

CITY OF LYNNWOOD
TRANSPORTATION BENEFIT DISTRICT BOARD REGULAR MEETING MINUTES
March 15, 2017

10. CALL TO ORDER – The March 15, 2017 Regular Meeting of the City of Lynnwood Transportation Benefit District (TBD) Board, held in the Council Chambers of Lynnwood City Hall, was called to order by Board President Cotton at 7:00 p.m.

20.

ROLL CALL

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

OTHERS ATTENDING

Public Works Director Franz
Deputy PW Director Elekes
Resident Capital Project Eng. Mach
Executive Assistant Morris
Finance Director Springer
Project Manager Ha Yang

Board President Cotton commented that Board Member Goodwin had informed him that he would be sick tonight so he is excused.

30 APPROVAL OF MINUTES – October 19, 2016 Regular Meeting

Motion made by Board Member Boyer, seconded by Board Member Sutton, to approve the minutes of the October 19, 2016 Regular Meeting. Motion passed unanimously.

40. VOUCHER APPROVAL

Motion made by Board Member Ross, seconded by Board Member Boyer, to approve claims in the amount of \$21,694.98. Motion passed unanimously.

50. CITIZEN COMMENTS AND COMMUNICATIONS

Ted Hikel, 3820 – 191st Place SW, Lynnwood, WA 98036, encouraged the group to move the TBD into the City Council so that they can consolidate their meetings. He thanked the TBD for the tremendous presentation that will be coming up later tonight. He reviewed car tab fees and sales tax rates for various cities and encouraged the TBD to consider reducing the car tab fee from \$40 per vehicle to \$20 on the TBD's portion.

60. PRESENTATION AND DISCUSSION – 2016 PAVEMENT CONDITION ASSESSMENT RESULTS

Director Franz reviewed a draft chart of the transportation infrastructure spending plan and revenues for the next six years. He reported the positive news that the paving program needs are lower than initially estimated. He spoke to the need to have further discussions about who is responsible for maintaining sidewalks.

1
2 Project Manager Ha Yang introduced Stephen Smith from IMS who made a PowerPoint
3 presentation on the 2017 State of the Roadway Network in Lynnwood, WA (contained in the
4 TBD packet). He explained that the average network Pavement Condition Index (PCI) is
5 67% (nationwide average – 60-65%) and the backlog of reconstruction is 4%. Key areas of
6 concern are keeping the growth in backlog as low as possible; ADA transition is only
7 included on existing facilities; and introducing updated rehab concepts and processes. He
8 estimated that if Lynnwood wanted to fix all its roads today it would cost \$37.5M. The
9 typical life cycle estimates show that Lynnwood would need approximately \$2.5M annually
10 to maintain the current PCI. This doesn't include routine maintenance activities, ADA
11 compliance, culverts or ditch repair, striping, bike lanes, or additional width. Arterials have
12 the highest priority for rehabilitation followed by collectors and then local streets. The order
13 of rehabilitation selection is based on the cost of deferral. Mr. Smith stressed that steady
14 effective rehabilitation and maintenance on an annual basis saves the City money over
15 deferred maintenance.

16
17 Board Member Questions:

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19 Board Member Sutton asked Mr. Smith if his study took increased traffic into account. Mr.
20 Smith replied that it did.

21
22 Board Member Hurst asked if there have been advances in technology as far as what
23 resurfacing materials are used. Mr. Smith replied that the quality of road materials is actually
24 getting worse due to more of a demand for the sludge that is used to make asphalt and
25 difficulties in finding aggregate. To counteract this, lighter weight products are being used to
26 preserve the surface of the roads.

27
28 Board President Cotton asked for confirmation that the two highways that run through the
29 city were pulled out of the analysis. Mr. Smith confirmed that they were not included in the
30 study. Director Franz commented that it is the State's responsibility to repave Highway 99
31 and 196th.

32
33 Deputy Director Elekes commented that if they get the PCI up closer to 70% the City will be
34 able to compete for more grant funding for pavement preservation grants. He also
35 commented that because the City hasn't had money for the paving program over the last 7-8
36 years they have de facto taken equity out of the system. He cautioned against taking out any
37 more equity than they already have out of the system if they can avoid it.

