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

Special Meeting
November 19, 2014
6:00 P.M.

10 Call to Order

20 Roll Call

30 Approval of Minutes – September 3, 2014 Special Meeting, September 15, 2014 Special Meeting and October 20, 2014 Special Meeting

40 Voucher Approval

50 Citizen Comments and Communications

60 Consideration, discussion and possible action on Resolution #6 – Amend CIAW (Insurance) By-Laws and Interlocal Agreement

70 Presentation, discussion and approval of the 2013 TBD Annual Report

80 Consideration, discussion and possible action on Ordinance #7 – 2014 Budget Amendment

90 Ordinance #8 - 2015 Budget
   A  Public Hearing
   B  Consideration, discussion, and possible action on said Ordinance

100 Adjournment
City of Lynnwood
Transportation Benefit District Board

Item 30

Special Meeting
November 19, 2014
6:00 P.M.

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**TITLE:** Approval of Minutes – September 3, 2014 Special Meeting, September 15, 2014 Special Meeting and October 20, 2014 Special Meeting

**DEPARTMENT:** Public Works

**DEPARTMENT CONTACT:** David Mach

**BACKGROUND:** The September 3, 2014, September 15, 2014 and October 20, 2014 special meetings were the most recently held Board meetings.

**ACTION:** Approve the meeting minutes from the September 3, 2014, September 15, 2014 and October 20, 2014 special meetings

**ATTACHMENTS:**
1) September 3, 2014 special meeting minutes  
2) September 15, 2014 special meeting minutes  
3) October 20, 2014 special meeting minutes
CALL TO ORDER – The September 3, 2014 Special 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 Simmonds at 6:00 p.m.

ROLL CALL
Board President Loren Simmonds
Board Vice President Sid Roberts
Board Member Van AuBuchon
Board Member Benjamin Goodwin (arrived shortly after roll call)
Board Member M. Christopher Boyer
Board Member Ruth Ross
Board Member Ian Cotton

OTHERS ATTENDING
Public Works Director Franz
Council Assistant Morris
City Attorney Larson

Board President Simmonds explained that the only item on the agenda was to conduct an Executive Session.

EXECUTIVE SESSION TO DISCUSS POTENTIAL LITIGATION

The TBD Board moved into Executive Session at 6:05 for 30 minutes until 6:35 p.m.

The Board came out of Executive Session at 6:35 p.m. and reconvened the Special Meeting.

Board Member AuBuchon raised a point of order. He asked City Attorney Larson if the agenda and the notification of this meeting constituted an open public meeting. City Attorney Larson replied that the portion of the meeting that was not in Executive Session was an open public meeting.

Board Member Boyer made a scheduling motion to hold a Special TBD meeting on Monday, September 15 at 6:00 p.m. in the Council Chambers for the purpose of the City Attorney providing the Council with a response to the allegations in the complaint that will be sent to the Public Disclosure Commission. The meeting will be held in Executive Session. The motion was seconded by Councilmember Ross and passed unanimously.

ADJOURNMENT

Board President Simmonds stated that the next regularly scheduled TBD Board Meeting is scheduled for October 13, 2014 at 6:00 p.m.

Board Member Goodwin asked if there would actually need to be new business discussed at the October meeting or if it could be pushed to March since this year they have already had so many special meetings. Board President Simmonds was not certain, but thought that the
Board was bound by the bylaws to have two regular meetings each year. He indicated he would check on that.

The meeting was adjourned at 7:42 p.m.

Loren Simmonds, TBD Board President

Lorenzo Hines, Jr.
Finance Director, acting as Board Treasurer
CITY OF LYNNWOOD
TRANSPORTATION BENEFIT DISTRICT BOARD SPECIAL MEETING MINUTES
September 15, 2014

10. CALL TO ORDER – The September 15, 2014 Special 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 Simmonds at 6:00 p.m.

20.

