

## **SOUND TRANSIT**

### **RESOLUTION NO. 1-1 (AMENDED)**

A RESOLUTION of the Board of the Regional Transit Authority for the Pierce, King and Snohomish Counties region adopting and amending rules and operating procedures for the Board and superseding Resolution No. 1, Resolution No. 80 and Resolution No. 90.

WHEREAS, a Regional Transit Authority ("RTA") has been created for the Pierce, King and Snohomish Counties region by action of their respective county councils pursuant to RCW 81.112.030; and

WHEREAS, RCW 81.112.030(4) directs the Board of the RTA to elect officers and provide for the adoption of rules and other operating procedures at its first meeting which was accomplished on September 17, 1993 by Resolution No. 1; and

WHEREAS, by Resolution No. 80 adopted January 23, 1997 and by Resolution No. 90 adopted May 22, 1997, the Board of the RTA adopted and amended rules and operating procedures for the Board to reflect its changing organizational structure; and

WHEREAS, the Board has determined to revise its meetings schedule and to make other improvements to its rules and operating procedures;

NOW, THEREFORE, BE IT RESOLVED by the Board of the Regional Transit Authority as follows:

#### **Section 1 - Definitions**

For the purpose of this resolution the following definitions shall apply:

##### **1. A. Agenda**

"Agenda" shall refer to a list and/or summary of proposed action items forwarded to the Board by the Board Administrator or such staff of the RTA as may be designated by the Board for that purpose, for review, recommendation and final decision, if applicable, by the Board. The term "Consent Agenda" shall refer to a portion of the printed Agenda listing action items that are believed to be routine and non-controversial actions of government not subject to question, such as approval of minutes, commendations and declarations, standard agreements and procurements and grant contracts.

**1. B. Authority**

"Authority" shall mean the Regional Transit Authority created pursuant to Chapter 81.112 RCW.

**1. C. Board of Directors**

"Board of Directors" or "Board" shall mean the governing board of the Authority constituted as provided in RCW 81.112.040.

**1. D. Board Administrator**

"Board Administrator" shall mean the clerk and secretary of the Board.

**1. E. Board Chair**

"Board Chair" shall mean the Board member or Board members confirmed by motion of the RTA Board to serve as chairperson or chairpersons of the Board.

**1. F. Board Member**

"Board member" shall mean the members appointed to serve on the Board as provided in RCW 81.112.040. With the exception of the DOT Secretary, designees or alternates shall not be allowed.

**1. G. Committee**

"Committee" shall refer to a permanent Committee of the Authority established by resolution from time to time to advise and assist the Board and the Executive Director of the Authority in the performance of their respective duties. Such Committees shall be composed of members of the Board appointed thereto as hereinafter provided in Section 10.

**1. H. Committee Chair**

"Committee chair" shall mean a member of the Board appointed by the Board as chairperson of any Committee as hereinafter provided in Section 10.

**1. I. DOT Secretary**

"DOT Secretary" shall refer to the Secretary of the Washington State Department of Transportation or the Secretary's designee. The Secretary shall have voting status on the Board; the Secretary's designee shall not.

**1. J. Emergency**

"Emergency" shall refer to situations involving the risk or likelihood of injury or damage to persons or property, of financial loss to the Authority or of impairment of public service, and to situations involving legal necessity, wherein the customary or established procedures of the Board reasonably cannot be followed or are not applicable.

### **1. K. Executive Director**

"Executive Director" shall mean the Executive Director of the Authority as hereafter established by resolution.

### **1. L. Subcommittee**

"Subcommittee" shall refer to any group selected by the Board, the Board Chair, or a Committee Chair as hereinafter provided in Section 8 to assist a Committee or the Board. Subcommittees shall be assigned specific tasks and responsibilities and, in addition to Board members, may include representatives of other public agencies and citizens. A Subcommittee may be referred to as a "committee," "subcommittee," or "task force" or by such other term as may be deemed appropriate by the body or person making the selection and assignment of tasks and responsibilities.

