

TRANSPORTATION BENEFIT DISTRICT MEETING MINUTES



February 24, 2014

Call to Order

Chair Vaughan called the meeting to order at 6:57 p.m.

Roll Call

Finance Director Sandy Langdon gave the roll call. The following staff and board members were in attendance.

Mayor: Jon Nehring

Chair: Jeff Vaughan

Board: Steve Muller, Kamille Norton, Jeff Seibert, Michael Stevens, Rob Toyer, and Donna Wright

Absent: None

Also Present: Chief Administrative Officer Gloria Hirashima, Finance Director Sandy Langdon, City Attorney Grant Weed, Public Works Director Kevin Nielsen, Community Information Officer Doug Buell, and Recording Secretary Laurie Hugdahl.

Motion made by Board Member Wright, seconded by Board Member Muller, to recess at 6:59 and reconvene after the completion of the regular Council meeting and following any necessary Executive Session. **Motion** passed unanimously (7-0).

The meeting reconvened at 8:30 p.m.

Approval of Minutes

1. Approval of the February 3, 2014 Transportation Benefit District (TBD) Meeting Minutes

Motion made by Board Member Wright, seconded by Board Member Norton to approve the minutes as presented. **Motion** passed unanimously (7-0).

New Business

2. Election of Vice Chair

Board Member Seibert nominated Board Member Muller to serve as Vice Chair. Seeing no other nominations, the nominations were closed.

Motion made by Board Member Seibert, seconded by Board Member Wright, to appoint Board Member Muller as Vice Chair of the TBD. **Motion** passed unanimously (7-0).

3. Consider the Bylaws of the Marysville Transportation Benefit District

City Attorney Weed reviewed this item. There were no comments or questions.

Motion made by Board Member Muller, seconded by Board Member Seibert, to approve the Bylaws of the Marysville TBD as presented. **Motion** passed unanimously (7-0).

4. Consider Establishment of the Time and Place of Board Meetings

Board Member Wright asked how much time they need to allow for meetings. City Attorney Weed replied that meetings are not needed every month once the startup effort is complete. After the voters take action, if they should approve a ballot measure to fund the TBD, there will be a series of additional actions necessary. He recommended setting a regular time monthly but cancelling the meetings when not needed.

Board Member Seibert recommended setting it for 5:30 on the 3rd Monday of the month. There was discussion about meeting quarterly and setting additional meetings as necessary. Chair Vaughan thought they might need some additional meetings before they move to a quarterly schedule due to the compressed timeline before Election Day. CAO Hirashima concurred.

There was consensus to set up meetings quarterly with one extra meeting in the near future.

Board Member Seibert noted that there would be a regular Council meeting on March 17. There was consensus to meet prior to that meeting and after the meeting as needed.

5. Transportation Projects Presentation

Assistant City Engineer John Cowling presented a PowerPoint that he delivered last year to the Public Works Committee related to TBD recommendations from staff. The 2% sales tax increase is estimated to generate \$1.6 M per year. Staff recommended \$800,000 annually towards Pavement Preservation and \$800,000 annually towards Capital Improvement Projects. Director Nielsen interjected that this was the original presentation presented to the Public Works Committee with the funding split half and half. Board Member Seibert concurred, and added that part of bringing this presentation back was not to split it half and half, but to see if there was another way to allocate the funding. Director Nielsen concurred and emphasized that this could be modified by the Board.

Mr. Cowling reviewed the Pavement Preservation projects at an estimated project cost of \$800,000 per year for 10 years. He recommended not having a project list that utilizes the full amount due to anticipated price increases of asphalt over the ten-year period. He reviewed the projects which were proposed from the north to the south end to get fair representation of the whole city.

Capital Improvement projects were also reviewed for a portion of the TBD funding. It was noted that the amount generated from TBD funds would only fund a portion of any project. Portions of the following projects were identified for potential funding: Initiating the IJR or design for additional lanes at SR 528 and I-5; Intersection Improvements at 100th/State/Shoultes; Pedestrian signal at SR 528 and Alder/ Traffic circle/bulbs at 3rd and Alder; Signal at 49th and Sunnyside; Intersection Improvements at 83rd and Grove; and Sunnyside /Whiskey Ridge Pedestrian Safety projects.

Part of the Capital Improvement Program would be to look at sidewalk Improvements. Staff recommended funding the top two priority projects with TBD funds for a total of \$800,000. Some potential sidewalk improvement projects were reviewed.

Board Member Muller asked about accumulating funds over several years for larger projects. City Attorney Weed replied that only the projects that have been represented to fund can be funded by the TBD. If there is non-voter approved funding, there is a provision in the TBD statute that allows you to revise projects if needed. Board Member Muller asked about just referring to the list of projects in the 6-year Transportation Plan. City Attorney Weed thought that would be adequate. Board Member Muller asked about match requirements for grants. Mr. Cowling replied that he is seeing an increase in match requirements to between 35 and 50%.

Board Member Seibert stated that when they had this presentation at Public Works they talked about taking out the double dumbbell and replacing that with one on 47th between 3rd and 4th. He spoke in favor of at least that one project being on the project list depending on what the cost is. He suggested taking one year to do sidewalk projects and shuffling the rest of that money into whatever projects and pavement preservation projects they have.