ROLL CALL
Board President Loren Simmonds
Board Vice President Sid Roberts
Board Member Van AuBuchon
Board Member Benjamin Goodwin (arrived after roll call)
Board Member M. Christopher Boyer
Board Member Ruth Ross
Board Member Ian Cotton

OTHERS ATTENDING
Public Works Director Franz
Council Assistant Morris
City Attorney Larson

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

30. Approval of Minutes – July 21, 2014 Special Meeting and August 4, 2014 Special Meeting

Motion made by Board Member Roberts, seconded by Board Member Boyer, to approve the minutes of the July 21, 2014 Special Meeting. Motion passed unanimously.

Motion made by Board Member Roberts, seconded by Board Member Boyer, to approve the minutes of the August 4, 2014 Special Meeting. Motion passed unanimously.

Board Member Boyer reported that Board Member Goodwin had joined the meeting.

40. EXECUTIVE SESSION TO DISCUSS POTENTIAL LITIGATION

The TBD Board moved into Executive Session at 6:05 for 40 minutes until 6:45 p.m.

The Board came out of Executive Session at 6:45 p.m.

50. ADJOURNMENT

Board President Simmonds stated that the next regularly scheduled TBD Board Meeting would be held on October 13, 2014 at 6:00 p.m.
Motion made by Board Member Roberts, seconded by Board Member Ross, to adjourn the meeting. Motion passed unanimously.

The meeting was adjourned at 6:45 p.m.

Loren Simmonds, TBD Board President

Lorenzo Hines, Jr.
Finance Director, acting as Board Treasurer
10. CALL TO ORDER – The October 20, 2014 Special 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 Simmonds at 6:30 p.m.

20. ROLL CALL
   Board President Loren Simmonds
   Board Vice President Sid Roberts
   Board Member Van AuBuchon
   Board Member Benjamin Goodwin
   Board Member M. Christopher Boyer
   Board Member Ruth Ross
   Board Member Ian Cotton

   OTHERS ATTENDING
   Public Works Director Franz
   Council Assistant Morris
   City Attorney Larson
   Attorney Linton

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

40. EXECUTIVE SESSION TO DISCUSS POTENTIAL LITIGATION

   The TBD Board moved into Executive Session at 6:32 for 25 minutes until 6:57 p.m.

   The Board came out of Executive Session at 6:57 p.m.

50. ADJOURNMENT

   Board President Simmonds stated that the next regularly scheduled TBD Board Meeting
   would be held on March 9, 2015 at 6:00 p.m.

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

   The meeting was adjourned at 6:57 p.m.

_____________________
Loren Simmonds, TBD Board President

_____________________
Lorenzo Hines, Jr.
Finance Director, acting as Board Treasurer
City of Lynnwood
Transportation Benefit District Board

Item 40

Special Meeting
November 19, 2014
6:00 P.M.

TITLE: Voucher Approval

DEPARTMENT: Finance/Public Works

DEPARTMENT CONTACT: Dean Rohla/David Mach

BACKGROUND: The TBD has incurred various expenses since the last voucher approval at the June 30, 2014 special meeting. Staff is asking for voucher approval at this time.

ACTION: Approve claims in the amount of $12,591.56.

ATTACHMENTS: None
Title: Consideration, discussion and possible action on Resolution #6 – Amend CIAW (Insurance) By-Laws and Interlocal Agreement

Department: Finance/Public Works

Department Contact: Dean Rohla/David Mach

Background: On January 10, 2011 the TBD Board passed Resolution #3, which approved an Interlocal Agreement with the Cities Insurance Association of Washington (CIAW) effectively becoming a member of the CIAW. The CIAW now wishes to amend its fiscal year to better align with its member’s fiscal years. In order to do so, they must amend the interlocal agreement. The proposed revisions are shown in Resolution #6 as strike through and underline.

Action: Consider, discuss, and possibly adopt Resolution #6

Attachments: Resolution #6
CITY OF LYNNWOOD
TRANSPORTATION BENEFIT DISTRICT

RESOLUTION NO. 6

A RESOLUTION OF THE CITY OF LYNNWOOD, WASHINGTON, TRANSPORTATION BENEFIT DISTRICT BOARD, APPROVING AMENDMENTS TO THE BY-LAWS AND INTERLOCAL AGREEMENT FOR THE CITIES INSURANCE ASSOCIATION OF WASHINGTON.

