

SOUND TRANSIT EXECUTIVE COMMITTEE MEETING

Summary Minutes
September 7, 2017

CALL TO ORDER

The meeting was called to order at 10:33 a.m. by Chair Somers, in the Ruth Fisher Boardroom, 401 South Jackson Street, Seattle, Washington.

ROLL CALL

Chair

(P) *Dave Somers, Snohomish County Executive*

Vice Chairs

(A) *Marilyn Strickland, Tacoma Mayor*

(P) *John Marchione, Redmond Mayor*

Boardmembers

(P) *Fred Butler, Issaquah Mayor*

(P) *Roger Millar, WSDOT Secretary*

(A) *Dow Constantine, King County Executive*

(P) *Ed Murray, City of Seattle Mayor*

(P) *Bruce Dammeier, Pierce County Executive*

(P) *Paul Roberts, Everett Councilmember*

Katie Flores, Board Administrator, announced that a quorum was present after the roll call.

REPORT OF THE CHAIR

Board Process Review

Chair Somers reported that conversations with Board Members regarding the Board Process Review that have been underway since January are going well. As Board Members are aware, with passage of Sound Transit 3 (ST3), Sound Transit is currently entering an exciting period of growth, and the voters have asked the agency to deliver on an ambitious expanded capital plan. As Sound Transit scales up to meet this challenge, staff is working diligently to better align the way we do business with current and future demands, and this effort must carry over to the Board of Directors.

Meetings have been underway between Chair Somers, CEO Peter Rogoff, and members of the Board to discuss several topics for improving Board operations. Topics included:

- The immediate and dramatic expansion of the agency's capital program, with seven major projects starting up in 2017 alone.
- The implementation of a new approach to early engagement with elected and stakeholders to facilitate earlier identification of preferred alternatives.
- The establishment of new requirements to update policies on TOD to accommodate affordable housing.

The agency's desired outcomes for this process at the outset were to:

- Modernize the Board's processes.
- Optimize our board members' time and oversight on the key issues and challenges facing the agency.
- Improve processes to ensure that the Board's oversight remains effective.
- Set policies, processes, and direction that enhance project delivery and monitor service quality.
- Enhance transparency and public understanding of the agency's ongoing work.

The discussion so far has centered around five themes:

1. Committee structure
 - Board Members have commented that the agency could revisit current rules, structure, and responsibilities in order to meet current and future needs.
2. Board member orientation and engagement
 - Onboarding and orientation should be improved in order to better prepare new members, and that process refreshers for existing members should be available.
 - By the next board orientation, likely to take place in February 2018, changes should have been reviewed and implemented
3. Board meetings
 - A change allowing actions to be considered before reports would be a better use of time and this changes has already been implemented.
 - Outside perspectives should be represented during board discussions.
4. Reviewing Board and CEO approval thresholds
 - The board should consider adjustments to the approval amounts delegated to the committees and to the CEO. The belief is that doing so would allow the Board to have a greater focus on strategic and policy direction.
 - Making these adjustments would require board action to change the current policy that established the current thresholds.
5. Communication with the Board and the public
 - The feedback was for the agency to communicate to the public more effectively about the Board's work. There is work being done about the best ways to do this.
 - In addition, the Board members that have been met with so far would like for agency staff to better communicate the context for Board decision points ahead of materials development.

CHIEF EXECUTIVE OFFICER'S REPORT

Senate Oversight Hearing

Mr. Rogoff provided an update on the state Senate investigation and Justice Committee work sessions that have been planned to discuss Sound Transit and the development of Sound Transit 3. This week, the agency was given formal notification that there will be two separate meetings regarding this issue - on September 26, 2017 and October 5, 2017.

Sound Transit staff have been fully cooperative with numerous meetings, inquiries, and requests for information and will continue to be. The agency is still trying to determine and finalize details, and staff will update the Board when any new information becomes available between now and these work sessions.

UBER Partnership

Sound Transit is running a promotion with Uber for Link riders in South King County. The promotion began on September 5, 2017, and for a limited time riders using the Uber application to connect to any of Sound Transit's stations between Beacon Hill and Angle Lake to transfer onto transit can receive a discount using the code 'Transit.'

This program will incentivize riders to pair their trip with ride-sharing, and will allow Sound Transit to observe the impacts on ridership, and perhaps even lowered parking demand. Staff will update the committee on what the agency learns from this partnership.

PUBLIC COMMENT

Abigail Doerr, Transportation for Washington
Alex Tsimmerman

BUSINESS ITEMS

Minutes of the April 6, 2017 Executive Committee Meeting

It was moved by Board Member Marchione, seconded by Board Member Roberts, and carried by unanimous vote that the minutes of the April 6, 2017 Executive Committee meeting be approved as presented.

REPORTS TO THE COMMITTEE

System Access Plan

Matt Shelton, Director of Planning and Development, and Val Batey, Senior Transportation Planner, provided the staff report. The system access program was defined in ST3, funding was included in the program to execute projects to improve access to the system, and not only to new projects but also to ST2 projects. There is also a System Access Allowance, which is 270 million in 2014 dollars, which is dedicated to improve system access for ST3 stations, and specifically to fund projects outside of the station footprints that will improve access.