### **1. M. Teleconference**

"Teleconference" shall mean attendance at a meeting by two-way communication that allows the Board member to be heard by other board members and the public.

### **1. N. Vice Chair**

"Vice Chair" shall mean the Board member or Board members confirmed by motion of the Board to serve in an assistant capacity to the chairperson or chairpersons of the Board.

## **Section 2 - Board of Directors, Board Members, Chair, Vice Chairs**

### **2. A. Board of Directors**

The Board of Directors shall strive to achieve best practices in governance, policy direction, and oversight.

The Board acts as a body in making and announcing its decisions. The Board deliberates in many voices, but governs in one.

The Board acting as a body is responsible for employment decisions about and direction of its two employees – the Executive Director and the Board Administrator.

Only those decisions of the Board acting as a body shall be binding upon the Executive Director and/or the Board Administrator.

### **2. B. Expectations of Board Members**

Board members serve on the Sound Transit Board of Directors in support of Sound Move.

Regular attendance by Sound Transit Board members at Board and committee meetings is important to fully participate in the decision-making process. Regular attendance promotes the commitment to responsible representation and preserves the public trust.

When speaking for the Board of Directors, Board members' statements shall be consistent with official actions taken by the Board of Directors.

Board members shall keep confidential all written materials and verbal information provided to them during executive sessions, to ensure that Sound Transit's position is not compromised. Confidentiality also includes information provided to the Board members outside of executive session when the information is considered to be exempt from disclosure under exemptions as set forth in the Public Disclosure Act of the Revised Code of Washington (RCW).

Newly appointed Board members are encouraged to take advantage of information opportunities in order to be knowledgeable of Sound Transit, the Board's rules and operating procedures and significant Board actions.

## **2. C. Role of Board Chair and Vice Chairs**

A designated chairperson of the Board (Board Chair) shall preside at all Board meetings and shall be a voting member.

The Board Chair is responsible for the integrity of the Board's processes.

The Board Chair is the interface between the Board and the Executive Director and/or Board Administrator.

The Board Chair serves as the Chair of the Board's Executive Committee.

Vice Chairs shall preside at meetings and otherwise perform the responsibilities of the Board Chair upon motion of the Board or in the event of the absence or inability to act of the Board Chair. In the event of the absence or inability to act of the Board Chair and the Board Vice Chairs, a quorum of the Board shall select one of its members by an affirmative vote of a majority of the members in attendance to act as Board Chair Pro Tem.

## **2. D. Terms of Board Chair and Vice Chairs**

The Board Chair and Vice Chairs shall be selected by majority vote of all members of the Board and shall serve two-year terms. Such terms shall be coincident with calendar years. The Board shall elect two Vice Chairs and other officers, as it deems necessary. The Chair and Vice Chairs shall be from different counties.

## **2. E. Selection of Board Chair and Vice Chairs**

The Executive Committee shall meet during November of each calendar year and develop recommendations to the Board for officers whose terms as Board Chair or Vice Chair are expiring. Such recommendations shall be brought as nominations to the Board at a regularly scheduled meeting in December.

The selection of the Board Chair and other officers shall be as follows: The DOT Secretary shall chair the meeting for purposes of the elections and, after receiving the nominations from the Executive Committee, shall call for additional nominations from the Board. Any person nominated for an office shall be entitled to address the Board for no more than three minutes. Following such presentations, the names of those nominated shall be voted upon by successive ballots until a nominee receives a majority vote of all Board members in attendance. At the conclusion of each ballot when no nominee has received a majority vote, the nominee receiving the lowest vote total shall be eliminated from successive ballots.

### **Section 3 - Board/Executive Director Relationship**

The Executive Director is accountable to the full Board of Directors for Sound Transit's overall performance in carrying out the Sound Transit mission.

