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AGENDA
City of Lynnwood
Transportation Benefit District (TBD) Board
Council Chambers, City Hall
19100 44th Avenue W, Lynnwood, WA, 98036

Special Meeting
January 20, 2015
6:00 P.M.

10 Call to Order

20 Roll Call

30 Approval of Minutes – November 19, 2014 Special Meeting

40 Citizen Comments and Communications

50 Presentation: 2014 General Election Proposition 1 Results

60 Presentation and Discussion: Transportation Funding Status, Needs and Potential Funding Sources

70 Adjournment

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City of Lynnwood
Transportation Benefit District Board

Item 30

**Special Meeting
January 20, 2015
6:00 P.M.**

TITLE: Approval of Minutes – November 19, 2014 Special Meeting

DEPARTMENT: Public Works

DEPARTMENT CONTACT: David Mach

BACKGROUND: The November 19, 2014 special meeting was the most recently held Board meeting.

ACTION: Approve the meeting minutes from the November 19, 2014 special meeting

ATTACHMENTS: November 19, 2014 special meeting minutes

CITY OF LYNNWOOD
TRANSPORTATION BENEFIT DISTRICT BOARD SPECIAL MEETING MINUTES
November 19, 2014

1
2 10. CALL TO ORDER – The November 19, 2014 Special Meeting of the City of Lynnwood
3 Transportation Benefit District (TBD) Board, held in the Council Chambers of Lynnwood
4 City Hall, was called to order by Board President Simmonds at 6:00 p.m.

5
6 20.

ROLL CALL

Board President Loren Simmonds
Board Vice President Sid Roberts
Board Member Van AuBuchon
Board Member Benjamin Goodwin (arr. ~6:02 p.m.)
Board Member M. Christopher Boyer (arr. ~6:12 p.m.)
Board Member Ruth Ross
Board Member Ian Cotton (arr. ~6:40)

OTHERS ATTENDING

Public Works Director Franz
Project Manager Mach
Council Assistant Morris
Accounting Mgr. Rohla
Financial Systems Acct. Gordon
Interim HR Director Roberts
City Attorney Larson

7
8
9 Board President Simmonds read the Introductory Statement reviewing the formation and
10 function of the TBD and the purpose of the meeting.

11
12 30. APPROVAL OF MINUTES – September 3, 2014 Special Meeting, September 15, 2014
13 Special Meeting and October 20, 2014 Special Meeting

14
15 *Motion made by Board Member Roberts, seconded by Board Member Ross, to approve the*
16 *three sets of minutes as presented. Motion passed unanimously.*

17
18 40. VOUCHER APPROVAL

19
20 Mr. Mach reviewed the claims.

21
22 *Motion made by Board Member Ross, seconded by Board Member AuBuchon, to approve*
23 *claims in the amount of \$12,591.56. Motion passed unanimously.*

24
25 50. CITIZEN COMMENTS AND COMMUNICATION

26
27 Ted Hikel, 3820 – 191st Place SW, Lynnwood, WA, thanked the Board for including Citizen
28 Comments and Communications on the agenda. He reminded the Board that Lynnwood is a
29 community of moderate and low income people who are very sensitive to increases in taxes.
30 He encouraged them to keep this in mind when making decisions.

31
32 60. CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON RESOLUTION #6 –
33 AMEND CIAW (INSURANCE) BY-LAWS AND INTERLOCAL AGREEMENT

34
35 Project Manager Mach stated that CIAW is requesting amendments to the by-laws and
36 Interlocal Agreement from all their members in order to adjust their fiscal year dates. Board

1 Member Roberts asked what kind of insurance this is. Project Manager Mach replied that it
2 is liability insurance.

3
4 *Motion made by Board Member Goodwin, seconded by Board Member Ross to approve*
5 *Resolution 6, "A RESOLUTION OF THE CITY OF LYNNWOOD, WASHINGTON,*
6 *TRANSPORTATION BENEFIT DISTRICT BOARD, APPROVING AMENDMENTS TO*
7 *THE BY-LAWS AND INTERLOCAL AGREEMENT FOR THE CITIES INSURANCE*
8 *ASSOCIATION OF WASHINGTON." The motion passed unanimously.*
9

10 70. PRESENTATION, DISCUSSION, AND APPROVAL OF THE 2013 TBD ANNUAL
11 REPORT

12
13 Project Manager Mach reviewed the Draft Annual Report as contained in the TBD packet
14 noting that this is a state requirement as well as a charter requirement.

