

CITY OF LYNNWOOD
TRANSPORTATION BENEFIT DISTRICT BOARD REGULAR MEETING MINUTES
March 14, 2016

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2 10. CALL TO ORDER – The March 14, 2016 Regular 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 Cotton at 6:00 p.m.

5
6 20.

ROLL CALL

Board President Ian Cotton
Board Vice President Benjamin Goodwin
Board Member M. Christopher Boyer
Board Member Ruth Ross
Board Member Shannon Sessions
Board Member Shirley Sutton
Board Member George Hurst

STAFF ATTENDING

PW Director Franz
Deputy PW Director Elekes
Resident Cap. Project Eng. Mach
Finance Director Springer
City Attorney Larson
Strategic Planner Loch

Council Assistant Beth Morris

7
8
9 Board President Cotton read the Introductory Statement regarding the formation and purpose
10 of the Transportation Benefit District (TBD).

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12 30. APPROVAL OF MINUTES – FEBRUARY 17, 2016 SPECIAL MEETING

13
14 *Motion made by Board Member Boyer, seconded by Board Member Hurst, to approve the*
15 *minutes as presented. Motion passed unanimously.*

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17 40. VOUCHER APPROVAL

18
19 *Motion made by Board President Cotton, seconded by Board Member Ross, to approve*
20 *claims in the amount of \$5,727.48. Motion passed unanimously.*

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22 50. CITIZEN COMMENTS AND COMMUNICATIONS

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24 None

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26 60. ADMINISTRATIVE PROCEDURES FOR NOTICING TBD MEETINGS

27
28 Deputy Director Elekes gave a presentation regarding how TBD meetings are to be noticed
29 to the public. He explained that regular meetings are posted on the website, but special TBD
30 meetings are posted in the three locations (newspaper of record – the Herald, the website,
31 and the front door of City Hall) as required by state law with a minimum of 24 hours
32 advance notice.
33

1 Board Member Sessions thanked staff for the presentation and for posting the notices as
2 required, but pointed out that most people aren't interested in the notices because it sounds
3 boring. She asked about rules regarding board members or council members getting
4 information from citizens in other ways such as social networking. City Attorney Larson
5 commented it is allowable to talk to citizens about upcoming topics that will be covered by
6 the TBD Board. It's just not allowable to do it with a majority of the Board present. Board
7 Member Sessions indicated she would look into some creative ways to spur more
8 involvement and interest in the TBD Board. Deputy Director Elekes commented that staff
9 also works closely with Julie Moore on public information efforts in newsletters and things
10 like that. They are helping to prepare for an outreach meeting in May at the Convention
11 Center where staff will have a table concerning the TBD. Board Member Sessions suggested
12 giving away free food to drive interest. Deputy Director Elekes noted that if and when the
13 City gets near a ballot measure, there are a lot of rules that would apply to the Council. City
14 Attorney Larson agreed that they will have a special discussion surrounding that when the
15 time comes.

16
17 Board Member Sutton asked about advertising on a reader board like the one at the
18 recreation center. She pointed out that there are individuals who do not have access to
19 computers, but they might be out on the streets.

20
21 Board Member Hurst concurred with the reader board idea. He thinks IT can adapt the
22 website to incorporate more meetings on the front page because it is burdensome to try to
23 find the TBD website. Making the schedule easier to find would be better.

24
25 Board President Cotton recommended staff look into incorporating a calendar that contains
26 all meetings on the city website.

27
28 70. PRESENTATION, DISCUSSION, AND POSSIBLE ACTION OR OTHER DISPOSITION:

- 29
- 30 • TRANSPORTATION FUNDING STATUS AND NEEDS
 - 31 • ELECTION RESULTS FROM 2014 GENERAL ELECTION PROPOSITION #1 AND
 - 32 2015 GENERAL ELECTION PROPOSITION #1
 - 33 • POTENTIAL FUNDING SOURCES AND NEXT STEPS FOR POTENTIAL
 - 34 FUNDING, INCLUDING BUT NOT LIMITED TO OPTIONS FOR POSSIBLE
 - 35 BALLOT MEASURE
 - 36 • POSSIBLE MOTION RELATING TO POTENTIAL BALLOT MEASURE
 - 37 RESOLUTION FOR INCREASED SALES TAX AND/OR INCREASED OR
 - 38 DECREASED VEHICLE REGISTRATION FEE FUNDING OPTIONS

39 Resident Capital Project Engineer replied to a question from a previous meeting
40 regarding the timeline associated with potential ballot measures. Table 2 on page 60-3
41 lists those dates. This information is also available on the Snohomish County Election
42 Office's website.

