

BAINBRIDGE ISLAND
TRANSPORTATION BENEFIT DISTRICT

SPECIAL MEETING
MONDAY, MARCH 10, 2014
(FOLLOWING ADJOURNMENT OF THE CITY COUNCIL MEETING)

LOCATION: BAINBRIDGE ISLAND CITY HALL
280 MADISON AVENUE NORTH, BAINBRIDGE ISLAND, WASHINGTON

AGENDA

1. CALL TO ORDER / ROLL CALL
2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
3. NEW BUSINESS

A. TBD RESOLUTION NO. 2014-01, AMENDING THE MEETING SCHEDULE

Documents: [031014 TBD Resolution No. 2014-01 Revising Meeting Schedule.pdf](#)

B. TBD RESOLUTION NO. 2014-02, ADOPTING A MATERIAL CHANGE

Documents: [031014 TBD Resolution No. 2014-02 Material Change Policy.pdf](#)

4. CONSENT AGENDA

A. TBD REGULAR MEETING MINUTES, DECEMBER 11, 2013

Documents: [031014 TBDMIN 121113 Draft.docx](#)

B. TBD SPECIAL MEETING MINUTES, FEBRUARY 5, 2014

Documents: [031014 TBDMIN 020514 Draft.docx](#)

5. ADJOURNMENT

Times listed on the agenda are approximate. Public comment may be limited to allow time for Board to deliberate.

Americans with Disabilities Act (ADA) accommodations provided upon request. Those requiring special accommodations, please contact the City Clerk at 206-842-2545 (cityclerk@bainbridgewa.gov) by noon on the day preceding the meeting.

TBD RESOLUTION NO. 2014- 01

A RESOLUTION of the Bainbridge Island Transportation Benefit District revising its meeting schedule.

WHEREAS, the Bainbridge Island Transportation Benefit District (the “District”) was established on August 22, 2012 pursuant to City of Bainbridge Island Ordinance No. 2012-14; and

WHEREAS, the District desires to modify its regular meeting schedule; now, therefore,

THE BAINBRIDGE ISLAND TRANSPORTATION BENEFIT DISTRICT DOES RESOLVE AS FOLLOWS:

Section 1. The District shall conduct quarterly meetings following the second regularly scheduled City Council meeting ~~on the second Wednesday~~ of March, June, September and December.

PASSED by the Bainbridge Island Transportation Benefit District this ____ day of _____, 2014.

APPROVED by the Chair this ____ day of _____, 2014.

By: _____
David Ward, Chair

ATTEST/AUTHENTICATE:

By: _____
Rosalind D. Lassoff, Clerk of the District

FILED WITH THE CITY OF BAINBRIDGE ISLAND CITY CLERK: February 21, 2014
PASSED BY THE BAINBRIDGE ISLAND TRANSPORTATION BENEFIT DISTRICT:
_____, 2014
TBD RESOLUTION NO. 2014 -01

TBD RESOLUTION NO. 2014-02

A RESOLUTION of the Bainbridge Island Transportation Benefit District approving a material change policy.

WHEREAS, chapters 36.73 RCW and RCW 35.21.255 authorize the City of Bainbridge Island to establish a transportation benefit district within the City jurisdiction for the purpose of acquiring, constructing, improving, providing, and funding transportation improvements within the district that are consistent with existing state, regional, and local transportation plans and necessitated by existing or reasonably foreseeable congestion levels; and

WHEREAS, the City Council of the City of the City of Bainbridge Island found it to be in the best interests of the City to establish a citywide Transportation Benefit District consistent with Chapter 36.73 RCW, to protect the City's long term investments in that infrastructure, to reduce the risk of transportation facility failures and improve safety, to continue optimal performance of the infrastructure over time, and to avoid more expensive infrastructure replacements in the future; and

WHEREAS, in Ordinance No. 2010-07-040, the City Council of the City of Bainbridge Island established Transportation Benefit District No. 1 as authorized by RCW 35.21.225 and subject to the provisions of RCW 36.73; and

WHEREAS, RCW 36.73.160 requires the Transportation Benefit District to adopt a material change policy to address major plan changes that affect project delivery or the ability to finance the plan, and address material changes to cost, scope, and schedule; the level of change that will require governing body involvement; and how the governing body will address those changes, now therefore

THE BAINBRIDGE ISLAND TRANSPORTATION BENEFIT DISTRICT DOES RESOLVE AS FOLLOWS:

Section 1. Material Change to Cost. In the event an approved transportation improvement project exceeds its original cost by more than twenty percent (20%), the governing body shall hold a public hearing to solicit comments from the public regarding how the cost change should be resolved. TBD staff shall consult with the Board President prior to setting the public hearing.

Section 2. Material Change to Scope. In the event the scope of a transportation improvement project materially changes from that originally anticipated at project approval, TBD staff shall consult with and review the changes with the Board President. The Board President shall determine whether or not to convene a meeting of the Board for discussion.

Section 3. Material Change to Schedule. In the event that the schedule of a transportation improvement project materially changes in a way that significantly impacts other TBD projects or funding or schedule changes exceed ninety (90) days, TBD staff shall consult with and review such changes with the Board President. The Board President shall determine whether or not to convene a meeting of the Board for discussion.

PASSED by the Bainbridge Island Transportation Benefit District this ____ day of _____, 2014.

APPROVED by the Chair this ____ day of _____, 2014.

