



# SEATTLE CITY COUNCIL

## Finance, Native Communities, and Tribal Governments Committee

### Agenda

Wednesday, September 3, 2025

9:30 AM

Council Chamber, City Hall  
600 4th Avenue  
Seattle, WA 98104

Dan Strauss, Chair  
Maritza Rivera, Vice-Chair  
Robert Kettle, Member  
Sara Nelson, Member  
Rob Saka, Member

Chair Info: 206-684-8806; [Dan.Strauss@seattle.gov](mailto:Dan.Strauss@seattle.gov)

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**SEATTLE CITY COUNCIL**  
**Finance, Native Communities, and Tribal**  
**Governments Committee**  
**Agenda**  
**September 3, 2025 - 9:30 AM**

**Meeting Location:**

Council Chamber, City Hall , 600 4th Avenue , Seattle, WA 98104

**Committee Website:**

<https://seattle.gov/council/committees/finance-native-communities-and-tribal-governments>

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This meeting also constitutes a meeting of the City Council, provided that the meeting shall be conducted as a committee meeting under the Council Rules and Procedures, and Council action shall be limited to committee business. Pursuant to Council Rule VI.C.10, members of the public providing public comment in Chambers will be broadcast via Seattle Channel.

Members of the public may register for remote or in-person Public Comment to address the Council. Speakers must be registered in order to be recognized by the Chair. Details on how to register for Public Comment are listed below:

Remote Public Comment - Register online to speak during the Public Comment period at the meeting at <https://www.seattle.gov/council/committees/public-comment>. Online registration to speak will begin one hour before the meeting start time, and registration will end at the conclusion of the Public Comment period during the meeting.

In-Person Public Comment - Register to speak on the public comment sign-up sheet located inside Council Chambers at least 15 minutes prior to the meeting start time. Registration will end at the conclusion of the Public Comment period during the meeting.

Please submit written comments no later than four business hours prior to the start of the meeting to ensure that they are distributed to Councilmembers prior to the meeting. Comments may be submitted at [Council@seattle.gov](mailto:Council@seattle.gov) or at Seattle City Hall, Attn: Council Public Comment, 600 4th Ave., Floor 2, Seattle, WA 98104. Business hours are considered 8 a.m. - 5 p.m. Comments received after that time will be distributed after the meeting to Councilmembers and included as part of the public record.

*Please Note: Times listed are estimated*

**A. Call To Order**

**B. Approval of the Agenda**

**C. Public Comment**

**D. Items of Business**

**1. Tribal Governments and Native Communities Update**

Supporting  
Documents: [Presentation](#)

**Briefing and Discussion**

**Presenters:** Francesca Murnan, Office of Intergovernmental Relations;  
Lydia Faitalia, Department of Neighborhoods

- 2. [CB 121068](#) AN ORDINANCE amending Ordinance 127156, which adopted the 2025 Budget, including the 2025-2030 Capital Improvement Program (CIP); changing appropriations to various departments and budget control levels, and from various funds in the Budget to support the City's efforts to expeditiously deliver the Sound Transit 3 program permit review and other oversight; creating exempt and nonexempt positions; and ratifying and confirming certain prior acts; all by a 3/4 vote of the City Council.**

Supporting  
Documents: [Summary and Fiscal Note](#)  
[Summary Att A – ST3 Staffing and Resource Plan](#)  
[Presentation](#)

**Briefing and Discussion**

**Presenters:** Angela Brady, Director, and Kyle Butler, Office of the Waterfront, Civic Projects, and Sound Transit (OWCPST); Sara Maxana, Department of Transportation (SDOT); Calvin Chow, Council Central Staff

3.     [CB 121046](#)     **AN ORDINANCE** relating to public works contracts; amending provisions of the small works roster and contractor bond processes to align with state law; and amending Sections 20.40.020 and 20.48.010 of the Seattle Municipal Code.

Supporting  
Documents:

[Summary and Fiscal Note  
Presentation](#)

**Briefing, Discussion, and Possible Vote**

**Presenters:** Presley Palmer and Mark Nakagawara, Department of Finance and Administrative Services

## E. Adjournment



## Legislation Text

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**File #:** Inf 2727, **Version:** 1

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Tribal Governments and Native Communities Update

# City of Seattle | Tribal Nations Summit 2025 Progress Report

Francesca Murnan, Tribal Relations Director, OIR  
Lydia Faitalia, Civic Engagement Manager, DON

September 3, 2025






# Working Together More Effectively for One Seattle



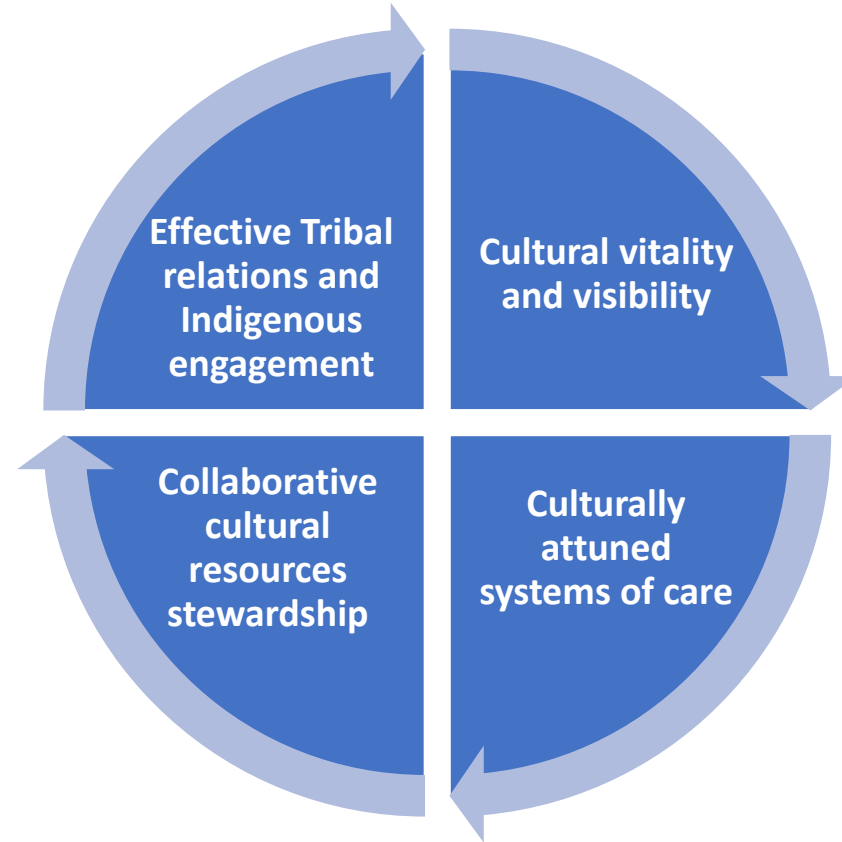




*“It has taken 168 years for this historical meeting to take place ... The Treaty of Point Elliott was signed in January 1855 ... in exchange for hundreds of thousands of acres of land ... we were promised a reservation, healthcare, and even vaccinations ... These treaties are the supreme law of the land. That is why we are here today.”*

– **Jay Mills**, Councilmember,  
Suquamish Tribe and member of the  
City's Indigenous Advisory Council

# Commitment Areas



23 commitments in four areas

# Key Takeaways

## Foundational Commitment

Demonstrated commitment to reflecting Indigenous values, cultures, and priorities

Increased understanding of the government-to-government framework

Commitment to developing systemized and standardized protocols that supports City and Tribal priorities

## Internal Capacity Building & Coordination

Workgroup and tools to better track and coordinate Tribal engagement

Increased staff education and opportunities to learn about Tribal histories, governments, and priorities

Building staff skills and capacity for more effective Tribal Relations needs to be planned for, budgeted, and resourced

## Emerging Progress

Increased frequency and consistency of Tribal engagement and consultation with at least 10 Tribal Nations

Increased collaborative and proactive approaches to cultural resource stewardship

Investment in partnerships for culturally responsive services



# Effective Tribal Relations & Indigenous Engagement

- Increased frequency and consistency of Tribal engagement and consultation with at least 10 Tribal Nations.
- Six Indigenous Advisory Council briefings to Seattle City Council committees to share the vision and work of a culturally grounded public commission
- Internal workgroup to improve communication, coordination, and relationship building among staff that engage with Tribal governments and urban Indian organizations



# Effective Tribal Relations & Indigenous Engagement

- Government-to-Government training for City staff from the Washington State Governor's Office of Indian Affairs.
- Grant to develop eLearnings on Tribal and urban Indian engagement.
- Increased opportunities to learn about Tribal histories, governments, and priorities.





# Cultural Visibility and Vitality

Completion of the Seattle Waterfront includes several new public projects in partnership with Tribal governments:

- Welcome figures and other carvings,
- Traditional placename and interpretative signage,
- Native plantings,
- Access to water,
- Upcoming Tribal Interpretative Center and public art installments from Native artists or in collaboration with Native communities

Above Right: *Honoring Our Muckleshoot Warriors*, 2025  
Tyson Simmons, Keith Stevenson, Oscar Tuazon  
Seattle Department of Transportation Central Waterfront 1% for Art funds, Administered by the Office of the Waterfront and Civic Projects and the Office of Arts & Culture  
Photo: Tim Durkan





# Cultural Visibility and Vitality

Interdepartmental coordination on 18 public art opportunities featuring Tribal and urban Native artists in 2025, in addition to grant awards for 6 Indigenous arts & cultural organizations. These projects have a diverse geographic reach and are tailored to site specific needs, such as:

- Tiny home village mural in partnership with Chief Seattle Club
- Tribal partnerships at Boundary Dam in Eastern Washington
- Intertribal coordination for artwork at a culturally significant site in North Seattle

*Right: Coyote and the Monsters Yet to Slay I-v1, 2022*  
RYAN! Feddersen  
Seattle City Light 1% for Art Portable Works Collection,  
administered by Seattle Office of Arts & Culture  
Photo: RYAN! Feddersen

# Collaborative Cultural Resource Stewardship

- Expansion of Tribal engagement request in culvert removal strategies to address fish passage barriers in urban watersheds.
- Partnerships with several urban Indian organizations and educators from Tribal communities to lead land and habitat restoration in City parks and open spaces.





# Collaborative Cultural Resource Stewardship

- 2024 Tribal Nations Gathering resulted in six commitments to improve Tribal Relations within SPR that are addressed in coordination with an internal workgroup. Progress report shared with Tribal partners and the IAC in February 2025.
- Ongoing coordination of a \$5 million investment in Indigenous-Led Climate Initiatives Fund under Seattle's Green New Deal.





# Culturally Attuned Systems of Care

- Partnered to make two vacant properties available to an urban Indian organization for Tiny House Villages.
- \$2 million to urban Indian organizations for homelessness prevention programs that support households at risk of experiencing homelessness.
- Approximately \$6.9 million in KCRHA investments to urban Indian organizations for downstream homeless services including diversion, emergency shelter, rapid re-housing, transitional housing, and day centers.

Right: *Trilateral Luminescence*, 2023, Devin Finley. Funded by the Seattle City Light 1% for Art Fund



# Culturally Attuned Systems of Care

- HSD's Mayor's Office on Domestic Violence and Sexual Assault Unit (MODVSA) provides funding to three urban Indian organizations.
- Between 2023 and 2024, the percentage of American Indian and Alaska Native clients receiving Gender-Based Violence services increased from 4% to 8%.
- In 2023 MODVSA started funding specialized services through urban Indian organizations, including two-spirit advocacy and services, cultural workshops, and healing activities.

# Questions?







## Legislation Text

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**File #:** CB 121068, **Version:** 1

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### CITY OF SEATTLE

#### ORDINANCE \_\_\_\_\_

#### COUNCIL BILL \_\_\_\_\_

AN ORDINANCE amending Ordinance 127156, which adopted the 2025 Budget, including the 2025-2030 Capital Improvement Program (CIP); changing appropriations to various departments and budget control levels, and from various funds in the Budget to support the City's efforts to expeditiously deliver the Sound Transit 3 program permit review and other oversight; creating exempt and nonexempt positions; and ratifying and confirming certain prior acts; all by a 3/4 vote of the City Council.

WHEREAS, the 2025 Adopted and 2026 Endorsed Budgets included a reserve budget in Finance General for the purpose of supporting Sound Transit 3 (ST3) program related staffing needs; and

WHEREAS, release of the 2025 reserve is predicated on approval of a ST3 Staffing and Resource Plan; and

WHEREAS, Ordinance 127228, passed by the Council in June 2025, makes changes to development regulation and processes applicable to light rail transit facilities to streamline the permit review process or resolve code conflicts; and

WHEREAS, permitting for the West Seattle Link Extension is expected to expand substantially in Q4 2025, construction is expected to begin in 2027, and service is anticipated to begin in 2032. The Ballard Link Extension is still in the planning stages and opening of the extension is scheduled for 2039; and

WHEREAS, timing of the staffing increase has been aligned with expected receipt of Sound Transit 3 permit submissions in late 2025, the anticipated need to support City ST3 staffing and consultant support from the reserve amount for 2025 is \$2,431,947; and

WHEREAS, the City and Sound Transit have financial agreements to bill and collect fees on bodies of work that are necessary to advance project design and permitting but that are not billable through permit fees; and

WHEREAS, it is anticipated that a large portion of staff time required to implement the light rail code amendments to facilities' streamlined permitting will be resourced through City of Seattle and Sound Transit Task Orders; and

WHEREAS, the Office of the Waterfront, Civic Projects, and Sound Transit (OWCPST) prepared an ST3 Staffing and Resource Plan that includes an analysis of resource needs (staffing and consultant) to support the ST3 program effort; and

WHEREAS, the ST3 Staffing and Resource Plan identifies 50.0 additional staff in various City departments who will collaborate with Sound Transit on project design and engineering, environmental review and project permitting, and construction management and project impact mitigation, as well as lead on station area planning and access projects; and

WHEREAS, the ST3 Staffing and Resource Plan also identifies funding for consultant services to supplement staff work; and

WHEREAS, Mayor Harrell's Executive Order 2025-02 prioritized expanding the Office of the Waterfront and Civic Projects to provide oversight of the City's Sound Transit Program in order to streamline permitting and processes, add key resources and staffing, and develop a strategy for delivering an excellent transit experience; NOW, THEREFORE,

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. To pay for necessary costs and expenses to be incurred in 2025, but for which insufficient appropriations were made due to causes that could not have been reasonably foreseen at the time of the making of the 2025 budget, the appropriations for the following items in the 2025 Budget are modified from the funds shown, as follows:

Item	Department	Fund	Budget Summary Level	Amount (\$)
1.1	Finance General	Transportation Benefit District Fund (19900)	General Purpose (19900-BO-FG-2QD00)	(2,296,000)

1.2	Seattle Department of Transportation	Transportation Benefit District Fund (19900)	Waterfront and Civic Projects (19900-BO-TR-16000)	2,296,000
1.3	Seattle Department of Transportation	Transportation Fund (13000)	Waterfront and Civic Projects (19900-BO-TR-16000)	2,431,947
<b>Total</b>				<b>2,431,947</b>

Section 2. The following new positions are created in the Department of Transportation, Seattle City Light, Seattle Public Utilities, and the Department of Neighborhoods:

Item	Department	Position Title	Position Status	Number
2.1*	Seattle City Light	Civil Engineer, Sr	Full-time	1.0
2.2*	Seattle City Light	Electrical Engineer, Associate	Full-time	4.0
2.3*	Seattle City Light	Electrical Engineer, Assistant	Full-time	1.0
2.4*	Seattle City Light	Electrical Power Systems Engineer	Full-time	1.0
2.5*	Seattle City Light	Electrical Power Systems Engineer, Principal	Full-time	1.0
2.6*	Seattle City Light	Cable Splicer	Full-time	5.0
2.7*	Seattle Public Utilities	Civil Engineering Spec, Sr	Full-time	2.0
2.8*	Seattle Public Utilities	Civil Engineer, Senior	Full-time	2.0
2.9*	Seattle Public Utilities	Construction Maintenance Equipment Operator	Full-time	1.0
2.10*	Seattle Public Utilities	Senior Water Pipe Worker	Full-time	1.0
2.11*	Seattle Public Utilities	Water Crew Chief	Full-time	1.0
2.12*	Seattle Public Utilities	Water Pipe Worker	Full-time	2.0
2.13	Seattle Department of Transportation	Project Funds and Agreements Coordinator, Sr	Full-time	1.0
2.14	Seattle Department of Transportation	Transportation Planner, Sr	Full-time	1.0
2.15	Seattle Department of Transportation	Administrative Staff Analyst	Full-time	1.0
2.16	Seattle Department of Transportation	Environmental Analyst, Sr	Part-time	0.5

2.17*	Seattle Department of Transportation	Civil Engineer, Sr	Full-time	3.0
2.18*	Seattle Department of Transportation	Civil Engineer, Sr	Part-time	0.5
2.19*	Seattle Department of Transportation	Civil Engineer, Supervisor	Full-time	1.0
2.20*	Seattle Department of Transportation	Civil Engineering Specialist, Associate	Full-time	2.0
2.21*	Seattle Department of Transportation	Civil Engineering Specialist, Sr	Full-time	1.0
2.22*	Seattle Department of Transportation	Landscape Architect	Full-time	2.0
2.23*	Department of Neighborhoods	Community Development Spec, Sr	Full-time	1.0
<b>Total</b>				<b>36.0</b>

The Director of Transportation, General Manager/CEO of Seattle City Light, General Manager/CEO of Seattle Public Utilities, and the Director of the Department of Neighborhoods are authorized to fill these positions subject to Seattle Municipal Code Title 4, the City's Personnel Rules, and applicable employment laws.

