

Recommendation: Move to approve reimbursement request for the 2014 Chip Seal project to the City of Prosser in the amount of \$14,932.93

d.) Approval of August 2014 Financial Statement Page 7

Recommendation: Move to approve August 2014 Financial Statement.

6. PUBLIC HEARING

a.) 2015 Budget Page 15

- ~ Open the Public Hearing
- ~ Call for Public Testimony
- ~ Close the Public Hearing

7. BOARD DISCUSSION ITEMS

a.) 2015 Transportation Benefit District Preliminary Budget Page 16

8. ADJOURNMENT

Next Meeting Date:

October 14, 2014

6:30 PM

*The first Ordinance passed will be Ordinance 14-TBD-12
The first Resolution passed will be Resolution 14-TBD-14*

PROSSER TRANSPORTATION BENEFIT DISTRICT

**CITY COUNCIL CHAMBERS
601 7TH STREET
PROSSER, WASHINGTON**

**TUESDAY, SEPTEMBER 2, 2014
REGULAR MEETING**

CALL TO ORDER

Chairman Everett called the Regular Meeting of the Transportation Benefit District (TBD) to order at 6:30 p.m. The Pledge of Allegiance was recited.

ROLL CALL

Board Members Aubrey, Taylor, Hamilton, Ward, Becken and Elder were present.

Others in attendance were Secretary Shaw and Finance Manager Yost.

BOARD ACTION

**TRANSPORTATION BENEFIT DISTRICT (TBD) BOARD MEETING
MINUTES OF AUGUST 5, 2014**

A motion was made by Board Member Taylor, seconded by Board Member Hamilton to approve the Transportation Benefit District Board Meeting Minutes of August 5, 2014. Motion passed 7 YES, 0 NO, 0 ABSENT.

**APPROVAL OF CHECK NOS. 1266 – 1269 FOR REFUNDS DUE TO
JURISDICTIONAL ERRORS BY WA STATE IN THE AMOUNT OF
\$80.00**

A motion was made by Board Member Elder, seconded by Board Member Taylor to approve check nos. 1266 - 1269 for refunds due to jurisdictional errors by Washington State in the amount of \$80.00. Motion passed 7 YES, 0 NO, 0 ABSENT.

APPROVAL OF JULY 2014 FINANCIAL STATEMENT

Board Member Ward had questions regarding BARS Code 340. Finance Manager Yost explained that specific BARS Code included all TBD tab fees received, as well as interest accumulated on those fees from the bank. Ms. Yost stated it was projected the TBD will receive approximately \$93,000 in tab fees by the end of 2014. A motion was made by Board Member Taylor, seconded by Board Member Ward to approve the July 2014 Financial Statement. Motion passed 7 YES, 0 NO, 0 ABSENT.

PUBLIC HEARING

2015 REVENUE SOURCES

At 6:34 p.m., Chairman Everett recessed the Regular Meeting of the Transportation Benefit District to conduct a Public Hearing regarding 2015 Revenue Sources. Chairman Everett called for public comment, with none being offered. At 6:35 p.m., Chairman Everett closed the Public Hearing and reconvened the Regular Meeting.

BOARD DISCUSSION ITEMS

2015 TRANSPORTATION BENEFIT DISTRICT PRELIMINARY BUDGET

Finance Manager Yost provided an overview of the 2015 Budget.

Board Member Taylor stated that the Board needed to determine how to fund street projects.

Board Member Hamilton said he would like to see the City’s Street Fund Budget prior to making a decision on the TBD Budget.

Finance Manager Yost said the Street Fund would be reviewed and discussed at an upcoming City Council meeting before the TBD Budget approval.

The Board discussed the projected revenues, beginning Fund balances and the Reserve Fund.

Board Member Ward inquired if there were any expenditures that will come out of the 2014 Budget.

Finance Manager Yost explained a payment will be sent to the County for the Chipseal Project in an approximate amount of \$30,000 to \$40,000 and an additional \$1,500 for insurance premiums.

BOARD MEMBER COMMENTS

Chairman Everett asked if the Board was interested in holding a Special TBD meeting on October 14, 2014. The Board concurred and directed staff to preparing the TBD Budget Hearing notices accordingly.

ADJOURNMENT

There being no further business before the Prosser Transportation Benefit District at this time, the Regular Meeting of the District was adjourned at 6:43 p.m.

