

PROSSER TRANSPORTATION BENEFIT DISTRICT AGENDA

Prosser City Hall
Council Chambers
601 7th Street, Prosser, WA 99350

REGULAR MEETING
September 2, 2014
6:30 PM

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. BOARD MEMBER COMMENTS
5. BOARD ACTION

a.) **Transportation Benefit District (TBD) Board Meeting Minutes of August 5, 2015..... Page 3**

Recommendation: Move to approve Transportation Benefit District Board Meeting Minutes of August 5, 2014.

b.) **Approval of Check Nos. 1266 – 1269 for Refunds Due to Jurisdictional Errors by Washington State in the Amount of \$80 Page 5**

Recommendation: Move to approve check nos. 1266 – 1269 for Refunds Due to Jurisdictional Errors by Washington State in the Amount of \$80.

c.) **Approval of July 2014 Financial Statement..... Page 6**

Recommendation: Move to approve July 2014 Financial Statement.

Next Meeting Date:

October 7, 2014

6:30 PM

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

6. PUBLIC HEARING

a.) 2015 Revenue Sources..... *Page 11*

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

7. BOARD DISCUSSION ITEMS

a.) 2015 Transportation Benefit District Preliminary Budget *Page 12*

8. ADJOURNMENT

Next Meeting Date:

October 7, 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, AUGUST 5, 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 MEMBER COMMENTS (None)

BOARD ACTION

**TRANSPORTATION BENEFIT DISTRICT (TBD) BOARD MEETING
MINUTES OF MAY 6, 2014**

A motion was made by Board Member Taylor, seconded by Board Member Elder to approve the Transportation Benefit District Board Meeting Minutes of February 4, 2014. Secretary Shaw stated the date of the minutes for approval was May 6, 2014. Board Members Taylor and Elder withdrew their motions. A motion was made by Board Member Taylor, seconded by Board Member Elder to approve the Transportation Benefit District Board Meeting Minutes May 6, 2014. Motion passed 7 YES, 0 NO, 0 ABSENT.

**APPROVAL OF CHECK NOS. 1245 – 1265 FOR REFUNDS DUE TO
JURISDICTIONAL ERRORS BY WA STATE IN THE AMOUNT OF
\$340.00 AND REQUEST FOR REIMBURSEMENT TO THE CITY OF
PROSSER IN THE TOTAL AMOUNT OF \$74,652.00**

A motion was made by Board Member Taylor, seconded by Board Member Aubrey to approve check nos. 1245 - 1265 for refunds due to jurisdictional errors by WA State in the amount of \$340.00 and request for reimbursement to the City of Prosser in the total amount of \$74,652.00. Motion passed 7 YES, 0 NO, 0 ABSENT.

APPROVAL OF 2014 SECOND QUARTER FINANCIAL STATEMENT

A motion was made by Board Member Taylor, seconded by Board Member Aubrey to approve the 2014 Second Quarter Financial Statement. Motion passed 7 YES, 0 NO, 0 ABSENT.

REVIEW OF THE 2014 SECOND QUARTER FUNDING SUMMARY

Finance Manager Yost provided the Board with a summary of expenditures directly related to the Transportation Benefit District. Finance Manager Yost stated that the Board will begin 2015 Budget discussions at the next regularly scheduled meeting.

COMMENTS

Finance Manager Yost stated the TBD 2015 Budget discussions would begin at the next Regular Board Meeting of September 2, 2014.