The above-named department directors are authorized to fill the positions denoted above with an asterisk (\*) only upon completion of a funding agreement and/or permit schedule commitment from Sound Transit being obtained by the City.

Section 3. The following new positions, which are exempt from Civil Service and Public Safety Civil Service rules and laws, are created in the Department of Transportation, Seattle City Light, Seattle Public Utilities, the Seattle Department of Construction and Inspections, and Seattle Parks and Recreation:

Item	Department	Position Title	Position Status	Number
3.1	Seattle Department of Transportation	StratAdvsr1, General Govt	Full-time	4.0
3.2*	Seattle Department of Transportation	StratAdvsr3, General Govt	Full-time	2.0
3.3	Seattle Department of Transportation	StratAdvsr3, General Govt	Full-time	1.0
3.4*	Seattle Department of Transportation	Arborist	Full-time	2.0
3.5*	Seattle City Light	Manager 3	Full-time	1.0

3.6*	Seattle Public Utilities	StratAdvsr2, General Govt	Full-time	2.0
3.7*	Seattle Department of Construction and Inspections	StratAdvsr1, General Govt	Full-time	1.0
3.8*	Seattle Parks and Recreation	StratAdvsr1, General Govt	Full-time	1.0
<b>Total</b>				<b>14.0</b>

The Director of Transportation, General Manager/CEO of Seattle City Light, General Manager/CEO of Seattle Public Utilities, Director of the Seattle Department of Construction and Inspections, and Superintendent of Seattle Parks and Recreation are authorized to fill these positions subject Seattle Municipal Code Title 4, the City's Personnel Rules, and applicable employment laws.

The above-named department directors are authorized to fill the positions denoted above with an asterisk (\*) only upon completion of a funding agreement and/or permit schedule commitment from Sound Transit being obtained by the City.

Section 4. Any act consistent with the authority of this ordinance taken after its passage and prior to its effective date is ratified and confirmed.

Section 5. This ordinance shall take effect as provided by Seattle Municipal Code Sections 1.04.020 and 1.04.070.

Passed by a 3/4 vote of all the members of the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2025, and signed by me in open session in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
President \_\_\_\_\_ of the City Council

Approved /      returned unsigned /      vetoed this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_

Bruce A. Harrell, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_

Scheereen Dedman, City Clerk

(Seal)



## **SUMMARY and FISCAL NOTE**

<b>Department:</b>	<b>Dept. Contact:</b>	<b>CBO Contact:</b>
Office of the Waterfront, Civic Projects, and Sound Transit	Sara Maxana	Saroja Reddy

### **1. BILL SUMMARY**

**Legislation Title:** AN ORDINANCE amending Ordinance 127156, which adopted the 2025 Budget, including the 2025-2030 Capital Improvement Program (CIP); changing appropriations to various departments and budget control levels, and from various funds in the Budget to support the City’s efforts to expeditiously deliver the Sound Transit 3 program permit review and other oversight; creating exempt and nonexempt positions; and ratifying and confirming certain prior acts; all by a 3/4 vote of the City Council.

**Summary and Background of the Legislation:** The 2025 Adopted and 2026 Endorsed Budgets included a reserve budget in Finance General for the purpose of supporting Sound Transit 3 program related staffing needs. Release of these funds was contingent on a staffing and resource plan. This legislation transfers the funds from Finance General to the Department of Transportation Sound Transit 3 project. This legislation also creates 50.0 FTE (36.0 non-exempt and 14.0 exempt positions) who will collaborate with Sound Transit on project design and engineering, environmental review and project permitting, and construction management and project impact mitigation, as well as lead on station area planning and access projects to support the new community light rail stations.

The Office of the Waterfront, Civic Projects, & Sound Transit (OWCP&ST) has developed a Sound Transit 3 (ST3) staffing and resource plan to accommodate the ramp up of design and permitting review efforts and other work to support the West Seattle and Ballard Link Extension projects as part of Sound Transit’s ST3 Program in Seattle. Per the Mayor's Executive Order 2025-02, the City needs to be poised to provide excellent partnership and highly effective multi-departmental technical leadership and decision-making to support these efforts. To better support a streamlined and efficient permitting process, the executive expanded our office and directed us to transmit legislation to expand staffing to minimize regulatory barriers and shorten project timelines in the permitting process to the best of the City’s ability.

ST3 is one of the largest infrastructure programs in Seattle’s history. City staffing is critical to on-time project delivery, while also ensuring compliance with relevant statutes and codes and upholding our 2018 Partnering Agreement with Sound Transit. The City’s budget currently set aside reserves in Finance General to expand ST3 staffing, pending the development of a detailed ST3 Staff and Resource Plan that is contemplated in this legislation. This plan has identified 50 additional staff needed in various City departments who will collaborate through direction from our office with Sound Transit on project design and engineering, environmental review and

project permitting, and construction management and project impact mitigation, as well as lead on station area planning and access projects to support the new community light rail stations.

This position list was developed with the input of departments across the City to meet the goal of efficient plan review and permitting of the Sound Transit 3 program, over 100 position requests were considered with the top priorities being included here. Approximately 55% of this spending will be linked to Sound Transit permit and partnership funding, which is currently under negotiation. Approving these uses of reserves, and revenue budgets will allow the City to complete those negotiations and add staff and consultant resources at the same time that the first West Seattle Link permits are expected to be received, during Q4 2025.

## 2. CAPITAL IMPROVEMENT PROGRAM

Does this legislation create, fund, or amend a CIP Project? ☐ Yes ☒ No

## 3. SUMMARY OF FINANCIAL IMPLICATIONS

Does this legislation have financial impacts to the City? ☒ Yes ☐ No

Expenditure Change (\$); General Fund	2025	2026 est.	2027 est.	2028 est.	2029 est.
	\$0	\$0	\$0	\$0	\$0
Expenditure Change (\$); Other Funds	2025	2026 est.	2027 est.	2028 est.	2029 est.
	\$2,431,947	\$10,019,625	\$10,320,214	\$10,629,820	\$10,948,715

Revenue Change (\$); General Fund	2025	2026 est.	2027 est.	2028 est.	2029 est.
	\$0	\$0	\$0	\$0	\$0
Revenue Change (\$); Other Funds	2025	2026 est.	2027 est.	2028 est.	2029 est.
	\$2,431,947	\$10,019,625	\$10,320,214	\$10,629,820	\$10,948,715

Number of Positions	2025	2026 est.	2027 est.	2028 est.	2029 est.
	50.0	0.0	0.0	0.0	0.0
Total FTE Change	2025	2026 est.	2027 est.	2028 est.	2029 est.
	50.0	0.0	0.0	0.0	0.0

### 3.a. Appropriations

☒ This legislation adds, changes, or deletes appropriations.

Fund Name and Number	Dept	Budget Control Level Name/Number	2025 Appropriation Change	2026 Estimated Appropriation Change
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Transportation Benefit District - 19900	FG	General Purpose (19900-BO-FG-2QD00)	(\$2,296,000)	(\$5,204,752)
Transportation Benefit District - 19900	SDOT	Waterfront and Civic Projects (19900-BO-TR-16000)	\$2,296,000	\$5,204,752
Transportation Fund - 1300	SDOT	Waterfront and Civic Projects (19900-BO-TR-16000)	\$2,431,947	\$10,019,625
<b>TOTAL</b>			<b>\$2,431,947</b>	<b>\$10,019,625</b>

### 3.b. Revenues/Reimbursements

☒ This legislation adds, changes, or deletes revenues or reimbursements.

#### Anticipated Revenue/Reimbursement Resulting from This Legislation:

Fund Name and Number	Dept	Revenue Source	2025 Revenue	2026 Estimated Revenue
Transportation Fund – 13000	SDOT	Street Use Permits	\$284,217	\$1,170,974
Transportation Fund – 13000	SDOT	Sound Transit Partnership	\$1,999,937	\$8,239,740
Transportation Fund – 13000	SDOT	Water Utility Reimbursements	\$147,794	\$608,911
<b>TOTAL</b>			<b>\$2,431,947</b>	<b>\$10,019,625</b>

### 3.c. Positions

☒ This legislation adds, changes, or deletes positions.

#### Total Regular Positions Created, Modified, or Abrogated through This Legislation, Including FTE Impact:

Position # for Existing Positions	Position Title & Department*	Fund Name & Number	Program & BCL	Exempt	PT/FT	2025 Positions	2025 FTE	Does it sunset? (If yes, explain below in Position Notes)
99384	Project Funds and Agreements Coordinator, Sr (OWCPST) – SDOT	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	1.0	1.0	No

Position # for Existing Positions	Position Title & Department*	Fund Name & Number	Program & BCL	Exempt	PT/FT	2025 Positions	2025 FTE	Does it sunset? (If yes, explain below in Position Notes)
09385	StratAdvsr 1, General Govt (OWCPST) – SDOT	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	Yes	FT	4.0	4.0	No
09387	StratAdvsr3, General Govt (OWCPST) – SDOT	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	Yes	FT	3.0	3.0	No
99959	Transportation Planner, Sr (OWCPST) – SDOT	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	1.0	1.0	No
24021	Administrative Staff Analyst (OWCPST)– SDOT	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	1.0	1.0	No
53420	Civil Engineer, Sr – SCL	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	1.0	1.0	No
55240	Electrical Engineer, Associate – SCL	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	4.0	4.0	No
96938	Electrical Engineer, Assistant – SCL	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	1.0	1.0	No
55130	Electrical Power Systems Engineer – SCL	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	1.0	1.0	No

Position # for Existing Positions	Position Title & Department*	Fund Name & Number	Program & BCL	Exempt	PT/FT	2025 Positions	2025 FTE	Does it sunset? (If yes, explain below in Position Notes)
55134	Electrical Power Systems Engineer, Principal – SCL	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	1.0	1.0	No
09312	Manager 3 – SCL	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	Yes	FT	1.0	1.0	No
97337	Cable Splicer CC, Net Area – SCL	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	5.0	5.0	No
53320	Civil Engineering Spec, Sr – SPU	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	2.0	2.0	No
53420	Civil Engineer, Sr – SPU	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	2.0	2.0	No
09386	StratAdvsr2, General Govt-SPU	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	Yes	FT	2.0	2.0	No
65300	Construction Maintenance Equipment Operator - SPU	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	1.0	1.0	No
82001	Senior Water Pipe Worker - SPU	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	1.0	1.0	No

Position # for Existing Positions	Position Title & Department*	Fund Name & Number	Program & BCL	Exempt	PT/FT	2025 Positions	2025 FTE	Does it sunset? (If yes, explain below in Position Notes)
60430	Water Crew Chief – SPU	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	1.0	1.0	No
96499	Water Pipe Worker – SPU	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	2.0	2.0	No
98756	StratAdvsr1, General Govt – SPR	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	Yes	FT	1.0	1.0	No
09385	StratAdvsr1, General Govt – SDCI	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	Yes	FT	1.0	1.0	No
98017	Environmental Analyst, Sr – SDOT	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	PT	0.5	0.5	No
53420	Civil Engineer, Sr - SDOT	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	3.0	3.0	No
53420	Civil Engineer, Sr - SDOT	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	PT	0.5	0.5	No
70048	Civil Engineer, Supervisor – SDOT	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	1.0	1.0	No



Position # for Existing Positions	Position Title & Department*	Fund Name & Number	Program & BCL	Exempt	PT/FT	2025 Positions	2025 FTE	Does it sunset? (If yes, explain below in Position Notes)
53310	Civil Engineering Specialist, Associate – SDOT	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	2.0	2.0	No
53320	Civil Engineering Specialist, Sr – SDOT	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	1.0	1.0	No
97446	Arborist – SDOT	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	Yes	FT	2.0	2.0	No
50210	Landscape Architect – SDOT	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	2.0	2.0	No
22014	Community Development Spec, Sr – DON	Transportation Fund - 13000	Waterfront and Civic Projects – BO-TR-16000	No	FT	1.0	1.0	No
<b>TOTAL</b>						<b>50.0</b>	<b>50.0</b>	

\* List each position separately.

### Position Notes:

Sunset positions are related to scopes of work that are anticipated to be limited duration.  
Ongoing positions are anticipated to be involved in Sound Transit 3 work for more than 6 years.

Filling the positions listed in section 3.c. that require reimbursement or permit revenues from Sound Transit will be contingent upon the completion of funding agreements and/or permit schedule commitments from Sound Transit being obtained by the City. These positions are noted in Summary Attachment A (ST3 Staffing and Resource Plan).

Summary Attachment A includes projections for future staffing needs for awareness.

### 3.d. Other Impacts

**Does the legislation have other financial impacts to The City of Seattle, including direct or indirect, one-time or ongoing costs, that are not included in Sections 3.a through 3.c? If so, please describe these financial impacts.**

No

**If the legislation has costs, but they can be absorbed within existing operations, please describe how those costs can be absorbed. The description should clearly describe if the absorbed costs are achievable because the department had excess resources within their existing budget or if by absorbing these costs the department is deprioritizing other work that would have used these resources.**

No, these are new work efforts that will serve the Sound Transit 3 link extension projects with significant partnership funding and permit revenues assumed from Sound Transit.

**Please describe any financial costs or other impacts of *not* implementing the legislation.**

Not implementing this legislation could severely impact the City's ability to review plans and permits for the Sound Transit 3 West Seattle Link Extension and Ballard Link Extension. Delays could cost Sound Transit significantly and potentially prevent elements of those programs from being built which could represent billions of dollars of lost opportunity costs to the City over the design life of the new light rail lines.

**Please describe how this legislation may affect any City departments other than the originating department.**

This legislation will add positions and resources for several City departments involved in the plan review, permit review, and delivery of the Sound Transit 3 program. In addition to the Office of the Waterfront, Civic Projects and Sound Transit this includes the Department of Neighborhoods, Seattle City Light, Seattle Public Utilities, Seattle Department of Construction Inspections, Seattle Department of Transportation, and Department of Finance and Administrative Services. This will help them meet the needs of the Sound Transit 3 program as a One Seattle team.

### 4. OTHER IMPLICATIONS

**a. Is a public hearing required for this legislation?**

No.

**b. Is publication of notice with The Daily Journal of Commerce and/or The Seattle Times required for this legislation?**

No.

**c. Does this legislation affect a piece of property?**

No.

**d. Please describe any perceived implication for the principles of the Race and Social Justice Initiative.**

This legislation will add positions and resources for several City departments involved in the plan review, permit review, and delivery of the Sound Transit 3 program. As required under the Race and Social Justice Order, the recruiting hiring of these new positions will be equitable and be inclusive of people of color and other marginalized or under-represented groups. Further, these positions will allow the City to partner with Sound Transit and better support a streamlined and efficient permitting and review process. The West Seattle Link Extension will provide increased transit access to racially diverse neighborhoods in the Delridge segment (38% People of Color)), Duwamish segment (46% People of Color)), and SODO segment (49% People of Color)). (Source: WSLE FEIS App G (Environmental Justice) Table 3-1 Study Area Demographics (p 3-1).) The Ballard Link Extension will provide increased transit access to racially diverse neighborhoods in the Chinatown-International District segment (63% People of Color)) and Downtown segment (39% People of Color)), and to low-income populations in the Chinatown-International District Segment (54% low income). (Source: WSBLE DEIS App G (Environmental Justice) Table 3-4 Study Area Demographics (p 3-11).)

**i. How does this legislation impact vulnerable or historically disadvantaged communities? How did you arrive at this conclusion? In your response please consider impacts within City government (employees, internal programs) as well as in the broader community.**

Research shows that people of color experience longer commutes than white people; access to the growing Sound Transit Link Light Rail network will allow for reduced commute times and better access to regionwide educational and job opportunities. City government employees and programs will also benefit from the increased access from Sound Transit's West Seattle Link Extension and Ballard Link Extension.