43
44 Board Member Boyer asked if August is a special election. Mr. Mach explained it is a
45 primary election and the cost is typically more expensive. The November general
46 election ballot would be less expensive. Two years ago it was about \$8,000 for the
47 general election and at least double that for the primary election.

1
2 Board Member Sessions asked if there is a downside to doing it in the November general
3 election with the presidential election. Staff was not sure.
4

5 Mr. Mach then replied to a question from a previous meeting regarding pavement cost
6 breakdown. This information is provided on page 60-7. This table provides a breakdown
7 for all the streets in the presentation at the last meeting based on a cost per square foot.
8 These are all roads that need to be overlaid in the very near term. The range is \$6.5 to
9 \$8.6 million for those roads on which maintenance has been deferred. Deputy Director
10 Elekes explained staff will be coming before the City Council later this year with a
11 consultant contract to rerate the street system using digital methodologies to re-evaluate
12 a sustainable annual program to catch up over a 10-12 year period. Director Franz noted
13 that this would be contained in the \$4 million per year ongoing need.
14

15 Board Member Hurst asked about rating these roads as far as their traffic counts. Mr.
16 Mach noted that information is available.
17

18 Mr. Mach referred to pages 60.4-60.6 which contains factual information about voting
19 results from the previous elections. Board Member Boyer pointed out that the difference
20 between passage and defeat on Proposition #1 was right around 500 votes which was not
21 a large number.
22

23 Discussion:
24

25 Board President Cotton solicited comments regarding funding options noting that this
26 matter has been kicked down the road in recent years. He agreed with Deputy Director
27 Elekes that payments have come due that have been deferred and that costs become
28 exponentially more expensive as they are deferred.
29

30 Vice President Goodwin expressed concern about proposing an increase in sales tax
31 because the City is nearing the 10% mark and this could negatively impact vehicle sales.
32 On the other hand, it is necessary to find a way to fix and fund the maintenance of the
33 roads. He said he was hesitant about increasing car tab fees because this is more of a
34 burden on just the citizens of Lynnwood as opposed to something that is spread out to
35 everyone that comes to Lynnwood.
36

37 Board Member Sessions agreed with Board President Cotton that now is the time for the
38 Board to be brave and decisive even though this is difficult decision. She considers the
39 condition of the roads a public safety issue because of the potential for more accidents
40 and also the challenges emergency vehicles face in responding to incidents on roads that
41 aren't taken care of. She said she is interested in considering increasing the license tab
42 fees from \$20 up to \$40. She also is interested in spreading out the burden to all the
43 users of the roads and not just Lynnwood citizens so she is in favor of increasing the
44 sales tax .2% which could bring in \$4 million a year. In addition to the revenue that this
45 would provide and the fact that it would spread out the burden, she pointed out that this
46 is a choice tax because people can choose to buy things or not. Additionally, she wants
47 the Council to put more emphasis on the Street Fund. She noted that if the City isn't

1 actively trying to fix streets and working on different methods of paying for them, they
2 will not be as likely to get grants. She asked if there is any local jurisdiction over “sin
3 tax” type items. Finance Director Springer stated the City doesn’t have any authority
4 over the liquor tax, but the gambling tax on pull tabs is set by the City.
5

6 Board Member Boyer asked Director Springer what the City brings in per year from the
7 pull tabs. Director Springer didn’t have it off the top of her head, but offered to provide
8 it to the Board. Board Member Boyer recalled that it was a small number such as
9 \$40,000. Director Springer concurred it was pretty small.
10

11 Board Member Sutton asked if the sales tax and the license tabs are the only options
12 available. Board President Cotton commented those are the only options available to the
13 TBD, but the Council has other mechanisms available.
14

15 Board Member Hurst said he thinks this is more of a Council solution as opposed to a
16 TBD Board solution. He would like to see a \$6-\$8 million levy LID lift of property taxes
17 for roads. He stated he was not in support of sales taxes. He noted that ST3 will be
18 coming, and they will likely be asking for a sales tax. The Council will need to support
19 that if they want the type of light rail system that is planned. He thinks the City would
20 also be up against another Tim Eyman initiative to limit the tabs. He suggested that the
21 Board could take away the license tabs in exchange for a levy. He believes the citizens
22 would respond if they could see the dire need for road funding.
23