Board Member Muller asked if interest earnings could be used on accumulated funds. City Attorney Weed said that specific topic is not addressed in the RCW 36.73, the statute that authorizes the TBD. There is a general statute in the RCW that gives TBDs broad authority so he thought that they could do that.

Mr. Cowling commented that he thought that a specific list of projects was not needed for pavement management. City Attorney Weed concurred that there was some flexibility with pavement management, but capital projects would need to be specified ahead of time.

Board Member Muller recommended allocating funds in order to allow Public Works to leverage grants. He recommended that staff come back with a wish list of smaller projects (\$500,000 to \$1M) that might be funded in that way.

Board Member Seibert spoke in support of identifying a small number of specific projects and putting the rest of the funds into pavement preservation. He recommended using the money currently allocated for preservation in the General Fund to leverage grants.

Board Member Muller commented that he thought it would be more appealing to voters to use the money for capital projects since most voters think that the City should be doing pavement preservation anyway.

Chair Vaughan concurred with Board Member Muller that pavement preservation doesn't sound very exciting, but he recommended being specific about the pavement projects to create interest in the public.

Board Member Seibert suggested that a few specific capital projects be identified in addition to pavement preservation projects that could actually be completed with the amount of dollars that would be generated in a year or two. He spoke in support of the project at 47th between 3rd and 4th because it's one that generates a lot of congestion during peak periods.

Board Member Wright spoke in support of the sidewalk project on 116th Street NE east of State to Sherwood Forest because it is a safety issue for the school and the residents in that area.

City Attorney Weed commented that the Resolution that the Board approved to send the measure to the voters was written in a way that capital projects and pavement preservation were referenced in a general way. This would keep as much flexibility as possible in the measure that goes to the voters, but it is probably important to be able to answer the question that the voters may have about what specific projects will be funded. He recommended sometime before the measure goes to the voters that the Board take some action stating that a list of preferred projects to be considered for funding will be kept on record at the office of the City Clerk/Finance Director and shall be available for public inspection. He added that it wouldn't work to list the projects on

the ballot measure due to limitations on the number of words, but to have some source to know what projects are going to be funded is pretty important.

Director Nielsen added that the numbers in the presentation regarding capital projects are very rough numbers. If there are property purchases necessary, the prices are subject to change quite a bit.

Board Member Muller recommended having a link on the city's website that has a prioritized list of projects. He commented that he was hesitant to commit to projects now because the priorities could be totally different in seven years or so. CAO Hirashima commented that the TBD has a lot of flexibility in implementation due to the way the Resolution was written, but it is important to identify projects for the benefit of the public. She reviewed how other cities have handled this. She recommended focusing on overlays, and suggested identifying a few projects that could be identified as examples of the types of projects they intend to do.

Chair Vaughan summarized that it sounds like a discussion of what kinds of projects are to be done is something that can happen at a future time. He asked for confirmation that the TBD was in support of the general approach of overlays and giving a list of some projects that can be completed as examples as suggested by CAO Hirashima.

Board Member Muller said he was comfortable with that approach.

Board Member Stevens expressed concern about listing project examples that wouldn't be polarizing to the residents and also about possibly overselling the capital improvement part of this by listing projects. He spoke in support of the pavement preservation plan as the focus of this. He suggested that *repaving* might sound better than *preservation*.

Director Nielsen commented that he presented a pavement preservation PowerPoint for the Streets Department on how much it will cost the City if they don't do overlays because otherwise full reconstruction is required. He offered to present that to the TBD at a future meeting. Board Member Muller suggested that those concepts would be important to convey to the community. Director Nielsen agreed, but suggested sharing the presentation with the Board first.

6. Ballot Communication Plan Discussion

Community Information Officer Buell reviewed a memo from him about TBD information for public distribution and the draft information plan. He noted that public information items he had observed from other jurisdictions (such as flyers and posters) did not identify specific projects.

Board Member Wright commented on the importance of utilizing the Chamber and the Government Affairs Committee. She also noted that even though the election is April 22, the ballots go out two weeks ahead of that so meeting with the service clubs in April

as listed in the memo might not work. She suggested that the sooner they could meet with those groups the better.

Board Member Muller asked Finance Director Langdon about estimates on how much of the City's sales tax revenue comes from outside citizens. Finance Director Langdon commented that she could do some research on this. Board Member Muller commented on the importance of stressing that this sales tax would not just be a burden on the City of Marysville residents, but would be offset by others who are shopping in the community but don't live here.

There was consensus by the Board to support the information plan as presented by Doug Buell.

Legal

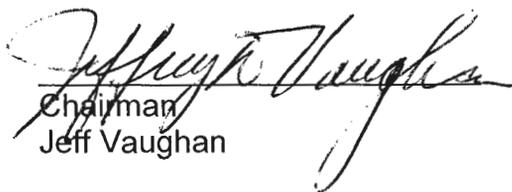
Staff Business

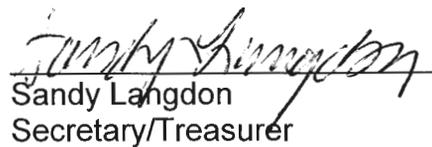
Other Business

Adjournment

Seeing no further business Chair Vaughan adjourned the meeting at 9:31 p.m.

Approved this 17 day of March, 2014.


Chairman
Jeff Vaughan


Sandy Langdon
Secretary/Treasurer