**ii. Please attach any Racial Equity Toolkits or other racial equity analyses in the development and/or assessment of the legislation.**

July 2022. Sound Transit and City of Seattle. West Seattle and Ballard Link Extensions Racial Equity Toolkit Report: Environmental Review Phase. [LINK](#)

**iii. What is the Language Access Plan for any communications to the public?**

Sound Transit has an Inclusive Public Participation Policy (Resolution 2011-15) that includes provisions for making information available to minority, low-income, and limited English proficient populations.

**e. Climate Change Implications**

- i. **Emissions: How is this legislation likely to increase or decrease carbon emissions in a material way? Please attach any studies or other materials that were used to inform this response.**

This legislation will add positions and resources for several City departments involved in the plan review, permit review, and delivery of the Sound Transit 3 program. These positions will allow the City to partner with Sound Transit and better support a streamlined and efficient permitting and review process. Transit, particularly electrified high-capacity transit like light rail, has substantially lower climate impacts compared with single occupancy autos or trying to meet growing transportation demand with new roadway capacity. Light rail is also more conducive to lower climate impacting land uses including denser multi-unit residential, mixed-use development and the kind of “missing middle” housing increasingly harder to find in the Seattle area.

- ii. **Resiliency: Will the action(s) proposed by this legislation increase or decrease Seattle’s resiliency (or ability to adapt) to climate change in a material way? If so, explain. If it is likely to decrease resiliency in a material way, describe what will or could be done to mitigate the effects.**

N/A

- f. **If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program’s desired goal(s)? What mechanisms will be used to measure progress towards meeting those goals?**

This is a major programmatic expansion of the City’s efforts to facilitate the Sound Transit 3 program. Measurable goals can be related to program timeline milestones and delivery of project elements.

- g. **Does this legislation create a non-utility CIP project that involves a shared financial commitment with a non-City partner agency or organization?**

No.

## 5. ATTACHMENTS

### Summary Attachments:

Summary Attachment A – ST3 Staffing and Resource Plan

# One Seattle ST3 City Team

ST3 Staffing and Resource Plan | July 2025

## Contents:

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## Summary

Sound Transit 3 (ST3) is the largest infrastructure program in Seattle’s history. Its high-capacity transit investments—including the mega-projects of West Seattle Link Extension (WSLE) and Ballard Link Extension (BLE), as well as infill stations to the existing light rail lines—will create 15 new light rail stations in Seattle, offering tremendous opportunity to transform regional mobility and expand access to housing, jobs, and other destinations for Seattle community members. However, there will also be significant impacts and potential harm as Sound Transit constructs these new systems through existing Seattle neighborhoods. Maximizing benefits from, and access to, these new systems, while minimizing impacts and harm from construction and operations, depends on the City of Seattle’s ability to support the planning, permitting, and eventual delivery of these investments.

The City has many critical regulatory and partnering roles to support these projects that, if fully resourced and realized, will facilitate project delivery, maximize public benefit, and minimize harm to existing communities. In the next four years, as WSLE and BLE move from their planning phases into final design, permitting, and construction, the City will oversee an enormous volume of work to support on time and on budget project delivery—while also striving to advance City policy and priorities and minimize and mitigate impacts to Seattle communities, residences, and businesses.

At the same time, the Sound Transit Board is grappling with cost savings strategies under its *Enterprise Initiative* to address affordability issues for both the operation of the existing high-capacity transit system and expansion of the ST2 and ST3 programs. The City must be highly engaged and nimble during this process, offering quick analysis and strategic direction to inform City positions on strategies that could impact Seattle transit users. While the Enterprise Initiative may have eventual impacts on the scope and schedule of specific projects, this staff and resource plan assumes current schedules and reimbursement so that the City is prepared to play its roles in advancing the projects as quickly as possible, avoiding additional delay and cost to the region’s taxpayers.

To help carry out this work, the adopted 2025 City Budget identified \$5.2 Million in Payroll Expense Tax and Seattle Transit Measure revenues to support the expansion of a *One Seattle* ST3 City Team. Those funds were reserved in Finance General pending future legislation to authorize positions and budget authority to departments. This memo outlines the staff and resource plan for the ST3 work ahead and supports that necessary legislative action. It includes a description of 50.0 new positions in the proposed 2025 legislation across 6 City departments that are critical to delivering on the work ahead in 2025 and 2026. It also identifies a potential additional 33.5 positions that may be needed in 2026, 2027, 2028, and/or 2029 once the projects are in construction phases. See summary table below.

Department	Class Comp	FTE
<b>Department of Neighborhoods</b>		
	Community Development Spec., Sr.	1.0
<b>Department of Neighborhoods Total</b>		<b>1.0</b>
<b>Seattle City Light</b>		
	Cable Splicer CC - Net Area	5.0
	Civil Engineer, Senior	1.0
	Electrical Engineer, Assistant	1.0
	Electrical Engineer, Associate	4.0
	Electrical Power Systems Engineer	1.0
	Electrical Power Systems Engineer, Principal	1.0
	Manager 3	1.0
<b>Seattle City Light Total</b>		<b>14.0</b>
<b>Seattle Department of Construction &amp; Inspections</b>		
	StratAdvsr1, General Govt	1.0
<b>Seattle Department of Construction &amp; Inspection Total</b>		<b>1.0</b>
<b>Seattle Department of Transportation</b>		
	Administrative Staff Analyst	1.0
	Civil Engineer, Supervisor	1.0
	Civil Engineer, Sr	3.5
	Civil Engineering Specialist, Assoc	2.0
	Civil Engineering Specialist, Sr	1.0
	Landscape Architect	2.0
	Project Funds and Agreements Coordinator, Sr	1.0
	StratAdvsr1, General Govt	4.0
	Transportation Planner, Sr	1.0
	StratAdvsr3, General Govt	3.0
	Arborist	2.0
	Environmental Analyst, Sr	0.5
<b>Seattle Department of Transportation Total</b>		<b>22.0</b>
<b>Seattle Public Utilities</b>		
	Civil Engineer, Senior	2.0

	Civil Engineering Specialist, Sr	2.0
	Senior Water Pipe Worker	1.0
	StratAdvsr2, General Govt	2.0
	Water Crew Chief	1.0
	Water Pipe Worker	2.0
	Construction Maintenance Equipment Operator	1.0
<b>Seattle Public Utilities Total</b>		<b>11.0</b>
<b>Seattle Parks &amp; Recreation</b>		
	StratAdvsr1, General Govt	1.0
<b>Seattle Parks &amp; Recreation Total</b>		<b>1.0</b>
<b>Grand Total</b>		<b>50.0</b>

We anticipate tremendous challenges ahead for the ST3 Program and the ST3 City Team requires the appropriate resources and flexibility to support project delivery to the best of our ability. Nimble and streamlined leadership, and a resourced staff team ready to deliver, are critical elements for the City through these difficult discussions and decisions. This legislation puts those pieces in place.

## City Roles to Support the ST3 Program

Sound Transit 3 (ST3) is one of the largest transit expansion programs in the country. It will double the central Puget Sound region's light rail system to 116 miles with over 80 stations—including a total of 32 stations (15 new under ST3 program) on three light rail transit lines in the City of Seattle. The investment is critical to meeting the needs of Seattle's and the region's continued residential and employment growth—expected to reach 5.8 million people and 3.4 million jobs by 2050. See Exhibits A, B, and C for maps of these future investments.

In its adopted 2025 Budget, Sound Transit identifies a combined value of West Seattle Link Extension, Ballard Link Extension, infill stations at Graham Street and 130<sup>th</sup> Street/Pinehurst Station at over \$15 Billion (2024\$). These combined cost estimates suggest that ST3 will be one of the largest infrastructure investment programs in Seattle's history—over three times the size/cost of the \$4.5 Billion (2022\$) invested in both the City's Central Waterfront Program and WSDOT's Alaskan Way Viaduct Replacement Program, and nearly ten times larger than the recently adopted \$1.55 Billion (2024\$) Seattle Transportation Levy. Sound Transit is currently undergoing an Enterprise Initiative that will provide updated cost estimates and explore strategies to further reduce costs to help achieve on-time delivery.

The City of Seattle has many critical roles to support ST3 projects. While the City is not directly responsible for capital delivery of Sound Transit's projects, we play essential roles in defining the scope of work to ensure the projects meet the needs of Seattle. In addition, the City will directly deliver plans and projects to complement ST3 investments, including station area planning, transit access and integration projects, affordable housing investments, and transit-oriented development.

The City of Seattle's roles to support the planning, permitting, and delivery of ST3 projects include:

- **Governing** roles through Sound Transit Board (Mayor Bruce Harrell and CM Dan Strauss)
- **Regulatory** roles defined by statute and code, including project review and permitting.
- **Funding** roles defined by Board actions and funding agreements to contribute 3rd party funding to specific elements of the light rail system itself.
- **Advocacy** roles to advance City and community priorities, including the Racial Equity Toolkit to ensure the new system avoids disparate impacts and creates benefit to all.
- **Partnering** roles via our 2018 Partnering Agreement with a focus on clear leadership across departments, intensive staff coordination, and streamlined permitting.
- **Delivery** roles to develop and deliver numerous plans and projects to support ST3 investments, including station area planning and access projects.

These City roles are compelled and underpinned by several agreements and frameworks at the local, regional, and state levels. The following list highlights key elements of several of these documents:

- **Partnering Agreement (January 2018).** The 2018 [Partnering Agreement](#) between Sound Transit and the City of Seattle for West Seattle and Ballard Link Extensions Project (“Partnering Agreement”), adopted in December 2017 by Sound Transit Board [Motion 2017-161](#) and Seattle City Council [Resolution 31788](#), and signed by Mayor Durkan in January 2018, outlines a shared vision and a new approach to project development that streamlines the environmental review, design, permitting, and construction processes to ensure on time project delivery. The agreement commits the City to clear leadership across departments, early and intensive staff coordination, and streamlined permitting processes.
- **City of Seattle 2025 Adopted Budget (November 2024).** In recognition of the City’s numerous commitments to support the planning, permitting, and delivery of Sound Transit investments in Seattle, and the tremendous volume of work ahead as the mega-projects of West Seattle Link Extension and Ballard Link Extension move from planning phase to design and permitting, the adopted City of Seattle 2025 Budget ([Ordinance 127156](#)) included fiscal reserves in Finance General to support substantial staff expansion in 2025 and 2026. These reserves granted budget authority for \$5.2 Million in 2025 and \$6.8 Million in 2026, comprising anticipated revenues from the Payroll Expense Tax and the Seattle Transit Measure. Access to the reserves would require a subsequent budget amendment—the present legislation—to identify a staff and resource plan and request specific position authority.
- **Mayor Harrell Executive Order 2025-02 (February 2025).** Mayor Harrell’s [Executive Order 2025-02: Supporting and Expediting Sound Transit 3 Investments in the City of Seattle](#) reaffirmed the City’s intention to help deliver ST3 projects to provide a great, expanded, and safe transit experience for the public as quickly and effectively as possible. It streamlined City leadership on ST3 by expanding the Office of the Waterfront and Civic Projects to lead the Sound Transit Program and the interdepartmental ST3 City Team. The Executive Order expressed intention to transmit the necessary legislation to streamline the permit process and help deliver light rail as soon as possible. The Order also referenced the adopted 2025 City Budget that reserved \$5.2 million in 2025 and \$6.8 million in 2026 for expansion of the ST3 City Team and committed to develop a resource



plan and necessary legislation to detail how that new budget authority would support these bodies of work.

- **Growth Management Act (GMA) amendments (April 2025).** The Washington State Legislature amended the GMA, originally adopted in 1990, to include additional language on the siting and development of essential public facilities, including light rail transit investments. The original GMA language states that “no local comprehensive plan or development regulation may preclude the siting of essential public facilities.” The 2025 legislature amended this language ([ESSB 5801](#), Sections 603 and 604) to add that “a city or county with permitting authority [over the development of essential public facilities, including light rail transit investments] shall commit to reasonable timelines to ensure timely issuance of permits without unnecessary delay.”
- **Code Amendment Legislation (June 2025).** The City of Seattle adopted a comprehensive land use code amendment package that fulfilled permit-process improvement goals that were identified by the City and Sound Transit in 2019—including identifying code and process barriers for faster permitting, clarifying development standards for light rail, refining the advisory process for review of facility design, and reducing the need for multiple rounds of plan review. The amended code will support the timely construction of the West Seattle Link Extension (WSLE) and Ballard Link Extension (BLE) projects with an aspirational—but achievable—goal to reduce permit time in half.

While the above list illustrates the key frameworks that obligate the City to resource the work needed to support the planning, permitting, and delivery of Sound Transit investments in Seattle, the most compelling reason is the clear will of the Seattle electorate that overwhelmingly supported—by over 70% of the vote—the Sound Transit ballot initiative in 2016.

## ST3 City Team 2025-2029 Staff and Resource Plan

A *One Seattle* effort to deliver on ST3 requires strong, coordinated City leadership and a high-functioning, fully resourced team of managers and subject matter experts from across City departments. To that end, Executive Order 2025-02 elevated and streamlined City leadership on ST3 by expanding the Office of the Waterfront and Civic Projects to provide highly effective multi-departmental technical leadership to support these efforts, building on its demonstrated track record of successful partnership with other agencies and community stakeholders to deliver transformative major projects for the City of Seattle. The expanded Office of Waterfront, Civic Projects & Sound Transit (OWCPST) is positioned to bring similar success and a *One Seattle* approach to other highly visible and complex projects like ST3 and providing strategic leadership to the *Sound Transit Program* and the interdepartmental *ST3 City Team*.

- The *Sound Transit Program* is a small staff team that reports through the OWCP&ST. It carries out key functions including executive and program leadership, project management, and government and community relations. It also provides technical management and subject matter expertise across several disciplines, particularly where capacity or expertise does not exist elsewhere in the City.
- The *ST3 City Team* is a far more expansive interdepartmental staff team, managed by the Sound Transit Program, that includes leadership and subject matter expertise across nearly 20 other City departments. Several of these staff provide dedicated, matrixed, and full-time support on the ST3 portfolio, while dozens of other staff lend small amounts of time as needed.

The current interdepartmental ST3 City Team includes 20 dedicated full-time staff, most reporting through the Sound Transit Program, as well as limited part-time capacity from staff across 20 City Departments. This staff team has been small and mighty—but is no longer sufficient to meet the enormous work volume ahead. Building out the ST3 City Team is necessary to strengthen the City’s position to partner with Sound Transit to support the delivery of ST3 projects while maximizing benefit and minimizing impacts to Seattle community members. The goals of a fully resourced ST3 City Team include:

- **Supporting ST3 projects.** Support on time delivery of ST3 projects while ensuring compliance with relevant statutes and codes and upholding frameworks including the 2018 Partnering Agreement, and other local, regional, and state statutes.
- **Advancing City priorities.** Advance City and community priorities, including those identified in the Joint Racial Equity Toolkit and through community and stakeholder engagement, in the planning and permitting of ST3 projects.
- **Delivering station area planning and improvements.** Develop and deliver station area planning and access projects to support ST3 station area communities.
- **Supporting City leadership.** Provide relevant information to City and departmental leadership to inform policy discussions and City governing roles on the Sound Transit Board.

The following sections provide an overview of the currently anticipated ST3 project schedules, then briefly describe the current City team, outline the requests in the 2025 budget amendment legislation, and list anticipated future staff and resource needs.

## ST3 Project Schedules

The ST3 portfolio is large and complex, and its project schedules have been accordingly dynamic and changing. Because Sound Transit is the lead for project delivery, the City must be responsive to changing schedules and milestones. As Sound Transit works to deliver these mega-projects on time, there is a need to stack project processes for more efficient delivery. Processes that were traditionally sequential, such as environmental review → preliminary engineering → final design → permitting, will now happen concurrently, where feasible and appropriate.

The following list summarizes anticipated major concurrent bodies of work the ST3 City Team will undertake between 2025-2028 to support the planning, permitting, and delivery of ST3 projects. For details on City roles for each of these milestones, see Exhibit D. Note that the City Team does not have a detailed project schedule from Sound Transit for all these milestones; the listed dates reflect the City Team’s best current understanding of the work ahead. All dates are estimates and subject to change. For general complete project timelines through service delivery, visit the Sound Transit [website](#).

### 2024

- **2024-2025.** Sound Transit WSLE Final EIS, and Board action on project-to-be-built; FTA Record of Decision; City of Seattle legislation to adopt the WSLE project.
- **2024-2025.** Potential WSLE Third-party Funding Agreement.
- **2024-2026.** Potential Systemwide Property Acquisition Strategy.
- **2024-2026.** Environmental review for infill stations at South Graham Street and South Boeing Access Road.

