Leavenworth
Transportation Benefit District

MINUTES
May 27, 2014

Board Chair Cheryl K. Farivar called the May 27, 2014 Leavenworth Transportation Benefit District Board regular meeting to order at 8:06 p.m.

ROLL CALL

Board Present: Board Chair Cheryl K. Farivar, Tibor Lak, Elmer Larsen, Robert Francis, Larry Meyer, Carolyn Wilson, and John Bangsund.

Staff Present: Joel Walinski, Chantell Steiner, and Sue Cragun.

APPROVAL OF THE CONSENT AGENDA

Board Chair Farivar asked for a motion to approve the consent agenda as follows:

Consent Agenda:
1. Approval of the Agenda
2. Approval of November 26, 2013 Minutes
3. Claims in the amount of $100,000.00

Board member Meyer motioned to approve the consent agenda. The motion was seconded by Board member Lak and passed unanimously.

NEW BUSINESS

1. Resolution 1-2014 Establishing Biennial Budget Procedures

Board Secretary/Treasurer Chantell Steiner updated the Board on the authority of establishing a biennial budget process noting that she received a recommendation from the Washington State Auditor's Office to proceed with the process but to not include the specific

RCW's related to Cities and Counties as they would not pertain to a Transportation Benefit District (TBD). She stated that although there is no specific RCW for the process that the Resolution does mimic the procedures required for Cities/Counties.

Secretary/Treasurer Steiner identified the 2013 reconciliation of the TBD dollars compared to those spent within the City's Street Fund from other street related dollars, loans and grants. She then discussed the need for the $100,000 transfer this month to the City to support the recent debt service payments from the 2012 Front Street Project and the upcoming street related projects including the Citywide Improvements Project also known as the Safe Routes to School Project. She added that she would need to have additional funding for the City's Street Fund for this project to cover the cash flow as the project is heavily funded by grant dollars that allows reimbursement of expenses only; however, those additional dollars would likely come from another City fund rather than the TBD funds.

Board member Meyer motioned to approve Resolution 1-2014 Establishing Biennial Budget Procedures. The motion was seconded by Board member Francis and passed unanimously.

ADJOURNMENT

Seeing no other business, Board member Francis motioned to adjourn the May 27, 2014 regular meeting of the Leavenworth Transportation Benefit District. The motion was seconded by Board member Lak and passed 5-1 with Board member Larsen opposed.

The meeting adjourned at 8:15 p.m.

APPROVED

Cheryl K. Farivar
Board Chair

ATTEST

Chantell Steiner
Board Secretary/Treasurer