Morgan Everett, Chair

Attest:

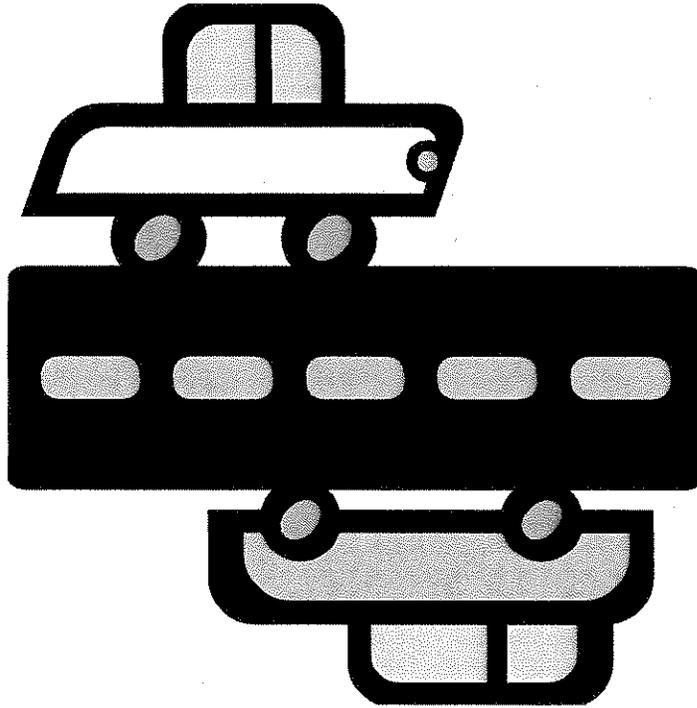
Rachel Shaw
Secretary/City Clerk

2014 Chip Seal Project

- *Approved Bid*=
\$74,312.00
- Project Cost = \$76,473
- Admin & Taxes =
\$12,771.93
- **Additional Funding
Requested=\$14,932.93**

Administrative Costs

- Intital TBD Funding =
\$5,000
- Expenses to date =
\$1,323.93
- Funding Remaining =
\$3,676.07
- **Reimbursement
Requested = \$0**



**Prosser Transportation Benefit
District (TBD)**

August 2014

Financial Statement

**PROSSER TRANSPORTATION BENEFIT DISTRICT
FINANCIAL STATEMENT**

For the Period Ending August 31, 2014

BARS CODE		Fund Number and Name			
		103 - Transportation Benefit District			
		2014 Budget	2014 Actuals	% Spent/ Received	Notes
Beginning Net Cash and Investments		\$120,000.00	\$109,718.75		
Revenues and Other Sources					
310	Taxes	\$0.00	\$0.00		
320	Licenses and Permits	\$0.00	\$0.00		
330	Intergovernmental	\$0.00	\$0.00		
340	Charges for Goods and Services	\$90,000.00	\$60,505.92	67.23%	\$780 in refunds
350	Fines and Forfeits	\$0.00	\$0.00		
360	Miscellaneous	\$0.00	\$0.00		
370	Capital Contributions		\$0.00		
390	Other Financing Sources	\$0.00	\$0.00		
Total Revenues and Other Sources		\$90,000.00	\$60,505.92	67.23%	
Total Resources		\$210,000.00	\$170,224.67	81.06%	
Operating Expenditures:					
510	General Government				
520	Public Safety				
530	Physical Environment				
540	Transportation	\$205,000.00	\$74,312.00	36.25%	Chip Seal and Administration
550	Economic Environment				
560	Mental and Physical Health				
570	Culture and Recreation				
Total Operating Expenditures		\$205,000.00	\$74,312.00	36.25%	
591-593	Debt Service	\$0.00	\$0.00		
594-595	Capital Outlay	\$0.00	\$0.00		
Total Expenditures		\$205,000.00	\$74,312.00	36.25%	
597-599	Other Financing Uses	\$5,000.00	\$0.00		
Total Expenditures and Other Uses		\$210,000.00	\$74,312.00	35.39%	
Excess (Deficit) of Resources Over Uses		\$0.00	\$95,912.67		
380	Nonrevenues (Except 384 and 388.80)	\$0.00	\$0.00		
580	Nonexpenditures (Except 584 and 588.80)		\$0.00		
Ending Net Cash and Investments		\$0.00	\$95,912.67		