- **2024-2026.** WSLE final design and engineering.
- **2024-2028.** WSLE project review and early permit processing.
- **2024-2030.** WSLE access project development and delivery.

## 2025

- **2025-2027.** Sound Transit BLE Draft EIS, Final EIS, and Board action on project-to-be-built; FTA Record of Decision; City of Seattle legislation to adopt the BLE project.
- **2025-2027.** BLE PE and design.
- **2025-2028.** WSLE project permit processing.

## 2026

- **2026-2027.** BLE potential third-party funding agreement.
- **2026-2028:** WSLE station area planning.
- **2026-2029:** City legislation to support WSLE property and right-of-way land acquisition.
- **2026-2031.** BLE project review and early permit processing.
- **2026-2032:** WSLE Construction.

## 2027

- **2027-2029.** BLE final design and engineering.
- **2027-2035.** BLE access project development and delivery.
- **2027-2035:** City legislation to support WSLE property and right-of-way land acquisition.

The City has committed to rigorous support to deliver these projects to Seattle communities on time, which necessarily means shaving years off our normal processes. For example, the SDOT Street Use Division expects the WSLE permit volume to be at least twice the amount in number as ST2 and the review to happen in half the amount of time. The Seattle Department of Construction and Inspections (SDCI) anticipated three times the number of permits for WSLE versus ST2 and has committed to issuing each permit in 120 days, half the normal amount of time. Concurrent delivery of these major permit volumes—while also working to support BLE preliminary engineering and final design—is not possible with existing staff resources.

## Leadership and Project Management

Clear and coordinated leadership across City departments is critical for the ST3 City Team to respond to policy direction and elevate emerging project issues, and foundational to the 2018 Partnering Agreement.

**Current structure.** The 2018 Partnering Agreement identifies a WSBLE<sup>1</sup> Designated Representative as a single point of contact for Sound Transit and a liaison for coordination across the Mayor's Office, City Council, and all City Departments. Angela Brady, PE, Director of the Office of the Waterfront, Civic Projects, and Sound Transit (OWCPST) serves as the ST3 designated Representative, reporting to Deputy Mayor Jessyn Farrell. Director Brady supervises the Sound

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<sup>1</sup> At the time of the 2018 Partnering Agreement, the separate WSLE and BLE projects were planned concurrently as the West Seattle and Ballard Link Extension (WSBLE) projects. Although the Partnering Agreement defines the role of the "WSBLE" Designated Representative, in practice, the City has redefined the role to include all ST3, not just WSLE and BLE.

Transit Program, which includes a Program Director, Deputy Director, and Government and Community Relations Manager, and manages the interdepartmental ST3 City Team.

The Sound Transit Program includes an ST3 Project Management Team that includes single points of contact for each project and serves as an umbrella for coordination across the entire ST3 City Team, including liaising between the technical workgroups and departmental and City leadership, governmental and community relations, and administration and finance. In addition, several other departments, including SCL, SPU, and SDCI, have part-time or full-time staff who serve project management functions, coordinating ST3 related work within their departments and liaising with the OWCPST project management team. Several additional departments, including SPR and SFD, have project management staff currently dedicated less than half-time to the projects.

The Sound Transit Program also includes a Government and Community Relations team that works closely with the Project Management Team. The GCR team is led by a manager, with technical support from an Engagement Advisor, Equity Advisor, and consultant resources.

See Exhibit E for the complete table of current staff, as well as immediate and future staff needs.

**Immediate needs.** The 2025 budget amendment legislation requests the position and/or budget authority for the following eight (8.0 FTE) critical positions at OWCPST (SDOT budget authority), SCL, SDCI, and SPU to support program leadership and project management. These positions will allow the expansion needed of the OWCPST project management team, as well as provide needed capacity for project management at key partner departments and SDOT divisions. The following list summarizes the 2025 requests. Positions marked with an asterisk need either a funding agreement or permit schedule commitment in place before filling the positions.

- \*OWCPST: ST3 Program Manager/Senior Project Manager (1.0 FTE SA3)
- OWCPST: ST3 Project Manager/BLE Deputy PM (1.0 FTE SA1)
- OWCPST: ST3 Project Manager/WSLE Deputy PM and Infill PM (1.0 FTE SA1)
- \*OWCPST/SDOT: Street Use ST3 Program Manager (1.0 FTE CE, Supervising)
- \*SCL: SCL ST3 Program Manager (1.0 FTE Mgr3)
- \*SDCI: SDCI ST3 Associate Permitting Manager (1.0 FTE SA1)
- \*SPU: SPU ST3 Program Manager (2.0 FTE SA2)

## Finance and Administration

The administrative, finance, and operations support needs for a new and rapidly growing team are very high and will increase as the team and work program continue to grow. See Attachment E for the complete table of current staff, as well as immediate and future staff needs.

**Current structure.** The ST3 City Team relies primarily on SDOT Finance and Administration and SDOT People and Culture for support on administration, finance, and operations, including budget and human resources. The OWCPST Sound Transit Program currently shares a 1.0 FTE Administrative Business Partner with SDOT Interagency Program and shares a 1.0 FTE Finance and Budget Manager with the Waterfront Program.

**Immediate needs.** The 2025 budget amendment legislation requests the position and/or budget authority for the following **two** (2.0 FTE) critical positions to support program finance and administration. The following list summarizes the 2025 requests. A full-time dedicated finance

analyst would provide the necessary assistance in the development and execution of countless funding agreements, as well as internal City budget exercises. Finally, the Administrative Business Partner that the SDOT Sound Transit Program currently shares with the SDOT Interagency Program will likely be insufficient to meet the administrative needs of the rapidly growing team.

- **Office of Waterfront, Civic Projects, and Sound Transit (2.0 FTE)**
  - Sound Transit Program: ST3 Admin Business Partner (1.0 FTE Admin Staff Analyst)
  - Sound Transit Program: ST3 Grants Manager (1.0 FTE Project Funds & Agreements Coord, Sr)

## Technical Management

Most staff resources needed to support the ST3 project are subject matter experts to advance the highly technical work of environmental review, preliminary engineering, permit processing, final design, and construction management. The ST3 City Team includes technical workgroups with workgroup managers and subject matter expertise to review, process, and comment on Sound Transit materials (e.g., environmental review, engineering and design sets, planning documents, and permitting application materials) to ensure compliance with City codes and regulations and inform City policy and positions. These workgroups serve as multi-year interdepartmental teams that co-deliver bodies of work with parallel teams at Sound Transit.

As noted above, the ST3 project schedules assume concurrent delivery of work streams and a halving of permit delivery timelines. This cannot be accomplished with existing technical staff resources. See Exhibit E for the complete table of current staff, as well as immediate and future staff needs.

**Current structure.** The ST3 City Team currently includes six technical workgroups—Engineering, Environmental, Funding + Finance, Permitting, Planning, and Real Property and Right-of-Way—that work across City departments to advance project design and other deliverables. Each workgroup is managed by one or two workgroup managers—typically a high-level strategic advisor capable of independent work, policy development, interaction with elected officials, and collaboration and conflict resolution. In addition, several workgroups currently include dedicated staff.

**Immediate needs.** The 2025 budget amendment legislation requests the position and/or budget authority for the following 40.0 FTE critical positions to support the technical teams that will advance the planning, permitting, and delivery of ST3 projects. The following list summarizes the 2025 requests. The majority of these positions will support the permit process (either as permit managers or as critical secondary reviews) or the construction process. Note that Sound Transit will provide full or partial reimbursement of many of these positions, either through administrative or construction services agreements, or through permitting fees. Positions marked with an asterisk need either a funding agreement or permit schedule commitment in place before filling the positions.

- **Department of Neighborhoods (1.0 FTE)**
  - \*DON ST3 Historic Preservation Coordinator (1.0 FTE Community Development Spec., Sr)
- **Finance and Administrative Services (Budget Authority only, no pocket needed)**

- ST3 Capital Development Advisor (0.0 FTE SA2)
- **Office of Waterfront, Civic Projects, and Sound Transit/Matrixed (16.0 FTE)**
  - SDOT Capital Projects: ST3 Environmental Reviewer (0.5 FTE Environ Analyst, Sr)
  - SDOT Policy + Planning: WS/BLE Urban Designer (1.0 FTE TransPlan, Sr)
  - \*SDOT Street Use: ST3 Construction Inspector (2.0 FTE CES, Assoc)
  - \*SDOT Street Use: ST3 Construction Inspector Lead (1.0 FTE CES, Sr)
  - \*SDOT Street Use: ST3 SIP Project Manager (1.0 FTE CE, Sr)
  - \*SDOT Street Use: UMP Reviewer (1.0 FTE CE, Sr)
  - \*SDOT TOD: ST3 Project TCP Reviewer (1.0 FTE CE, Sr)
  - \*SDOT TOD: ST3 Transportation Operations Planner (0.5 FTE CE, Sr)
  - SDOT Transit + Mobility: ST3 Integration Planner / Permit Reviewer (1.0 FTE SA1)
  - \*SDOT Urban Forestry: WSLE Arborist (2.0 FTE Arborist)
  - \*SDOT Urban Forestry: WSLE Permit Phase Reviewer (2.0 FTE Landscape Architect)
  - SDOT Capital Projects: ST3 ROW Manager (1.0 FTE SA3)
  - Sound Transit Program: ST3 Planning Policy Advisor (1.0 FTE SA1)
  - \*Sound Transit Program: ST3 Construction Program Manager (1.0 FTE SA3)
- **Seattle City Light (13.0 FTE)**
  - \*1.0 FTE Cable Splicer
  - \*3.0 FTE Cable Splicer Crew Chief
  - \*1.0 FTE Electrical Power Systems Engineer
  - \*1.0 FTE Cable Splicer Crew Chief-Asg C Coord
  - \*1.0 FTE Civil Engineer, Senior
  - \*1.0 FTE Electrical Engineer, Associate
  - \*1.0 FTE Electrical Power Systems Engineer, Principal
  - \*1.0 Electrical Engineer, Assistant
  - \*3.0 Electrical Engineer, Associate
- **Seattle Parks and Recreation (1.0 FTE)**
  - \*ST3 SPR Permit Manager (1.0 FTE SA1)
- **Seattle Public Utilities (9.0 FTE)**
  - \*Civil Engineer, Senior (2.0 FTE CE, Sr)
  - \*ST3 Associate Project Manager (2.0 FTE, CES, Sr)
  - \*1.0 FTE Construction Maintenance Equipment Operator
  - \*1.0 FTE Senior Water Pipe Worker
  - \*1.0 FTE Water Crew Chief
  - \*2.0 FTE Water Pipe Worker

**Future needs.** In addition to the immediate resources requested in the 2025 budget amendment legislation, the OWCPST anticipates requesting the following 4.5 FTE positions for OPCD and OWCPST through the 2026 City budget process to support several known specific needs to support discrete bodies of work.

- **Office of Planning and Community Development (1.0 FTE)**



- ST3 SDC Project Associate (1.0 P&D, Spec 2)
- **Office of Waterfront, Civic Projects, and Sound Transit/Matrixed (3.5 FTE)**
  - SDOT Project Development: ST3 Project Developer (1.0 FTE Trans Planner, Sr)
  - \*SDOT Street Use: ST3 HUB Coordinator (1.0 FTE CES, Sr)
  - \*SDOT Street Use: ADA Reviewer/Engineer (1.0 FTE CE, Sr)
  - \*SDOT Street Use: ST3 Permit Tech (0.5 FTE Permit Tech)

In addition, the Seattle Department of Construction and Inspections intends to expand their staff capacity in 2026 to meet the permit volume ahead using the following 7.0 existing positions utilizing existing contingent budget authority:

- **Seattle Department of Construction and Inspections (7.0 FTE)**
  - \*Civil Engineer (2.0 FTE CE, Assoc)
  - \*Zoning + Land Use Reviewer (4.0 FTE Land Use Planner III)
  - \*Structural Reviewer (1.0 FTE Structural Plans Engineer)

Beyond the 2026 budget process, there are additional needs anticipated in future years, especially as Ballard Link Extension enters final design, permitting, and construction. These include the following 28.5 positions:

- **Finance and Administrative Services (2.0 FTE)**
  - \*2.0 FTE Equipment Servicer
- **Office of Waterfront, Civic Projects, and Sound Transit/Matrixed (21.5 FTE)**
  - \*SDOT Capital Projects: ST3 Project Permit Reviewer/Engineer (2.0 CES, Sr)
  - SDOT Policy + Planning: WS/BLE Urban Designer (1.0 Trans Plnner, Sr)
  - \*SDOT Roadway Structures: ST3 Project Permit Reviewer/Eng (2.0 CES, Sr)
  - \*SDOT Street Use: ST3 Construction Inspector (2.0 FTE CES, Assoc)
  - \*SDOT Street Use: ST3 Permit Services Reviewer (0.5 FTE CES, Assoc)
  - \*SDOT Street Use: ST3 HUB Coordinator (2.0 FTE CES, Sr)
  - \*SDOT Street Use: ST3 HUB Coordinator Lead (1.0 FTE CES, Supr)
  - \*SDOT Street Use: ST3 SIP Project Manager (3.0 FTE CE, Sr)
  - \*SDOT Transportation Ops: ST3 Transportation Operations Planner (1.0 FTE CE, Sr)
  - SDOT Transit + Mobility: ST3 Integration Planner / Permit Rev (1.0 Trans Plnner, Sr)
  - \*SDOT Urban Forestry: BLE Arborist (2.0 FTE Arborist)
  - \*SDOT Urban Forestry: BLE Permit Phase Reviewer (2.0 FTE Landscape Architect)
  - \*Sound Transit Program: ST3 Construction Associate Manager (1.0 CE, Sr)
  - \*Sound Transit Program: ST3 Construction Manager (1.0 FTE CE, Supr)
- **Seattle Department of Construction and Inspections (1.0 FTE)**
  - \*ST3 Permitting Associate Manager (1.0 FTE SA1)
- **Office of Planning and Community Development (2.0 FTE)**
  - ST3 Station Area Planner (1.0 FTE P&D Spec, 1 and 1.0 FTE P&D Spec, 2)
- **Seattle City Light (2.0 FTE)**
  - \*1.0 Capital Projects Coordinator

- \*1.0 Electrical Services Engineer

Finally, there are many additional bodies of work that the City may choose to undertake pending future policy direction, such as a property acquisition program or specific mitigation programs that may require additional staffing or consultant resources. The above list is an estimation of anticipated needs based on current information.