15
16 *Motion made by Board Member Boyer, seconded by Board Member Roberts, to approve the*
17 *2013 TBD Annual Report. Motion passed unanimously.*
18

19 80. CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION ON ORDINANCE #7 –
20 2014 BUDGET AMENDMENT

21
22 Project Manager Mach reviewed the 2014 Budget Amendment as contained in the TBD
23 packet. He explained that administrative costs have come in significantly higher than
24 budgeted primarily due to legal expenses and more staff time related to the ballot measure.
25 Also, the 2013 Budget had \$460,000 to be transferred to the Street Overlay Program and
26 \$40,000 to be transferred to the Street Fund for the street crews, but those transfers did not
27 occur.

28
29 *Motion made by Board Member Boyer, seconded by Board Member Ross, to approve*
30 *Ordinance No. 7, "AN ORDINANCE OF THE CITY OF LYNNWOOD, WASHINGTON,*
31 *TRANSPORTATION BENEFIT DISTRICT AMENDING THE 2014 BUDGET FOR THE*
32 *CITY OF LYNNWOOD, WASHINGTON, TRANSPORTATION BENEFIT DISTRICT; AND*
33 *PROVIDING FOR AN EFFECTIVE DATE, SEVERABILITY, AND SUMMARY*
34 *PUBLICATION."*
35

36 Board Member Goodwin asked for more explanation about the rise in legal costs. City
37 Attorney Larson replied that it was related to the complaint that was filed at the PDC. Those
38 were unanticipated expenses.

39
40 Board Member AuBuchon asked if the cost of the actual ballot measure is in there as well.
41 Project Manager Mach replied that it is not; it will be in the 2015 Budget which is the next
42 item on the agenda.

43
44 *Motion passed unanimously.*
45

46 90. ORDINANCE #8 – 2015 BUDGET
47

1 A. PUBLIC HEARING

2
3 Board President Simmonds opened the hearing at 6:22 p.m. and reviewed the purpose
4 of the hearing, the hearing procedure, and order of speaking.
5

6 Staff Presentation: Project Manager Mach gave the staff presentation which was a
7 summary of revenue and expense projections as contained in the packet on page 90.A-1
8 and 2.
9

10 Public Works Director Franz added that the City has received a federal grant toward
11 paving of candidate roadways 1 and 2 (184th Street SW and Alderwood Mall Parkway)
12 so these will be match moneys.
13

14 Board Member Boyer excused himself at 6:29 p.m. for up to ten minutes to make a
15 previously scheduled phone call in regard to his professional duties.
16

17 Public Testimony and Comment:

18
19 Ted Hikel, 3820 – 191st Place SW, Lynnwood, WA spoke in favor of work to be done
20 on 184th. He expressed concern about the traffic on 184th and the condition of the road,
21 especially in view of the fact that there is construction going on there which will
22 continue throughout 2015. The City has required that the buildings there be built out
23 almost to the curb. This will probably cause more problems around the mall itself with
24 traffic. He requested mitigation by the contractors who are going to be disturbing the
25 traffic. He also expressed concern about any debris or mud that often occurs around
26 projects of that sort when they are going on and off the property in wet months.
27

28 Questions and Answers:

29
30 Board Member Roberts asked if the construction traffic would impede the overlay on
31 184th. Director Franz replied that due to the NPDES Stormwater Requirements all
32 projects have to develop a Stormwater Improvement Plan dealing with erosion control,
33 sediment removal, etc. The current project is definitely implementing all of those and
34 doing a very good job. Any new construction that deals with exposing dirt and so forth
35 has to do best management practices. As for reconstruction of sidewalks on 184th due to
36 the Phase 2 development of Cypress, it will go through a permit process for review. By
37 then the ring road will be established which will free up some movement of traffic.
38

39 Board Member AuBuchon commented that the sooner the improvements to 184th and
40 Alderwood Mall Parkway are done the better. This is the issue he gets concerns about
41 the most from the public.
42

43 Board Member Goodwin asked for clarification that the Proposition Ballot Fee costs
44 were \$15,000. Project Manager Mach confirmed that the total ballot costs were
45 \$15,000. The \$45,000 that was spent the previous year included ballot-related legal
46 expenses, but was also for all administrative costs. He did not have a breakdown of
47 which portion of that was related to the ballot measure. He explained that in some

1 additional staff time was budgeted in the event that issues need to be addressed as a
2 result of the ballot measure.