Unless the Board has authorized such exercise of authority, decisions or instructions of individual Board members or committees shall not be binding on the Executive Director.

Except for purpose of inquiry or information gathering, the Board and Board members shall work through the Executive Director to advance particular requests of staff.

### **Section 4 - Board Meetings**

#### **4. A. Regular Meetings**

Regular meetings of the Board shall be held on the second and fourth Thursdays of each month at 1:00 p.m., unless otherwise designated by the Board Chair or Board Administrator upon delivering written notices in accordance with Section 4.B. Regular meetings of the Board shall be held at such location as may be designated by the Board Chair or Board Administrator. When the scheduled meeting falls on a legal holiday, then such meeting shall be held on the next business day unless postponed or canceled.

If by reason of fire, flood, earthquake or other emergency, it shall be unsafe or infeasible to meet in the places so designated, the meeting may be held for the duration of the emergency at such place as may be selected by the Board Chair or Board Administrator.

#### **4. B. Special Meetings**

Special meetings of the Board may be called at any time by the Chair or by a majority of the Board members by delivering or transmitting written notice to each Board member, to the Board Administrator, and to local newspapers of general circulation and radio and television stations which have on file with the Board a written request to be notified of such special meetings or of all special meetings. Written notice to any Board member may be dispensed with if said member files a waiver of notice or is actually present at the meeting at the time it convenes. Such notice must be delivered or transmitted at least twenty-four hours before the time of such meeting as specified in the notice.

Final disposition shall not be taken on any matter at a special meeting which is not set forth in the notice thereof as business to be transacted, except in the event of an emergency.

#### **4. C. Recording Attendance at Meetings**

Members shall be recorded as present if they respond to the Board Administrator's roll call at the beginning of the meeting or if the Board Administrator observes or is advised that a member is present when action is taken on the first item of business.

Members who arrive after action on the first item of business shall be noted in the minutes as present whenever the Board Administrator observes their arrival or is so advised of their presence at the meeting.

#### **4. D. Executive Sessions**

The Board, upon motion or at the request of the Board Chair, may hold executive sessions during a regular or special meeting for the purposes and subject to the limitations set forth in RCW 42.30.110. In that event, the Board Chair will state the reason for the executive session and the anticipated duration thereof, and upon request may indicate persons other than Board members to remain for so long as their presence is necessary or appropriate for reporting to Board members on the position of an absent Board member, or to facilitate discussion of, the subject matter of the executive session.

#### **4. E. Board Meeting Cancellation**

Regular and special meetings of the Board may be canceled in advance thereof by the Board Chair or by a majority of the Board members upon delivering such notices and following such procedures as are required by this resolution for the calling of a special meeting.

#### **4. F. Action on Behalf of the Board when Meetings are Impracticable or Impossible**

In the event the Board Chair, with the concurrence of at least one-half of the members of the Board, determines that because of an emergency a meeting of the Board is impracticable or impossible, the Board Chair together with the Vice Chair or Vice Chairs may act for and on behalf of the Board, provided that any such action shall be subject to the ratification by the Board at its next regular or special meeting.

### **Section 5 - Board Adjournment**

The Board may adjourn any regular, adjourned regular, special or adjourned special meeting by an affirmative vote of a majority of the members in attendance. The order of adjournment shall specify the time and place of the next meeting unless said meeting is to be held at the time and place specified herein for regular meetings. Less than a quorum may so adjourn said meetings from time to time. The procedures for giving notice thereof, the duties of the Board Administrator and other details of adjournment shall be as specified in RCW 42.30.090.

### **Section 6 - Quorums**

The Board quorum for the transaction of business shall be a majority of all of the members appointed and serving pursuant to RCW 81.112.040. A Board member shall notify the Board Administrator or Board Chair prior to any regular meeting of the Board if such member will be unable to attend the meeting.

