

# TRANSPORTATION BENEFIT DISTRICT MEETING MINUTES



February 3, 2014

## **Call to Order**

Mayor Nehring called the meeting to order at 6:30 p.m. and led those present in the Pledge of Allegiance.

## **Roll Call**

Chief Administrative Officer Hirashima gave the roll call. The following staff and board members were in attendance.

<b>Mayor:</b>	Jon Nehring
<b>Board:</b>	Steve Muller, Kamille Norton, Jeff Seibert, Michael Stevens, Rob Toyer <sup>1</sup> , Jeff Vaughan, and Donna Wright
<b>Absent:</b>	None
<b>Also Present:</b>	Chief Administrative Officer Gloria Hirashima, Finance Director Sandy Langdon, City Attorney Grant Weed, Public Works Director Kevin Nielsen, and Recording Secretary Laurie Hugdahl.

## **New Business**

### **2. Consider Electing a Transportation Benefit District Board Chair**

Board Member Seibert nominated Jeff Vaughan as Chair of the TBD.

Seeing no other nominations, Board Member Wright moved to close the nominations.

---

<sup>1</sup> Arrived at 6:55 p.m.

**Motion** made by Board Member Wright, seconded by Board Member Muller, to close the nominations. **Motion** passed unanimously (6-0) to elect Jeff Vaughan as Chair of the TBD.

### **1. Presenting the Roles and Responsibilities of the Transportation Benefit District (TBD)**

City Attorney Weed discussed the general roles and responsibilities of the TBD. If the Board would like staff to come back with bylaws for consideration they can do that.

### **3. Discussion Regarding .2% Sales Tax Option**

Public Works Director Nielsen distributed information comparing sales tax and license plate fee information from other jurisdictions.

Finance Director Langdon commented that for the .2% if they go with the recommended schedule of it being on the ballot in April and it passes, the soonest effective date would be October 1. The receipts would start coming in during December. The current estimate is that it would be about \$1.6 million for the full year.

Board Member Muller asked if there were any concerns related to running the election in April. City Attorney Weed replied that the voting requirement for approval of the .2% of 1% sales tax is a simple majority.

Board Member Seibert asked City Attorney Weed asked if the Board can restrict what actions it is allowed take. City Attorney Weed explained that the Board has available to itself any of the available funding mechanisms that the state statute allows for, but the Board can decide what form of funding they want to choose to move forward. Board Member Seibert asked if the Board can restrict the options available to the Board for the entire term of the TBD. City Attorney Weed stated that would be an option as long as that was the desire of the majority of the Board, but when the composition of the Board changes that could change as well.

Board Member Vaughan asked if action was necessary tonight. City Attorney Weed explained that the latest the Board could take action on this item would be the first Monday in March in order to adopt a resolution and get it to the County for placement on the ballot.

Board Member Muller asked how funding for this would work if the TBD doesn't have a budget. City Attorney Weed stated that if the City of Marysville extends funds to cover the cost of placing this on the ballot and it passes then funds from the sales tax revenue could be used to reimburse the City for doing so. If the City funds the cost and it doesn't pass, then presumably the City would cover the cost. Board Member Muller asked if they need a formal budget in place in order to request funding from the City. City Attorney Weed replied that the TBD will have to adopt an annual budget and do an annual report. If the Interlocal Agreement is approved, there will be a process in place for covering the initial cost of putting this on the ballot.

Board Member Wright asked if city staff feels they can properly prepare the citizens for this. CAO Hirashima replied that they have a plan to include information in utility billings, update informational materials they have received from other cities, and hold public meetings and forums.

There was consensus to move to item 5.

**5. Consider the Interlocal Agreement between the City of Marysville and the Marysville Transportation Benefit District**

**Motion** made by Board Member Seibert, seconded by Board Member Muller to approve the Interlocal Agreement with the City of Marysville. **Motion** passed unanimously (6-0) with Board Member Toyer abstaining.

*The Board recessed at 6:59 until the end of the Marysville City Council Meeting at 8:18 when they reconvened.*

**4. Consider Projects to be Funded**

Director Nielsen referred to the Project List he had distributed earlier. He stated that Public Works changed their strategy to just looking at a 10-year Pavement Preservation Program. CAO Hirashima explained why the City was focusing on a pavement preservation approach. She clarified that they anticipate that the City would continue to put General Fund money towards additional projects. Director Nielsen commented on the value of doing pavement projects and the visual impact it would have on the residents of Marysville who could see something actually happening with the money.

City Attorney Weed explained that if the Board decides to put a measure before the voters, the resolution that would start the process has two components. One is the streets component and the other would provide flexibility to allow other projects such as capital projects. The ultimate priority for those projects would lie with the Board. He noted this language could also be changed by the Board.

Councilmember Seibert asked if they need to decide on the project list tonight. He wondered if Director Nielsen could bring to Council the presentation he gave to Public Works so they could see what some of the projects might be.

Grant Weed added that for the ballot measure they won't name the whole list of projects, but it will be important to pin down the specific projects so people know what the funds will be used for. That won't be part of the actual ballot measure, but it should be referenced in the resolution. There is some time sensitivity if the Council wants this to be on the April ballot.

**Legal**

7. **Consider a Resolution of the Governing Board of the Marysville Transportation Benefit District of the City of Marysville, Washington, Providing for a Ballot Proposition to be Submitted to the Qualified Electors of the District on April 22, 2014, to Impose a Sales and Use Tax in the Amount of Two-Tenths of One Percent (0.2%) Within the Boundaries of the District for a Period of Ten Years to Fund or Finance Specified Transportation Projects.**

**Motion** made by Board Member Seibert, seconded by Board Member Muller, to adopt Resolution 2014-01.

Grant Weed cautioned that the project list should be added as an attachment to this resolution as soon as possible. He commented that if all of the possible projects are already in the Transportation Plan then that could serve as the list.

There was discussion about whether April is a good time to have this in an election since it would be the only thing on the ballot. Staff explained that other cities have successfully passed them at different times of the year.

**Motion** passed unanimously (7-0).

## 6. Consider Future Actions Required

Chair Vaughan summarized that at the next meeting they would go over the timing, the project list, and the bylaws of the Board. Board Member Muller requested ideas for how other cities have marketed this.

City Attorney Weed added that eventually the Board will need to adopt an annual budget. This can be done during the same budget cycle as the city. There needs to be an annual report done. If a ballot measure is passed then additional actions will need to be taken.

There was consensus to meet after the fourth Monday, February 24 with a starting time of 6:55 p.m., recessing for the Council meeting, and then reconvening after the Council meeting.

## Adjournment

Seeing no further business Chair Vaughan adjourned the meeting at 8:46 p.m.

Approved this 24 day of February, 2014.

  
Chairman  
Jeff Vaughan

  
April O'Brien  
Deputy City Clerk Secretary / Treasurer