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3 **AGENDA**
4 **City of Lynnwood**
5 **Transportation Benefit District (TBD) Board**
6 **Council Chambers, City Hall**
7 **19100 44th Avenue W, Lynnwood, WA, 98036**

8 **Special Meeting**
9 **November 7, 2011**
10 **6:00 P.M.**

- 11
12 **10 Call to Order**
13
14 **20 Roll Call**
15
16 **30 Approval of Minutes – Regular Meeting February 14, 2011**
17
18 **40 Public Hearing on Ordinance #4 of the City of Lynnwood Transportation Benefit**
19 **District adopting the 2012 budget**
20 **A Public Hearing**
21 **B Consideration, discussion, and possible action on said Ordinance**
22
23 **50 Consideration, discussion, and possible action on Resolution #4 - Amend the TBD**
24 **Charter**
25
26 **60 Adjournment**
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Regular TBD Board meetings are held on the second Monday of February and the second Monday of August of each year in the City of Lynnwood City Council Chambers starting at 6:00PM. In addition to the regular Board meetings, special Board meetings may be scheduled from time to time.

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**City of Lynnwood
Transportation Benefit District Board**

Item 30

**Special Meeting
November 7, 2011
6:00 P.M.**

TITLE: Approval of Minutes – Regular Meeting February 14, 2011

DEPARTMENT: Public Works

DEPARTMENT CONTACT: Jeff Elekes and David Mach

BACKGROUND: At the May 24, 2010 Business Meeting, City Council approved Ordinance #2837, which amended the Lynnwood Municipal Code enacting a new chapter, Transportation Benefit District (TBD), effectively establishing the district. The governing board of the TBD is the Lynnwood City Council acting in an ex officio and independent capacity per RCW 36.73.020(3).

The February 14, 2011 TBD meeting was the sixth meeting of this newly formed entity.

ACTION: Approve the meeting minutes from the February 14, 2011 Regular Meeting.

ATTACHMENTS:

- 1) February 14, 2011 Regular Meeting Minutes

CITY OF LYNNWOOD
TRANSPORTATION BENEFIT DISTRICT BOARD
REGULAR MEETING MINUTES
FEBRUARY 14, 2011

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2 10. CALL TO ORDER – The Regular Meeting of the City of Lynnwood Transportation Benefit
3 District (TBD) Board, held in the Council Chambers of Lynnwood City Hall, was called to
4 order by Board President Simmonds at 6:00 p.m. on February 14, 2011.
5

6 20.

ROLL CALL

Board President Loren Simmonds
Board Vice Pres. Ted Hikel
Board Member Kimberly Cole (absent)
Board Member Ed dos Remedios
Board Member Lonergan-Dreke
Board Member Mark Smith
Board Member Jim Smith

Others Attending:

Public Works Director Franz
Deputy PW Director Elekes
Project Manager Mach
Assistant Finance Director Haugan
City Attorney Larson
Council Assistant Beth Morris

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9 30. APPROVAL OF MINUTES

10
11 *Motion made by Board Vice President Hikel, seconded by Board Member dos Remedios, to*
12 *approve the minutes of the Special Meeting of January 10, 2011. Motion passed*
13 *unanimously (6-0).*
14

15 40. PUBLIC HEARING – ORDINANCE #3 OF THE CITY OF LYNNWOOD
16 TRANSPORTATION BENEFIT DISTRICT ADOPTING THE 2011 BUDGET

17
18 A. Public Hearing

19
20 Board President Simmonds read the appropriate Introductory Statement explaining the
21 purpose, process, and order of speaking for the meeting.
22

23 The public hearing was opened at 6:03 p.m.
24

25 Staff Presentation:

26
27 Public Works Director Bill Franz discussed why staff is recommending that what little
28 money they have should go toward paving at this point. He explained that it is a matter
29 of fiscal responsibility due to the investment they have in paving streets and sidewalks.
30 The City has about 300 lane miles of road at an investment of about \$230 million.
31 There are about 205 miles of sidewalk at an investment of about \$110 million.
32 According to the Pavement Management System that we've been working on over the
33 last several years we should be investing about \$1.2 to \$1.5 million a year in overlays to
34 keep an acceptable Pavement Condition Index (PCI). This year, since it is the first year
35 of the TBD, the total funds that will be available for paving are about \$700,000. He

