

**CITY OF EDMONDS  
TRANSPORTATION BENEFIT DISTRICT BOARD  
APPROVED MINUTES  
February 3, 2009**

The Edmonds Transportation Benefit District meeting was called to order at 7:15 p.m. by Board Member D. J. Wilson in the Council Chambers, 250 5<sup>th</sup> Avenue North, Edmonds. The meeting was opened with the flag salute.

**OFFICIALS PRESENT**

D. J. Wilson, Board President  
Ron Wambolt, Board Vice President  
Michael Plunkett, Board Member  
Peggy Pritchard Olson, Board Member  
Steve Bernheim, Board Member  
Dave Orvis, Board Member  
Strom Peterson, Board Member

**STAFF PRESENT**

Al Compaan, Police Chief  
Stephen Clifton, Community Services/Economic  
Development Director  
Noel Miller, Public Works Director  
Kathleen Junglov, Finance Director  
Rob English, City Engineer  
Scott Snyder, City Attorney  
Sandy Chase, City Clerk  
Jana Spellman, Senior Executive Council Asst.  
Jeannie Dines, Recorder

1. **APPROVAL OF AGENDA**

**BOARD MEMBER BERNHEIM MOVED, SECONDED BY BOARD MEMBER WAMBOLT, TO APPROVE THE AGENDA IN CONTENT AND ORDER. MOTION CARRIED UNANIMOUSLY.**

2. **CONSENT AGENDA ITEMS**

**BOARD MEMBER WAMBOLT MOVED, SECONDED BY BOARD MEMBER PETERSON, TO APPROVE THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY. The agenda item approved is as follows:**

A. **ROLL CALL**

3. **REVIEW AND APPROVAL OF CHARTER AND BYLAWS**

Community Services/Economic Development Director Stephen Clifton explained on November 18, 2008 the City Council adopted Ordinance No. 3707 which formed the Transportation Benefit District (TBD). Tonight is the first meeting of the TBD. Under the TBD legislation, the City Council acts in an ex-officio capacity and serves as the Board of the TBD.

He explained the charter incorporates the TBD and specifies its rights. The bylaws contain the rules that govern the TBD. He noted three board members met with Public Works Director Noel Miller, City Attorney Scott Snyder and him to review the initial draft of the charter and bylaws.

City Attorney Scott Snyder explained Ordinance No. 3707 which created the TBD had a very narrow focus: to use the up to \$20 license fee to perform maintenance functions for the City's streets and infrastructure. Article VI of the charter states four votes of the Board are required to impose the levy; all meetings of the Board are subject to the Open Public Meetings and Records Act; public hearings are required before the Board can exercise any of the authorities it has been granted; and after the Board authorizes funding, its major functions will be to adopt a work plan and later in the year to review the progress of the work plan to determine whether the funds raised were sufficient to complete the tasks the Board approved. Adoption of a funding source, adoption of a material change policy, adoption of an annual report and any response to project over or under-runs will require the action of at least four Board Members after a public hearing is held.

Mr. Snyder explained the bylaws provide for election of three officers: President, Vice President and Treasurer. Under the statute, the Treasurer must be the City's Finance Director. The bylaws include Robert's Rules of Order as the primary authority for procedures and four members can change or suspend the rules at any time. Any changes to the charter or bylaws require notice, public hearing and action by at least four board members.

Mr. Clifton explained an ordinance would be presented to the Board in a few weeks to adopt the up to \$20 annual vehicle license fee and a budget.

Board Member Wambolt asked when citizens would begin paying the vehicle license fee. Mr. Clifton answered the legislation establishing the TBD allows collections to begin six months after the TBD ordinance was adopted which would be February 2009. However, the Department of Licensing and Department of Revenue will not be ready to begin collecting the fee until September/October 2009 due to the time necessary to put in place procedures for collecting the fees.

Mr. Snyder pointed out the Governmental Accounting Act requires any fund of the City or public agency pay for its costs when provided by another public agency. Services provided to the TBD will need to be reimbursed to the City's General Fund. The mechanism for doing that will be discussed at a future meeting.

**BOARD MEMBER WAMBOLT MOVED, SECONDED BY BOARD MEMBER BERNHEIM, TO APPROVE THE CHARTER FOR THE TRANSPORTATION BENEFIT DISTRICT. MOTION CARRIED UNANIMOUSLY.**

**BOARD MEMBER BERNHEIM MOVED, SECONDED BY BOARD MEMBER WAMBOLT, TO APPROVE THE BYLAWS FOR THE TRANSPORTATION BENEFIT DISTRICT. MOTION CARRIED UNANIMOUSLY.**

**4. ELECTION OF BOARD OFFICERS**

**BOARD MEMBER WAMBOLT NOMINATED D. J. WILSON AS PRESIDENT OF THE CITY OF EDMONDS TRANSPORTATION BENEFIT DISTRICT BOARD. BOARD MEMBER ORVIS SECONDED THE NOMINATION.**

**BOARD MEMBER PLUNKETT MOVED THAT NOMINATIONS BE CLOSED. BOARD MEMBER WILSON SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**THE VOTE ON THE NOMINATION OF D. J. WILSON AS PRESIDENT OF THE CITY OF EDMONDS TRANSPORTATION BENEFIT DISTRICT BOARD CARRIED UNANIMOUSLY.**

**BOARD PRESIDENT WILSON NOMINATED RON WAMBOLT AS VICE PRESIDENT OF THE CITY OF EDMONDS TRANSPORTATION BENEFIT DISTRICT BOARD.**

**HEARING NO FURTHER NOMINATIONS, BOARD PRESIDENT WILSON CLOSED NOMINATIONS FOR BOARD VICE PRESIDENT.**

**THE VOTE ON THE NOMINATION OF RON WAMBOLT AS VICE PRESIDENT OF THE CITY OF EDMONDS TRANSPORTATION BENEFIT DISTRICT BOARD CARRIED UNANIMOUSLY.**

**5. AUDIENCE COMMENTS**

Joan Bloom, Edmonds, a member of the City's Transportation Committee, pointed out neither the charter nor the bylaws referenced seeking input from the Transportation Committee. City Attorney Scott Snyder responded the Transportation Committee was a function of the City Council and the TBD was a separate governmental entity. The TBD Board could discuss a mechanism for the Transportation Committee's input at a future meeting. On behalf of the Transportation Committee, Ms. Bloom requested their input be included in a formal manner.

Mr. Snyder explained in future weeks staff will present a work plan and calendar for the coming year. There will be an opportunity for the public and the Transportation Committee to provide input via the process to adopt the work plan.

**6. BOARD COMMENTS**

Board Member Bernheim echoed Ms. Bloom's comment about seeking input from the Transportation Committee. He pointed out the members are appointed by the Mayor and provide the public's perspective regarding transportation issues.

**7. ADJOURN**

With no further business, the Board meeting was adjourned at 7:32 p.m.

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DJ WILSON, TBD PRESIDENT

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SANDRA S. CHASE, CITY CLERK