

SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING
Summary Minutes
September 16, 2010

Call to Order

The meeting was called to order at 1:05 p.m. by Chair Dave Enslow, in the Ruth Fisher Boardroom, 401 South Jackson Street, Seattle, Washington.

Roll Call

Chair

(P) Dave Enslow, Sumner Mayor

Vice Chair

(A) John Marchione, Redmond Mayor

Boardmembers

(P) Fred Butler, Issaquah Deputy Council President

(P) Claudia Thomas, Lakewood Councilmember

(P) Dow Constantine, King County Executive

(A) Pete von Reichbauer, King County Councilmember

(P) Paul Roberts, Everett Council President

Katie Flores, Board Coordinator, announced that a quorum of the committee was present at roll call.

Report of the Chair

Chair Enslow welcomed Celia Kupersmith, the new Deputy CEO at Sound Transit. Ms. Kupersmith comes to Sound Transit from the Golden Gate Bridge Highway and Transportation District where she was the General Manager.

Reports to the Committee

Ms. Kupersmith noted that the 10-year anniversary for Sounder Commuter rail is September 18, 2010. An event is planned on September 21, 2010 to say thank you to Sounder customers.

Additional locations are available for reloading ORCA cards with passes or revaluing ORCA card e-purses. 47 Safeway locations are allowing customers to reload ORCA cards and QFC locations will be added later this year.

Operations Report

On September 9, 2010 an automobile and Light Rail Vehicle (LRV) accident took place when the car took an illegal left turn in front of the train. The driver experienced minor injuries. A bus bridge was established, but the accident was cleared quickly and service was only disrupted for 37 minutes.

The LRV involved in the accident last month with a pick-up truck has been repaired and will be back in service after it is painted.

Bonnie Todd, Executive Director of Operations, presented the July monthly ridership report and System performance Report with July data. The monthly ridership summary shows that system boardings increased 20% compared to July 2009, when Central Link and paratransit boardings are taken out there was a decrease of 5%. Average weekday ridership was up 4.8% on Central Link over June. The System Performance Report shows that on-time performance and head-way performance on Central Link are still under the goals.

Boardmember Butler asked about the farebox recovery rates for the different modes; Ms. Todd noted that the quarterly ridership reports include that information and more detail will be available in the future when ORCA card allocations are further adjusted between the partner agencies.

Financial Report and Budget Framework Discussion

Brian McCartan, CFO reviewed the revenue challenges and the need to realign the budget with the agency's resources. Overall revenues are 25% lower than anticipated in the ST2 plan because of the economic recession. Through the budget process the Board will be asked to readjust the entire program, including the annual budget. Sound Transit's budget framework utilizes a single fund, unlike the multiple funds most local jurisdictions use. Sound Transit has two budgets, a capital budget and an operating budget. Within the operating budget, there are subsets including transit services, staff costs, and system-wide costs. The capital budget is divided into projects, with a single page for each project. The capital projects are divided into PEPP, DECM, Operations, and system-wide.

The Sound Transit financial structure was reviewed; the agency has a long term financial view that covers the whole ST2 plan and informs the Transit Improvement Plan (TIP) that covers a six-year window of the long term plan. The 2011 annual budget looks at a single year within the overall long-term financial view. The budget cycle this year will reset the revenue and program levels for the long term view in addition to finalizing the annual budget. As capital projects progress through milestones, the Board will approve proceeding to the next milestone and approve the corresponding budget. As future milestones or phases are approved by the Board, they will be included in the TIP. A Service Implementation Plan will also be reviewed by the Board to set service levels for Sound Transit service, that money will also be included in the TIP.

The budget kick-off will take place on September 23, 2010, and a Board workshop on the budget is scheduled for September 30, 2010. The budget will then go for Committee review in October and November, then back to the Board for adoption in December.

Boardmember Thomas asked if any policy adjustments need to be made; Mr. McCartan noted that the current policy takes into account financial uncertainty. Programmatic changes may need to be made including project phasing and priority. Boardmember Butler asked that service cuts be looked at holistically since partner agencies are also making cuts.

City of Tacoma Proposed Commerce Street Station for Tacoma Link

Jim Edwards, Deputy Executive Director for Design and Engineering, Dick McKinley, City of Tacoma Public Works Director and Cleve Cleveland, Tacoma Link Operations Manager gave the staff presentation. Lynne Griffith, Pierce Transit CEO was also in attendance. Tacoma Link runs 1.6 miles from the Dome Station to downtown Tacoma. The City of Tacoma is requesting that a station be added between the Convention Center Station and the Theater District Station. The City will bear all costs for the design, construction and maintenance of the station, and will retain ownership of the station. Headways on the line are currently 10 minutes during peak times and 20 minutes off peak; daily ridership is 2,900. There is currently no charge to ride Tacoma Link.