1 reviewed the Street Paving Curve and how repairing relatively good pavement saves a
2 lot of money compared to letting the pavement get to a poor condition where it is more
3 expensive to repair.
4

5 He suggested that a similar curve for the sidewalk pavement has a much less severe
6 slope. This is because most of the sidewalks are not driven on and most are paved with
7 concrete so they are a little stouter to start with. If we were to do nothing on the streets,
8 they very quickly would degrade to the point of having to make huge and costly repairs
9 in order to repair the pavement. Fortunately, because of the nature of sidewalks we do
10 have more time. He summarized that it is fiscally responsible to recommend that the
11 City puts the money into what is necessary to preserve our largest and most crucial
12 investment in infrastructure, which is our streets. He committed that staff would
13 continue to try to get block grants and other grants to put in sidewalks. If they get an
14 opportunity to get a grant and to use some TBD funds as a match for that grant they will
15 come back to the Board and make that recommendation.
16

17 Deputy Public Works Director Elekes explained that in 2006-2009 they did a fair
18 amount of field work doing reconnaissance on all of the City's streets. He showed the
19 impact on the PCI of skipping one year of paving in 2010 which resulted in the overall
20 index dropping by almost five points. He gave other examples with the Pavement
21 Management System model showing how fast pavement slips down the curve if you
22 skip even one or two years.
23

24 Project Manager David Mach reviewed Ordinance #3. He explained how they arrived at
25 the Total Revenue and Total Expenditures on page 40A-2. He stated that staff would
26 come back in August with a proposed budget for 2012.
27

28 Board President Simmonds solicited any written materials that had been submitted.
29 There were none.
30

31 Public Testimony and Comment:
32

33 None
34

35 TBD Board Discussion:
36

37 Board Member dos Remedios expressed concerns about the expenditures for
38 administration and insurance. Copies of the memo to Mayor Gough and Interim Finance
39 Director Dugan dated January 7, 2011 and titled, "Invoice for City of Lynnwood 2010
40 Costs Related to the Transportation Benefit District" were distributed. Director Franz
41 explained that per the RCW, since the TBD is a different and separate entity than the
42 City of Lynnwood, separate accounts for each fund must be created and all service
43 rendered by or property transferred from one department to another shall be paid for at
44 its true and full value by the TBD. Also the Interlocal Agreement requires that TBD
45 funding shall be first applied to the reasonable charges incurred in establishing and
46 staffing the TBD. Board Member dos Remedios asked if the Public Works budget

1 would then be reduced by \$48,000. Director Franz was not sure, but clarified that when
2 the TBD Board pays the bill it will go to the General Fund of the City of Lynnwood.
3

4 Board Member Lonergan-Dreke said she had the same question and added that she
5 would look forward to seeing the money that has been billed to the TBD come back
6 before Council to determine where those funds will go. She spoke in support of using
7 that money for overlays.
8

9 Board Vice President Hikel asked if it was true that the insurance money must come out
10 of the TBD budget because it is solely a TBD expense. Staff affirmed this. Board Vice
11 President Hikel commented that the legal fees paid were used to pay the City Attorney
12 who is also the Board Attorney so that portion would not be eligible for Board to use
13 elsewhere. City Attorney Larson thought that the money would be put into the City's
14 General Fund because General Fund monies were used to pay the expenses that are
15 being reimbursed. So then it will be in the General Fund and can be used for any
16 General Fund purpose. Board Vice President Hikel asked if after the TBD started
17 receiving payments for the license renewals they would have ongoing money to pay for
18 expenses that come up. City Attorney Larson affirmed that they would be required to do
19 that once they had revenues. Staff clarified that they would not be paid twice.
20

21 The public testimony portion of the Public Hearing was closed at 6:31 p.m.
22

23 B. Consideration, discussion, and possible action on said Ordinance
24

25 *Motion made by Board Member dos Remedios, seconded by Board Vice President*
26 *Hikel, to adopt Ordinance No. 3, "AN ORDINANCE OF THE CITY OF LYNNWOOD,*
27 *WASHINGTON, TRANSPORTATION BENEFIT DISTRICT ADOPTING A ONE-YEAR*
28 *BUDGET FOR THE CITY OF LYNNWOOD, WASHINGTON, TRANSPORTATION*
29 *BENEFIT DISTRICT FOR THE YEAR ENDING DECEMBER 31, 2011; AND*
30 *PROVIDING FOR AN EFFECTIVE DATE, SEVERABILITY, AND SUMMARY*
31 *PUBLICATION."*
32