3
4 Board Member AuBuchon asked if \$15,000 is the total cost of getting the item onto the
5 ballot. Project Manager Mach affirmed that it is the total amount paid to the county.
6

7 Board Member Goodwin commented that what the Board was led to believe by outside
8 parties is much different than what the actual cost is from the county.
9

10 Board President Simmonds added that the actual amount of money may have varied
11 significantly because of when it was brought forward, as a special election.
12

13 Seeing no further comments, the public hearing was closed at 6:39 p.m.
14

15 Board Member Goodwin pointed out that Lorenzo Hines is listed in the Ordinance as
16 the Finance Director/Acting Board Treasurer but he is no longer with the City. City
17 Attorney Larson explained that can be corrected administratively. Board President
18 Simmonds commented that he thought Art Ceniza had been designated to sign this until
19 a Finance Director is in place. Board Member AuBuchon expressed concern about that.
20 He thought the next person in line in the Finance Department should be the one to sign
21 it per state law. City Attorney Larson didn't think that would apply to the TBD.
22

23 **B. CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION ON SAID**
24 **ORDINANCE**

25
26 *Motion made by Board Member Goodwin, seconded by Board Member AuBuchon, to*
27 *adopt Ordinance No. 8, "AN ORDINANCE OF THE CITY OF LYNNWOOD,*
28 *WASHINGTON, TRANSPORTATION BENEFIT DISTRICT ADOPTING A ONE YEAR*
29 *BUDGET FOR THE CITY OF LYNNWOOD, WASHINGTON, TRANSPORTATION*
30 *BENEFIT DISTRICT FOR THE YEAR ENDING DECEMBER 31, 2015; AND*
31 *PROVIDING FOR AN EFFECTIVE DATE, SEVERABILITY, AND SUMMARY*
32 *PUBLICATION." Motion passed unanimously.*
33

34 Board President Simmonds commented that Board Member Boyer returned about 6:35
35 and Board Member Cotton arrived about 6:40 p.m.
36

37 **100 ADJOURNMENT**
38

39 Board President Simmonds stated that the next regularly scheduled TBD Board Meeting
40 would be held on March 9, 2015 at 6:00 p.m. A special meeting may be called before then.
41 If so, the time and place will be advertised in the Everett Herald and on the TBD web page.
42

43 *Motion made by Board Member Cotton, seconded by Board Member Boyer, to adjourn the*
44 *meeting. Motion passed unanimously.*
45

46 The meeting was adjourned at 6:44 p.m.
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Loren Simmonds, TBD Board President

Art Ceniza
Assistant City Administrator



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**City of Lynnwood
Transportation Benefit District Board**

Item 50

**Special Meeting
January 20, 2015
6:00 P.M.**

TITLE: 2014 General Election Proposition 1 Results

DEPARTMENT: Public Works

DEPARTMENT CONTACT: Bill Franz/David Mach

BACKGROUND: In July 2014 the TBD Board decided to place a ballot measure on the 2014 general election. The ballot measure, Proposition 1, proposed to increase the city's sales tax rate from 9.5% to 9.7%. The measure was estimated to generate approximately \$4 million per year for a period of ten years, of which the proceeds would be used to fund various transportation improvements including maintenance, operations and capital investments.

Proposition 1 was not passed by the voters. The following is the official voting results from the November 4, 2014 general election for proposition 1:

	Vote Count	Percent
APPROVED	3,892	47.15%
REJECTED	4,362	52.85%
Total	8,254	100.00%
Difference	470	5.70%

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ACTION: None

ATTACHMENTS: None

1 City of Lynnwood
2 Transportation Benefit District Board
3

4 **Item 60**

5
6 **Special Meeting**
7 **January 20, 2015**
8 **6:00 P.M.**
9

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11
12 **TITLE:** Presentation and Discussion: Transportation Funding Status, Needs and Potential
13 Funding Sources

14
15 **DEPARTMENT:** Public Works

16
17 **DEPARTMENT CONTACT:** Bill Franz/David Mach

18
19 **BACKGROUND:** An overall summary of the current transportation funding status, various
20 transportation needs and potential funding sources will be provided.

21
22 **ACTION:** Discussion

23
24 **ATTACHMENTS:** See attached Board's binder for a summary PowerPoint presentation as
25 well as background materials and past presentation materials.
26