### **Section 7 - Board Rules of Order**

Roberts' Rules of Order shall guide the conduct of the Board and Committee meetings except where in conflict with the provisions of this resolution. No action of the Board or a Committee or a Subcommittee shall be invalid or ineffective by reason of noncompliance with Roberts' Rules of Order.

### **Section 8 - Procedure for Board of Directors Actions**

#### **8. A. Order of Business**

The Board Chair, in cooperation with the Board Administrator or designated staff of the Authority, shall establish the order of business for all Board meetings and identify Consent Agenda items. At the direction of the Board Chair, the Board Administrator or other designated staff of the Authority shall prepare and forward the Agenda to each Board member in advance of each regular meeting.

Any member of the Board may cause a matter to be placed on an Agenda prior to the Agenda being published, by making such request to the Board Chair.

#### **8. B. Consent Agenda**

Matters of a routine nature may be acted upon by the Board through the use of a Consent Agenda. Actions that are forwarded to the Board from a committee with a "do-pass" recommendation may be included on a Consent Agenda.

Before the vote is taken on the Consent Agenda, members determine if it includes any matters on which they may have a question, or which they would like to discuss. Any member has a right to remove any item from the Consent Agenda, in which case that item will be transferred to the regular Agenda so that it may be considered and voted on separately.

#### **8. C. Legislative Actions of the Board**

Every legislative act of the Board of a general or permanent nature shall be by resolution. Other actions of the Board may be by motion.

Approval of resolutions and motions shall be by an affirmative vote of a majority of the Board members in attendance, provided, however, that an affirmative vote of two-thirds of the entire membership of the Board shall be required for major decisions including: system plan adoption and amendments; annual budget adoption; authorization of annexations; modifications of Board composition; employment and removal of the Executive Director; and such other actions as may be designated major decisions by resolution of the Board.

The DOT Secretary shall be a voting member. There shall be no voting by proxy. A roll call vote on any action may be called for by any Board member at any time prior to the commencement of discussion on the next item or proposed action on the Agenda, and such vote shall be recorded in the minutes.

No Board member in attendance may abstain from voting on any matter proposed for action unless s/he believes that a vote on the matter may present a conflict of interest personal to the abstaining member. Such an abstention shall be indicated by the Board member prior to or at the conclusion of a voice vote or at the time of her/his roll call vote.

#### **8. D. Board Member Attendance at Meetings by Teleconference**

A Board member may attend a meeting by teleconference upon adequate notice given to the Board Administrator and subject to the procedures as stated herein. The teleconference technical connection for the meeting must allow the Board member to hear and be heard by other Board members and the public.

A request to attend a meeting by teleconference shall be limited to extraordinary circumstances such as emergencies, illness, accident, being away from the agency's region due to official business, or similar circumstances. The request shall be ruled upon by specific motion before commencing the action agenda. The motion shall state the circumstances and shall require a two-thirds affirmative vote of Board members in attendance.

No more than 25% of the membership of the Board or a Committee or a Subcommittee may attend a meeting of the Board or a Committee of the Board by teleconference, except as may otherwise be permitted by suspending the rules of procedure as provided in this Resolution.

#### **8. E. Minutes of Board Meetings**

Summary minutes of Board meetings shall be prepared by the Board Administrator or by designated staff of the Authority from either shorthand notes or a tape recording of a meeting.

The minutes shall be mailed, delivered, or otherwise distributed to each Board member following said meeting.

The official copy of each Board meeting minutes shall be signed by the Board Chair and by the Board Administrator. The Board Administrator shall make such minutes available to the public pursuant to RCW 42.32.030 and retain the shorthand notes or tape recordings for such period of time as may be required by law or by agency policy.

### **Section 9 - Committees and Subcommittees**

#### **9. A. Permanent Committees**

The Board hereby establishes the following permanent Committees to perform such responsibilities as may be assigned by resolution or motion of the Board: Executive Committee; Finance Committee; Government Affairs and Communications Committee; and Central Link. In addition, the Audit and Reporting Subcommittee oversees Sound Transit's audit function.