38
39 Board Member Hurst referred to Mr. Smith's statement that garbage trucks cause 30% of
40 road damage and asked how that was determined. Mr. Smith explained that it was through
41 observations in other cities.

42
43 Board Member Boyer asked if any analysis on transit buses had been done. Mr. Smith
44 replied that transit buses and school buses fall into the same category as garbage trucks.

45
46 The Board thanked Mr. Smith for the presentation.
47

1 70. PRESENTATION, DISCUSSION AND POSSIBLE ACTION OR OTHER DISPOSITION
2 RELATED TO ORDINANCE #13 FOR DECREASING THE VEHICLE LICENSING FEE
3 INCLUDING POTENTIAL SCHEDULING OF A PUBLIC HEARING
4

5 Director Franz and Resident Capital Project Engineer Mach made the staff presentation.
6 Director Franz explained that rescinding the second \$20 tab fee would result in a loss of
7 \$500,000 a year. This would pose a very difficult decision in the infrastructure replacement
8 plan.
9

10 Resident Capital Project Engineer Mach presented the proposed ordinance which would
11 decrease the \$40 license fee to \$20 as requested earlier by the Board. He explained that after
12 the tab increase went into effect he received two phone calls in opposition to the increase.
13 Staff recommended that the Board hold a public hearing on this matter. He pointed out that
14 there would be a delay of 6-7 months before this would go into effect if approved.
15

16 Board Member Sessions noted that if this was approved it wouldn't go into effect until
17 October or November. She sked how much would be generated by the increase until that
18 point. Resident Capital Project Engineer Mach estimated it would be about \$300,000-
19 \$400,000. Board Member Sessions spoke against changing the fee back to \$20 due to the
20 City's deferred needs and the need to stay on top of this.
21

22 Board Member Ross also spoke against changing the fee back to \$20 due to the need to
23 maintain Lynnwood's roads and not fall behind. She stressed that the City is trying to get to
24 a place where the streets are in better shape so that it doesn't take as much money to keep
25 them maintained. She suggested that the Board revisit the idea in a couple years.
26

27 Board Member Boyer agreed with Board Member Ross. He commented that there will likely
28 be a steady sales tax growth of about 3% a year. For the next biennium it makes sense to
29 revisit this to see if it is still needed.
30

31 Board Member Hurst recalled that back when the Board first talked about the tab increase
32 and the sales tax proposition, he and Board Member Goodwin had asked about doing a quid
33 pro quo within the ballot itself, but they could not. This is why this has been brought up
34 now. He noted that the situation has gotten even worse with car tab fees with ST3 and spoke
35 in support of the reduction in the tab fees.
36

37 Board Member Boyer asked what sources of revenue Board Member Hurst would consider
38 for replacing these funds. Board Member Hurst stated that he was in favor of using the
39 General Fund. Board Member Boyer stressed that the Council finally got a plan to take care
40 of the streets of Lynnwood and stated that he strongly disagreed with reducing the fee and
41 using the General Fund.
42

43 Board President Cotton suggested that it might be an option to amend the budget during the
44 mid-biennial review to move enough money out of other expenditure columns to replace
45 this. He suggested that staff could explore this further. Resident Capital Projects Engineer
46 Mach indicated that staff could discuss that if there was consensus by the Board to do so.
47

1 *Motion made by Board Member Hurst to hold a public hearing the week of April 3 for*
2 *public input. The motion was seconded by Board President Cotton and that Board member*
3 *Boyer stated his opinion that Robert's rules forbid the Chair/President from seconding a*
4 *motion. Motion died for lack of a second.*
5

6 80. ELECTION OF BOARD OFFICERS
7

8 *Motion made by Board Member Ross, seconded by Board Member Boyer, to nominate*
9 *Board Member Cotton as Board President. Motion passed unanimously.*
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11 *Motion made by Board Member Sutton, seconded by Board Member Boyer, to nominate*
12 *Board Member Ross as Board Vice President. Motion passed unanimously.*
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14 90. ADJOURNMENT
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16 *Motion made by Board Member Boyer, seconded by Board Vice President Ross, to adjourn*
17 *the meeting. Motion passed unanimously.*
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19 The meeting was adjourned at 8:14 p.m.
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22 _____
23 Ian Cotton, TBD Board President
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26 _____
27 Sonja Springer
Finance Director, Acting as Board Treasurer