## Exhibits

- Exhibit A: Sound Transit Future Service Map, May 2025
- Exhibit B: West Seattle Link Extension Project-to-be-Built Map, 2024
- Exhibit C: Ballard Link Extension Draft EIS Alternative Map, 2023
- Exhibit D: Draft WSLE and BLE Project Schedules, Subject to Change
- Exhibit E: ST3 Staff Plan Summary Table

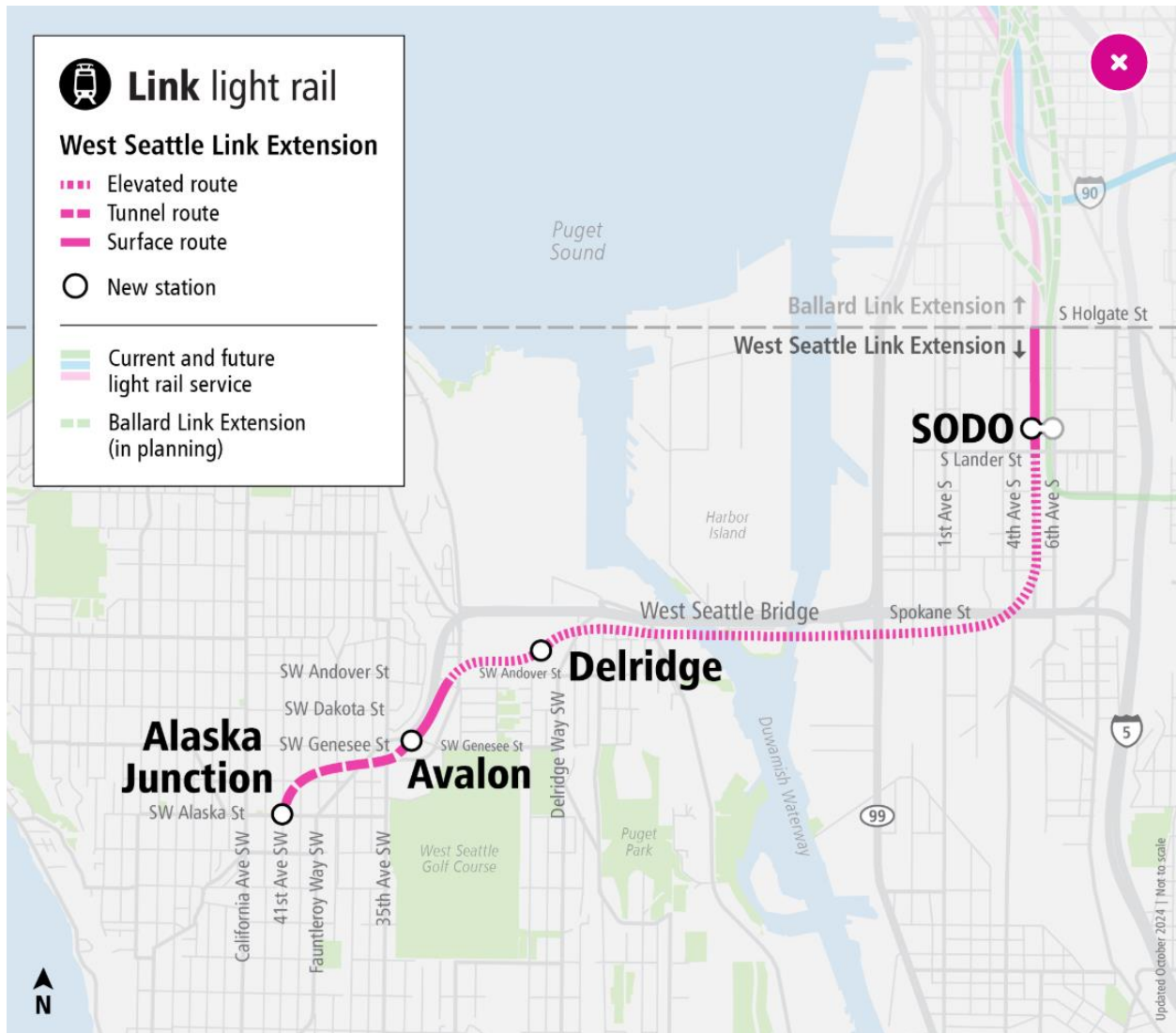


# Exhibit A: Sound Transit Future Service Map, May 2025

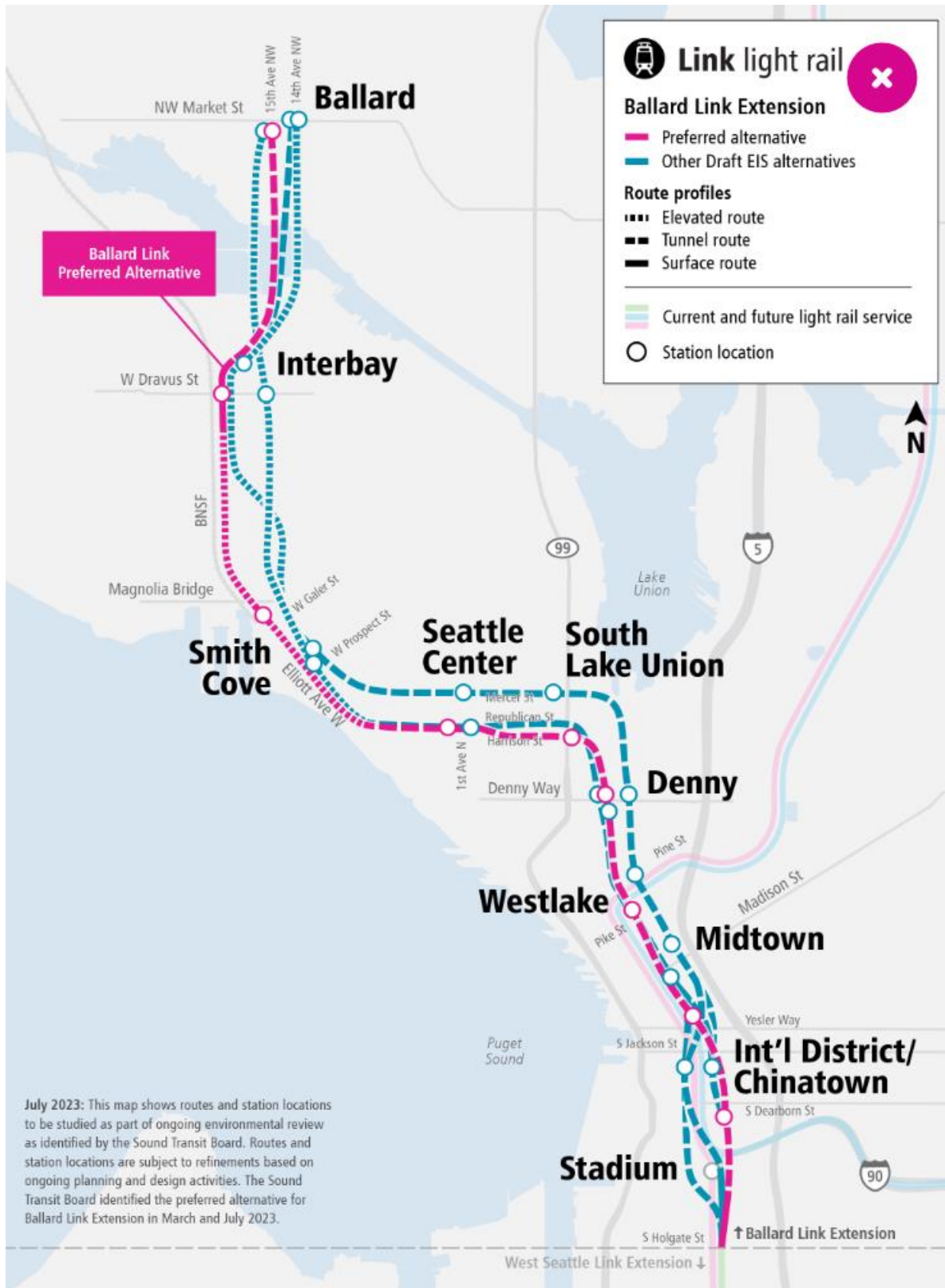


May 2025

## Exhibit B: West Seattle Link Extension Project-to-be-Built Map, 2024

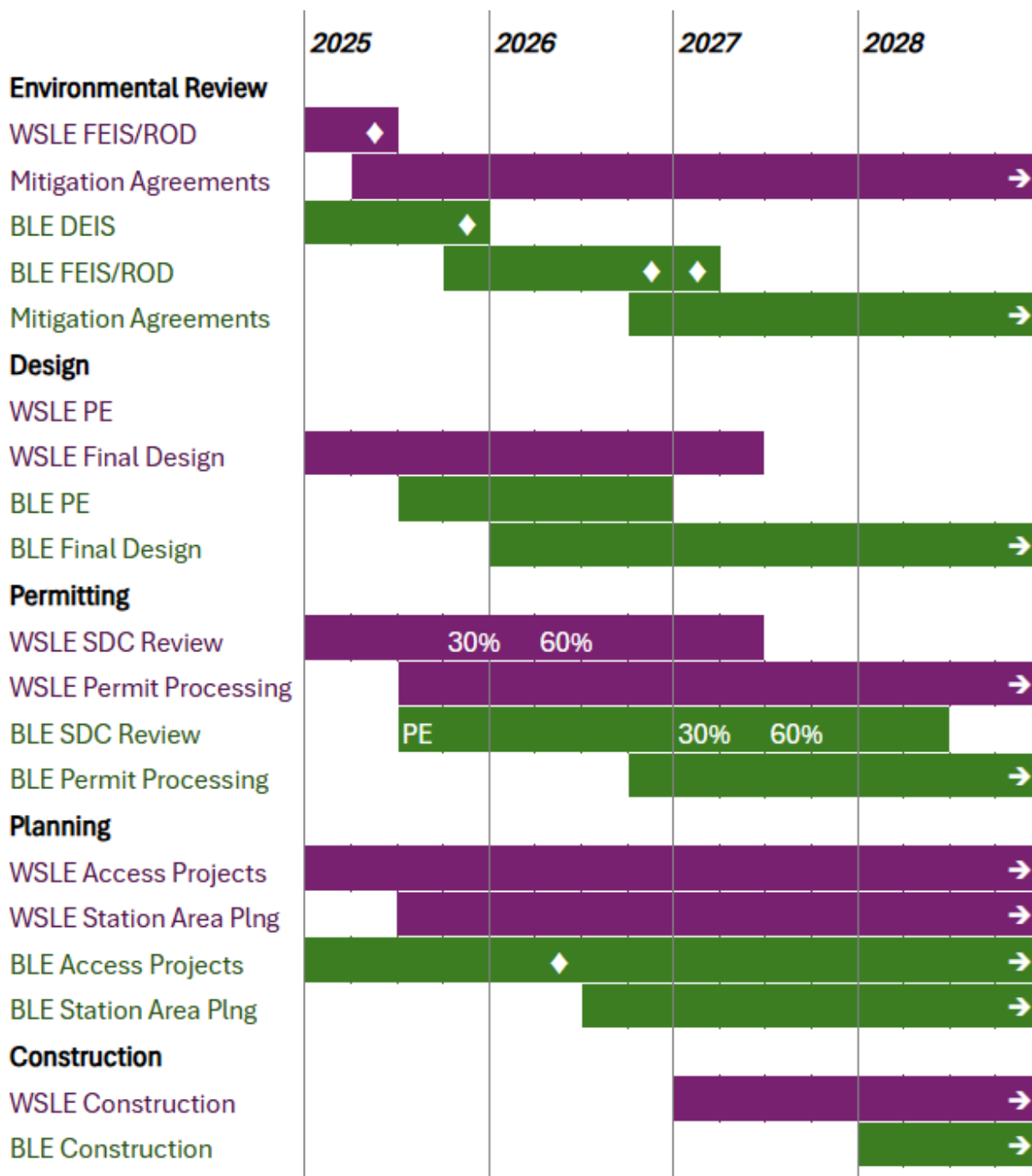


## Exhibit C: Ballard Link Extension Draft EIS Alternative Map, 2023



## Exhibit D: Draft WSLE and BLE Project Schedules, Subject to Change

The following figure presents an unofficial timeline of major deliverables and milestones for WSLE and BLE. These timelines are meant for planning purposes and all dates may be subject to change. Following the timelines is a more detailed list of anticipated major bodies of work the ST3 City Team will undertake between 2025-2028 to support the planning, permitting, and delivery of ST3 projects in Seattle. Note that these timelines focus on the mega-projects of West Seattle and Ballard Link Extension and does not include infill stations at Pinehurst, South Graham Street, and Boeing Access Road.



## 2024

- **2024-2025. Sound Transit WSLE Final EIS, and Board action on project-to-be-built; FTA Record of Decision; City of Seattle legislation to adopt the WSLE project.** Sound Transit will evaluate alternative station locations, assess impacts, and identify mitigation measures for BLE and its nine new stations from Chinatown-International District to Ballard. The City Team will review and comment on Sound Transit materials, inform a City position on a preferred alternative, and document agreement for project mitigation and access projects. For reference, the City Team generated 3500+ comments across 20 City departments on impacts and mitigation for the initial 2021 Administrative Draft EIS and 2022 Draft EIS. After the FTA Record of Decision, the City will need to adopt legislation to formally adopt the project to allow project permits to proceed.
- **2024-2026. Potential WSLE Third-party Funding Agreement.** The City may agree to a term sheet for 3<sup>rd</sup> party funding for select elements of the project, followed by an MOA within six months that details funding sources and timing.
- **2024-2026. Potential Systemwide Property Acquisition Strategy.** As a possible component of 3<sup>rd</sup>-party funding, the City Team will document the advantages and drawbacks of property acquisition (for short-term project use, but long-term City management and disposition) and recommend property management strategies. If the City pursues this strategy, there would be several additional years of property acquisition, management, and disposition.
- **2024-2026. Environmental review for infill stations at South Graham Street and South Boeing Access Road.** Sound Transit will evaluate alternative station locations, assess impacts, and identify mitigation measures for 1-Line infill stations. The City Team will review and comment on Sound Transit materials, inform a City position on a preferred alternative, and document agreement for project mitigation and access projects.
- **2024-2026. WSLE final design and engineering.** The City Team will review and comment on final design. For reference, the City generated 1000+ substantive comments on the WSLE Preliminary Engineering (PE) plan set related to compliance with City codes and regulations, safety, and other issues. We expect resolution of those comments to take place iteratively during final design.
- **2024-2028. WSLE project review and early permit processing.** The City Team will coordinate with Sound Transit and the Seattle Design Commission on the project review process for the WSLE project at 15%, 30%, and 60% design. City staff will review all Sound Transit submittals and synthesize them into memos that discuss project compliance with City codes, regulations, and guidelines, and identify topics for SDC discussion.
- **2024-2030. WSLE access project development and delivery.** The City Team will plan and deliver transit access and integration projects and other public realm improvements.

## 2025

- **2025-2027. Sound Transit BLE Draft EIS, Final EIS, and Board action on project-to-be-built; FTA Record of Decision; City of Seattle legislation to adopt the BLE project.** Sound Transit will evaluate alternative station locations, assess impacts, and identify mitigation measures for BLE and its nine new stations from Chinatown-International District to Ballard. The City Team will review and comment on Sound Transit materials, inform a City position on a preferred alternative, and document agreement for project



mitigation and access projects. For reference, the City Team generated 3500+ comments across 20 City departments on impacts and mitigation for the initial 2021 Administrative Draft EIS and 2022 Draft EIS. Subsequent to the FTA Record of Decision, the City will need to adopt legislation to formally adopt the project to allow project permit to proceed.

- **2025-2027. BLE PE and design.** The City Team will review and comment on PE and design. For reference, the City generated 1000+ substantive comments on the WSLE PE plan set—which is roughly half the size of BLE—related to compliance with City codes and regulations, safety, and other issues.
- **2025-2028. WSLE project permit processing.** City Team will process 200+ permits (including Master Use Permits, Street Improvement Permits, and permits related to demolitions, Environmentally Critical Areas, and shorelines) per a Joint Permit Plan to streamline the permit process and deliver an historic volume of permit activity in less than three years.

## 2026

- **2026-2027. BLE potential third-party funding agreement.** The City will agree to a term sheet for 3<sup>rd</sup> party funding at the time of the Board action on a BLE project-to-be-built (tentative 2026), followed by an MOA within six months that details funding sources and timing.
- **2026-2028: WSLE station area planning.** The City Team will lead station area planning activities with four station area communities to inform land use, housing, economic development, and mobility code changes and investments.
- **2026-2029: City legislation to support WSLE property and right-of-way land acquisition.** Sound Transit projects will impact many City of Seattle properties, structures, rights-of-way, and facilities. Allowing Sound Transit to impact, and sometimes acquire, these property interests will require administrative or legislative action in many instances.
- **2026-2031. BLE project review and early permit processing.** The City Team will coordinate with Sound Transit and the Seattle Design Commission on the project review process for the WSLE project at 15%, 30%, and 60% design. City staff will review all Sound Transit submittals and synthesize into memos that discuss project compliance with City codes, regulations, and guidelines, and identify topics for SDC discussion.
- **2026-2032: WSLE Construction.** The City Team will support Sound Transit's construction, including coordinating mitigation of construction related impacts, such as numerous multi-year road closures. Additionally, the City will deliver on many project elements directly, including some major utility relocations and roadway improvements.

## 2027

- **2027-2029. BLE final design and engineering.** City Team will review and comment on final design. For reference, the City generated over 1000 substantive comments on the WSLE PE plan set related to compliance with City codes and regulations, safety, and other issues. We expect resolution of those comments to take place iteratively during final design.
- **2027-2035. BLE access project development and delivery.** The City Team will design and deliver City-funded projects for transit access and integration and other public realm improvements.
- **2027-2035: City legislation to support WSLE property and right-of-way land acquisition.** Sound Transit projects will impact many City of Seattle properties, structures,

rights-of-way, and facilities. Allowing Sound Transit to impact, and sometimes acquire, these property interests will require administrative or legislation in many instances.

