

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

1  
2 10. CALL TO ORDER – The November 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 President Cotton at 6:30 p.m.  
5

6 20.

ROLL CALL

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

Staff:

Public Works Director Bill Franz  
Public Works Manager Mach  
Executive Assistant Beth Morris

OTHERS ATTENDING

Mayor Nicola Smith  
Asst. City Administrator Ceniza  
Finance Director Springer  
Strategic Planner Loch  
Board Attorney Larson  
Police Chief Davis  
Ec. Director Kleitsch  
Parks & Rec. Director Sordel  
Acct. Mgr. White  
Budget Coordinator Lewis  
Comm. Devt. Director Krauss

7  
8  
9  
10 30 APPROVAL OF MINUTES – March 21, 2018 Special Meeting

11  
12 *Motion made by Board Member Frizzell, seconded by Board Member Hurst, to approve the*  
13 *minutes of the March 21, 2018 Special TBD Meeting as presented. Motion passed*  
14 *unanimously.*  
15

16 40. VOUCHER APPROVAL

17  
18 *Motion made by Board President Cotton, seconded by Board Member Goodwin, to approve*  
19 *claims in the amount of \$1,583.00. Motion passed unanimously.*  
20

21 50. CITIZEN COMMENTS AND COMMUNICATIONS

22  
23 Paul Johnson, 5802 200<sup>th</sup> Street SW, Forest Lynn Condominiums, Lynnwood, WA,  
24 encouraged to City to consider making do with \$20 licensing tabs.  
25

26 60. ORDINANCES No. 14 AND No. 15 – DECREASING OR ELIMINATING THE  
27 VEHICLE LICENSING FEE (CONTINUATION FROM OCTOBER 18, 2017 AND  
28 MARCH 21, 2018 MEETINGS; PENDING MOTION) – PRESENTATION, DISCUSSION  
29 AND POSSIBLE ACTION OR OTHER DISPOSITION ON SAID ORDINANCE(S)  
30

31 Board President Cotton reviewed the history of this item, noting that there was still an open  
32 motion to adopt Ordinance No. 15.

1  
2 Staff Presentation: Director Bill Franz and Public Works Manager David Mach made a  
3 status update on programs that are funded by the TBD and their outlook at current spending  
4 levels. The three categories covered included routine maintenance and operations, capital  
5 infrastructure reinvestment, and capital infrastructure investment projects. TBD funds allow  
6 occasional diversion of funds to back projects if necessary. This provides the City some  
7 flexibility. He commented that the \$40 tab fee goes directly to keeping up the roads in  
8 Lynnwood. He summarized that current funding of \$40 allows the City to keep up with  
9 critical needs, but still isn't sufficient for keeping up in many other areas. He also gave an  
10 update on utility discount programs for those in need as a way to assist low income  
11 households and offset this tab fee.  
12

13 Board Member Sessions thanked Director Franz for the update. She clarified that the current  
14 funding of \$40 just barely funds things, and they are not proposing an increase here.  
15 Director Franz concurred. Board Member Sessions expressed concern that if they decrease  
16 the fee now they will end up having to raise it in a couple years. She commented that the  
17 number one comment she has heard is that people are pleased with the transportation  
18 improvements they have seen in the city. She noted that there haven't been many people  
19 who have complained about the tab fees. She spoke to the importance of critical  
20 transportation projects that need funding. She spoke in support of leaving the tab the same.  
21

22 Board Member Goodwin asked if the capital projects funds are available for any of the  
23 capital infrastructure investment projects. Director Franz replied that the capital project  
24 funds are generally funded by a whole bunch of sources such as grants, the TBD, REET  
25 funds, traffic impact fees, and others. The current capital plan in the budget has 40 projects  
26 that are all competing for the same funds.  
27

28 The TBD recessed into the City Council Work Session at 6:59 p.m. and reconvened at 7:01  
29 p.m.  
30

31 Director Franz continued to discuss the current funding sources of capital projects. He stated  
32 that it is allowable for the funds to be used for road improvements, but there are too many  
33 projects competing for the money. If they were to fund the paving program out of it there  
34 wouldn't be much left for the other projects. Board Member Goodwin acknowledged that  
35 the tab fees are minimal compared to Sound Transit, but stated that it still doesn't make it  
36 right. He commented that he was previously in support of reducing the tab fees to \$20, but  
37 after seeing the visible and tangible improvements that have been made he is in support of  
38 keeping the tab fees at \$40.  
39

40 Board Member Hurst asked about the potential impact of Tim Eyman's proposed initiative.  
41 Board Attorney Larson was not sure. Board Member Hurst expressed concern about being  
42 one of only three cities in Washington that have TBD with both sales tax and tab fees. He  
43 commented that the funding is not just the responsibility of the TBD. It is also the  
44 responsibility of the City Council and the Mayor to fund projects in the budget.  
45

46 Board VP Ross spoke to the importance of finding funding sources that are alternatives to  
47 sales tax. She feels that the \$40 fee is a reasonable way to fund roadwork in the city.  
48