Mr. McKinley reviewed the City's proposal; the goal is to provide additional access to Tacoma Link for businesses and increase ridership. The business community and residents strongly support adding the station. Because of the location selected, the platforms would be offset to allow traffic to pass while the trains are stopped for loading passengers. The platforms would be 40 feet long, the minimum required for all the doors to open onto the platform, would be ADA compliant, and would include all the security and lighting standards. 60% review has been completed and the City feels that any increase in headway times will be acceptable. Mr. McKinley explained that the design accommodates the space Pierce Transit requested and would not impact Pierce Transit service.

Mr. Edwards reviewed the next steps; the Board will consider an action next week to allow additional work to take place. If the Board gives final approval of the project later this year, the City will go out for bid and start construction. The City will complete all environmental documentation and permitting, and will work with Sound Transit to adjust the January 2001 Right of Use agreement to reflect the new station.

Mr. Edwards noted that the station would not accommodate a two-car train, if the cars were modified in the future to allow such operation. The facility would not have some of the standard amenities the other Sound

Transit stations have, such as art and landscaping. Construction may have some service impacts that need to be coordinated.

Mr. Cleveland reviewed some of the operations issues; headways would increase to 12 minutes during on-peak and 24 minutes during off-peak. Longer headways will also reduce the number of daily trips. New signs would also be required.

Boardmember Roberts asked about policy issues with adding an additional station in a location that may not be ideal; Ms. Kupersmith noted that Tacoma Link is a unique service and the additional station would provide ridership benefits. The addition of a station is a request that Sound Transit can be receptive to, but it needs to be advantageous to the system as a whole.

Boardmember Butler asked if the new station would accommodate the collection of fees and whether costs associated with additional signage would be covered by the City; Mr. Edwards noted that a TVM will be possible at the site and the construction will include the necessary conduit. With respect to signage, Mr. McKinley noted that the City has committed to paying the costs of construction and maintenance. Boardmember Enslow was also concerned about station amenities; Mr. McKinley noted that the limitations are based on the amount of space available for the station.

Lynne Griffith, Pierce Transit CEO described how Pierce Transit plans will integrate with the Tacoma Link line.

Business Items

Routine Items

Minutes of the August 19, 2010 Operations and Administration Committee Meeting

It was moved by Boardmember Thomas, seconded by Boardmember Butler, and carried by the unanimous vote of all Boardmembers present that the minutes of the August 19, 2010 Operations and Administration Committee meeting be approved as presented.

Motion No. M2010-89 - Authorizing the chief executive officer to execute an operations and maintenance agreement with the Western Washington Fair Association for the Puyallup Parking Expansion project for a total authorized amount not to exceed \$160,000.

Michael Miller, Accessibility Manager and Vicki Youngs, Facilities and Asset Control Director gave the staff presentation.

Public Comment (Comments on file with the Board Administrator)
Paul W. Locke

It was moved by Boardmember Roberts, seconded by Boardmember Thomas, and carried by the unanimous vote of all Boardmembers present that Motion No. M2010-89 be approved as presented.

Motion No. M2010-88 - Authorizing the chief executive officer to execute an intergovernmental agreement with Tacoma Rail for track maintenance on the Sounder alignment between the South M Street crossing in Tacoma and the Lakewood Station for two years with one one-year option, for a total authorized agreement amount not to exceed \$414,000.

Mike Perry, Deputy Executive Director of Transportation & Maintenance, and Brian Freerks, Sounder Mechanical Superintendent gave the staff presentation.

It was moved by Boardmember Thomas, seconded by Boardmember Roberts, and carried by the unanimous vote of all Boardmembers present that Motion No. M2010-88 be forwarded to the Board with a do-pass recommendation.

Executive Session

None.

Other Business

None.

Next Meeting

Thursday October 21, 2010
1:00 to 3:30 p.m.
Ruth Fisher Boardroom

Adjourn

The meeting was adjourned at 2:25 p.m.

APPROVED on November 18, 2010.



Dave Enslow
Operations and Administration Committee Chair

ATTEST:



Katie Flores
Board Coordinator