WHEREAS, the Cities Insurance Association of Washington (CIAW) is authorized under RCW 48.62 to develop and administer a program which provides an opportunity for members to jointly pool and self-insure their liability losses, and jointly purchase excess insurance, or reinsurance; as well as jointly utilize administrative and other services; and

WHEREAS, on January 10, 2011, the Lynnwood Transportation Benefit District Board passed Resolution No. 3, approving an Interlocal Agreement with other municipal corporations regarding the formation of the CIAW, which effectively made the District a member of CIAW; and

WHEREAS, the CIAW has informed its members that the CIAW wishes to change its fiscal year; and

WHEREAS, the CIAW Board of Directors at their regular meeting on June 9, 2014 voted to notify its Members, and the Washington State Department of Enterprise Services, of a meeting on July 21st, 2014 to vote on said amendment to the CIAW By-Laws and Interlocal Agreement to change the fiscal year; and

WHEREAS, the CIAW Board of Directors at their regular meeting on July 21, 2014 conducted said vote and the Amendments to the By-Laws and Interlocal Agreement were approved by the membership; and

WHEREAS, CIAW has requested that each of its members pass a resolution, in substantially the form of this resolution, to indicate the member’s acceptance of the amendments to the CIAW By-Laws and the Interlocal Agreement; now therefore

THE BOARD OF THE LYNNWOOD TRANSPORTATION BENEFIT DISTRICT DO RESOLVE AS FOLLOWS:

Section 1. Article 14 of the CIAW By-Laws is amended to read as follows:

Article 14
Fiscal Year
The fiscal year of the corporation shall be from September 1st through August 31st, to December 1st through November 30th of the next calendar year, or as set by the Board of Directors.

Section 2. Section 3.8.11 of the Interlocal Agreement Creating the Cities Insurance Association of Washington is amended to read as follows:

3.8.11 The Board of Directors shall establish an annual budget for the Association. The Administrator shall submit a proposed budget for the following fiscal year 60 days prior to the end of each fiscal year to the Board of Directors. Fiscal years for the Association shall be from September 1st through August 31st, December 1st through November 30th of the next calendar year. The Board of Directors shall determine the estimated expenses and cost to be incurred by the Association for the next fiscal year and shall adopt a budget derived from the Administrator’s proposed budget. The budget shall be in a form to provide the following information for the Association as a whole: (1) beginning and ending unreserved fund balance, (2) anticipated revenues in detail, and (3) appropriations in detail. The Board of Directors shall apportion that budget cost among the Members and Associates. All payments due the Association from Members or Associates upon the basis of each budgeted assessment shall be paid as invoiced for the fiscal year for which the assessment is made.

Section 3. Section 3.13 of the Interlocal Agreement Creating the Cities Insurance Association of Washington is amended to read as follows:

3.13 Withdrawal. A Member may withdraw only at the end of the Association’s fiscal year (August 31st) (November 30th) and only after it has given the Association written notice prior to September December 1st of the preceding calendar year of its decision to withdraw from this Agreement.

Section 4. The Lynnwood Transportation Benefit District Board acknowledges and approves the appropriate changes to the CIAW By-Laws and Interlocal Agreement to accomplish the amendments approved in Sections 1 through 3 above.

Section 5. Severability. If any section, sentence, clause, or phrase of this Resolution should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or constitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this resolution.

Section 6. Effective Date. This Resolution shall be in full force and effect from and after its adoption and approval.
PASSED BY THE LYNNWOOD TRANSPORTATION BENEFIT DISTRICT
BOARD on the ____________ day of November, 2014.

APPROVED:

__________________________________
Loren Simmonds, TBD Board President

ATTEST/AUTHENTICATED:

__________________________________
Lorenzo Hines
Finance Director, acting as Board Treasurer

APPROVED AS TO FORM:

__________________________________
Rosemary Larson
City Attorney, acting as Board Attorney

PASSED BY THE TRANSPORTATION BENEFIT DISTRICT BOARD: ____________
EFFECTIVE DATE: ____________
RESOLUTION NUMBER: 6
City of Lynnwood
Transportation Benefit District Board

Item 70

Special Meeting
November 19, 2014
6:00 P.M.

