



**TRANSPORTATION BENEFIT DISTRICT  
BOARD**

**Olympia, Washington**

**February 3, 2009**

**MEETING MINUTES**

1

**Board Members Present:** Joe Hyer, Jeff Kingsbury, Joan Machlis, Doug Mah, Karen Messmer, Craig Ottavelli, and Rhenda Iris Strub

**Staff Present:** Jane Kirkemo, Annaliese Harksen

The February 3, 2009 meeting of the Transportation Benefit District was called to order at 5:30 p.m.

**1. Organizational Meeting (*Jane Kirkemo, Admin Services; Annaliese Harksen, Assistant City Attorney*)**

The meeting began with a discussion by Jane Kirkemo, City of Olympia Administrative Services Director, and Annaliese Harksen, Assistant City Attorney, for the City of Olympia, of the legal differences between the Transportation Benefit District (TBD) and the City of Olympia. They are both "municipal corporations" according to State law. They both can levy taxes, fees and issue debt. They may place issues on an electoral ballot. They may contract for services or hire their own employees.

Ms. Harksen distributed a DRAFT copy of a Charter and Bylaws for the new district. Board members asked who was chairing the meeting. Ms. Harksen explained once the board adopted a Charter and Bylaws they could elect officers. Board member Mah stated he did not wish to chair the Board. There could be a potential conflict of interest if Mr. Mah was signing contracts as the Mayor of Olympia and also the chair of the TBD board.

Several board members asked if citizens could be on the TBD board as either a voting or nonvoting member. Ms. Harksen said the legislation was clear who serves on the TBD board, depending on how the TBD is established. The City of Olympia chose to have a city only TBD as opposed to a regional TBD. Therefore, all members of the legislative body establishing the TBD (City Council) are TBD board. The board, either regional or city only, is made up of elected officials. The Board may establish advisory committee or other sub committees.

**Board member Kingsbury moved, seconded by Board member Hyer, to adopt the draft Charter and Bylaws as written.** He stated that if the Board needs to amend the Charter or Bylaws, it may do so at a future meeting. ***The motion failed.***

Staff also briefed the Board on their authority and the process for setting the car tab fees. Board members discussed whether the timing of assessing the fees was appropriate

***A motion was made and passed making Board member Ottavelli the interim TBD Board Chair.*** The Board agreed to meet next Tuesday, February 10 to vote on the Charter and Bylaws, including the election of officers. The meeting will follow the City of Olympia Council meeting and will be televised. Chairman Ottavelli will work with staff on the meeting agenda

The meeting was adjourned at 6:45 p.m.

X   
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Nicole Phillipson  
Board Secretary

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