33 Board Member dos Remedios said he looked forward to sending \$46,000 back to the
34 TBD in the coming year.
35

36 Board Member Mark Smith stated he would be voting against the motion. He expressed
37 dismay that the focus on the Transportation Plan continues to be on roads only. He
38 stated that there is a dedicated revenue stream for roads, but there is none for sidewalks.
39 Lynnwood is the third most obese city in Snohomish County with 102 miles of missing
40 sidewalks. There was an amendment that was repealed for 20% of these funds to go to
41 non-motorized transportation projects. That would give us a very small pot of matching
42 funds for grants as they always require matching funds. He expressed appreciation for
43 the work that staff has done on this. He understands the need for overlays and paving,
44 but he believes there is an equal and just as important need for sidewalks for the safety
45 of residents.
46

1 *Upon a roll call vote, the motion passed (4-2) with Board Members Hikel, Lonergan-*
2 *Dreke, Simmonds, and dos Remedios voting in support and Board Members Mark*
3 *Smith and Jim Smith voting against the motion.*
4

5 50. PRESENTATION AND DISCUSSION: STATUS UPDATE OF PUBLIC OUTREACH
6 PROCESS
7

8 Director Franz explained that they were unable to do the public outreach they had
9 anticipated because of budget cuts and the fact that the staffing in the department that would
10 handle this was cut in half. He apologized for not being able to follow through with this
11 item.
12

13 Board Member Lonergan-Dreke thanked Director Franz for being upfront and said she
14 clearly understood the situation. Postponing this was not a concern to her.
15

16 Board Vice President Hikel suggested that Council members could do a simple outreach in
17 the fall. He referred to other cities, such as Bellevue, who have done large-scale bond issues
18 that included both road work and sidewalks with voter approval.
19

20 Board President Simmonds recommending looking to the citizens' survey, the visioning
21 project, and the branding project that have already been done to see if there are any
22 comments that have been made relating to this. Those could be worked into any future
23 presentations and considerations that we might make. Secondly, he encouraged staff to stay
24 in communication with the TBD over the months until their next meeting with any new
25 information they might come across.
26

27 60. PRESENTATION AND DISCUSSION: TRANSPORTATION BENEFIT DISTRICT
28 WEBSITE
29

30 David Mach gave a presentation on the TBD website. He explained how to find the website
31 and oriented the Board with the information that can be found on the site.
32

33 Board Member Jim Smith had the following recommendations:

- 34 • Put a link on the homepage directly to the TBD website.
- 35 • On the TBD home page, include information about other revenue sources that are
36 being considered. Also include the meeting starting time (6:00 p.m.).
37

38 Board Member dos Remedios concurred with having a presence on the City of Lynnwood
39 home page.
40

41 70. ADJOURNMENT
42

43 Board President Simmonds announced that the next meeting would be at 6:00 p.m. on
44 August 8, 2011.
45

46 *Motion made by Board Member Mark Smith, seconded by Board Vice President Hikel, to*
47 *adjourn the meeting at 6:50 p.m. Motion passed unanimously.*

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The meeting was adjourned at 6:50 p.m.

Loren Simmonds, TBD Board President

Lorenzo Hines
Finance Director, acting as Board Treasurer

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**City of Lynnwood
Transportation Benefit District Board**

Item 40A

**Special Meeting
November 7, 2011
6:00 P.M.**

TITLE: Conduct a Public Hearing on Ordinance #4 of the City of Lynnwood Transportation Benefit District to adopt the 2012 budget

DEPARTMENT: Public Works

DEPARTMENT CONTACT: Jeff Elekes and David Mach

BACKGROUND: Staff has developed a draft 2012 TBD budget for the Board's review, comment, and possible adoption. The following provides background on how the revenue and expenditure projections were developed:

2011 Revenue Status Update

The \$20 vehicle registration fee went into effect on July 1, 2011. As of September 30, 2011, \$123,611.40 has been collected as shown in detail as follows:

Month	Revenue (Actual)	Revenue (2011 Budget)
May 2011	\$237.60 (Note 1)	\$0
June 2011	\$13,147.20 (Note 1)	\$0
July 2011	\$26,829.00	\$10,480.00
August 2011	\$43,777.80	\$26,840.00
September 2011	\$39,619.80	\$41,380.00
Total	\$123,611.40	\$78,700.00

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Note 1: The fee was effective with registrations that expired on or after July 1, 2011, however, customers renew their tabs before they expire which is why revenue was received prior to July 1, 2011.