Prosser Transportation Benefit District Account Reconciliation

Activity through August 31, 2014

Number	Date	Description of Transaction	c	Debit (-)	Credit (+)	Balance
1226	1/14/14	Lilia Zepeda	x	\$20.00		\$109,698.75
1227	1/14/14	Daniel Owens	x	\$20.00		\$109,678.75
1228	1/14/14	MARIA AVALOZ	x	\$20.00		\$109,658.75
1229	1/14/14	VOID	x	\$0.00		\$109,658.75
1230	1/14/14	Richard Olsen	x	\$20.00		\$109,638.75
1231	1/14/14	PRISCILLA PRAXEL	x	\$20.00		\$109,618.75
	1/31/14	Department of Revenue			\$5,608.32	\$115,227.07
1232	2/25/14	Vernon Rice	x	\$20.00		\$115,207.07
1233	2/25/14	Jose Avalos	x	\$20.00		\$115,187.07
1234	2/25/14	Rebecca Cook	x	\$20.00		\$115,167.07
	2/28/14	Department of Revenue			\$6,811.20	\$121,978.27
1235	3/11/14	Vernon Rice	x	\$20.00		\$121,958.27
1236	3/11/14	Pedro Zepeda	x	\$20.00		\$121,938.27
1237	3/11/14	Tonya Steinbock	x	\$20.00		\$121,918.27
1238	3/11/14	James Tittle	x	\$20.00		\$121,898.27
1239	3/11/14	James Tittle	x	\$20.00		\$121,878.27
1240	3/11/14	Daniel Owens	x	\$20.00		\$121,858.27

Number	Date	Description of Transaction	c	Debit (-)	Credit (+)	Balance
1241	3/11/14	Daniel Owens	x	\$20.00		\$121,838.27
1242	3/11/14	Nellie Bowsby	x	\$20.00		\$121,818.27
	3/31/14	Department of Revenue			\$6,415.20	\$128,233.47
1243	4/8/14	Tim Brown	x	\$20.00		\$128,213.47
1244	4/8/14	Jose Avalos	x	\$20.00		\$128,193.47
	4/30/14	Department of Revenue			\$6,870.60	\$135,064.07
1245	5/7/14	Tim Brown	x	\$20.00		\$135,044.07
1246	5/7/14	Tonya Steinbock	x	\$20.00		\$135,024.07
1247	5/7/14	Tadd Bowsby	x	\$20.00		\$135,004.07
1248	5/7/14	Tadd Bowsby	x	\$20.00		\$134,984.07
1249	5/7/14	Tadd Bowsby	x	\$20.00		\$134,964.07
1250	5/7/14	Tonya Steinbock	x	\$20.00		\$134,944.07
1251	5/7/14	City of Prosser	x	\$74,312.00		\$60,632.07
1252	5/13/14	VOID	x	\$0.00		\$60,632.07
1253	5/13/14	VOID	x	\$0.00		\$60,632.07
1254	5/13/14	VOID	x	\$0.00		\$60,632.07
1255	5/13/14	Daniel Owens	x	\$20.00		\$60,612.07
	5/30/14	Department of Revenue			\$9,702.00	\$70,314.07
1256	6/10/14	Pedro Zepeda	x	\$20.00		\$70,294.07
1257	6/10/14	James Tittle	x	\$20.00		\$70,274.07
1258	6/10/14	James Tittle	x	\$20.00		\$70,254.07
1259	6/10/14	Theodore Mains	x	\$20.00		\$70,234.07
1260	6/10/14	Tim Brown	x	\$20.00		\$70,214.07
	6/30/14	Department of Revenue			\$9,207.00	\$79,421.07
1261	7/8/14	Richard Olsen	x	\$20.00		\$79,401.07

Number	Date	Description of Transaction	c	Debit (-)	Credit (+)	Balance
1262	7/8/14	Peter Steinbock	x	\$20.00		\$79,381.07
1263	7/8/14	Lilia Zepeda	x	\$20.00		\$79,361.07
	7/31/14	Department of Revenue			\$9,543.60	\$88,904.67
1264	8/5/14	Gerald Sherman	x	\$20.00		\$88,884.67
1265	8/5/14	Ozene Dodson	x	\$20.00		\$88,864.67
1266	8/5/14	Eduardo Garcia	x	\$20.00		\$88,844.67
1267	8/5/14	Eduardo Garcia	x	\$20.00		\$88,824.67
1268	8/26/14	Penny Olsen		\$20.00		\$88,804.67
1269	8/26/14	Pedro Zepeda		\$20.00		\$88,784.67
	8/31/14	Department of Revenue			\$7,128.00	\$95,912.67

2014 ACCOUNT DETAIL

City Of Prosser
MCAG #: 0205

Time: 08:43:14 Date: 09/24/2014
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103 Transportation Benefit Distric