The System Access Fund is a 100 million dollar fund in 2014 dollars. Some examples of access projects that could be funded include safe sidewalks, protected bike lanes, shared use paths, improved bus-rail integration, and new pick-up/drop-off areas.

With the Board's input, staff is seeking to identify a process to evaluate and select access projects that are consistent with Sound Transit policies, will build on community partnerships, and will best meet the needs of customers.

Pilot studies have been conducted, with the Board's approval, to analyze new strategies for parking facilities as the agency heads towards new ST3 projects. It was declared in the ST3 ballot language that any revenue from charging parking rates above and beyond that which is accounted for in the financial plan will go towards the System Access Fund.

Staff is hoping to come before the Board for approval of the program plan, so as to be ready for projects beginning in 2018. Sound Transit's System Access Policy states that ridership, total cost of ownership, including partnerships with third parties, Sound Transit and local jurisdictions' plans and planning documents and public input should all be taken into consideration in design of and investment in transit facilities and access infrastructure.

Board Member Roberts commented that one of the most important aspects of this planning will include developing partnerships with local jurisdictions who will be the ones adopting city planning and land use purposes that could accommodate new access projects. Mr. Roberts also

mentioned he would be interested in hearing about how this fund can be used to incentivize funding partnerships with local jurisdictions to cut costs on some of the proposed projects and spread the fund further.

Board Member Marchione asked about the interaction between projects like these and operations. There has been a significant amount of feedback regarding bike access to Sound Transit stations, and possible improvements in bike storage and parking at stations, and it would be good to reflect on how these projects and station improvements can work together to improve overall access.

Board Member Millar commented that it will be critical to look at all policy questions and decisions through an equity lens, as projects such as these can improve property values and have a significant impact on community building. The Board will need to remember that the need of a community may not always line up with the ability of a local jurisdiction to match funds, and those things must be compared on an even field.

Peter Rogoff commented that although 100 million dollars is a lot of money, the money could be depleted very quickly if projects are authorized at a fast pace. Therefore, it will be important to balance the access allocation in each of the ST3 projects, against the ST3 projects that are still under construction that do not have specified allocations for system access improvements.

Transit Oriented Development Policy Update

Brooke Belman, Director of Land Use Planning and Development, provided the staff report. Ms. Belman recapped work done at the Board Workshop in April which covered framework, scale, guiding principles, discounting, financial picture, and suitability.

Staff's goal is to move a number of projects through the pipeline in 2017, and then use lessons learned and best practices to develop the policy update for approval in 2018. Work is underway on a number of sites, including the Roosevelt central site, First Hill, Capitol Hill site D, Angle Lake, and the SeaTac Kiss and Ride.

At this time staff is recommending a pause on another potential site in Seattle, the Columbia City site, to focus on developing better alignment with the Seattle Office of Housing, before more work is done on new projects in Seattle. However, there are a number of sites outside of Seattle that are moving forward, including the Redmond Technology Center, and the Operations and Maintenance Facility East (OMFE).

Moving these transactions through our process in 2017 has already helped to inform the policy questions the agency is facing, initial observations show that the three largest focus areas are value, efficiency, and method of offer. Efficiency includes both efficiency of negotiation and learning from the community surrounding the project, and efficiency in using time with the Board wisely to make sure staff is getting the best guidance and direction.

Ms. Belman then summarized the timeline for the policy update, which is scheduled to produce a summary of best practices, positives and negatives, and a peer agency evaluation by the end of 2017. This work will lead to a presentation of the draft policy update in early to mid 2018, and the proposed policy will see additional review by the Board, review and outreach to jurisdictions, as well as peer review by other agencies.

Board Member Roberts asked about the deadline for finalization. Ms. Belman clarified that the deadline for Board approval of a policy is by May 2018. Mr. Roberts also asked about opportunities to partner with our jurisdictions and stakeholders in the production of the policy, and Ms. Belman commented that staff will be working hard to make sure that each transaction completed is summarized and distilled into its unique lessons learned and opportunities to improve the policy.

Board Member Marchione asked about the guiding principles Ms. Belman presented, and commented that partnering with local governments is often the best route for completed successful projects in the most efficient and beneficial manner.

Board Member Millar commented that reaching out to developers, both not for profit and for profit, will also be critical when planning these projects in a way that will create the most feasible and attractive projects.

Board Member Dammeier asked if this policy update will include a plan for implementation. Ms. Belman replied that the policy will need to be very flexible, as it must cover all projects in the multi-regional service area, and therefore will likely stay away from specific procedures and implementation steps.

Peter Rogoff commented that the partnership with local jurisdictions is elemental in success because they are the licensing partner for the projects, making them possible, and therefore creating a policy that is a balance between one size fits all, and too narrowly focused, will be the goal.

EXECUTIVE SESSION

None.

OTHER BUSINESS

None.

NEXT MEETING

Thursday, October 5, 2017
10:30 a.m. to 12:00 p.m.
Ruth Fisher Boardroom

ADJOURN

It was moved by Board Member Roberts, seconded by Board Member Millar, and carried unanimously to adjourn.

The meeting was adjourned at 11:27 a.m.

ATTEST:

Dave Somers
Executive Committee Chair

Kathryn Flores
Board Administrator

APPROVED on _____, PIA