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As of September 30, 2011, actual revenue was \$44,911.40 higher than that which was anticipated in the 2011 budget. This is partially because customers renew their tabs before they expire (see note 1 above). Additionally, revenue fluctuates significantly from month to month because car sales fluctuate from month to month. At this point in the year, it is difficult to determine if the actual revenue for 2011 will be close to the 2011 budgeted amount of \$190,000.

1 **2012 Revenue Projection**

2 In developing 2012 revenue projections, staff obtained 12-month vehicle registration data
3 counts from the Department of Licensing. Based on the numbers provided, staff
4 anticipates the following 2012 revenue:

5
6 (12-month vehicle registration data count) * (\$20) - (1% fee for DOL) = Anticipated 2012
7 annual TBD revenue

8
9 Actual values are shown as follows:

10 (25,340) * (\$20) - (\$5,068) = \$502,000 (rounded to the nearest \$1000)

11
12 Monthly revenue projections are shown in the following table and chart:

Month	%	Vehicles	Revenue	Less 1% DOL Fee
Jan	9.6	2432.64	\$ 48,652.80	\$ 48,166.27
Feb	8.3	2103.22	\$ 42,064.40	\$ 41,643.76
Mar	7.9	2001.86	\$ 40,037.20	\$ 39,636.83
Apr	7.5	1900.5	\$ 38,010.00	\$ 37,629.90
May	6.5	1647.1	\$ 32,942.00	\$ 32,612.58
Jun	8	2027.2	\$ 40,544.00	\$ 40,138.56
Jul	6.9	1748.46	\$ 34,969.20	\$ 34,619.51
Aug	6.8	1723.12	\$ 34,462.40	\$ 34,117.78
Sep	9.5	2407.3	\$ 48,146.00	\$ 47,664.54
Oct	9.4	2381.96	\$ 47,639.20	\$ 47,162.81
Nov	9.7	2457.98	\$ 49,159.60	\$ 48,668.00
Dec	9.9	2508.66	\$ 50,173.20	\$ 49,671.47
Total	100	25340	\$ 506,800.00	\$ 501,732.00

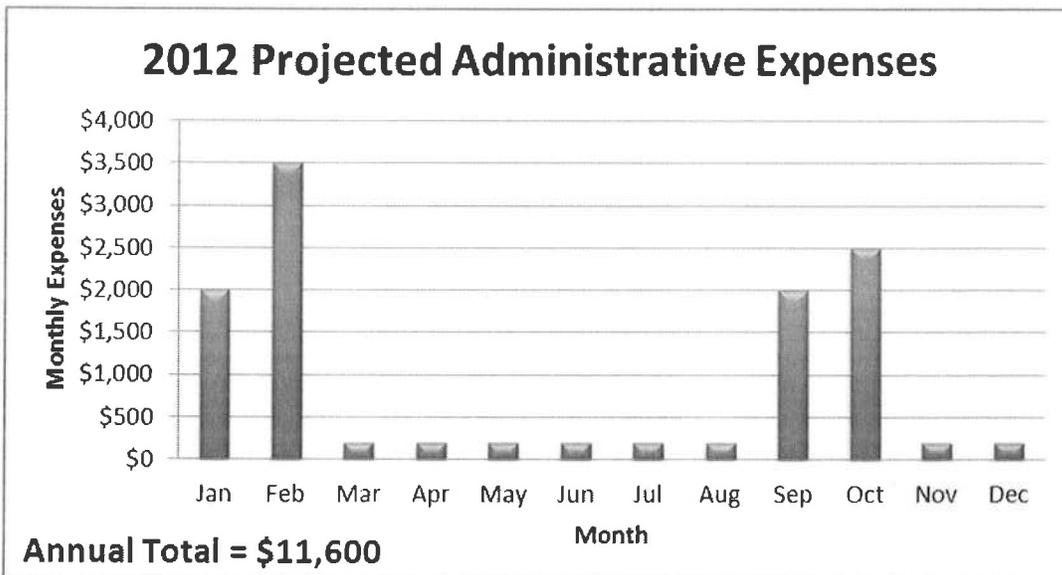


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2 **2012 Expense Projection**

