Memo

Date: 11/9/2026

To: Seattle Councilmember Dan Strauss

From: Hannah McIntosh, Mayor's Director of Mobility, Livability, City Infrastructure

Cc: Aly Penucci, City Budget Director; Angela Brady, Acting SDOT Director

Subject: LEG-001-A-1: Transfer 1.0 FTE Strategic Advisor 2, General Government and transfer $239,000 (2027) and $241,000 (2028) from SDOT to LEG related to the City's Sound Transit 3 implementation team

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Sound Transit has 14 stations in 5 council districts. Planning for up to 12 additional stations is currently underway, representing one of the largest infrastructure projects in city history. This requires coordinated staffing support across many city departments for Seattle's Sound Transit Board members and legislative action from the City Council. Seattle is represented on the Sound Transit Board by the Mayor and a member of the Seattle City Council.

Current policies of staffing support for City of Seattle's Sound Transit Board Members.

1. ***On-going Support*:** The Director of Sound Transit Programs (E2) and the Policy & External Advisor (SA2) are the key points of contact for supporting Seattle board members and plan on facilitating the following support for 2027 (and beyond). This support is available to all board members even in the rare instances of policy disagreement between them.
   - Board Meeting preparation – Attend standing bi-weekly meetings to prepare for board meetings, draft advanced briefing memos, draft Board amendments, and provide real-time support during the Board meetings or other board events.
   - Sound Transit staff coordination – Attend Sound Transit staff-led North King Subarea briefings and be available for any additional briefings with Seattle board members and Sound Transit staff.
   - North King Subarea Caucus – Establish a regular meeting series and cadence for the North King Board members to meet and prepare Seattle board members in advance of those meetings with prep meeting and advanced memo.
   - Additional technical briefings – Facilitate Subject Matter and Technical Expert briefings and review materials as needed.

2. ***Policy direction and agreement*:** Executive staff supporting the Mayor and City Councilmembers in their capacities as Sound Transit Board Members strive to communicate with good faith transparency, seeking similar policy guidance and providing consistent materials and recommendations to both Board members. In instances where the Board members are not aligned on a potential policy position, whether that be between the two Seattle Board Members,

or between the four North King Board Members, departmental staff will communicate the misalignment to all parties, provide any additional information requested, and if appropriate, help facilitate negotiations between Board members.

3. As needed, ***all City Council members can and do receive briefings*** from the Director of Sound Transit Programs and other staff.

As proposed, in LEG-001-A-1 the transfer will not accomplish the intent of the CBA and does not work in practice. If the goal is to address insufficient legislative Board member support by Executive staff, let's clarify and strengthen existing policies and practices. If this budget amendment proceeds, the effect would be to move a position from SDOT to Leg, and once moved, this position would not be part of the SDOT ST3 team. While there are opportunities to work collaboratively, a position that reports within the Legislative branch has less points of access to Executive branch operations and decision-making. In addition, the Leg department would be taking on a new employee who may not have a full body of work because the transferred position had job duties beyond Board member staffing. To the extent that this position does more than just staff the Board members, a transfer will reduce SDOT staff capacity for ST3 work.

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