The Board may establish additional permanent Committees by resolution if and when such Committees are determined by the Board to be reasonably necessary for the conduct of business or for the development of policy by the Authority.

The Board may also by motion, from time-to-time, appoint Subcommittees to serve for a specified period or to study and report on particular tasks or programs as may be deemed helpful to assist the Board and its Committees.

Any Board member present at a meeting of any Committee or Subcommittee, although not a member thereof, shall be entitled to participate in the deliberations of such Committee or Subcommittee but shall not be entitled to vote on Committee or Subcommittee recommendations to the Board.



### **9. B. Committee Chairs and Vice Chairs**

Each Committee and Subcommittee shall elect its own chair and vice chair on an annual basis unless such positions are appointed and the terms fixed by motion of the Board after review and recommendation by the Executive Committee.

No Board member shall serve as a chair or vice chair of more than one permanent Committee.

### **9. C. Regular Meetings of Committees or Subcommittees**

Regular meetings of the Committees and Subcommittees shall be held at the times and places as may be established by motion of the Board or by, or under the direction of, the Board Chair.

Unless otherwise prescribed by direction of the Chair of a Committee or Subcommittee, the Board Administrator shall prepare a written notification for each meeting of a Committee or Subcommittee and, whenever feasible, shall forward to each Board member appropriate notification in advance of the meeting.

A Committee or Subcommittee Chair, upon reasonable advance notice to the Board Administrator or Board Chair and all members of the Committee or Subcommittee, may cause such Committee or Subcommittee to meet at a different place or different time of the same day of the regular meeting upon following the procedure for the cancellation of Board meetings in accordance with Section 4.E.

### **9. D. Special Meetings of Committees or Subcommittees**

Special meetings of any Committee or Subcommittee may be called by the Committee or Subcommittee Chair or by a majority of the members of the Committee or Subcommittee by notifying the Board Administrator and Board Chair and each member of the Committee or Subcommittee by telephone or by delivering or transmitting written notice of the items of business, location and time of said special meeting at least twenty-four hours in advance thereof.

## **Section 10 - Procedure for Committee and Subcommittee Actions**

### **10. A. Order of Business**

At the direction of a Committee or Subcommittee Chair, the Board Administrator or designated staff of the Authority shall prepare the Agenda for each regular meeting of the Committee or Subcommittee and shall forward such Agenda to each member in advance of said regular meeting. Whenever feasible, the Agenda for a special meeting of a Committee or Subcommittee shall be forwarded to each Board member in advance of said special meeting.

Any member may cause a matter to be placed on the Agenda of an appropriate Committee or Subcommittee prior to the Agenda being published by making such request to the Chair of such Committee or Subcommittee. The Committee or Subcommittee Chair shall ensure that the matter is scheduled for consideration by the Committee or Subcommittee and a recommendation forwarded to the Board within 90 days following such request.

## **10. B. Actions of Committees or Subcommittees**

Except as to matters which have been specifically delegated by the Board to a Committee or Subcommittee for final decision, recommendations of a Committee or Subcommittee shall be advisory to the Board. All such recommendations shall be by motion.

Approval of motions shall be by an affirmative vote of a majority of the members in attendance. Recommendations by Committees or Subcommittees for Board action shall be transmitted to the Board in the form of proposed resolutions or motions, as applicable, and shall be included as part of the Board's Agenda, whenever feasible.

## **10.C. Executive Sessions of Committees or Subcommittees**

A Committee or Subcommittee upon affirmative motion of the members in attendance or at the request of the Chair, may hold executive sessions during a regular or special meeting consistent with the purposes and procedures set forth in Section 4.D. above.

## **10. D. Quorum for Committees or Subcommittees**

A quorum for a meeting of a Committee shall be at least one-half of the members of such Committee. A quorum for a meeting of any subcommittee shall be at least one-third of the members of such subcommittee but no less than three members of such subcommittee.