Exhibit E: 2025 ST3 Staff Plan Table:

CURRENT STAFF				FTE							
REQUESTED IN 2025 LEGISLATION				Current	Contingent Authority	2025 Legislation	Future Needs				
ANTICIPATED FUTURE NEEDS											
Current Staff/Future	Program Team	Department	Matrix/ Partner Division if applicable	31.6	7.0	50.00	33.0	Classification	Working Title	Position/ Budget/ Authority Needed	Reimbursement Agreement Needed or Permit Funded
2025 Current Staff	Finance/Administration	OWCP&ST		0.5				Admin Staff Analyst	(0.5 FTE) Administrative Business Partner	Not Applicable	Not Applicable
2025 Current Staff	Leadership/Management	OWCP&ST		1.0				(OOC) SA1	Infill Station Project Manager/BLE Deputy PM	Not Applicable	Not Applicable
2025 Current Staff	Leadership/Management	OWCP&ST		1.0				Capital Pjts Coord.Sr	BLE Engineering Coordinator	Not Applicable	Not Applicable
2025 Current Staff	Leadership/Management	OWCP&ST		1.0				Executive 2	Sound Transit Program Director	Not Applicable	Not Applicable
2025 Current Staff	Leadership/Management	OWCP&ST		1.0				StratAdvsr1,CSPI&P	ST3 Community Engagement and Partnerships Advsor	Not Applicable	Not Applicable
2025 Current Staff	Leadership/Management	OWCP&ST		1.0				StratAdvsr2	ST3 Governmental and Community Relations Manager	Not Applicable	Not Applicable
2025 Current Staff	Leadership/Management	OWCP&ST		1.0				StratAdvsr2,General Govt	WSLE Project Manager	Not Applicable	Not Applicable
2025 Current Staff	Leadership/Management	SDCI		1.0				StratAdvsr2,General Govt	SDCI ST3 Program Manager	Not Applicable	Not Applicable
2025 Current Staff	Leadership/Management	SFU		1.0				StratAdvsr2,General Govt	SFU ST3 Project Manager	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	FAS		0.4				Strategic Advisor 2	Deputy Division Director/ST3 Real Property Manager	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	OPCD		0.6				Planning and Development Specialist I	ST3 Project Planner	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	OPCD		0.8				Strategic Advisor 1, General Government	ST3 Station Area Planning Lead	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	OPCD		0.3				Strategic Advisor 1, General Government	TOD strategist	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	OWCP&ST		1.0				Capital Pjts Coord.Sr	WSLE Engineering Coordinator	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	OWCP&ST		1.0				StratAdvsr2,General Govt	ST3 Environmental and Legal Manager	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	OWCP&ST		1.0				StratAdvsr3,Engmg&Plan s Rev	ST3 Planning Manager	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SCL		1.0				Capital Pjts Coord.Sr	Senior Capital Project Coordinator	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SCL		0.5				Electrical Engineer, Sr	Beel Pwr Systs Engr,Prin	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SCL		0.5				Electrical Engineer, Sr	Beel Pwr Systs Engr,Prin	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SDOT		1.0				Transportation Planner, Senior	ST3 Urban Design Planner	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SDOT		0.3				CES, Sr	ST3 SIP Manager	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SDOT		0.3				CES, Sr	ST3 SIP Manager	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SDOT		0.5				CivEng Spec, Assoc	ST3 SIP Manager	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SDOT		1.0				Civil Engineer, Senior	ST3 Senior Civil Engineer	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SDOT		1.0				Civil Engr, Sr	30-100% WSLE SIP Manager	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SDOT		0.3				Civil Engr, Sr	ST3 SIP Manager	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SDOT		0.3				Civil Engr, Sr	ST3 SIP Manager	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SDOT		1.0				OOC, StratAdvsr3	OOC Street Use ST3 Project Manager	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SDOT		0.5				StratAdvsr1	WSBLE Permit Manager	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SDOT		0.5				StratAdvsr1,Engmg&Plan s Rev	ST3 SIP Manager	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SDOT		1.0				Transportation Planner, Senior	ST3 Senior Transportation Planner	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SDOT		0.5				Civil Engineer, Senior	ST3 Transportation Operations Planner	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	SDOT		0.5				Strategic Advisor 1	ST3 Transit Integration Planner	Not Applicable	Not Applicable
2025 Current Staff	Leadership/Management	OWCP&ST		1.0				CPC, Sr	ST3 Project Coordinator	Not Applicable	Not Applicable
2025 Current Staff	Leadership/Management	OWCP&ST		1.0				StratAdvsr3,General Govt	Finance & Project Controls Manager	Not Applicable	Not Applicable
2025 Current Staff	Leadership/Management	OWCP&ST		1.0				Executive 2	Project Delivery and Engineering Director	All	Not Applicable
2025 Current Staff	Leadership/Management	OWCP&ST		1.0				StratAdvsr2	ST3 Strategic Equity Advisor	Not Applicable	Not Applicable
2025 Current Staff	Leadership/Management	OWCP&ST		1.0				StratAdvsr2,General Govt	BLE Project Manager	Not Applicable	Not Applicable
2025 Current Staff	Leadership/Management	OWCP&ST		1.0				StratAdvsr3,General Govt	Sound Transit Program Deputy Director	Not Applicable	Not Applicable
2025 Current Staff	Leadership/Management	OWCP&ST		0.5				Executive 3/4	ST3 Designated Representative	Not Applicable	Not Applicable
2025 Current Staff	Technical Management	OWCP&ST		1.0				StratAdvsr3,Engmg&Plan s Rev	ST3 Engineering Manager	Not Applicable	Not Applicable
Future/pocket Not needed	Technical Management	SDCI			1.0			Civil Engineer, Assoc	Civil Engineer (1 of 2)	None	Yes
Future/pocket Not needed	Technical Management	SDCI			1.0			Civil Engineer, Assoc	Civil Engineer (2 of 2)	None	Yes
Future/pocket Not needed	Technical Management	SDCI			1.0			Land Use Planner III	Zoning + Land Use Reviewer (1 of 4)	None	Yes
Future/pocket Not needed	Technical Management	SDCI			1.0			Land Use Planner III	Zoning + Land Use Reviewer (2 of 4)	None	Yes
Future/pocket Not needed	Technical Management	SDCI			1.0			Land Use Planner III	Zoning + Land Use Reviewer (3 of 4)	None	Yes
Future/pocket Not needed	Technical Management	SDCI			1.0			Land Use Planner III	Zoning + Land Use Reviewer (4 of 4)	None	Yes
Future/pocket Not needed	Technical Management	SDCI			1.0			Structural Plans Engineer	Structural Reviewer	None	Yes

Summary Att A – ST3 Staffing and Resource Plan  
V1

CURRENT STAFF				FTE							
REQUESTED IN 2025 LEGISLATION				Current	Contingent Authority	2025 Legislation	Future Needs				
ANTICIPATED FUTURE NEEDS											
Current Staff/Future	Program Team	Department	Matrix/ Partner Division if applicable	31.6	7.0	50.00	33.0	Classification	Working Title	Position/Budget/ Budget Authority Needed	Reimbursement Agreement Needed or Permit Funded
2025 Legislation	Finance/Administration	SDOT - OWCP&ST				1.0		Admin Staff Analyst	Administrative Business Partner	Need 1.0 pocket + 0.5 budget and 0.5 budget authority	No
2025 Legislation	Finance/Administration	SDOT - OWCP&ST				1.0		Project Funds and Agreements Coordinator, Sr	ST3 Grants Manager	All	No
2025 Legislation	Leadership/Management	SDOT - OWCP&ST				1.0		StratAdvsr3, Engrng&Plans Rev	ST3 Program Manager (Senior PM)	All	Yes
2025 Legislation	Leadership/Management	SDOT - OWCP&ST				1.0		StratAdvsr1, General Govt	ST3 Project Manager (BLE Deputy)	All	No
2025 Legislation	Leadership/Management	SDOT - OWCP&ST				1.0		StratAdvsr1, General Govt	ST3 Project Manager (Infll/WSLE Deputy)	All	No
2025 Legislation	Leadership/Management	SDOT - OWCP&ST	SDOT Street Use			1.0		Civil Engineer, Supr	Street Use ST3 Project Manager	All	Yes
2025 Legislation	Leadership/Management	SCL				1.0		Manager 3	SCL ST3 Program Manager	Pocket needed	Yes
2025 Legislation	Leadership/Management	SDCI				1.0		StratAdvsr1, General Govt	SDCI ST3 Permitting Associate Manager	All	Yes
2025 Legislation	Leadership/Management	SFU				1.0		StratAdvsr2, General Govt	SFU ST3 Project Manager	All	Yes
2025 Legislation	Leadership/Management	SFU				1.0		StratAdvsr2, General Govt	SFU ST3 Project Manager	All	Yes
2025 Legislation	Technical Management	DON				1.0		Community Development Spec., Sr., Sunset	DON ST3 Historic Preservation Coord.	All	Yes
2025 Legislation	Technical Management	FAS				0.0		StratAdvsr2, General Govt	ST3 Capital Development Advisor	Need 0.75 budget + budget authority only (No pocket)	No
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT Capital Projects			0.5		Environmental Analyst, Sr	ST3 Environmental Reviewer	All	No
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT Policy + Planning			1.0		Transportation Planner, Senior	WS/BLE Urban Designer	All	No
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT Street Use			1.0		CES, Assoc	ST3 Construction Inspector (1 of 4)	All	Yes
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT Street Use			1.0		CES, Assoc	ST3 Construction Inspector (2 of 4)	All	Yes
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT Street Use			1.0		CES, Sr	ST3 Construction Inspector Lead	All	Yes
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT Street Use			1.0		Civil Engineer, Sr	ST3 SP Project Manager (1 of 4)	All	Yes
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT Street Use			1.0		Civil Engineer, Sr	UMP Reviewer	All	Yes
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT TOD			1.0		Civil Engineer, Sr	ST3 Project TCP Reviewer	All	Yes
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT TOD			0.5		Civil Engineer, Sr	ST3 Transportation Operations Planner	Need 0.5 pocket	Yes
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT Transit + Mobility			1.0		StratAdvsr1, General Govt	ST3 Transit Integration Planner / Permit Reviewer	All	No
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT Urban Forestry			1.0		Arborist	WSLE Arborist (1 of 2)	All	Yes
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT Urban Forestry			1.0		Arborist	WSLE Arborist (2 of 2)	All	Yes
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT Urban Forestry			1.0		Landscape Architect	WSLE Permit Phase Reviewer (1 of 2)	All	Yes
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT Urban Forestry			1.0		Landscape Architect	WSLE Permit Phase Reviewer (2 of 2)	All	Yes
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT Capital Projects			1.0		StratAdvsr3, Engrng&Plans Rev	ST3 ROW Manager	All	Yes
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT - OWCP&ST			1.0		StratAdvsr1, General Govt	ST3 Planning Policy Advisor	All	No
2025 Legislation	Technical Management	SDOT - OWCP&ST	SDOT - OWCP&ST			1.0		StratAdvsr3, Engrng&Plans Rev	ST3 Construction Program Manager	All	Yes
2025 Legislation	Technical Management	SCL				1.0		Cable Splicer	Cable Splicer	Pocket needed	Yes
2025 Legislation	Technical Management	SCL				1.0		Cable Splicer Crew Chief	Cable Splicer Crew Chief (1 of 3)	Pocket needed	Yes
2025 Legislation	Technical Management	SCL				1.0		Cable Splicer Crew Chief	Cable Splicer Crew Chief (2 of 3)	Pocket needed	Yes
2025 Legislation	Technical Management	SCL				1.0		Cable Splicer Crew Chief	Cable Splicer Crew Chief (3 of 3)	Pocket needed	Yes
2025 Legislation	Technical Management	SCL				1.0		Electrical Power Systems Engineer	Electrical Power Systems Engineer	Pocket needed	Yes
2025 Legislation	Technical Management	SCL				1.0		Cable Splicer Crew Chief-Asg C Coord	Cable Splicer Crew Chief-Asg C Coord	Pocket needed	Yes
2025 Legislation	Technical Management	SCL				1.0		Civil Engineer, Senior	Civil Engineer, Senior	Pocket needed	Yes
2025 Legislation	Technical Management	SCL				1.0		Electrical Engineer, Associate	Electrical Engineer, Associate	Pocket needed	Yes
2025 Legislation	Technical Management	SCL				1.0		Electrical Power Systems Engineer, Principal	Electrical Power Systems Engineer, Principal	Pocket needed	Yes
2025 Legislation	Technical Management	SCL				1.0		Electrical Engineer, Assistant	Electrical Engineer, Assistant	Pocket needed	Yes
2025 Legislation	Technical Management	SCL				1.0		Electrical Engineer, Associate	Electrical Engineer, Associate	Pocket needed	Yes
2025 Legislation	Technical Management	SCL				1.0		Electrical Engineer, Associate	Electrical Engineer, Associate	Pocket needed	Yes
2025 Legislation	Technical Management	SCL				1.0		Electrical Engineer, Associate	Electrical Engineer, Associate	Pocket needed	Yes

Summary Att A – ST3 Staffing and Resource Plan  
V1

CURRENT STAFF				FTE							
REQUESTED IN 2025 LEGISLATION				Current	Contingent Authority	2025 Legislation	Future Needs				
ANTICIPATED FUTURE NEEDS											
Current Staff/Future	Program Team	Department	Matrix/ Partner Division if applicable	31.6	7.0	50.00	33.0	Classification	Working Title	Position/ Budget/ Authority Needed	Reimbursement Agreement Needed or Permit Funded
2025 Legislation	Technical Management	SPR				1.0		Strat Advrs1, General Govt	ST3 SPR Permit Manager	All	No
2025 Legislation	Technical Management	SPU				1.0		Civil Engineer, Senior	Civil Engineer, Senior,	All	Yes
2025 Legislation	Technical Management	SPU				1.0		Civil Engrng Spec.Sr	SPU ST3 Associate Project Manager	All	Yes
2025 Legislation	Technical Management	SPU				1.0		Civil Engineer, Senior	Civil Engineer, Senior	All	Yes
2025 Legislation	Technical Management	SPU				1.0		Civil Engrng Spec.Sr	SPU ST3 Associate Project Manager	All	Yes
2025 Legislation	Technical Management	SPU				1.0		Construction Maintenance Equipment Operator	Construction Maintenance Equipment Operator	All	Yes
2025 Legislation	Technical Management	SPU				1.0		Senior Water Pipe Worker	Senior Water Pipe Worker	All	Yes
2025 Legislation	Technical Management	SPU				1.0		Water Crew Chief	Water Crew Chief	All	Yes
2025 Legislation	Technical Management	SPU				1.0		Water Pipe Worker	Water Pipe Worker (1 of 2)	All	Yes
2025 Legislation	Technical Management	SPU				1.0		Water Pipe Worker	Water Pipe Worker (2 of 2)	All	Yes
2026 Budget Request	Technical Management	OPCD					1.0	P&D, Spec 2	ST3 SDC Project Associate	All	Yes
2026 Budget Request	Technical Management	OWCP&ST	SDOT PDD				1.0	Transportation Planner, Senior	WS/ BLE Project Developer	All	No
2026 Budget Request	Technical Management	OWCP&ST	SDOT Street Use				1.0	CES, Sr	ST3 HUB Coordinator (1 of 3)	All	Yes
2026 Budget Request	Technical Management	OWCP&ST	SDOT Street Use				1.0	Civil Engineer, Sr	ADA Reviewer/Engineer	All	Yes
2026 Budget Request	Technical Management	OWCP&ST	SDOT Street Use				0.5	Permit Tech	ST3 Permit Tech	All	Yes
2027 Future Need	Technical Management	FAS					1.0	Equipment Servicer	Equipment Servicer (1 of 2)	All	Yes
2027 Future Need	Technical Management	FAS					1.0	Equipment Servicer	Equipment Servicer (1 of 2)	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Capital Projects				1.0	CES, Sr	ST3 Project Permit Reviewer/Engineer	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Capital Projects				1.0	CES, Sr	ST3 Project Permit Reviewer/Engineer	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Policy + Planning				1.0	Transportation Planner, Senior	WS/ BLE Urban Designer	All	No
2027 Future Need	Technical Management	OWCP&ST	SDOT Roadway Structures				1.0	CES, Sr	ST3 Project Permit Reviewer/Engineer (1 of 2)	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Roadway Structures				1.0	CES, Sr	ST3 Project Permit Reviewer/Engineer (2 of 2)	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Street Use				1.0	CES, Assoc	ST3 Construction Inspector (3 of 4)	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Street Use				1.0	CES, Assoc	ST3 Construction Inspector (4 of 4)	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Street Use				0.5	CES, Assoc	ST3 Permit Services Reviewer	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Street Use				1.0	CES, Sr	ST3 HUB Coordinator (2 of 3)	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Street Use				1.0	CES, Sr	ST3 HUB Coordinator (3 of 3)	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Street Use				1.0	CES, Supr	ST3 HUB Coordinator Lead	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Street Use				1.0	Civil Engineer, Sr	ST3 SIP Project Manager (2 of 4)	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Street Use				1.0	Civil Engr, Sr	ST3 SIP Project Manager (3 of 4)	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Street Use				1.0	Civil Engr, Sr	ST3 SIP Project Manager (4 of 4)	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT TOD				1.0	Civil Engr, Sr	ST3 Transportation Operations Planner	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Transit + Mobility				1.0	Transportation Planner, Senior	ST3 Transit Integration Planner / Permit Reviewer	All	No
2027 Future Need	Technical Management	OWCP&ST	SDOT Urban Forestry				1.0	Arborist	BLE Arborist (1 of 2)	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Urban Forestry				1.0	Arborist	BLE Arborist (2 of 2)	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Urban Forestry				1.0	Landscape Architect	BLE Permit Phase Reviewer (1 of 2)	All	Yes
2027 Future Need	Technical Management	OWCP&ST	SDOT Urban Forestry				1.0	Landscape Architect	BLE Permit Phase Reviewer (2 of 2)	All	Yes
2027 Future Need	Technical Management	OWCP&ST					1.0	Civil Engineer, Sr	ST3 Construction Associate Manager	All	No
2027 Future Need	Technical Management	OWCP&ST					1.0	Civil Engineer, Supr	ST3 Construction Manager	All	No
2027 Future Need	Technical Management	SDCI					1.0	Strat Advrs1, General Govt	SDCI ST3 Permitting Associate Manager	All	Yes
2028 Future Need	Technical Management	OPCD					1.0	P&D, Spec 1	ST3 Station Area Planner	All	Yes
2028 Future Need	Technical Management	OPCD					1.0	P&D, Spec 2	ST3 Station Area Planner	All	Yes
2029 Future Need	Technical Management	SCL					1.0	Capital Projects Coordinator	Capital Projects Coordinator	All	Yes
2029 Future Need	Technical Management	SCL					1.0	Electrical Service Engineer	Electrical Service Engineer	All	Yes





# ST3 Staffing Enhancements

September 3, 2025 | Finance, Native Communities, and Tribal Governments Committee



# Sound Transit 3 in Seattle

In 2016, over 70% of Seattle voters said **YES** to ST3!