__________________________________________________________

TITLE: Presentation, discussion and approval of the 2013 TBD Annual Report

DEPARTMENT: Finance/Public Works

DEPARTMENT CONTACT: Dean Rohla/David Mach

BACKGROUND: State law and the TBD Charter require the TBD to issue an annual report indicating the status of transportation improvement costs, transportation improvement expenditures, revenues, and construction schedules, to the public and to newspapers of record in the district. Considering these requirements, staff has prepared a 2013 TBD Annual Report for the Board’s consideration and possible approval.

ACTION: Discussion and possible approval

ATTACHMENTS: 2013 TBD Annual Report
City of Lynnwood

Transportation Benefit District

2013 Annual Report

November 2014

RCW 36.73.160(2) - A district shall issue an annual report, indicating the status of transportation improvement costs, transportation improvement expenditures, revenues, and construction schedules, to the public and to newspapers of record in the district.

TBD Charter 6.06 – In addition, the District, upon approval by the Board, shall issue an annual report, indicating the status of transportation improvement costs, transportation improved expenditures, revenues, and construction schedules, to the public and the newspapers of record in the District (the “Plan”). “Newspapers of record in the District” shall include all newspapers which have filed a request for public notice of meetings with the District.
Lynnwood TBD Background
A Transportation Benefit District (TBD) is a Quasi-municipal corporation & independent taxing district created for the sole purpose of funding transportation improvements within the district. A TBD is created by ordinance of legislative authority (county or city) and may include other counties, cities, port districts, or transit districts through Inter-local agreements.

A law passed by the Washington State Legislature in 2007 allows city or county governments to create local transportation benefit districts and impose a local vehicle registration fee or other funding sources (such as sales tax) to fund local transportation projects. TBDs in Washington State have primarily been funded by a vehicle registration fee, but a few cities have implemented a sales tax funded TBD. As of October 2014, forty cities in Washington State have approved a vehicle registration fee funded TBD.

Following a public hearing on May 24th 2010, the Lynnwood City Council approved Ordinance #2837 forming the Lynnwood Transportation Benefit District and adopting a new chapter to the Lynnwood Municipal Code, 12.14, entitled “Transportation Benefit District.” The governing board of the Transportation Benefit District is the Lynnwood City Council, acting in an ex officio and independent capacity. The ordinance specifies that the boundaries for the TBD be coextensive with the City limits.

Following a public hearing on November 29th 2010 the TBD Board adopted TBD Ordinance #2 enacting a $20 vehicle registration fee for each eligible vehicle registered in Lynnwood. The $20 vehicle registration fee went into effect on July 1st 2011 and generates approximately $500,000 annually for transportation projects. The projects to be funded (in whole or in part) include:
- City of Lynnwood Street Fund 111 (operation and maintenance)
- Pavement Overlay Program
- Traffic Signal Rebuild Program
- Traffic Signal Reconstruction: Scriber Lake Road at 196th Street SW (complete)
- 48th Avenue W Sidewalk: 183rd Place SW to 180th Street SW (complete)

Although it is a separate legal entity from the City of Lynnwood, the TBD is reported as a blended component unit in the City’s annual financial statements because its sole purpose is for the construction, preservation, maintenance and operation of City streets.

