

Leavenworth

Transportation Benefit District

Leavenworth City Hall, Council Chambers

MINUTES May 22, 2018

Board Chair Cheryl K. Farivar called the May 22, 2018 Leavenworth Transportation Benefit District Board regular meeting to order at 8:36 p.m.

ROLL CALL

Board Present: Board Chair Cheryl K. Farivar, Elmer Larsen, Carolyn Wilson, Mia Bretz, Margaret Neighbors, Sharon Waters, Clint Strand, and Jason Lundgren.

Staff Present: Joel Walinski and Chantell Steiner.

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 February 27, 2018 Minutes
3. Transfers to Street Fund to Date - \$30,000.00

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

NEW BUSINESS

1. Transportation Benefit District April Budget Report

Board Secretary/Treasurer Chantell Steiner explained the new report format for the Transportation Benefit District's revenues and expenditures that is now incorporated within

the City of Leavenworth's financial software. She noted that this report will be part of each monthly financial report as it is now a detailed separate fund within the City's agency funds.

2. Review of Current Street Project Funding – 2018 YTD

City Administrator Joel Walinski updated the Board on the pavement materials being used this year for the residential street preservation project. He explained that the grinding of the materials on the new project compared to the previous projects will be finer which will allow for a smoother surface with better longevity.

Board Secretary/Treasurer Steiner reviewed the project funding spreadsheet that details the dollars spent on transportation projects from the City's Street Fund. She reviewed the allocations that are spread between the District's funds and the City's Street Funds which are comprised of retail sales tax dollars, real estate excise tax dollars and any loans and/or grant dollars. She explained that a majority of the funding comes from the retail sales tax dollars at this time. She stated that the \$60,000 that will be transferred this year to the City's Street Fund from the District will be amended later this year to identify those dollars as full funding match for the 2017 Pavement Preservation Project that includes Whitman, Commercial and Enchantment Way streets. She explained that the City typically receives more funding from the District to pay for projects and the annual debt service payments on the design and construction of the Front/Division Street Project that was completed between 2009 and 2013; the annual debt payments are just over \$60,000 per year. However, due to increased retail sales taxes this past year, the City is able to make the annual debt payment and reserve District dollars for this year's allocation to be project specific.

ADJOURNMENT

Seeing no other business, Board member Larsen motioned to adjourn the May 22, 2018 regular meeting of the Leavenworth Transportation Benefit District. The motion was seconded by Board member Lundgren and passed unanimously.

The meeting adjourned at 8:51 p.m.

APPROVED



Cheryl K. Farivar
Board Chair

ATTEST



Chantell Steiner
Board Secretary/Treasurer