10. CALL TO ORDER – The 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. on October 8, 2012.

20. ROLL CALL
Board President Loren Simmonds
Board Member Mark Smith
Board Member Kerri Lonergan-Dreke
Board Member Benjamin Goodwin
Board Member Sid Roberts
Board Member Van AuBuchon

OTHERS ATTENDING
Public Works Director Bill Franz
Deputy PW Director Elekes
Project Manager David Mach
Finance Director Hines
Acting Council Asst. Carolyn Wies

30. APPROVAL OF MINUTES – Regular Meeting March 12, 2012

Motion made by Board Member Smith, seconded by Board Member AuBuchon, to approve the minutes of the Regular Meeting of March 12, 2012 as presented. Motion passed unanimously.

40. ORDINANCE #5 OF THE CITY OF LYNNWOOD TRANSPORTATION BENEFIT DISTRICT ADOPTING THE 2013 BUDGET

A. Public Hearing

Board President Simmonds opened the hearing at 6:04 p.m. and reviewed the purpose and the process for the hearing.

Staff Presentation:

Project Manager Mach referred to page 40A-5 which summarized the 2013 proposed budget. He reviewed the line items and explained how the numbers came about.
There is a beginning fund balance of about $180,000. Those funds were remaining from the prior two years since the TBD fees went into effect on July 1, 2011. The revenue of $490,000 is based on the amount of revenue that the TBD received over the last 12 months. The expenditures category includes insurance, administrative costs, state audit fee and projects for 2013. The projects include the overlay program, Street Fund 111 (Operations and Maintenance), and the 48th Ave W Sidewalk (carry forward from the 2012 budget). After all that there is an ending fund balance of $65,000.

Board President Simmonds asked Director Hines for his comments on the proposed budget. Director Hines stated that finance staff worked extensively with Project
Manager Mach and Public Works and is in full support of the numbers that were presented.

Public Comments:

Board President Simmonds solicited written materials. There were none. He then solicited public testimony. There was none.

Board Comments and Questions:

Board Member AuBuchon asked about the funding sources for the 48th Ave W sidewalks. Mr. Mach explained that there are multiple funding sources. The TBD is one of the sources, but there are also Safe Routes to Schools funds and CDBG grant funds. Board Member AuBuchon asked what is holding up the project. Mr. Mach explained that staff met with Council earlier this year to talk about various drainage alternatives. One of those was potentially piping in a certain stream tributary. The delay was related to getting direction from Council and also getting the permitting required to do that. Board Member AuBuchon asked what is needed from the Board right now. Mr. Mach replied that approval of the budget is what is needed at this point.

Board Member Lonergan-Dreke asked how the first two projects were prioritized. Deputy Director Elekes reviewed this. Board Member Lonergan-Dreke asked about public outreach to determine the public’s perspective on prioritization. Deputy Director Elekes noted that they have received a few comments regarding the paving down by the mall, but they have not received anything specific. Board Member Lonergan-Dreke asked when the last public outreach effort was done. Deputy Director Elekes replied that the Transportation and Traffic Task Force, which was a representation of citizens and business owners, met from 2008 to 2010.

The public hearing was closed at 6:15 p.m.

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

Motion made by Board Member Smith, seconded by Board Member Lonergan-Dreke, to approve Ordinance #5 of the Transportation Benefit District, “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, 2013; AND PROVIDING FOR AN EFFECTIVE DATE, SEVERABILITY, AND SUMMARY PUBLICATION.”

Board Member Smith thanked staff for bringing this forward.

Upon a roll call vote, the motion passed (6-0).
Project Manager Mach made the presentation on the 2011 Annual Report as contained in the packet on pages 50-2 through 50-5. Staff believes that the document meets the requirements of the RCW and the charter documents.

Motion made by Board Member Smith, seconded by Board Member Roberts, to adopt the City of Lynnwood’s Transportation Benefit District 2011 Annual Report as written. Motion passed unanimously.

