

## **SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING**

### **Summary Minutes**

**October 6, 2016**

### **CALL TO ORDER**

The meeting was called to order at 1:03 p.m. by Chair Paul Roberts, in the Ruth Fisher Boardroom, 401 South Jackson Street, Seattle, Washington.

### **ROLL CALL**

Chair

(P) Paul Roberts, Everett Councilmember

Vice Chair

(P) John Marchione, Redmond Mayor

Boardmembers

(P) Dave Earling, Edmonds Mayor

(P) Dave Enslow, Sumner Mayor

(A) Mary Moss, Lakewood Councilmember

(A) Dave Upthegrove, King County Councilmember

(A) Pete von Reichbauer, King County Councilmember

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

### **REPORT OF THE CHAIR**

Chair Paul Roberts announced that the committee would be working from a revised agenda and would address business items earlier in the meeting while a quorum is present.

Chair Paul Roberts spoke about South 200th Link Extension Opening that took place on September 24, 2016. Sound Transit began service to a new light rail station – Angle Lake Station in the City of SeaTac. Over 500 people attended the ceremony and rode the inaugural train. The City of SeaTac extended the celebration into the afternoon with live music, games, and performances.

### **CEO REPORT**

Peter Rogoff continued the brief on South 200th Link Extension Opening and thanked everyone for participation. The new service caught a lot of attention; over 61,000 impressions were shared on Sound Transit's social media channels. The past Friday was a record day for light rail ridership in the region due to a combination of Mariners and Husky games. Rogoff also informed the committee that a collision occurred with a pedestrian on Graham Street, which took place before the end of Mariners game.

### **PUBLIC COMMENT ON BUSINESS ITEMS**

Alex Tsimerman

Paul W. Locke

### **BUSINESS ITEMS**

Items for Committee Final Action

Minutes of the August 4, 2016 Operations and Administration Committee Meeting

**It was moved by Boardmember Earling, seconded by Boardmember Marchione, and carried by unanimous vote that the minutes of the August 4, 2016 Operations and Administration Committee meeting be approved as presented.**

Motion No. M2016-94: Authorizing the chief executive officer to execute a three-year contract with two one-year options with EMG Corporation to provide facilities condition assessment and report consulting services in the amount of \$660,150, with a 15% contingency of \$99,023, for a total authorized contract amount not to exceed \$759,173.

David Huffaker, Deputy Executive Director, Operations and Support Services, and Todd Hayes, Asset Planning and Programming Manager, provided the staff report to execute a contract with EMG Corporation. This contract would assist Sound Transit's Asset Programming and Planning Division in implementing an asset management database for inventory, preventative maintenance, condition assessment, lifecycle planning, project planning, and capital planning for Sound Transit facilities.

**It was moved by Boardmember Marchione, seconded by Boardmember Earling, and carried by unanimous vote that Motion No. M2016-94 be approved as presented.**

Motion No. M2016-102: Authorizing the chief executive officer to execute a one-year contract with four one-year options with McDonald Miller Facility Solutions to provide agency-wide heating, ventilation, and air conditioning maintenance and on-call services for a total authorized contract amount not to exceed \$508,067.

David Huffaker, Deputy Executive Director, and Bill Glaeser, Non-Revenue Fleet and Facility Maintenance Administration Manager, provided the staff report.

Mr. Huffaker requested approval of the contract to provide the technical skills, equipment, and manpower necessary to perform preventative maintenance and on-call services for all agency heating, ventilation, and air conditioning (HVAC) system.

**It was moved by Boardmember Marchione, seconded by Boardmember Earling, and carried by unanimous vote that Motion No. M2016-102 be approved as presented.**

Motion No. M2016-95: Authorizing the chief executive officer to execute a contract with Aronson Security Group, Inc. to provide security and protection products, services and maintenance in the amount not to exceed \$500,000.

Chris Jefferies, IT Transit System Manager, provided the staff report. The proposed contract will allow for the purchase and security & protection products, services and maintenance for the Transit System Group within the Information Technology Division.

**It was moved by Boardmember Marchione, seconded by Boardmember Enslow, and carried by unanimous vote that Motion No. M2016-95 be approved as presented.**

## **REPORTS TO THE COMMITTEE**

### Ridership and Operations Report

Bonnie Todd, Executive Director, provided a summary of the October 2016 Service Performance Report. The agency set a record on August 2016 when the system exceeded 4 million riders. The average daily boardings increased 27 percent in August 2016 over August 2015 averages, including a 74 percent increase on Link, a 5 percent on Sounder, and a 4 percent on ST Express.

Regional traffic congestion and overcrowding affected time performance on ST Express service and resulted in more complaints per boarding. With the recent service change in September 2016, 11,000 service hours or approx. 30 trips were added throughout the ST Express system, aimed at bringing improvements. Additionally, a new mid-day Sounder roundtrip from Seattle to Lakewood has been added to the schedule. The percentage of scheduled trips operated for ST Express fell slightly below the target, from 99.9 percent to 99.6 percent, which is related to operator availability at King County. There were challenges with filling operator positions for the expended services, but the shortage has started to improve.