24 Board Vice President Goodwin commented that with a choice tax the downside would
25 be the people could choose to shop elsewhere, especially for higher priced items like
26 vehicles. He thinks Board Member Hurst’s idea is very plausible.
27

28 Board Member Ross commented that even though the last proposition only lost by 500
29 votes it was enough to send the message that people thought it was too much. She said
30 that she would be supportive of the TBD Board increasing the tab fee from \$20 to \$40.
31 This would give a small revenue stream that could be dedicated to road maintenance.
32 She spoke to the critical need for education if the Council decides to go out for a vote
33 since most people are not aware that there is a road maintenance issue. She thinks the
34 bigger conversation has to be among the Council.
35

36 Deputy Director Elekes asked City Attorney Larson if a Levy LID Lift would need 60%
37 to pass. City Attorney Larson thought that was correct, but indicated she would double
38 check.
39

40 Board President Cotton agreed with Board Member Ross that .2% was too much as
41 evidenced by the last vote, but he believes the Board needs to do something. He
42 suggested considering a .1% sales tax increase and a tab increase. He asked if they could
43 go out for .05%. City Attorney Larson replied that they could.
44

45 Board President Cotton solicited comments on .1% sales tax or .05% sales tax. Board
46 Member Boyer said he would be interested in a .1% sales tax plus a \$20 to \$40 tab fee
47 increase.

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2 There was consensus to have staff prepare separate resolutions for .1% sales tax; an
3 increase from \$20 to \$40 tab fees; and a hybrid of .1% sales tax and a tab fee increase.
4 Deputy Director Elekes noted that staff could also provide a high-level schedule of the
5 types of projects that could be done with those options.
6

7 80. SCHEDULING UPCOMING MEETINGS:
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9 • CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON RESOLUTION #7
10 TO AMEND THE TBD CHARTER
11

12 Board President Cotton explained that currently Regular TBD Board meetings are held
13 on the second Monday of March and the second Monday of October of each year at 6:00
14 p.m. Staff has prepared a resolution for revising the regular TBD Board meeting times if
15 the Board wishes to do so.
16

17 Board Member Boyer spoke in support of amending the times of the Regular Board
18 Meetings to 7:00 p.m. He noted that it is very difficult for several board members to
19 make it to 6:00 meetings. More importantly citizens are used to coming to City Hall at
20 7:00 p.m. for meetings that affect them. It's also difficult for anyone who works
21 downtown to get here much before 7:00 p.m. Changing the time to 7:00 p.m. could
22 increase public involvement.
23

24 City Attorney Larson noted that if they change the time to 7:00 p.m. the meeting would
25 conflict with the Regular Council meetings. There was discussion about options. Board
26 Member Ross suggested moving the meetings to the first Wednesday at 7:00 p.m. to
27 avoid the conflict with Council meetings.
28

29 Board President Cotton summarized the motion to amend Resolution No. 7, lines 29 and
30 30, to read:

31 *Regular Board meetings shall be held on the **third Wednesday** of March and the*
32 ***third Wednesday** of October each year at **7:00 p.m.** . . .*
33

34 *Motion made by Board President Cotton, seconded by Board Member Boyer, to approve*
35 *Resolution No. 7, a Resolution of the City of Lynnwood, Washington, Transportation*
36 *Benefit District Board, Amending the District's Charter as discussed. Motion passed*
37 *unanimously (7-0).*
38

39 • POTENTIAL UPCOMING SPECIAL MEETING(S)
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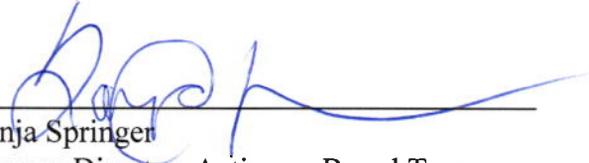
41 *Scheduling Motion made by Board President Cotton, seconded by Board Member Boyer,*
42 *to meet on Monday, April 4 at 7:00 p.m. just prior to the City Council Work Session.*
43 *Motion passed unanimously (7-0).*
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90. ADJOURNMENT

The meeting was adjourned at 6:59 p.m.



Ian Cotton, TBD Board President

Sonja Springer
Finance Director, Acting as Board Treasurer