## **Section 11 - Public Hearings and Meetings**

The Board and each Committee and Subcommittee are hereby authorized to conduct public meetings, hearings or joint meetings and hearings with other public agencies for and on behalf of the Board in order to meet any requirements of federal, state or local laws or regulations and to enable the Authority to perform its statutory functions.

At the direction of the Board or a Committee or Subcommittee, the Board Administrator or designated staff of the Authority shall establish the time, place, notices and procedures for such meetings and hearings consistent with the purpose of the meetings or hearings or as required by laws and regulations.

Any such meeting or hearing being held, noticed or ordered by the Board or its Committees or Subcommittees may be continued or recontinued to any subsequent meeting, in the same manner and to the same extent set forth in RCW 42.30.090 for the adjournment of meetings.

## **Section 12 - Public Observation and Comment**

### **12. A. Compliance with Open Public Meetings Act**

In recognition that the Board's actions and deliberations, as well as certain actions of Committees and Subcommittees, are subject to the Open Public Meetings Act, Chapter 42.30 RCW, the Board shall insure that the legislative actions of the Authority are taken openly and that their deliberations are conducted openly.

## **12. B. Public Comment**

The Board Chair or a Committee or Subcommittee Chair shall recognize members of the public for the purpose of commenting on an Agenda item at a meeting in such manner and for so long as said Chair may determine to be reasonable.

In the event an Agenda item has already been the subject of a public meeting or hearing or of public comment at prior meetings of the Board, Committee or Subcommittee, the Board Chair or Committee or Subcommittee Chair may declare public input on the subject to be closed, in which case it shall be noted on the Agenda, or may limit the number of people speaking for or against the issues.

A member of the public may present information on relevant issues or topics, but shall not be entitled to debate the merits of the issue or topic.

After introduction of an issue or topic, the Board Chair or Committee or Subcommittee Chair may refer the matter to an appropriate Committee or Subcommittee, may place it on a Board Agenda, or may take any other action deemed appropriate.

Members of the public may request that an issue or topic be placed on a Board Agenda by contacting and securing approval of the Board Chair.

### **Section 13 - Meetings of the Board for the Purposes of Compensation**

The following meetings are declared to be meetings of the Board of the Authority for purposes of determining reimbursement and compensation under RCW 81.112.040(3) for attendance by Board members.

All regular and special meetings of the Board and its Committees and Subcommittees as described above.

Any meeting called and announced by the Board, a Committee or a Subcommittee, or a Chair thereof, including, but not limited to, task forces, study groups and consultant selection boards and public hearings and public meetings conducted by or on behalf of the Board; provided, that a primary purpose of the meeting is for conducting official business of the Authority. Any meeting or conference involving other governmental agencies or public entities, provided, the primary purpose of attendance is the conduct of official business of the Authority.

### **Section 14 - Rules Changes**

These rules of procedure may be supplemented or amended by an affirmative vote of a super majority (two-thirds) of all Board members, provided that written notice of such change has been delivered or transmitted to each Board member and to local newspapers of general circulation and radio and television stations which have on file with the Authority a written request to be so notified, at least one week in advance of the board meeting at which the change is to be considered.

**Section 15 - Rules Suspension**

These rules of procedure may be temporarily suspended by an affirmative vote of two-thirds of the Board members in attendance to facilitate consideration of an action by the Board in the event of emergencies or other special circumstances.

**Section 16 - Responsibilities of the Board Administrator**

The Board Administrator is responsible for the integrity of Board documents. S/he shall be responsible for the certification and filing of legislative acts of the Board, the keeping of a journal of Board proceedings, the verification of a member's selection to sit on the Board, compliance with the provisions of Chapter 42.30 RCW and any other responsibilities assigned by the Board.