2013 Meetings Summary
The TBD Board held three meetings in 2013. A brief summary of the meetings are listed as follows:

March 25, 2013 Special Meeting
- Election of Board Officers
- Presentation and Discussion: Transportation Planning, Funding and Community Education/Outreach
April 29, 2013 Special Meeting
- Presentation and Discussion: Transportation Planning, Funding and Community Education/Outreach

October 14, 2013 Regular Meeting
- Public Hearing on Ordinance #6 adopting the 2014 budget *(Ordinance passed unanimously 5-0)*
- Presentation, Discussion and Approval: 2012 TBD Annual Report *(Report was adopted)*
- Presentation and Discussion: Community Education and Outreach Plan

2013 Revenue
The TBD’s revenues for the year ending December 31, 2013 are follows:

\[
\begin{align*}
&\text{\$ 506,900} & \text{Vehicle Registration Fees} \\
&\text{1074} & \text{Investment Interest} \\
&\hline
&\text{\$ 507,974} & \text{Total Revenues}
\end{align*}
\]

2013 Expense
2013 TBD expenses consist of administrative expenses, TBD insurance (through the Cities Insurance Association of Washington (CIAW)), and projects. The TBD’s administrative expenses consist of staff time (Public Works, Finance, and Legal), public meeting notices, and meeting minute recording/development. Total 2013 TBD expenditures are summarized as follows:

\[
\begin{align*}
&\text{\$ 10,274} & \text{Administration Expenditures} \\
&2,943 & \text{Insurance} \\
&3,444 & \text{Audit Fees} \\
&85,000 & \text{48th Sidewalk} \\
&\hline
&\text{\$101,660} & \text{Total Expenditures}
\end{align*}
\]

Fund Balance
The 2013 TBD ending fund balance is summarized as follows:

\[
\begin{align*}
&\text{\$ 283,140} & \text{Beginning Fund Balance} \\
&507,974 & \text{Revenue} \\
&(101,660) & \text{Expenditures} \\
&\hline
&\text{\$ 689,454} & \text{Ending Fund Balance}
\end{align*}
\]

A Schedule of Revenues, Expenditures and Changes in Fund Balance is provided on the last page of this report.
TBD Project Expenses and Schedules

Projects identified in TBD Ordinance #2 for potential TBD funding include:

1) City of Lynnwood Street Fund 111
   Expenses: Varies year to year
   2013 TBD Funding Contribution: $40,000
   Schedule: Ongoing

2) Pavement Overlay Program
   Expenses: Varies year to year
   2013 TBD Funding Contribution: $460,000
   Schedule: Various projects from year to year

3) Traffic Signal Rebuild Program
   Expenses: Varies year to year
   2013 TBD Funding Contribution: No TBD Funds were expended on this project in 2013
   Schedule: Ongoing

4) Traffic Signal Reconstruction: Scriber Lake Road at 196th Street SW
   Expenses: $733,285
   2013 TBD Funding Contribution: No TBD Funds were expended on this project in 2013
   Schedule: Project was completed in 2014

5) 48th Avenue W Sidewalk: 183rd Place SW to 180th Street SW
   Expenses: $1,453,275
   2013 TBD Funding Contribution: $85,000
   Schedule: Project was completed in 2014
Schedule of Revenues, Expenditures and Changes in Fund Balance  
City of Lynnwood, Washington  
Transportation Benefit District  
For the Period Ended December 31, 2013

<table>
<thead>
<tr>
<th>REVENUES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Vehicle Registration Fees</td>
<td>$ 506,900</td>
</tr>
<tr>
<td>Interest</td>
<td>1,074</td>
</tr>
<tr>
<td>TOTAL REVENUES</td>
<td>$ 507,974</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENDITURES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration Expenditures</td>
<td>$ 10,274</td>
</tr>
<tr>
<td>Insurance</td>
<td>2,943</td>
</tr>
<tr>
<td>Audit Fees</td>
<td>3,444</td>
</tr>
<tr>
<td>48th Sidewalk</td>
<td>85,000</td>
</tr>
<tr>
<td>TOTAL EXPENDITURES</td>
<td>$ 101,660</td>
</tr>
</tbody>
</table>

| EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES | 406,314 |

<table>
<thead>
<tr>
<th>OTHER FINANCING SOURCES (USES)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL OTHER FINANCING SOURCES (USES)</td>
<td></td>
</tr>
</tbody>
</table>

| NET CHANGE IN FUND BALANCE | 406,314 |
| Fund balance - beginning  | 283,140 |
| FUND BALANCE - Ending     | $ 689,454 |

1 2 3
City of Lynnwood
Transportation Benefit District Board

Item 80

Special Meeting
November 19, 2014
6:00 P.M.

