

CITY OF LYNNWOOD
TRANSPORTATION BENEFIT DISTRICT BOARD SPECIAL MEETING MINUTES
March 21, 2018

1
2 10. CALL TO ORDER – The March 21, 2018 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 Vice President Ross at 6:00 p.m.
5

6 20.

ROLL CALL

Board President Ian Cotton (excused)
Board VP Ruth Ross
Board Member Christina Frizzell
Board Member Benjamin Goodwin
Board Member George Hurst
Board Member Shannon Sessions (excused)
Board Member Shirley Sutton

OTHERS ATTENDING

Public Works Director Bill Franz
Interim Engineer Manager Mach
Executive Asst. Beth Morris
Board Attorney Larson

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10 30 APPROVAL OF MINUTES – December 4, 2017 Special Meeting
11

12 *Motion made by Board Member Hurst, seconded by Board Member Sutton, to approve the*
13 *minutes of the December 4, 2017 Special TBD Meeting. Motion passed unanimously to*
14 *approve the minutes as presented.*
15

16 40. VOUCHER APPROVAL
17

18 *Motion made by Board Vice President Ross, seconded by Board Member Hurst, to approve*
19 *claims in the amount of \$10,686.61. Motion passed unanimously.*
20

21 50. CITIZEN COMMENTS AND COMMUNICATIONS
22

23 Ted Hikel, 3820 191st Place SW, Lynnwood, requested that the TBD become part of the
24 City Council as per the RCW so they can meet at 7:00 p.m. instead of 6:00 p.m. and their
25 agenda can be melded into the Council agenda. This would save both time and money. He
26 urged the TBD to fix the sidewalks before they do anything about bike paths or bike lanes
27 because more people in the City use the sidewalks than use the bike paths. Finally, he spoke
28 against the high taxes in Lynnwood and urged the TBD to reduce the tab fees to \$20 instead
29 of \$40. He encouraged the TBD to listen to the people on this matter.
30

31 60. PRESENTATION AND DISCUSSION – STAFF UPDATE
32

33 Public Works Director Bill Franz gave an update on the status of transportation funding
34 needs and revenues. He also discussed capital replacement needs on infrastructure and the
35 effects of deferred maintenance. He discussed the history of Street Fund 111 and how it
36 relates to the TBD. He reviewed tables showing current funding levels in the TBD and

1 potential impacts of decreasing the tab fees. He stressed that the current funding level for
2 transportation is not enough to meet current or future needs. Cutting funding at this point
3 will have a very negative effect on transportation programs.
4

5 70. PRESENTATION AND DISCUSSION – ADA TRANSITION PLAN
6

7 Interim Engineering Manager David Mach explained this is a federal mandate that went into
8 effect in 1991 for projects built after that time. Staff has created an inventory of
9 improvement needs in the City. Compliance with this mandate means developing a plan to
10 address those deficiencies in a reasonable time. He explained that a lot of agencies are being
11 sued as a result of not meeting these requirements. Having a plan, funding it, and beginning
12 to implement it would mean less risk for the City and provide better access for residents that
13 need it.
14

15 Board members asked clarifying questions about this situation. Mr. Mach explained that the
16 City has started signing off on projects to make sure they are compliant, and this has
17 become much more of a priority in the last five years.
18

19 Board Vice President Ross asked if staff is expecting more changes to the ADA code. Mr.
20 Mach explained there are several different titles in the ADA code, but the consultants did
21 not mention any changes planned in the near term.
22

23 80. PRESENTATION AND DISCUSSION – SIDEWALK MAINTENANCE
24

25 Interim Engineer Manager Mach reviewed examples of sidewalks in need of maintenance as
26 well as costs for repairs and possible options available to the City including holding the
27 property owner responsible or the City taking on the responsibility of paying for the
28 improvements.
29

30 90. ORDINANCES #14 AND #15 – DECREASING OR ELIMINATING THE VEHICLE
31 LICENSING FEE (CONTINUATION FROM OCTOBER 18, 2017 MEETING –
32 PENDING MOTION)
33

34 Director Franz thanked the TBD Board for taking the tough steps to form a TBD and enact
35 funding towards a very important service that the City provides. Staff is aware of the tax
36 burdens that the citizens have. He reiterated that the need for transportation funding is
37 greater than the current revenues; therefore, cutting revenues further would be greatly
38 detrimental to the program. Loss of revenue now would further defer keeping up in the
39 infrastructure which would result in a far greater cost to the citizens in the long run. He
40 reminded the Board of the citizens' consistent ranking of transportation as the highest or
41 among the highest concerns that they have. The Transportation Task Force also was very
42 clear that they thought the City's highest priority was to take care of what we have. He
43 spoke to the importance of considering tax cuts or increases holistically as part of the
44 Budgeting for Outcomes process so that the impacts of such actions would be considered.
45 Staff's continued recommendation on this issue is to hold steady on the current level of
46 funding.
47

48 A. Low Income Rebates
49

1 Interim Engineer Manager Mach responded to Board Vice President Ross's previous
2 question about the possibility of providing a low income rebate program for the \$40
3 vehicle tab. Board Attorney Larson explained after much research she had determined
4 that the Lynnwood TBD does not have the authority to do that. She explained that a
5 TBD that includes a city with a population of 500,000 or more could establish a
6 rebate program for low income individuals. This provision was put into place
7 specifically for the City of Seattle. Director Franz discussed utility rebate programs in
8 place and noted that there are currently about 500 people in those programs.
9

10 B. Consideration, discussion, and possible action or other disposition on said ordinances
11

12 Board Vice President Ross reviewed the motion that was on the table from the
13 previous meeting.
14

15 *Motion made by Board Member Goodwin, seconded by Board Vice President Ross, to*
16 *table the motion until the next TBD meeting in October.*
17

18 Board Member Goodwin spoke in support of a \$20 reduction, but stated he wanted to
19 understand thoroughly what the impacts would be via the Budgeting for Outcomes
20 process. He asked staff how quickly an ordinance would take effect. Mr. Mach
21 replied it would be about seven months.
22

23 Board Member Hurst stated he was not in favor of any more delays.
24

25 Board Member Frizzell commented on Director Franz's statements regarding risk, the
26 issues related to ADA compliance, and the needs related to sidewalks. She
27 recommended leaving the \$40 alone and starting to fix the sidewalks.
28

29 Board Member Sutton commented that she believes the residents are expecting the
30 City to decrease or eliminate the fee altogether. She feels it is an ethical question.
31

32 *Upon a roll call vote, the motion to amend passed 4-1 with Board Members Ross,*
33 *Frizzell, Goodwin, and Sutton voting in favor and Board Member Hurst voting*
34 *against the motion.*
35

36 100. ELECTION OF BOARD OFFICERS
37

38 *Board Member Goodwin nominated Board Member Ian Cotton as President. Seeing no*
39 *further nominations, Board Member Ian Cotton was elected Board President.*
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41 *Board Member Hurst nominated himself. Seeing no further nominations, Board Member*
42 *George Hurst was elected Board Vice President.*
43

44 110. ADJOURNMENT
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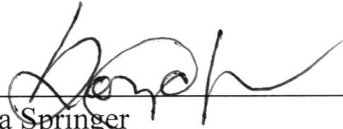
46 *Motion made by Board Member Ross, seconded by Board Member Sutton, to adjourn the*
47 *meeting. Motion passed unanimously.*
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49 The meeting was adjourned at 7:10 p.m.

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Ian Cotton, TBD Board President



Sonja Springer
Finance Director, Acting as Board Treasurer