3 The TBD's administrative expenses consist of staff time (Public Works, Finance, and
4 Legal), public meeting notices, and meeting minute recording/development.
5 Administrative expenses are highest in the months closest to the TBD meetings.
6

7 In developing the TBD's annual projected administrative expenses, staff used actual 2011
8 expenses as a basis. The numbers were then adjusted based on additional time anticipated
9 for developing the 2011 end of the year report. Monthly administrative expense
10 projections are shown in the following table and chart:
11

Month	Amount
Jan	\$2,000.00
Feb	\$3,500.00
Mar	\$200.00
Apr	\$200.00
May	\$200.00
Jun	\$200.00
Jul	\$200.00
Aug	\$200.00
Sep	\$2,000.00
Oct	\$2,500.00
Nov	\$200.00
Dec	\$200.00
Total	\$11,600.00



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15 Additional TBD expenses include insurance coverage through the Cities Insurance
16 Association of Washington (CIAW). The annual premium is \$2,200. The total TBD 2012
17 projected expenses are summarized as follows:
18

(\$11,600)	Administrative
(\$2,200)	CIAW Insurance
(\$13,800)	Total Expenses

The amount of revenue available for projects is calculated as follows:

\$502,000	Revenue
(\$13,800)	Expenses
\$488,200	Available for Projects

2012 TBD Projects

Projects identified in TBD Ordinance #2 for potential TBD funding include:

- 1) City of Lynnwood Street Fund 111
- 2) Pavement Overlay Program
- 3) Traffic Signal Rebuild Program
- 4) Traffic Signal Reconstruction: Scriber Lake Road at 196th Street SW
- 5) 48th Avenue W Sidewalk: 183rd Place SW to 180th Street SW

Staff recommends that the available revenue be used for the following two projects:

#	Project	Amount
1	Pavement Overlay Program	\$403,200.00
2	48 th Avenue W Sidewalk (183 rd Place SW to 180 th Street SW)	\$85,000.00
	Total	\$488,200.00

Candidate pavement overlay projects include the following:

- 1) 212th Street SW (44th Avenue W to 52nd Avenue W)
- 2) 184th Street SW (33rd Avenue W to Alderwood Mall Parkway)
- 3) Alderwood Mall Parkway (Maple Road to Alderwood Mall Boulevard)

If adopted by the TBD Board, TBD Ordinance #4 adopts a one year budget for the TBD for the year ending December 31, 2012.

A Public Hearing is being held to give the TBD Board an opportunity to hear comments from the public and also as required by Chapter 36.73 RCW. The meeting was advertised in the Everett Herald and on the TBD web site which can be viewed at the following:
<http://www.ci.lynnwood.wa.us/tbd>.

ACTION: Conduct a public hearing.

ATTACHMENTS:

- 1) TBD Ordinance #4

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3 **CITY OF LYNNWOOD**
4 **TRANSPORTATION BENEFIT DISTRICT**

5
6 **ORDINANCE NO. 4**
7

8
9 AN ORDINANCE OF THE CITY OF LYNNWOOD,
10 WASHINGTON, TRANSPORTATION BENEFIT DISTRICT
11 ADOPTING A ONE YEAR BUDGET FOR THE CITY OF
12 LYNNWOOD, WASHINGTON, TRANSPORTATION BENEFIT
13 DISTRICT FOR THE YEAR ENDING DECEMBER 31, 2012;
14 AND PROVIDING FOR AN EFFECTIVE DATE,
15 SEVERABILITY, AND SUMMARY PUBLICATION.