By: _____
Dave Ward, Chair

ATTEST/AUTHENTICATE:

By: _____
Rosalind D. Lassoff, Clerk of the District

FILED WITH THE CITY CLERK: November 18, 2013
PASSED BY THE BAINBRIDGE ISLAND TRANSPORTATION BENEFIT DISTRICT:
_____, 2014
TBD RESOLUTION NO. 2014- 02

ITEMS DISCUSSED

1. CALL TO ORDER / ROLL CALL
2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
3. NEW BUSINESS
 - A. REVIEW 2013 EXPENDITURE
 - B. 2014 EXPENDITURE PLANS
 - C. ELECT NEW CHAIR FOR JANUARY 1- DECEMBER 31, 2014
 - D. SET MEETING DATES FOR 2014
4. CONSENT AGENDA: TBD REGULAR MEETING MINUTES, SEPTEMBER 11, 2013
5. ADJOURNMENT

1. CALL TO ORDER / ROLL CALL 9:43:17 PM

Chair Lester called the regular meeting to order at 9:43 PM. A quorum was present consisting of Board members Blair, Blossom, Bonkowski, Hytopoulos, Ward, and Chair Lester. Rosalind Lassoff monitored the recording of the meeting and prepared the minutes.

2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE 9:43:42 PM

MOTION: I move we accept the agenda as written.

WARD/BONKOWSKI – Motion carried 6-0 with Boardmember Blossom absenting, as she was not present at the dais during the vote.

No conflicts of interest were disclosed.

3. NEW BUSINESS

A. REVIEW 2013 EXPENDITURE 9:44:09 PM

Treasurer Schroer requested one expenditure be paid in the amount of \$2,740.00 for insurance to reimburse the City.

MOTION: I move that we authorize the reimbursement of \$2,740.00.

BLAIR/BONKOWSKI – Motion carried, 7-0.

B. 2014 EXPENDITURE PLANS 9:45:08 PM

Board members decided to table the conversation for future Board members to discuss. Board member Bonkowski recalled the Council already anticipated that the Transportation Benefit District would fund some projects and did not know how the board would need to deal with that. Treasurer Schroer indicated the board did not need to adopt a budget for 2014 as a special district so they can have that discussion next year and choose projects at that time. Board members will identify projects early next year.

C. ELECT NEW CHAIR FOR JANUARY 1-DECEMBER 31, 2014 9:46:45 PM

MOTION: I nominate Board member David Ward as the chair for the coming year 2014.

BLAIR/BONKOWSKI – Motion carried 6-0 with Boardmember Blossom absenting, as she was not present at the dais during the vote.

D. SET MEETING DATES FOR 2014 9:47:11 PM

Treasurer Schroer indicated the enabling legislation provides the board meet quarterly so the first meeting would be March 11, 2014. She asked if the board would like to meet then or choose to meet in January or February. Chair Lester suggested choosing an earlier date than March. Treasurer Schroer will work with the new chair to identify a date that works for the board.

4. CONSENT AGENDA: TBD REGULAR MEETING MINUTES, SEPTEMBER 11, 2013 9:48:10 PM

***MOTION:** I move that we approve the Transportation Benefit District regular meeting minutes for September 11, 2013 as posted.*

***BLAIR/WARD** – Motion carried 6-0 with Boardmember Blossom absenting, as she was not present at the dais during the vote.*

5. ADJOURNMENT 9:48:39 PM

The meeting adjourned at 9:48 pm.

Dave Ward, Chair
Transportation Benefit District

Rosalind Lassoff

ITEMS DISCUSSED

1. CALL TO ORDER / ROLL CALL
2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
3. NEW BUSINESS
 - 3.1 OVERVIEW OF THE TRANSPORTATION BENEFIT DISTRICT
 - 3.2 REVIEW OF ALLOWABLE PROJECTS AND CRITERIA FOR SELECTION
4. ADJOURNMENT

1. CALL TO ORDER / ROLL CALL 8:08:46 PM

Chair Ward called the special meeting to order at 8:08 pm. A quorum was present consisting of Board members Blossom, Roth, Tollefson, Townsend and Chair Ward. Board members Blair and Bonkowski were absent and excused. Deborah Rose monitored the recording of the meeting and prepared the minutes.

2. ACCEPTANCE OR MODIFICATION OF AGENDA/CONFLICT OF INTEREST DISCLOSURE 8:09:03 PM

Chair Ward added as agenda items, an overview by Treasurer Schroer on what the Transportation Benefit District is and a briefing on how the funds can be used.

***MOTION:** Motion to accept the modified agenda.*

***ROTH/TOWNSEND** – Motion carried unanimously, 5-0.*

No conflicts of interest were disclosed.

3. NEW BUSINESS 8:09:44 PM

3.1 OVERVIEW OF THE TRANSPORTATION BENEFIT DISTRICT

Treasurer Schroer described the history of the TBD, how it was created and its purpose.

3.2 REVIEW OF ALLOWABLE PROJECTS AND CRITERIA FOR SELECTION

Treasurer Schroer described an overview of actions taken to date using a PowerPoint presentation and what projects can be funded and how by a TBD. Staff will bring forward potential projects to the Board. Treasurer Schroer will follow up on when TBD meetings should occur.

4. ADJOURNMENT 8:24:38 PM

Chair Ward adjourned the meeting at 8:24 pm.

Dave Ward, Chair
Transportation Benefit District

Deborah Rose