01/01/2014 To: 12/31/2014

Revenues

Tran #	Date:	Acct#	Rec #	Type	Claimant	Remark	Amount
438	01/01/2014			Beg Bal	2014 Beginning Fund Balance	2014 Beginning Fund Balance	4,765.84
					308 10 00 103 Beginning Fund Balance		4,765.84
					Department Total: 308 Beginning Balances		4,765.84
1565	05/07/2014	1	778	Tr Rec	Prosser Transportation Benefit I		74,312.00
					337 07 00 000 Interlocal Grants		74,312.00
					Department Total: 330 Intergovernmental Revenues		74,312.00
					Fund Revenues:		79,077.84

Expenditures

Tran #	Date:	Acct#	War #	Type	Claimant	Remark	Amount
508	03/11/2014	1	10284	Claims	Saxton Riley, PLLC	TBD	30.00 A
1595	05/13/2014	1	10554	Claims	Benton Co Treasurer	Chipseal	204.18 CS
1595	05/13/2014	1	10554	Claims	Benton Co Treasurer	Chip Seal-Release Of Bond	4,820.53 CS
1595	05/13/2014	1	10554	Claims	Benton Co Treasurer	2014 Chip Seal	127.97 CS
3498	07/22/2014	1	10916	Claims	Benton Co Treasurer	Chip Seal-2014	4,256.75 CS
					542 30 41 103 Professional Service		9,439.43
4366	08/26/2014	1	11099	Claims	Benton County Road Fund	Chip Seal	64,902.57 CS
					542 30 51 103 Intergov't Professional Serv		64,902.57
					Department Total: 542 Streets - Maintenance		74,342.00

A = Admin

CS = Chip Seal

2014 ACCOUNT DETAIL

City Of Prosser
MCAG #: 0205

Time: 08:43:14 Date: 09/24/2014
Page: 2

103 Transportation Benefit Distric

01/01/2014 To: 12/31/2014

Expenditures

Tran #	Date:	Acct#	War #	Type	Claimant	Remark	Amount
4767	09/09/2014	1	11227	Claims	Valley Publishing Co Inc	Public Hearing Notice-TBD	27.00 A
						543 30 41 103 Professional Service	27.00
Tran #	Date:	Acct#	War #	Type	Claimant	Remark	Amount
5010	09/23/2014	1	11273	Claims	Pitney Bowes-Purchase Power	Postage And Fedex Charges	12.93 A
						543 30 42 103 Communications	12.93
Tran #	Date:	Acct#	War #	Type	Claimant	Remark	Amount
493	03/11/2014	1	10269	Claims	Pitney Bowes Inc	Postage Meter Rental	0.77 A
2439	06/10/2014	1	10762	Claims	Pitney Bowes Inc	Postage Machine Lease	0.71 A
4753	09/09/2014	1	11213	Claims	Pitney Bowes Inc	Postage Meter Rental	0.73 A
						543 30 45 103 Rental & Lease	2.21
Tran #	Date:	Acct#	War #	Type	Claimant	Remark	Amount
2445	06/10/2014	1	10768	Claims	RLI Surety	Insurance Bond-Mauras	125.00 A
4376	08/26/2014	1	11109	Claims	Cities Insurance Assoc	Insurance Policy Renewal-TBD	623.29 A
						543 30 46 103 Insurance	748.29
Tran #	Date:	Acct#	War #	Type	Claimant	Remark	Amount
2439	06/10/2014	1	10762	Claims	Pitney Bowes Inc	Postage Machine Equipment Maintenance	1.64 A
2439	06/10/2014	1	10762	Claims	Pitney Bowes Inc	Weighing Machine Equipment Maintenance	0.26 A
						543 30 48 103 Repairs & Maintenance	1.90
Tran #	Date:	Acct#	War #	Type	Claimant	Remark	Amount
2058	05/27/2014	1	10689	Claims	WA Auditor's Office	TBD Financial Audit	501.60 A
						543 30 51 103 Road & Street Administration & Overhead - Interg	501.60

2014 ACCOUNT DETAIL

City Of Prosser
MCAG #: 0205

Time: 08:43:14 Date: 09/24/2014
Page: 3

103 Transportation Benefit Distric

01/01/2014 To: 12/31/2014

Expenditures

Department Total: 543 Streets Admin & Overhead	<u>1,293.93</u>
Fund Expenditures:	<u>75,635.93 ✓</u>
Excess/Deficit:	<u>3,441.91</u>

Chip Seal = \$74,312.00
Admin = \$1,323.93
\$75,635.93 ✓

Prosser Transportation District
Public Hearing Notice
2015 Budget Hearing

Notice is hereby given by the undersigned Secretary of the Prosser Transportation District that the Prosser Transportation District will conduct a Public Hearing at 6:30 p.m., or as soon thereafter as may be heard, on Tuesday, October 7, and Tuesday, October 14, 2014, in the City Council Chambers, Prosser City Hall, 601 7th Street, Prosser, Washington for the purpose of hearing comments on the budget for the fiscal year 2015.