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18 WHEREAS, on May 24, 2010 the Lynnwood City Council did establish the
19 Lynnwood Transportation Benefit District; and,

20
21 WHEREAS, Chapter 36.73 RCW requires the Transportation Benefit District to
22 adopt an annual budget; and,

23
24 WHEREAS, the Transportation Benefit District Board provided notice and
25 conducted a public hearing on November 7, 2011, regarding a proposed budget for fiscal year
26 2012; NOW, THEREFORE,

27
28 THE BOARD OF THE CITY OF LYNNWOOD, WASHINGTON,
29 TRANSPORTATION BENEFIT DISTRICT, DO ORDAIN AS FOLLOWS:

30
31 Section 1. The 2012 Budget for the Lynnwood Transportation Benefit District for the year
32 ending December 31, 2012 totaling \$502,000 is hereby adopted.
33
34

1 Section 2. Revenues and Expenditures. The budget sets forth totals of estimated revenues and
 2 estimated expenditures of the Transportation Benefit District as summarized below:

Revenue	
Washington State Department of Licensing	\$502,000
Total Revenue	\$502,000
Expenditures	
Insurance - purchased through CIAW	\$2,200
Administration - legal and staff support	\$11,600
Transportation Improvement - Overlay Program, identified in the City of Lynnwood Six Year Transportation Improvement Plan	\$403,200
Transportation Improvement - 48 th Avenue W Sidewalk 183 rd Place SW to 180 th Street SW, identified in the City of Lynnwood Six Year Transportation Improvement Plan	\$85,000
Total Expenditures	\$502,000

3
 4 Section 3. Severability. If any section, sentence, clause or phrase of this ordinance should be
 5 held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or
 6 unconstitutionality shall not affect the validity or constitutionality of any other section, sentence,
 7 clause or phrase or word of this ordinance.

8
 9 Section 4. Effective Date. This ordinance shall take effect five (5) days after passage and
 10 publication of an approved summary thereof consisting of the title.

11
 12 PASSED this 7th day of November, 2011 and signed in authentication of its passage this
 13 _____ day of _____, 2011.

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 17 _____
 18 Loren Simmonds
 19 TBD Board President

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 21 ATTEST: APPROVED AS TO FORM:
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 23
 24 _____
 25 Lorenzo Hines Rosemary Larson
 26 Finance Director, acting as Board Treasurer City Attorney, acting as Board Attorney
 27
 28

29 FILED WITH ADMINISTRATIVE SERVICES: _____
 30 PASSED BY THE TRANSPORTATION BENEFIT DISTRICT BOARD: _____
 31 PUBLISHED: _____
 32 EFFECTIVE DATE: _____
 33 ORDINANCE NUMBER: _____

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**City of Lynnwood
Transportation Benefit District Board**

Item 40B

**Special Meeting
November 7, 2011
6:00 P.M.**

TITLE: Consideration, discussion, and possible action on Ordinance #4 of the City of Lynnwood Transportation Benefit District to adopt the 2012 budget

DEPARTMENT: Public Works

DEPARTMENT CONTACT: Jeff Elekes and David Mach

BACKGROUND: See materials from the public hearing item 40A.

ACTION: Consider, discuss, and possibly adopt TBD Ordinance #4.

ATTACHMENTS: TBD Ordinance #4 (see item 40A)

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**City of Lynnwood
Transportation Benefit District Board**

Item 50

**Special Meeting
November 7, 2011
6:00 P.M.**

TITLE: Consideration, discussion, and possible action on Resolution #4 - Amend the TBD Charter

DEPARTMENT: Public Works

DEPARTMENT CONTACT: Jeff Elekes and David Mach

BACKGROUND: At the July 12, 2010 Special TBD Board meeting, the TBD Board adopted Resolution #1, enacting the TBD charter. The charter was modeled after the City of Edmond's charter which has been in effect since February 2009. The charter outlines operating procedures including the following:

- 1) Purpose of the TBD
- 2) Powers and indemnification
- 3) Roles/responsibilities of its officers
- 4) Establishes the time and place for regular meetings

Section 5.06 outlines the roles and responsibilities of the District's Treasurer (the city's Finance Director). However, it does not specify the Treasurer's authority to pay the District's expenditures. Staff recommends revising the roles and responsibilities of the District's Treasurer to include authority to pay the District's expenditures and to fund the District's approved projects. From time to time the District receives invoices for payment for miscellaneous items such as: meeting notice publication, meeting minute recording/development, and annual insurance premiums.

