



TRANSPORTATION BENEFIT
DISTRICT BOARD
Olympia, Washington
September 27, 2011
MEETING MINUTES

29

September 27, 2011, 6:00 P.M

1. Roll Call

Board Members Present: President Jeannine Roe, Vice President Karen Rogers, Board Members Doug Mah, Stephen Buxbaum, Rhenda Iris Strub, Craig Ottavelli, and Steve Langer.

Staff Members Present: Jane Kirkemo, Board Treasurer; Tom Morrill, City Attorney; Addison Appleby, Board Secretary; Steve Hall, Olympia City Manager.

2. Approval of Agenda

*Board Member Rogers moved, seconded by Board Member Langer, to approve the agenda. **Motion passed unanimously.***

3. Public Comment

There were no public comments.

4. Approve Minutes from May 24, 2011 Transportation Benefit District (TBD) Board Meeting

*Board Member Mah moved, seconded by Board Member Strub, to approve the minutes. **Motion passed unanimously.***

5. State Auditor's Management Letter on Olympia TBD

Board Treasurer Jane Kirkemo informed the Board about an audit management letter from the State Auditor. Board Member Mah wanted to make sure that the Olympia TBD continues to work with the Department of Licensing (DOL) on correcting the billing system. Jane Kirkemo responded that due to the substantial increase in revenues, she believes the DOL and the Department of Revenue (DOR) have resolved the billing issue. President Roe wanted to know what the TBD should do to be more pro-active about this matter. Board Member Mah would like the DOL to know that the Olympia TBD has received a management letter and that they are party to this management letter. Board Member Buxbaum wanted to make sure that nine months from now the Olympia TBD doesn't have another exchange with the State Auditor's office, and that we continue to work proactively with the DOL. President Roe said there was a consensus with the Board to draft a letter to the DOL letting them know the Olympia TBD will work with them to ensure their collection of TBD revenues are fair and accurate.

6. Review of 2011 Revenues

Addison Appleby, Board Secretary, gave the Board a staff report comparing the 2010 and 2011 revenues. The TBD 2011 revenues have increased 14% since last year. Board Member Langer wanted to know if the budget for 2011 reflected the increase in revenue. Board Treasurer, Jane Kirkemo said they will appear as a surplus for 2011 and available for appropriation in 2012.

7. Reports

• Regional Transportation Benefit District

Olympia City Manager Steve Hall reported on some recent conversations with local jurisdictions about the possibility of forming a regional TBD. Board Member Strub asked the City Manager if the County was looking to move forward with just the unincorporated area to form a TBD. Steve Hall said that there were two types of TBDs the County could create, one with the cities, one without. Board Member Buxbaum wanted to know if there was a time frame for forming a regional TBD. Board Treasurer Jane Kirkemo said there was no timeline. The county could form a regional TBD at anytime. Board Member Langer said he is open to regional approaches to transportation or the Olympia TBD joining a regional TBD, as long as the Olympia TBD keeps its previous road and project commitments. Board Member Mah suggested that the Board should wait to make any decision about the future of the Olympia TBD until an official request comes to the Board and the Council. President Roe agreed with Board Member Mah and stated that she likes how the Board can say to the community that the \$20 fee is going directly into the City of Olympia's projects.

Meeting adjourned at 6:38 p.m.

X 
Addison Appleby
Board Secretary