ST3 is the largest infrastructure investment program in Seattle's history. These projects, including the West Seattle and Ballard Link Extensions, bring tremendous opportunity to transform how people reach their homes, jobs, and destinations—and the potential for significant impacts as they are built through existing communities.

The ST3 City Team is an interdepartmental *One Seattle* effort that partners with Sound Transit to help deliver these investments to Seattle communities. Led by the Office of the Waterfront, Civic Projects, and Sound Transit, the ST3 City Team relies on leadership and expertise from across many City departments.



# Summary

This legislation supports the expansion of the One Seattle ST3 City Team to meet the incoming surge of permitting and plan review work for Link Rail expansion.

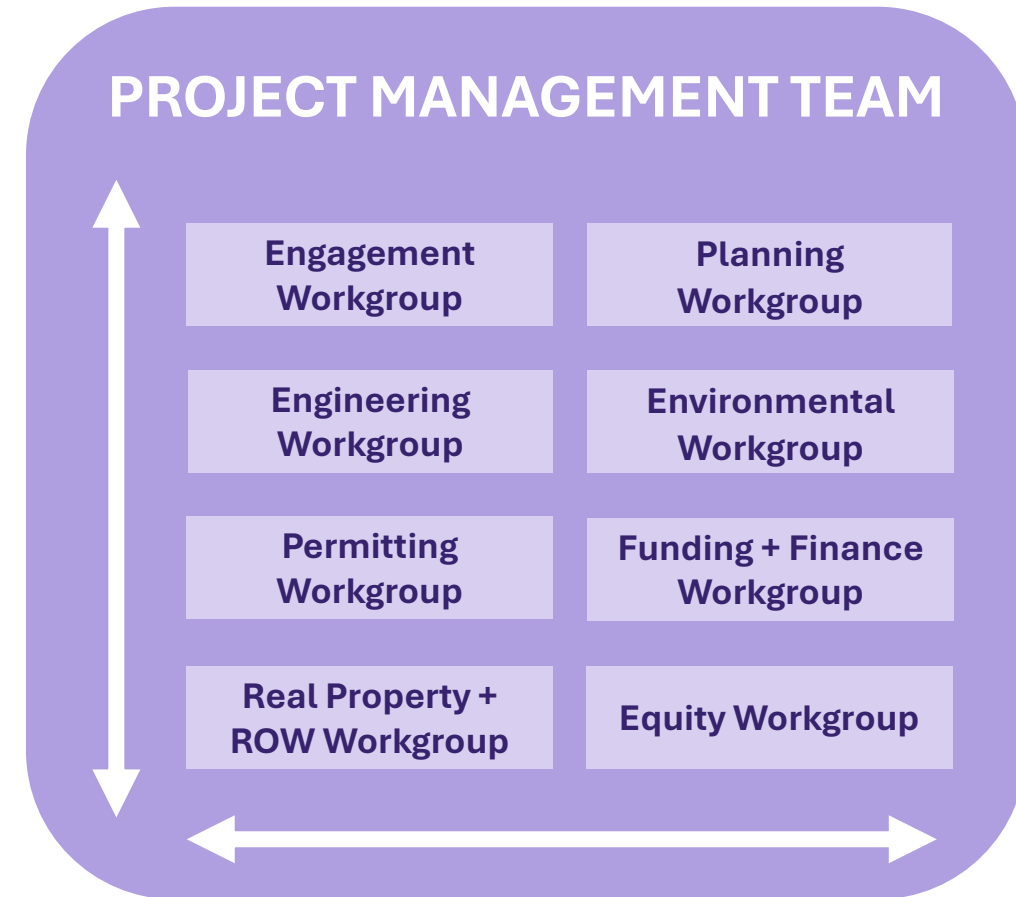
- Moves budget from Finance General ST3 reserve (\$2.3M) for Q4 2025 operations
- Adds 50 FTE pocket authority across 6 departments
- Facilitates negotiations for partnership funding with Sound Transit (estimated \$2.3M in reimbursement and permit funding starting Q4 2025)
- Hiring 41.5 of the FTEs will be restricted until after the City has secured partnership/permit funding agreements with Sound Transit

# City Roles to Support the ST3 Program

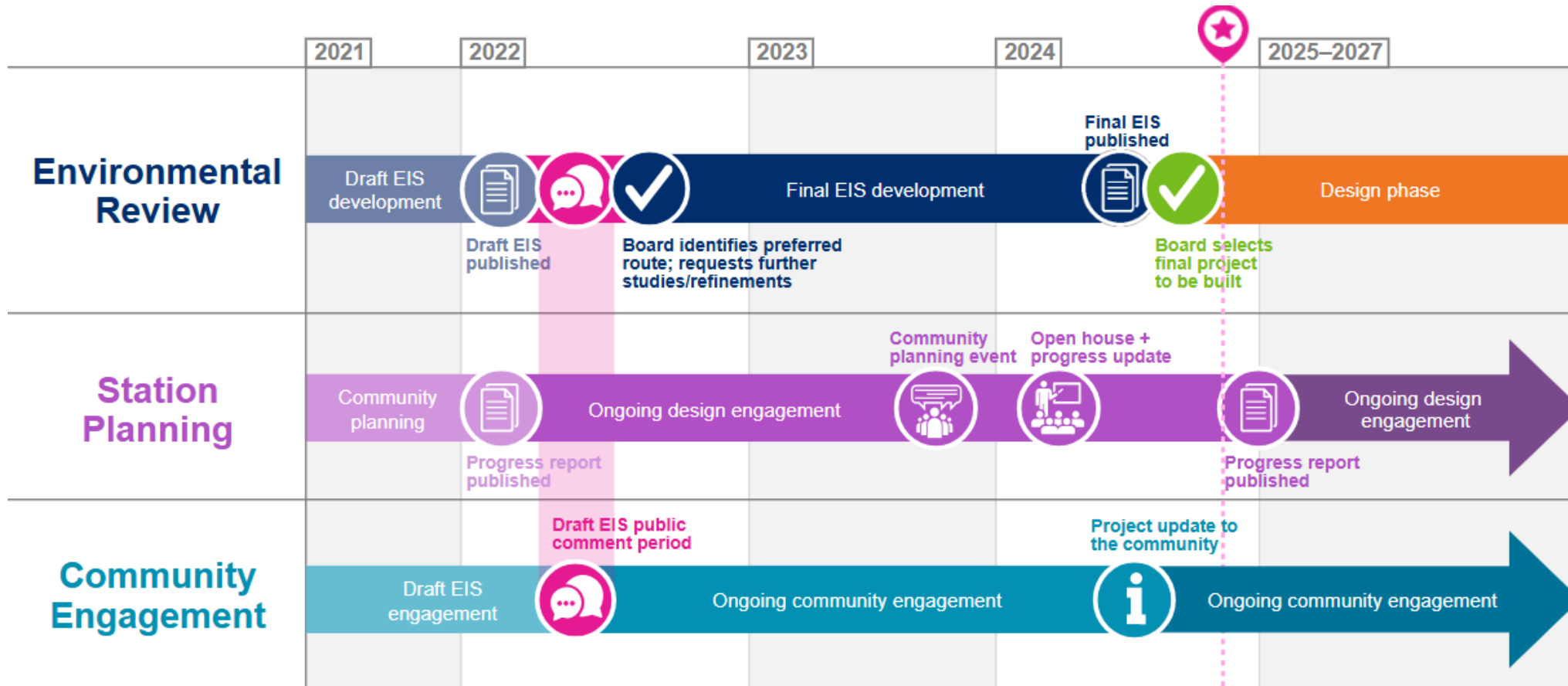
- **Governing** roles through Sound Transit Board membership (Board Members Mayor Bruce Harrell and CM Dan Strauss).
- **Regulatory** roles defined by statute and code, including project review and permitting.
- **Partnering** roles via our 2018 Partnering Agreement with a focus on leadership across departments, intensive staff coordination, and streamlined permitting.
- **Funding** roles defined by Board actions and funding agreements to contribute 3rd party funding to specific elements of the light rail system itself.
- **Delivery** roles to develop and deliver numerous plans and projects to support ST3, including station area planning and access projects.
- **Advocacy** roles to advance City and community priorities, including the Racial Equity Toolkit to avoid disparate impacts and create benefit to all.

# ST3 Workgroups

- ST3 City Team includes **eight interdepartmental workgroups** that work with Sound Transit to advance project elements related to key disciplines
- The **project management team** serves as an umbrella and safety net for the workgroups—
  - Manages work that spans multiple workgroups,
  - Coordinates issue elevation and resolution across workgroups,
  - Handles issues that do not fall squarely under an existing workgroup's purview.



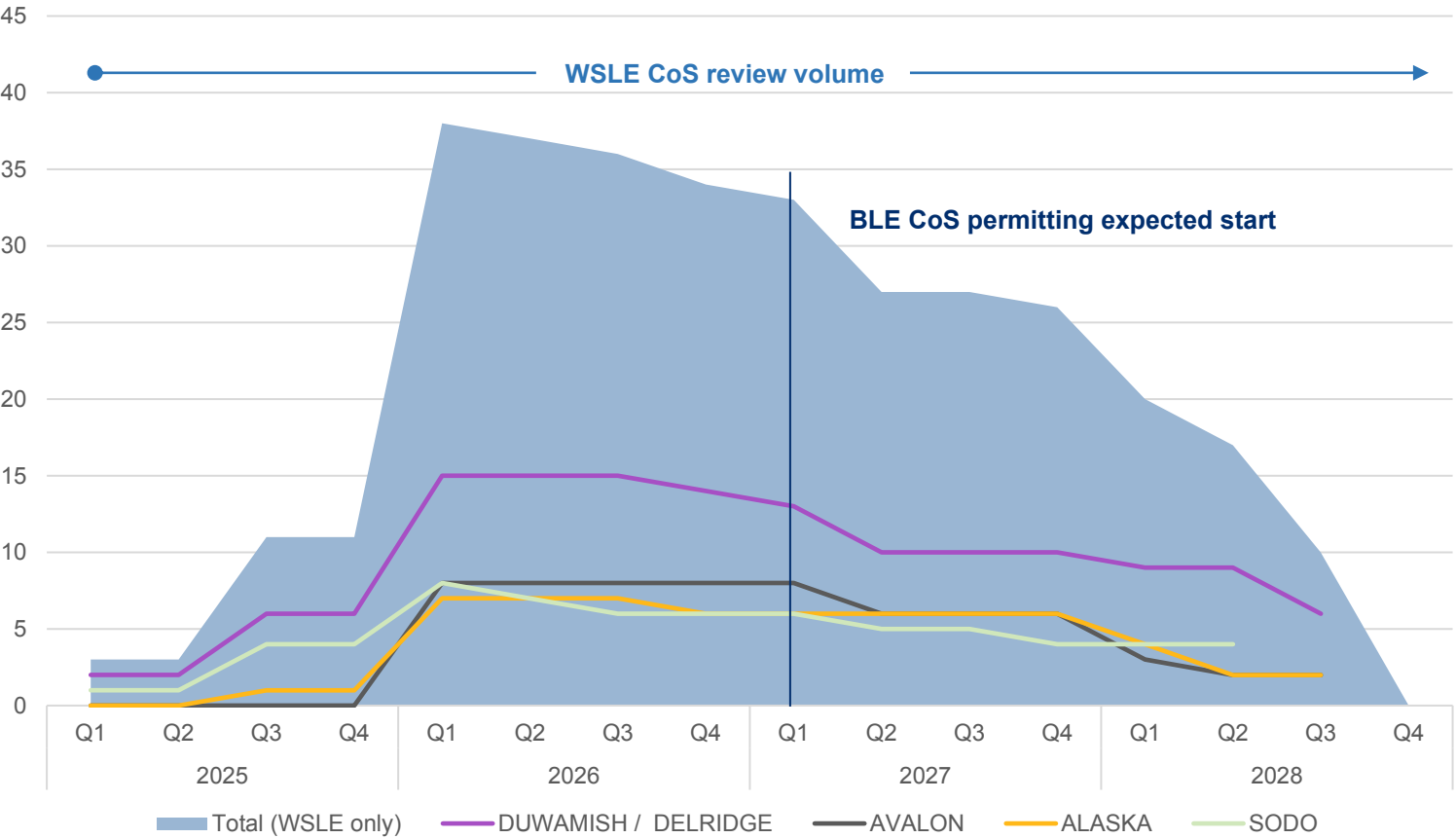
# Draft WSLE Project Schedule\*



\*Unofficial schedule of major deliverables and milestones. Timelines are meant for planning purposes and all dates are subject to change.

# Draft WSLE Project Schedule:

## *Design packages are set to accelerate rapidly!*



*Note that Ballard permit totals are not included in this chart because they are not yet known, due to the early state of design. They are estimated to begin in early 2027 and will likely be in higher volumes than WSLE and may run beyond 2030.*



# Sound Transit Reimbursement Targets

Recruitment for Sound Transit reimbursable positions is contingent on securing funding agreements.

- 41.5 FTE (83% of the positions) considered in this legislation anticipate funding reimbursement and/or permit revenue from ST.
- ST has historically reimbursed a portion of City ST3 Program team's work for plan review and permitting.
- The City ST3 team will negotiate expanded reimbursement agreements that scale up to the new increased level of service needed for ST3.



# 2025 Staff and Resource Plan: *Summary*

## Q4 2025 Sources

Finance General (STBD Sales Tax)	\$ 2,296,000
Utilities Reimbursables	\$ 147,794
Sound Transit Permits & Partnership	\$ 2,284,154
Total Sources	\$ 4,727,947

## Q4 2025 Uses

Staff (City Funded)	\$ 1,063,794
Staff (ST Permits & Partnership Funded)	\$ 2,284,154
Staffing Subtotal	\$ 3,347,947
Consultant & Contingency - City Funded	\$ 1,380,000
Total Uses	\$ 4,727,947

- **Budget amounts are sized for 3 months of expenses (Q4 2025)**
- Two categories of positions to meet projected program needs
  - Strategic city-funded roles (8.5 FTE)
  - Sound Transit match-funded roles (41.5 FTE)
- Consultant resources will meet short-term needs for program preparation

# 2025 Staff and Resource Plan: *By Department*

Department	Description	FTE
<b>City Funded</b>		
SDOT/OWCPST	Program level planning, engineering, policy and management	7.5
SPR	Strategic parks property analysis	1.0
<b>Subtotal</b>		<b>8.5</b>
<b>Sound Transit Partnership/Permit Funded + City match</b>		
SDOT/OWCPST	Permitting, plan review, capital coordination, street use, inspections	14.5
SDCI	Dedicated ST3 permit review management*	1.0
SCL	Electric relocation permitting, review, construction, field work	14.0
SPU	Water/sewer relocation permitting, review, construction, field work	11.0
DON	Historic preservation review	1.0
<b>Subtotal</b>		<b>41.5</b>
<b>Grand Total</b>		<b>50.0</b>

\*Existing SDCI contingent budget authority will be used to hire permit review staff as permits are received.