Additionally, section 6.01 of the TBD charter specifies that Regular TBD Board meetings are to be held on the second Monday of February and the second Monday of August of each year at 6:00 p.m. Staff recommends revising the second Regular TBD Board meeting date from the second Monday of August to the second Monday of October of each year. Doing so will provide staff with two more months of revenue data. This additional data will be helpful in developing a more accurate annual budget for the following year. In order to maintain a fairly even spread between regular meetings (five to seven months), staff also recommends postponing the first Regular TBD Board meeting date from the second Monday of February to the second Monday of March of each year.

ACTION: Consider, discuss, and possibly adopt Resolution #4.

ATTACHMENTS: TBD Resolution #4

1 **LYNNWOOD TRANSPORTATION BENEFIT DISTRICT**

2
3 **RESOLUTION NO. 4**

4
5 A RESOLUTION OF THE CITY OF LYNNWOOD,
6 WASHINGTON, TRANSPORTATION BENEFIT DISTRICT
7 AMENDING THE DISTRICT’S CHARTER.

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9
10 WHEREAS, on May 24, 2010 the Lynnwood City Council did establish the
11 Lynnwood Transportation Benefit District; and,

12
13 WHEREAS, in Resolution No. 1, the Board of the City of Lynnwood
14 Transportation Benefit District adopted a charter stating operating procedures for the district,
15 provided for the indemnification of the district officers, employees, and agents, and established
16 the time and place for regular meetings of the district’s Board; and

17
18 WHEREAS, the Board of the City of Lynnwood Transportation Benefit District
19 desires to clarify the roles and responsibilities of the District’s Treasurer to include authority to
20 pay the District’s expenditures; and

21
22 WHEREAS, the Board of the City of Lynnwood Transportation Benefit District
23 desires to revise the second Regular TBD Board meeting date from the second Monday of
24 August to the second Monday of October of each year in order to consider additional revenue
25 data prior to developing an annual budget for the following year; NOW, THEREFORE,

26
27 THE BOARD OF THE CITY OF LYNNWOOD, WASHINGTON,
28 TRANSPORTATION BENEFIT DISTRICT, DOES HEREBY RESOLVE AS FOLLOWS:

29
30 Section 5.06 of the City of Lynnwood Transportation Benefit District Charter is hereby amended
31 as follows:

32
33 **Section 5.06 Treasurer.** The Treasurer of the District shall be the City’s Finance
34 Director. The Finance Director is required by the Statute to serve as Treasurer and is not subject
35 to removal by the Board. The Treasurer shall receive and faithfully keep all funds of the District
36 and deposit the same in such bank or banks as may be designated by the District Board of
37 Directors. The Treasurer, or the Treasurer’s designee, shall pay the District’s expenses in
38 amounts up to \$5,000.00 and consistent with the District’s approved budget, from the District’s
39 revenues. The Treasurer is authorized to fund the District’s approved transportation projects
40 from the District’s revenues remaining after payment of the District’s expenses. The Treasurer
41 shall also discharge such other duties as may be prescribed by the District Board of Directors.

1 Furthermore, Section 6.01 of the City of Lynnwood Transportation Benefit District Charter is
2 hereby amended as follows:
3

4 **Section 6.01 Board Meetings.** Regular Board meetings shall be held on the second
5 Monday of March and the second Monday of October of each year, at 6:00 p.m., at the
6 Lynnwood City Council Chambers, City Hall, 19100 44th Avenue W., Lynnwood, WA 98036.
7 Special Board meetings shall be held from time to time pursuant to 42.30.080 RCW.
8
9

10 PASSED this 7th day of November, 2011 and signed in authentication of its passage this
11 _____ day of _____, 2011.
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14

15 _____
16 Loren Simmonds
17 TBD Board President
18

19 ATTEST:

APPROVED AS TO FORM:

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22 _____
23 Lorenzo Hines
24 Finance Director, acting as Board Treasurer
25
26

Rosemary Larson
City Attorney, acting as Board Attorney

27 FILED WITH ADMINISTRATIVE SERVICES: _____
28 PASSED BY THE TRANSPORTATION BENEFIT DISTRICT BOARD: _____
29 RESOLUTION NUMBER: _____