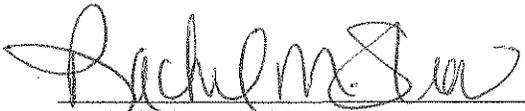
All interested persons are invited to attend. The Board will consider both oral and written comments. No qualified individuals with a disability shall be excluded or denied the benefit of participating in the public hearing. If you require assistance to comment at the public hearing, please contact Prosser City Hall at 509-786-2332 at least 7 days prior to the date of the public hearing to make the proper arrangements.

Copies of the budget will be available for inspection during normal business hours, at the following locations:

Prosser City Hall
www.cityofprosser.com

601 7th Street

Dated: September 15, 2014



Rachel Shaw, CMC
Secretary

Publication date: September 17 and September 24, 2014

PROSSER TBD

2015 BUDGET CALENDAR

Budget Action/Steps	Due Date/Meeting Date
Proposed Budget Available – Copies of the proposed budget and files with the Board.	Tuesday, September 2 nd
Revenue Sources Public Hearing – Conduct a public hearing on revenue sources for the coming year's budget, including consideration of possible tax increases.	Tuesday, September 2 nd
Budget Hearing #1	Tuesday, October 7 th
Budget Hearing #2	Tuesday, October 14 th
Final Budget Hearing	Tuesday, November 4 th
Potential Budget Adoption	Tuesday, November 4 th
Transmit Budget to SAO & MRSC	

PROSSER TRANSPORTATION DISTRICT
2015 Preliminary BUDGET

			2010	2011	2012	2013	2014	2014	2015
Fund	Account Number	Description	Actual	Actual	Actual	Actual	Budget	6/30/14	Proposed
103-TBD	103-TBD	Fund							
103-TBD	103-000-308-00-00	Beginning Fund Balance	3,102.00	65,469.38	145,338.39	94,597.66	120,000.00	109,718.75	115,500.00
103-TBD	308	Beginning Fund Balance							
103-TBD	103-000-344-90-00	TBD License Fees	74,442.00	85,344.80	87,503.40	87,306.60	90,000.00	44,014.32	90,000.00
103-TBD	344	TBD License Fees							
103-TBD	103-000-361-10-00	Investment Interest	-	-	-	-	-	-	-
103-TBD	361	Interest & Other Earnings							
TOTAL TRANSPORTATION BENEFIT DISTRICT FUND REVENUE			74,442.00	85,344.80	87,503.40	87,306.60	90,000.00	44,014.32	90,000.00
103-TBD	103-508-508-00-00	Ending Fund Balance	65,469.56	145,338.39	94,597.66	-	-	79,421.07	
103-TBD	508	Ending Fund Balance							
103-TBD	103-542-542-30-49	Refunds	-	-	-	-	-	-	-
103-TBD	542								
103-TBD	103-542-542-30-51	Roadway Costs	-	-	132,850.98	72,185.51	205,000.00	74,312.00	200,500.00
103-TBD	542								
103-TBD	103-598-598-95-51	TBD Admin Pmts to City	12,074.44	5,475.79	5,393.15	-	5,000.00	-	5,000.00
103-TBD	598	TBD Admin Pmts to City							
103-TBD	103-598-598-95-52	Pmts to City for TBD Services	-	-	-	-	-	-	-
103-TBD	542								
TOTAL TRANSPORTATION BENEFIT DISTRICT FUND EXPENDITURES			12,074.44	5,475.79	138,244.13	72,185.51	210,000.00	74,312.00	205,500.00
Beginning Fund Balance			3,102.00	65,469.38	145,338.39	94,597.66	120,000.00	109,718.75	115,500.00
Total Revenue			74,442.00	85,344.80	87,503.40	87,306.60	90,000.00	44,014.32	90,000.00
Total Expenditures			12,074.44	5,475.79	138,244.13	72,185.51	210,000.00	74,312.00	205,500.00
Ending Fund Balance			65,469.56	145,338.39	94,597.66	109,718.75	0.00	79,421.07	-