- 8.5 FTE: Strategic city-funded roles for immediate hiring to support program ramp-up
- 41.5 FTE: Sound Transit match funded roles linked to partnership/permit funding
  - Hiring will occur *after* agreements for match funding are reached.
  - Authorizing position pocket *now* will facilitate faster negotiation.

# Next Steps

- Continue Council consideration of the staffing plan legislation.
- Negotiate reimbursement agreements and deliverable targets with ST for expedited permit review.
- Recruit for positions in late 2025.

*This hiring timeline coincides with the anticipated Q4 2025 receipt of project permit submittals. This timeline aims to prevent delays in plan review and permit processing.*

## Additional questions or comments?

### Office of the Waterfront, Civic Projects, & Sound Transit (OWCPST)

- Angela Brady, PE, OWCPST Director
- Sara Maxana, Sound Transit Program Director
- Kyle Butler, OWCPST Finance and Budget Manager
- Chris Gregorich, ST3 Government and Community Relations Manager



## Legislation Text

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**File #:** CB 121046, **Version:** 1

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### **CITY OF SEATTLE**

### **ORDINANCE \_\_\_\_\_**

### **COUNCIL BILL \_\_\_\_\_**

AN ORDINANCE relating to public works contracts; amending provisions of the small works roster and contractor bond processes to align with state law; and amending Sections 20.40.020 and 20.48.010 of the Seattle Municipal Code.

WHEREAS, RCW 35.22.620 previously allowed certain contracts to be awarded using a small works roster process under RCW 39.04.155; and

WHEREAS, RCW 39.04.155 was repealed and replaced with RCW 39.04.151 through RCW 39.04.154 to reflect programmatic revisions to the establishment and use of the small works rosters for select public works projects in Washington State, including the establishment of a statewide roster option available to participating agencies through the Municipal Research Services Center, the creation of a new Public Works Small Business Enterprise (PWSBE) Certification Program through the Office of Minority and Women's Business Enterprises, the addition of a Direct Contracting Option for small works roster public works projects estimated to cost \$150,000 or less, and the option for agencies to waive state retainage and contract bond requirements for small works roster projects of \$5,000 or less; and

WHEREAS, RCW 35.22.620 was amended to delete "RCW 39.04.155" and add "RCW 39.04.151 through RCW 39.04.154"; and

WHEREAS, chapter 39.08 RCW provides public works contractors with the option to have ten percent of the contract amount retained in lieu of providing a contract bond for public works projects of \$150,000 or less; and

WHEREAS, the City believes that the RCW changes align with the City's equity in contracting policies by

facilitating opportunities for small businesses to participate as prime contractors on select City public works projects; NOW, THEREFORE,

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. Section 20.40.020 of the Seattle Municipal Code, last amended by Ordinance 123361, is amended as follows:

**20.40.020 Small Works Roster((:))**

The Director of Finance and Administrative Services shall establish ~~((and))~~ , use, or administer a Small Works Roster for ~~((use on))~~ City of Seattle public works projects ~~((that meet the requirements of))~~ pursuant to Revised Code of Washington (RCW) ~~((39.04.155))~~ 39.04.151 and 39.04.152 and 35.22.620, as ~~((now or hereafter))~~ amended. The Director shall adopt ~~((rules and regulations regarding))~~ policies and procedures for the use of ~~((the))~~ a Small Works Roster. The Director may also execute interagency agreements or other contractual documents as required to establish, use, or administer such a Small Works Roster.

Section 2. Section 20.48.010 of the Seattle Municipal Code, last amended by Ordinance 120782, is amended as follows:

**20.48.010 Contractor's bond required**

Before any contract for a public work or improvement shall be valid or binding against the City, the contractor shall make, execute, and deliver to the City a bond(s) that meet(s) the requirements of chapter 39.08 RCW as ~~((now or hereafter))~~ amended, except as specified in subsections 20.48.010.A and 20.48.010.B. ~~((Such bond shall be in an amount equal to not less than 25 percent, nor more than 100 percent of the full contract price agreed to be paid for such public work or improvement.))~~

A. For contracts of \$5,000 or less, the ~~((Contract))~~ awarding ~~((authorities))~~ authority shall determine whether to require bond or retainage for ~~((limited))~~ public works projects awarded under ~~((the provisions of))~~ RCW ~~((39.04.155(3)))~~ 39.04.152, as ~~((now or hereafter))~~ amended.

B. For contracts of \$150,000 or less, but greater than \$5,000, in lieu of providing a contract bond, the



contractor may elect for the City to retain ten percent of the contract amount pursuant to chapters 39.08 and 60.28 RCW.

If a bond is required, ~~((a))~~ the bond shall: (1) be in an amount equal to not less than 25 percent, nor more than 100 percent, of the full contract price agreed to be paid for such public work or improvement; (2) name the City as obligee((;)) ; and ((shall)) (3) be filed with the City Clerk. The amount of ((the bond to be required of any contractor)) a required bond shall be: (1) stated in the call for bids for the doing of the public work or improvement; or (2) if there is no call for bids, as required by the department awarding the contract.

Section 3. This ordinance shall take effect as provided by Seattle Municipal Code Sections 1.04.020 and 1.04.070.

Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2025, and signed by  
me in open session in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_

President \_\_\_\_\_ of the City Council

Approved /    returned unsigned /    vetoed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_

Bruce A. Harrell, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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Scheereen Dedman, City Clerk

(Seal)

## **SUMMARY and FISCAL NOTE**

<b>Department:</b>	<b>Dept. Contact:</b>	<b>CBO Contact:</b>
Finance and Administrative Services	Adrian Matanza	Lorine Cheung

### **1. BILL SUMMARY**

**Legislation Title:** AN ORDINANCE relating to public works contracts; amending provisions of the small works roster and contractor bond processes to align with state law; and amending Sections 20.40.020 and 20.48.010 of the Seattle Municipal Code.

**Summary and Background of the Legislation:** Public works contracting in the State of Washington is governed by State law. In 2023, the State Legislature revised the laws regarding the small works roster program, which also included changes to contract bonding requirements for these small public works projects. The program went into effect in July of 2024. The small works roster program applies to small public works contracts estimated to cost below \$350,000 with a new Direct Contracting option available for small works roster projects estimated below \$150,000.

This legislation is primarily technical in nature as the City has existing municipal code authorizing a small works roster program as well as requiring contract bonding for its public works projects. This legislation updates this existing code by updating references to statutory provisions that have been repealed and replaced with the new small works roster provisions, including contract bonding allowances for small public works projects.

The proposed legislation updates City municipal code to reference the new State small works roster statutory citations. This includes the authorization to contract with the Municipal Research Services Center to administer the newly created statewide small works roster program.

### **2. CAPITAL IMPROVEMENT PROGRAM**

**Does this legislation create, fund, or amend a CIP Project?** ☐ Yes ☒ No

### **3. SUMMARY OF FINANCIAL IMPLICATIONS**

**Does this legislation have financial impacts to the City?** ☒ Yes ☐ No

<b>Expenditure Change (\$); General Fund</b>	<b>2025</b>	<b>2026 est.</b>	<b>2027 est.</b>	<b>2028 est.</b>	<b>2029 est.</b>
<b>Expenditure Change (\$); Other Funds</b>	<b>2025</b>	<b>2026 est.</b>	<b>2027 est.</b>	<b>2028 est.</b>	<b>2029 est.</b>
		<b>\$1,200</b>	<b>\$1,200</b>	<b>\$1,200</b>	<b>\$1,200</b>

Revenue Change (\$); General Fund	2025	2026 est.	2027 est.	2028 est.	2029 est.
Revenue Change (\$); Other Funds	2025	2026 est.	2027 est.	2028 est.	2029 est.
			\$1,200	\$1,200	\$1,200

Number of Positions	2025	2026 est.	2027 est.	2028 est.	2029 est.
Total FTE Change	2025	2026 est.	2027 est.	2028 est.	2029 est.

### 3.a. Appropriations

☐ This legislation adds, changes, or deletes appropriations.

### 3.b. Revenues/Reimbursements

☐ This legislation adds, changes, or deletes revenues or reimbursements.

### 3.c. Positions

☐ This legislation adds, changes, or deletes positions.

### 3.d. Other Impacts

**Does the legislation have other financial impacts to The City of Seattle, including direct or indirect, one-time or ongoing costs, that are not included in Sections 3.a through 3.c? If so, please describe these financial impacts.**

This has an on-going cost of \$1200 that will be billed out through FAS allocations to all City Departments. The ongoing cost is to contract with Municipal Research Services Center to utilize a software platform to administer the small works roster program.

**If the legislation has costs, but they can be absorbed within existing operations, please describe how those costs can be absorbed. The description should clearly describe if the absorbed costs are achievable because the department had excess resources within their existing budget or if by absorbing these costs the department is deprioritizing other work that would have used these resources.**

These can be absorbed in the first year of legislation but will be added into the FAS allocation in future years.

**Please describe any financial costs or other impacts of *not* implementing the legislation.**

The City would not be able to move forward in developing a small works roster program for its small public works projects, which would be in conflict with the expressed interest specified in the Mayor's Executive Order 2023-07, Section 5.

**Please describe how this legislation may affect any City departments other than the originating department.**

With FAS as the centralized administrator of public works contracting for the City, FAS anticipates minimal impact to other City capital departments as their public works responsibilities will remain primarily the same with a few exceptions. For instance, other City departments will use different solicitation templates in drafting the solicitation materials for a small works roster public works project. FAS will provide these templates to departments after determining the small works roster is the appropriate contracting option.

Additionally, FAS will work with departments to project potential use of the small works roster as part of the annual development of their WMBE goals.

FAS anticipates no impact to City employees performing construction work resulting from the small works roster program. There are stringent requirements the City complies with regarding public works performed by City employees under State law, RCW 35.22.620. In addition, the City has its own Contracting Out policies in place that each department must comply with prior to contracting out for the services. FAS will collaborate with City capital departments in developing the procedures for use of the small works roster and the procedure resulting from this collaboration will address the statutory and Contracting Out requirements.

#### **4. OTHER IMPLICATIONS**

- a. Is a public hearing required for this legislation? No**
- b. Is publication of notice with The Daily Journal of Commerce and/or The Seattle Times required for this legislation? Yes**
- c. Does this legislation affect a piece of property? No**
- d. Please describe any perceived implication for the principles of the Race and Social Justice Initiative.**
  - i. How does this legislation impact vulnerable or historically disadvantaged communities? How did you arrive at this conclusion? In your response please consider impacts within City government (employees, internal programs) as well as in the broader community.**

Developing and implementing a small works roster program is in direct alignment with the *Mayor's Executive Order 2023-07: Equity and Opportunity in City*

*Contracting.* While the City's change is technical in nature, FAS believes participating in the State developed effort will have a positive impact on the referenced communities. This conclusion is based on the information developed and promoted by the State legislature in revising the small works roster program requirements, including but not limited to the following Intent note following RCW 39.04.010:

*NEW SECTION. Sec. 1. The legislature finds the need to increase equity and efficiencies in public works procurement. The legislature further finds that small, minority, women, and veteran-owned businesses are essential to a robust and high-functioning economy, which provides high quality living wage jobs throughout the state. The legislature further finds that public works contracting agencies need a streamlined and effective method for delivering small public works projects while protecting worker rights. Therefore, the legislature intends to provide a small business definition, best practices to be included in inclusion plans, and to update and revise the small and limited works roster process to increase administrative efficiency, to encourage greater participation and utilization by small, minority, women, and veteran-owned businesses, and continue to protect the rights of workers engaging in public works projects." [2023 c 395 s 1.]*

By implementing a program consistent with state law, the City will be able to utilize the new small works roster Direct Contracting processing option which aligns with the City's contracting equity and opportunity values. The Direct Contracting option allows the agency to contract directly with a single roster firm meeting the small, minority, women, or veteran-owned business eligibility requirements for small works roster projects estimated to cost below \$150,000 (For projects above \$150,000 to \$350,000, the City will solicit to all firms in the respective small works roster categories.)

It is the City's intent to provide more prime contracting opportunities to small, minority, women, and veteran's owned businesses using the Direct Contracting roster option. Use of this Direct Contracting option will require compliance with the new race and gender-neutral public works small business certification requirements managed by the State of Washington Office of Minority & Women's Business Enterprises (OMWBE). This certification requirement may be a new requirement for many of the firms interested in doing business with the City. FAS will engage with the contracting community as part of program development to assess the impact of the new certification requirements, including but not limited to soliciting input from the City's WMBE Advisory Committee and Tabor 100.

The impact to City programs is also beneficial as developing a small works roster program will provide additional contracting methods for procuring City public works projects. The use of the statewide roster system through the Municipal Research Services Center should also improve contractor access to these smaller projects.



**ii. Please attach any Racial Equity Toolkits or other racial equity analyses in the development and/or assessment of the legislation.**

**iii. What is the Language Access Plan for any communications to the public?**

FAS intends to apply the following in its communications to the public, including:

- Send notice to the contracting community via the City's Online Business Directory
- Post notice on the City's FAS Purchasing and Contracting external website, which includes the ability for the webpage content to be translated through Google Translate
- Post notice on City solicitation platform OpenGov
- Publish notice of City's adoption of the statewide small works roster through Municipal Research Services Center, Daily Journal of Commerce
- Publicize and conduct community outreach events and present on City adoption of small works roster program, including but not limited to our Regional Contracting Forum, Reverse Vendor Trade Show, our First Friday monthly events as well as the community events FAS participates in, such as Tabor 100 monthly meetings, NAMC. We will also work with the City's Technical Assistance Services Providers on outreach and communication

While the plan is not in-language, access to the translation services will be provided through language line and assistance with in-language staff, when necessary.

**e. Climate Change Implications**

**i. Emissions: How is this legislation likely to increase or decrease carbon emissions in a material way? Please attach any studies or other materials that were used to inform this response.**

Not applicable

**ii. Resiliency: Will the action(s) proposed by this legislation increase or decrease Seattle's resiliency (or ability to adapt) to climate change in a material way? If so, explain. If it is likely to decrease resiliency in a material way, describe what will or could be done to mitigate the effects.**

Not applicable

**f. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s)? What mechanisms will be used to measure progress towards meeting those goals?**

The Mayor's Executive Order, 2023-07, Equity and Opportunity in City Contracting specified that FAS shall lead the City in identifying and evaluating the impact of potential changes to procurement and public works policies that could improve equity in City contracting. Areas of exploration included small works roster development and bonding

requirements. As a result, by adopting this legislation, the City will have another contracting tool at its disposal that is in alignment with its contracting equity goals as recently reiterated in this Executive Order. On a long-term basis, FAS will work with other City capital departments to increase utilization of the Direct Contracting Option for small works roster projects under \$150,000, along with use of the additional bonding requirements with the goal of increasing prime contracting opportunities for small or women and minority businesses. In addition to using existing WMBE reporting for tracking participation, FAS will be able to report on roster utilization, including small business/WMBE utilization via the statewide roster reporting tools.

- g. Does this legislation create a non-utility CIP project that involves a shared financial commitment with a non-City partner agency or organization? No**

## **5. ATTACHMENTS**

**Summary Attachments:** None.

# Small Works Roster Technical Changes

Finance and Administrative Services  
Purchasing and Contracting Division

Aug. 6, 2025

Department of Finance and Administrative Services



**City of Seattle**

# Agenda

- What is a Small Works Roster?
- Legislative Changes
- SMC Updates
- Benefits to City



# What is a Small Works Roster (SWR)?



A SWR is a list of pre-qualified firms that can be used to quickly bid on projects – without needing to advertise



This list is used to compete and award small public works projects estimated to cost \$350,000 or less (excluding state sales tax)



# Technical Legislative Changes

- Legislation would bring the City in line with the State
- State legislation (SB 5268 & HB 1306):
  - Roster thresholds (\$350K)
  - Create statewide small works roster
  - Establish new small business certification (OMWBE)
  - Direct contracting option
  - Create reporting requirements





# Technical Updates to SMC

20.40.020	20.48.010
Clarify administration of SWR	Allow City to accept 10% retainage in lieu of a contract bond on contracts below \$150,000
Allow use of statewide SWR	Contract bond can be waived on contracts below \$5,000

# Benefits of SWR

- Prime contracting opportunities for small businesses through direct contracting roster option
- More flexibility in contract bond requirements
- No advertising
- Potential for streamlined plans and specifications
- Accessibility to City contracting opportunities through statewide roster



# Questions?

