a revised staffing plan with further clarification of the job responsibilities and action plan incorporating these new positions to the Sound Transit Board in January.

Budget Impact: \$300,000 and three new FTEs added to the 2003 Communications Department budget.”

It was moved by Mr. Crawford and seconded by Mr. Enslow, that the proposed amendment 11 be tabled; and the motion failed by majority vote of all members present, with Mr. Crawford voting in the minority.

Mr. Pelz accepted a friendly amendment to amendment 11 to read:

“Staff is directed to add two three new FTEs within the Communications Department to enhance the Agency’s ability to engage the public, distribute timely and accurate information, respond to citizen and media inquires, and to improve the Sound Transit web-site. These two three positions include a writer, researcher and writer/web-editor. The Executive Director shall submit a revised staffing plan with further clarification of the job responsibilities and action plan incorporating these new positions to the Sound Transit Finance Committee and Executive Committee, Board in January.”

Budget Impact: \$215,000 \$300,000 and two three new FTEs added to the 2003 Communications Department budget;”

and creating a new section of Resolution No. R2002-17:

Section 9. Staff is directed to present an enhanced communications strategy to the Board prior to April 1, 2003, to engage the public, distribute timely and accurate information, respond to citizen and media inquiries, and improve the Sound Transit website.

The motion to include amendment 11, as revised by friendly amendment, in Attachment B of Resolution No. R2002-17 was carried by the majority vote of all members present, with Mr. Crawford and Mr. Enslow voting in the minority.

It was carried by the unanimous vote of all members present that Resolution No. R2002-17, including attachments A, B, C, D, E, and F, as amended by the committee, be forwarded to the Board with a do pass recommendation.

Resolution No. R2002-20 – Ratifying the adoption of amendments to the agency’s pension plan as required by tax law changes under Section 401 (a) of the Internal Revenue Code.

It was moved by Mr. Crawford, seconded by Mr. Enslow, and carried by the unanimous vote of all members present that Resolution No. R2002-20 be forwarded to the Board with a do pass recommendation.

Motion No. M2002-136 – Authorizing the Executive Director to execute a contract amendment with Shannon & Wilson, Inc., to provide geotechnical services necessary for final design of the Link Pine Street Stub Tunnel in the amount of \$200,000, with a 10% contingency of \$20,000, for a total of \$220,000, and a new total authorized contract amount not to exceed \$10,801,601.

Mr. Fazel and Ms. Stephanie Kirby, Line Section Manager, Link Light Rail, presented the staff report.

It was moved by Mr. Crawford, seconded by Ms. Gates, and carried by the unanimous vote of all members present that Motion No. M2002-136 be forwarded to the Board with a do pass recommendation.

Discussion Items

Motion No. M2002-138 Adopting the Rainier Valley Community Development Fund Operating Plan

Mr. Ron Lewis, Deputy Director, Link Light Rail, Mr. Nemesio Domingo, Board Chair, and Ms. Diane Davies, interim staff, Rainier Valley Community Development Fund, presented the staff report.

Construction Management Approach/WSDOT

Mr. David Dye, Washington State Department of Transportation, and Ms. Govern presented the staff report.

Overhead Options and Contracting Approach for Sound Transit Express Bus

The discussion on this item was deferred to the next meeting.

Other Business

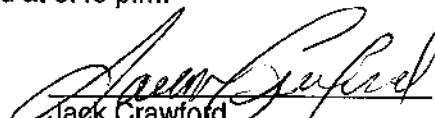
None.

Next Meeting

Thursday, December 19, 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 3:40 p.m.


Jack Crawford
Finance Committee Vice Chair

ATTEST:


Marcia Walker
Board Administrator