Title: Consideration, discussion and possible action on Ordinance #7 – 2014 Budget Amendment

Department: Finance/Public Works

Department Contact: Lorenzo Hines, Jr./David Mach

Background: Due to the following reasons, staff recommends that the 2014 TBD budget be amended:

- Due to Unforeseen Circumstances the 2014 administrative expenditures, primarily legal expenditures, will be over the budget by approximately $35,000. We recommend increasing the administrative budget from $10,000 to $45,000.
- The 2013 budget included $460,000 to be transferred to the Street Overlay Program. This transfer was not made because minimal expenditures had occurred in 2013 on the 44th Avenue W Overlay project. We would like to add $460,000 to the 2014 budget to be combined with the previously budgeted 2014 Street Overlay Program funds.
- The 2013 budget included $40,000 to be transferred to Street Fund 111. This transfer was not made. We would like to add $40,000 to the 2014 budget to be combined with the previously budgeted 2014 Street Fund 111 funds.

The above revisions can be funded with revenues that have been previously been collected from TBD fees. Staff has developed a 2014 TBD budget amendment for the Board’s review, comment, and possible adoption.

Action: Consider, discuss, and possibly adopt TBD Ordinance #7

Attachments: TBD Ordinance #7
CITY OF LYNNWOOD
TRANSPORTATION BENEFIT DISTRICT

ORDINANCE NO. 7

AN ORDINANCE OF THE CITY OF LYNNWOOD,
WASHINGTON, TRANSPORTATION BENEFIT DISTRICT
AMENDING THE 2014 BUDGET FOR THE CITY OF
LYNNWOOD, WASHINGTON, TRANSPORTATION
BENEFIT DISTRICT; AND PROVIDING FOR AN
EFFECTIVE DATE, SEVERABILITY, AND SUMMARY
PUBLICATION.

WHEREAS, on May 24, 2010 the Lynnwood City Council did establish the
Lynnwood Transportation Benefit District; and,

WHEREAS, on October 14, 2013 the Transportation Benefit District Board
adopted a budget for fiscal year 2014; and,

WHEREAS, due to various reasons, the Transportation Benefit District Board
desires to amend the 2014 budget; NOW, THEREFORE,

THE BOARD OF THE CITY OF LYNNWOOD, WASHINGTON,
TRANSPORTATION BENEFIT DISTRICT, DO ORDAIN AS FOLLOWS:

Section 1. The 2014 Budget for the Lynnwood Transportation Benefit District for the year
ending December 31, 2014 is hereby amended.
Section 2. Revenues, Expenditures and Fund Balance. The budget sets forth totals of estimated revenues, expenditures, and ending fund balance of the Transportation Benefit District as summarized below:

<table>
<thead>
<tr>
<th>Estimated Beginning Fund Balance – 01/01/14</th>
<th>$65,144</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$689,454</td>
</tr>
</tbody>
</table>

### Estimated Revenue
- Washington State Department of Licensing: 510,000
- Interest: 100
- Total Estimated Revenue: 510,100

### Estimated Expenditures
- Insurance - purchased through CIAW: 3,000
- Administration - legal and staff support: 40,000
- Consultant Services – Education and Outreach: 45,000
- Transportation Improvement - Overlay Program, identified in the City of Lynnwood Six Year Transportation Improvement Plan (carry forward from fiscal year 2013): 460,000
- Transportation Improvement - Overlay Program, identified in the City of Lynnwood Six Year Transportation Improvement Plan (2014 budget): 460,000
- Transportation Improvement – City of Lynnwood Street Fund 111 (carry forward from fiscal year 2013): 40,000
- Transportation Improvement – City of Lynnwood Street Fund 111 (2014 budget): 40,000
- Total Estimated Expenditures: 573,000
  1,108,000

### Estimated Ending Fund Balance - 12/31/14
- 2,244
- 91,554
Section 3. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase or word of this ordinance.