60. PRESENTATION AND DISCUSSION: COMMUNITY EDUCATION AND OUTREACH PLAN

Deputy Director Elekes made the presentation on the Community Education and Outreach Plan. He summarized that staff has met with the Board/Council with several detailed, in-depth presentations regarding transportation funding. He discussed the possibility of a voter approved package, the need to educate the community about these needs (outlined on page 60-2 in the packet), and outreach communication strategies. Deputy Director Elekes then asked the Board the three policy questions stated on page 60-1:

1. Does the Board support staff’s recommendation to conduct a Community Education and outreach Plan as outlined herein?

2. Does the Board wish to implement a Community Education Outreach Plan that allows for a public vote on August 6, 2013, November 5, 2013, or a time certain in 2014?

3. Should the 2013 TBD Budget be amended to include expenses related to conducting a community survey and payment of a filing fee to place a measure on the ballot?

Board Member Lonergan-Dreke responded that she does support this. She thinks that having something on the ballot next year might be premature because it is necessary to get the public’s feedback first before a ballot measure is scheduled. If they don’t do that, this whole thing could be seen as contrived. She spoke in support of including the expenses related to the survey in the budget and asked for an estimate of the costs. Deputy Director Elekes estimated $40,000 to $50,000 for the survey and results processing. Staff clarified that policy question number 2 isn’t asking for the Board to commit to a date at this time, but merely to allow staff to begin the education process. Board Member Lonergan-Dreke spoke in support of that.

Board Member Goodwin concurred with Board Member Lonergan-Dreke. He thinks having public outreach is a great idea. Regarding question number 2, he suggested having the vote soon after the public outreach to keep the issues fresh in the public mind.

Board Member Roberts spoke in support of the public outreach. He commented on the difficulty people have with understanding the funding of roads. He recommended moving slower, rather than faster, to make sure they really educate the citizens on how this is funded. He noted that the economy is still improving. As it continues to improve it will be more likely to have something approved by the public. He stressed the importance of taking enough time to educate the public.
Board Member Smith spoke in support of the outreach and commended staff for bringing this forward. He recalled that the outreach that was done for the annexation was done very well and wondered if this outreach would be done like that. Deputy Director Elekes replied that that was what they had in mind. Board Member Smith spoke in support of doing the compressed timeframe, but thought that the date should be moved back to avoid voter fatigue from the elections this year and also to give the economy more time to recover. He recommended starting the outreach sometime next year with the idea of getting this measure on the ballot sometime in early to mid-2014. Deputy Director Elekes noted that the TBD has an annual meeting coming up in March. Staff could bring back a schedule that addresses his concerns.

Board Member Lonergan-Dreke commented that turnout in August for primaries is typically extremely low. She recommended February as opposed to November for the ballot issue.

Board Member Goodwin summarized that he is in support of the compressed timeline, but only moving forward once the community outreach portion has been completed. He was not in support of having an end date in mind at this point.

Board President Simmonds asked if the survey would occur prior to the outreach. Deputy Director Elekes explained that on the compressed schedule it was shown as overlapping simply due to time constraints, but noted that it could be done at any time. There was discussion about having the survey first and then using that as part of the discussion with the community.

Board President Simmonds then encouraged staff to reactivate the Transportation and Traffic Task Force as that group spent many hours thinking about all of this. He recommended having a spokesperson from that group come to address the Board. Finally, he agreed that primary turnouts are considerably lighter than the general election in November, but he thought that the turnout in November would be greater. If it doesn’t pass, but it seems close, they might have to wait a whole year for the next general election.

Deputy Director Elekes recommended that the budget be amended if the Board wants to do the citizen survey as an up-front piece. If the Board doesn’t want to take action on that now, he recommended that they move the March regular meeting to February so there is more time to work the issues and the outreach for 2013.

Board Member Smith did not think the survey should be done up-front. He preferred doing the community outreach first in order to educate people about what might be coming down the road on a survey. He thinks they would be much more balanced feedback in the survey if they have done the community outreach programs ahead of time.

There was consensus of the Board to start the outreach after the first of the year. Deputy Director Elekes stated that staff would bring back any budgetary amendments in the February or March meeting dealing with survey costs.
70. ADJOURNMENT

Board President Simmonds stated that the next meeting is currently scheduled for March 11, 2013 at 6 p.m. in the Council Chambers.

The meeting was adjourned at 6:55 p.m.

Loren Simmonds, TBD Board President

Lorenzo Hines, Jr.
Finance Director, acting as Board Treasurer