In cooperation with the Board Chair, Committee Chairs, and Subcommittee Chairs the Board Administrator shall prepare meeting Agendas. Whenever feasible, the Board Administrator shall furnish the Agenda for meetings of the Board and Committees to one or more local newspapers of general circulation in advance of such meetings. The Board Administrator shall keep copies of all Board Agendas on file for public review and inspection.

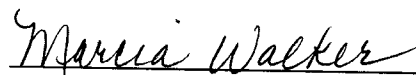
The authority to accept service of legal process is vested exclusively in the Board Administrator, except that during the absence of the Board Administrator said authority shall be vested in the person designated to serve as the Board Administrator during such time.

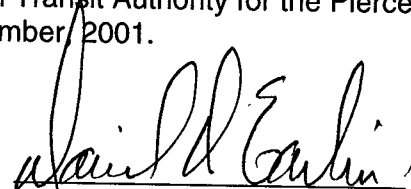
**Section 17 - Prior Resolutions Superseded and Actions Ratified**

Resolution No. 1 adopted September 17, 1996, Resolution No. 80 adopted January 23, 1997, and Resolution No. 90 adopted May 22, 1997 are hereby superseded by this resolution and all actions previously taken pursuant to Resolution Nos. 1, 80, and 90 are hereby ratified and approved.

ADOPTED by the Board of the Central Puget Sound Regional Transit Authority for the Pierce, King, and Snohomish Counties region on the 8<sup>th</sup> day of November, 2001.

ATTEST:

  
\_\_\_\_\_  
Marcia Walker  
Board Administrator

  
\_\_\_\_\_  
David Earling  
Board Chair

**SOUND TRANSIT  
STAFF REPORT**

**RESOLUTION NO. 1-1 (AMENDED)**

**Amending Resolution No. 1-1**

<b>Meeting:</b>	<b>Date:</b>	<b>Type of Action:</b>	<b>Staff Contact:</b>	<b>Phone:</b>
Executive Committee Board	11/2/01 11/8/01	Discussion/Possible Action to Recommend Board Approval Action	Marcia Walker, Board Administrator	206-398-5015

**OBJECTIVE OF ACTION**

- Amend Resolution No. 1-1, Section 4 – Board Meetings, to hold regular meetings of the Board of Directors in the Union Station Board Room at the Sound Transit headquarters.

**ACTION**

- Amend Resolution No. 1-1 to delete language requiring regular Board of Directors meetings to be held in Pierce and Snohomish Counties.

**KEY FEATURES**

**Highlights of Action:**

- Amends Resolution No. 1-1 approved July 26, 2001, which amended the rules and operations procedures for the Board and superseded Resolution Nos. 80 and 90.
- Deletes the Board of Directors meeting requirements to hold one out of every six regular meetings of the Board in Pierce County and one out of every six regular meetings of the Board shall be held in Snohomish County.

**HISTORY OF PROJECT**

**Prior Board or Committee Actions  
and Relevant Board Policies**

<b>Motion or Resolution Number</b>	<b>Summary of Action</b>	<b>Date of Action</b>
Resolution No. 1-1	Adopting and amending rules and operating procedures for the Board and superseding Resolution No. 1, Resolution No. 80 and Resolution No. 90	7/26/01
Resolution No. 90	Amending Resolution No. 80 adopting rules and operating procedures for the Board	5/22/97
Resolution No. 80	Adopting and amending rules and operating procedures for the Board and superseding Resolution No. 1	1/23/97
Resolution No. 1	Adopting interim rules and operating procedures for the Board	9/17/93

## **ALTERNATIVES**

- Do not amend Resolution No. 1-1 and continue to hold Sound Transit Board of Directors meetings as described in Resolution No. 1-1; one out of every six regular meetings of the Board shall be held in Pierce County and one out of every six regular meetings of the Board shall be held in Snohomish County.

## **RECOMMENDATION(S)**

At the request of several Board members, staff is recommending that regular Board of Directors meetings be held in the Union Station Board Room at Sound Transit headquarters.

## **LEGAL REVIEW**

MLB 10/25/01