Section 4. Effective Date. This ordinance shall take effect five (5) days after passage and publication of an approved summary thereof consisting of the title.

PASSED this 19th day of November, 2014 and signed in authentication of its passage this ______ day of ____________________, 2014.

Loren Simmonds
TBD Board President

ATTEST:

Lorenzo Hines
Finance Director, acting as Board Treasurer

APPROVED AS TO FORM:

Rosemary Larson
City Attorney, acting as Board Attorney
City of Lynnwood
Transportation Benefit District Board

Item 90A

Special Meeting
November 19, 2014
6:00 P.M.

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TITLE: Conduct a Public Hearing on Ordinance #8 to adopt the 2015 budget

DEPARTMENT: Finance/Public Works

DEPARTMENT CONTACT: Dean Rohla/David Mach

BACKGROUND: Staff has developed a draft 2015 TBD budget for the Board’s review, comment, and possible adoption. The following provides background on how the revenue and expenditure projections were developed:

2015 Revenue Projection
Projected revenue for 2015 has been estimated using actual revenues received in the preceding twelve full calendar months (October 2013 – September 2014). Based on these numbers, staff anticipates revenues of $511,000 for the 2015 fiscal year.

2015 Expense Projection
The TBD’s administrative expenditures consist of staff time (Public Works, Finance, and Legal), public meeting notices, and meeting minute recording/development. Based on administrative expenditures for prior years, staff has estimated $16,000 in administrative expenditures in 2015.

Additional TBD expenditures include insurance coverage through the Cities Insurance Association of Washington (CIAW). The annual premium is $3,500. Staff also anticipates approximately $15,000 will be required for November 4, 2014 Proposition #1 ballot fee.

The total projected non-project expenditures for 2015 are summarized as follows:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>$16,000</td>
<td>Administrative</td>
</tr>
<tr>
<td>3,500</td>
<td>CIAW Insurance</td>
</tr>
<tr>
<td>$15,000</td>
<td>November 4, 2014 Proposition #1 ballot fee</td>
</tr>
<tr>
<td>$34,500</td>
<td>Total Non-Project Expenditures</td>
</tr>
</tbody>
</table>

Estimated funding available for projects is calculated as follows:

$ 91,554 Beginning Fund Balance
511,100 Revenue (includes interest)
-(34,500) Administrative Expenditures
$ 568,154 Available for Projects

2015 TBD Projects
Projects identified in TBD Ordinance #2 for potential TBD funding include:
1) City of Lynnwood Street Fund 111
2) Pavement Overlay Program
3) Traffic Signal Rebuild Program
4) Traffic Signal Reconstruction: Scriber Lake Road at 196th Street SW (complete)
5) 48th Avenue W Sidewalk: 183rd Place SW to 180th Street SW (complete)

Staff recommends that the available revenue be used for the following project:

<table>
<thead>
<tr>
<th>#</th>
<th>Project</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>City of Lynnwood Street Fund 111</td>
<td>$150,000</td>
</tr>
<tr>
<td>2</td>
<td>Pavement Overlay Program</td>
<td>$400,000</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>$550,000</td>
</tr>
</tbody>
</table>

Candidate pavement overlay projects include the following:
1) 184th Street SW (33rd Avenue W to Alderwood Mall Parkway)
2) Alderwood Mall Parkway (Maple Road to 184th Street SW)
3) 36th Avenue W (Maple Road to 164th Street SW)
4) 68th Avenue W (along Edmonds Community College)

If adopted by the TBD Board, TBD Ordinance #8 adopts a one year budget for the TBD for the year ending December 31, 2015.

A Public Hearing is being held to give the TBD Board an opportunity to hear comments from the public and also as required by Chapter 36.73 RCW. The meeting was advertised in the Everett Herald and on the TBD web site which can be viewed at the following: http://www.ci.lynnwood.wa.us/tbd.

ACTION: Conduct a public hearing.