1 Board Member Sutton asked how much has been paid out in claims related to property  
2 damage as a result of road damage. Director Franz did not have that information. Board  
3 President Cotton noted that those claims are reviewed as part of the Finance Committee, but  
4 they are under Executive Session because they are legal matters.  
5

6 Board Member Frizzell read paragraph 12.14.040 of the LMC about the use of funds and the  
7 purpose of the TBD. She commented that the way the TBD money has been set aside is in  
8 accordance with the LMC. She spoke in support of focusing the funds on sidewalks and  
9 ADA compliance in an effort to encourage residents to become more multimodal.  
10

11 Board Member Goodwin referred to the point about Lynnwood being one of three cities that  
12 has both sales tax and tab fees, and noted that Lynnwood is unique in the fact that its  
13 population nearly doubles in the daytime. The sales tax helps to distribute the cost of  
14 maintaining the roads to more than just the residents of the city.  
15

16 Board President Cotton commented on the positive use of the revenue even though he  
17 dislikes the tab fee of \$40. He also hears from constituents that they want sidewalks and  
18 roads improved, and this takes money. He commented that he was not in favor of reducing  
19 the tab fees.  
20

21 Board Member Hurst commented that the City Council has to look at roads as more of a  
22 priority than it ever has and not rely just on TBD funds to support maintenance. He  
23 commented that he is conflicted on this matter.  
24

25 Board Member Frizzell thanked Director Franz for bringing to their attention the number of  
26 households that are benefitting at an average of \$450 per household of reduced taxes on  
27 utilities and utility rates. This is helping a very vulnerable part of the population. She  
28 encouraged people that have concerns about the \$40 tab fees to look into the utility discount  
29 program where they can get some relief in excess of the \$40 tab fee.  
30

31 *Board President Cotton stated that Ordinance No. 15 has already been moved and*  
32 *seconded. It was just postponed. He restated the motion on the table was for the passage of*  
33 *Ordinance No. 15, "AN ORDINANCE OF THE CITY OF LYNNWOOD*  
34 *TRANSPORTATION BENEFIT DISTRICT, ELIMINATING THE VEHICLE LICENSE FEE*  
35 *IMPOSED BY THE DISTRICT IN ORDINANCE NO. 10; AND PROVIDING FOR*  
36 *SEVERABILITY, AN EFFECTIVE DATE, AND SUMMARY PUBLICATION."*  
37

38 *Upon a roll call vote, the motion failed unanimously (7-0).*  
39

40 70. PRESENTATION, DISCUSSION AND APPROVAL OF 2017 TBD ANNUAL REPORT  
41

42 Public Works Manager David Mach made the presentation regarding the 2017 TBD Annual  
43 Report. He noted that the report was included in the TBD packet.  
44

45 *Motion made by Board Member Goodwin, seconded by Board VP Ross, to approve the TBD*  
46 *Annual Report as presented. Motion passed unanimously.*  
47

48 80. ORDINANCE #18 – 2019 BUDGET  
49

1 A. Public Hearing

2  
3 The hearing was opened at 7:26 p.m. Board President Cotton reviewed the purpose and  
4 procedure of the hearing. Public Works Manager Mach made the staff presentation. He  
5 noted that the 2019 Budget is summarized in Ordinance No. 18, starting on page 80A-3.  
6 Public Works staff worked closely with the Finance Department in developing this budget.  
7

8 Public Testimony: None  
9

10 The public hearing was closed at 7:30 p.m.  
11

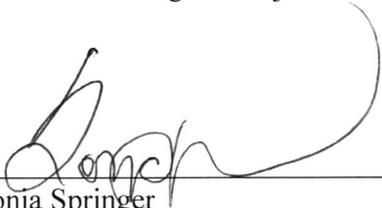
12 B. Consideration, discussion, and possible action on said Ordinance

13  
14 *Motion made by Board Member Goodwin, seconded by Board VP Ross, to adopt Ordinance*  
15 *No. 18, "AN ORDINANCE OF THE CITY OF LYNNWOOD, WASHINGTON,*  
16 *TRANSPORTATION BENEFIT DISTRICT ADOPTING A ONE YEAR BUDGET FOR THE*  
17 *CITY OF LYNNWOOD, WASHINGTON, TRANSPORTATION BENEFIT DISTRICT FOR*  
18 *THE YEAR ENDING DECEMBER 31, 2019,; AND PROVIDING FOR AN EFFECTIVE*  
19 *DATE, SEVERABILITY, AND SUMMARY PUBLICATION." Upon a roll call vote, the*  
20 *motion passed unanimously (7-0).*  
21

22 90. ADJOURNMENT

23  
24  
25 *Motion made by Board Member Goodwin, seconded by Board Member Session, to adjourn*  
26 *the meeting. Motion passed unanimously.*  
27

28 The meeting was adjourned at 7:33 p.m.  
29

30  
31  
32  
33  
34   
35 Sonja Springer  
36 Finance Director, Acting as Board Treasurer

  
\_\_\_\_\_  
Ian Cotton, TBD Board President