Sounder on time performance and percentage of scheduled trips operated metrics fell below the target in August 2016, due to the impact of the Puyallup School District bus fire, and construction activity by BNSF. Tacoma Link met the performance targets for the month of August 2016, the exception was the passengers per trip metric that was slightly higher compared to the same period of 2015.

For Link, the headway management performance continues to be a challenge, and the agency is working with King County Metro to find ways to speed up the travel through Downtown Seattle Transit Tunnel. Farebox recovery is trending higher than the target, and the particular spike in August 2016 was driven by the refund from King County Metro that was credited in that month. The average weekday ridership for the Angle Lake station has been about 21,000 per day, and the garage occupancy averaged 45-60 percent.

This year the Washington State Fair was held for two weekends, and because of its popularity Sound Transit will continue the partnership with the organizers. In conclusion, preventative accidents have been higher than target, while the accidents have been minor, the agency continues to work with bus partners to reduce accidents.

### Open Transit Data Program

Michael Berman, IT Research and Technology Program Manager, and Curt Small, Director of IT Applications, gave an overview of the open transit data program. The purpose of the program is to make it easier for riders to use transit services in the region. The process involves the collection of data on schedules, routes, fares, and vehicle locations from Sound Transit and partner agencies, and make it available for the public by providing the data to application developers, including Google and One Bus Away. The program relies on third party application developers to provide information to the public. Much of the effort has been in processing through the open transit data engine. Sound Transit will continue to develop the program to provide more on-time data. Committee members expressed support for the program and offered further assistance with future development in their jurisdictions.

## **BUDGET REVIEW**

### Review of the Sound Transit 2017 Operating Budget

Brian McCartan, Executive Director of Finance and IT presented an overview of the budget for year 2017. The proposed budget for 2017 is composed of \$1.6 billion, which covers the operating costs of the departments. The proposed budget does not include any ST3 projects, if voters approve ST3, the budget will need to be adjusted to begin work on those projects.

The budget is shaped by six strategic objectives, including increasing ridership and providing high-quality experience, and delivering capital projects. The operating budget increase to approximately \$34 million from \$32 million is based on the first two objectives.

One of the key objectives in 2017 is to increase ridership and deliver a safe, high quality customer experience. As promised on ST2, there will be more services provided, an increase of 7 percent. Higher service levels result in higher costs for operators, insurance, facility maintenance, security, and Sound Transit's share of the Downtown Seattle Transit Tunnel. The second key objective of delivering voter-approved capital projects increases department costs by \$7 million. The budget funds additional positions for security, as well as security training programs. The budget also funds studies for operational analysis to identify and implement efficient services. Sustainability studies on waste reduction and facility energy conservation are included in the budget, as the agency continues to lead and support the growth of sustainability program. The budget also contains funds for more knowledge transfer programs, employee engagement and offerings for training programs.

Within the overall 2017 proposed budget of \$1.6 billion, \$287.5 million is allocated to transit modes. Within the transit mode budget, 45 percent is allocated to ST Express, followed by 34 percent for Link, 19 percent for Sounder and 2 percent for Tacoma Link. Link ridership is increasing, and in 2017, light rail is predicted to exceed bus ridership. The vehicle hours for Link increase by 13 percent, operating expenses increase by 12.7 percent, and passenger revenues reach 49 percent. The Sounder budget includes similar increases. Sounder vehicle hours are up 15 percent, operating expenses are up 19 percent, and passenger revenues increased 26 percent. Sounder operating expenses increases are due to higher costs for track maintenance, higher operating costs for the south segment, and more track maintenance. For ST Express, the platform hours are up by 4.4 percent, operating expenses 4.7 percent, and passenger revenues are growing at 3.3 percent. While nationally bus ridership has been declining, the ST Express ridership has been growing. In 2017, Sound Transit predicts a decrease in ridership on ST Express due to higher rail ridership. For Tacoma Link, vehicle hours are steady at 0.6 percent, operating expenses are down by 11 percent, and the cost per boarding is down. The last portion of the operating budget is debt service of \$124 million for principal repayment, capitalized interest and financing expenses, and annual donations of \$5 million until 2023.

### **EXECUTIVE SESSION**

None

### **OTHER BUSINESS**

None

### **NEXT MEETING**

Thursday November 3, 2016  
1:00 to 2:22 p.m.  
Ruth Fisher Boardroom

### **ADJOURN**

The meeting was adjourned at 1:50 p.m.

  
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Paul Roberts  
Operations and Administration Committee Chair

ATTEST:

  
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Katie Flores  
Board Administrator

APPROVED on November 3, 2016, SD