ATTACHMENTS: TBD Ordinance #8
CITY OF LYNNWOOD
TRANSPORTATION BENEFIT DISTRICT

ORDINANCE NO. 8

AN ORDINANCE OF THE CITY OF LYNNWOOD,
WASHINGTON, TRANSPORTATION BENEFIT DISTRICT
ADOPTING A ONE YEAR BUDGET FOR THE CITY OF
LYNNWOOD, WASHINGTON, TRANSPORTATION
BENEFIT DISTRICT FOR THE YEAR ENDING
DECEMBER 31, 2015; AND PROVIDING FOR AN
EFFECTIVE DATE, SEVERABILITY, AND SUMMARY
PUBLICATION.

WHEREAS, on May 24, 2010 the Lynnwood City Council did establish the
Lynnwood Transportation Benefit District; and,

WHEREAS, Chapter 36.73 RCW requires the Transportation Benefit District
to adopt an annual budget; and,

WHEREAS, the Transportation Benefit District Board provided notice and
conducted a public hearing on November 19, 2014, regarding a proposed budget for fiscal
year 2015; NOW, THEREFORE,

THE BOARD OF THE CITY OF LYNNWOOD, WASHINGTON,
TRANSPORTATION BENEFIT DISTRICT, DO ORDAIN AS FOLLOWS:

Section 1. The 2015 Budget for the Lynnwood Transportation Benefit District for the year
ending December 31, 2015 totaling $602,654 is hereby adopted.
Section 2. Revenues, Expenditures and Fund Balance. The budget sets forth totals of estimated revenues, expenditures, and ending fund balance of the Transportation Benefit District as summarized below:

<table>
<thead>
<tr>
<th>Estimated Beginning Fund Balance – 01/01/15</th>
<th>$91,554</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated Revenue</td>
<td></td>
</tr>
<tr>
<td>Washington State Department of Licensing</td>
<td>511,000</td>
</tr>
<tr>
<td>Interest</td>
<td>100</td>
</tr>
<tr>
<td><strong>Total Estimated Revenue</strong></td>
<td><strong>511,100</strong></td>
</tr>
<tr>
<td>Estimated Expenditures</td>
<td></td>
</tr>
<tr>
<td>Insurance - purchased through CIAW</td>
<td>3,500</td>
</tr>
<tr>
<td>Administration - legal and staff support</td>
<td>16,000</td>
</tr>
<tr>
<td>November 4, 2014 Proposition #1 ballot fee</td>
<td>15,000</td>
</tr>
<tr>
<td>Transportation Improvement - Overlay Program, identified in the City of Lynnwood Six Year Transportation Improvement Plan</td>
<td>400,000</td>
</tr>
<tr>
<td>Transportation Improvement – City of Lynnwood Street Fund 111</td>
<td>150,000</td>
</tr>
<tr>
<td>Contingency for expenditures listed above</td>
<td>18,154</td>
</tr>
<tr>
<td><strong>Total Estimated Expenditures</strong></td>
<td><strong>602,654</strong></td>
</tr>
</tbody>
</table>

Section 3. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase or word of this ordinance.

Section 4. Effective Date. This ordinance shall take effect five (5) days after passage and publication of an approved summary thereof consisting of the title.

PASSED this 19th day of November, 2014 and signed in authentication of its passage this _______ day of ______________________, 2014.

Loren Simmonds  
TBD Board President

ATTEST:  
APPROVED AS TO FORM:  

Lorenzo Hines  
Finance Director, acting as Board Treasurer  
Rosemary Larson  
City Attorney, acting as Board Attorney
City of Lynnwood
Transportation Benefit District Board

Item 90B

Special Meeting
November 19, 2014
6:00 P.M.

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**TITLE:** Consideration, discussion, and possible action on Ordinance #8 to adopt the 2015 budget

**DEPARTMENT:** Finance/Public Works

**DEPARTMENT CONTACT:** Dean Rohla/David Mach

**BACKGROUND:** See materials from the public hearing item 90A.

**ACTION:** Consider, discuss, and possibly adopt TBD Ordinance #8

**ATTACHMENTS:** TBD Ordinance #8 (see item 90A)