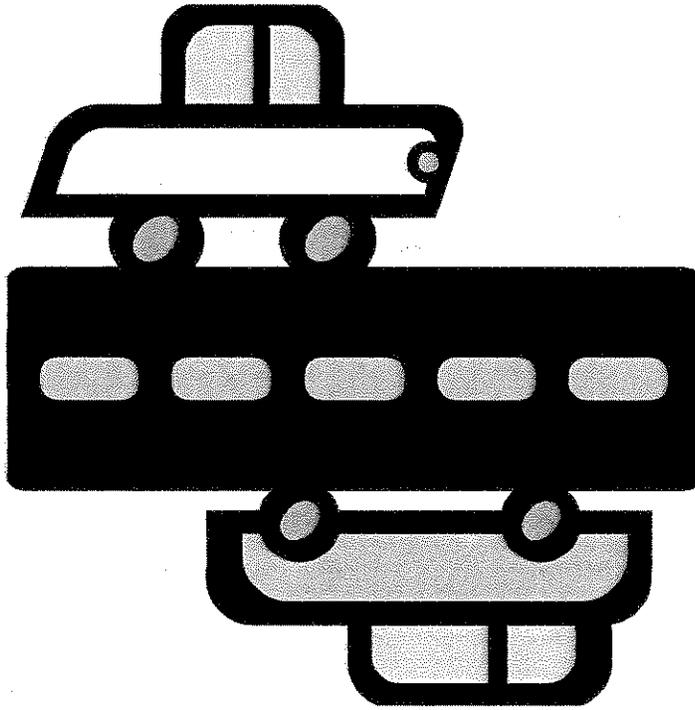
ADJOURNMENT

There being no further business before the Prosser Transportation Benefit District at this time, the Regular Meeting of the District was adjourned at 6:38 p.m.

Morgan Everett, Chair

Attest:

Rachel Shaw
Secretary/City Clerk



**Prosser Transportation Benefit
District (TBD)**

July 2014

Financial Statement

**PROSSER TRANSPORTATION BENEFIT DISTRICT
FINANCIAL STATEMENT**

For the Period Ending July 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	\$53,497.92	59.44%	\$660 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	\$53,497.92	59.44%	
Total Resources		\$210,000.00	\$163,216.67	77.72%	
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	\$88,904.67		
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	\$88,904.67		

Prosser Transportation Benefit District Account Reconciliation

Activity through July 31, 2014

Number	Date	Description of Transaction		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

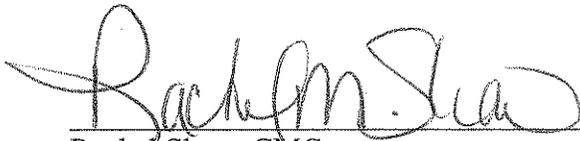
Number	Date	Description of Transaction		Debit (-)	Credit (+)	Balance
1261	7/8/14	Richard Olsen		\$20.00		\$79,401.07
1262	7/8/14	Peter Steinbock		\$20.00		\$79,381.07
1263	7/8/14	Lilia Zepeda		\$20.00		\$79,361.07
	7/31/14	Department of Revenue			\$9,543.60	\$88,904.67

Prosser Transportation Benefit District
Public Hearing Notice
2015 Revenue Sources

Notice is hereby given by the undersigned Secretary of the Prosser Transportation Benefit District, that the Board will conduct a Public Hearing on Tuesday, September 2, 2014 at 6:30 p.m., or as soon thereafter as may be heard, for the purpose of reviewing revenue sources. The Public Hearing will be held in the City Council Chambers, Prosser City Hall, 601 7th Street, Prosser, Washington.

All interested persons are encouraged to attend. No qualified individuals with a disability shall be excluded or denied the benefit of participation in the Public Hearing. If you require assistance to comment at the Public Hearing, please contact Prosser City Hall at 786-2332 at least seven days prior to the date of the Public Hearing to make arrangements.

Dated: August 13, 2014



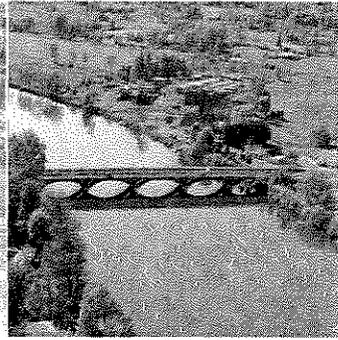
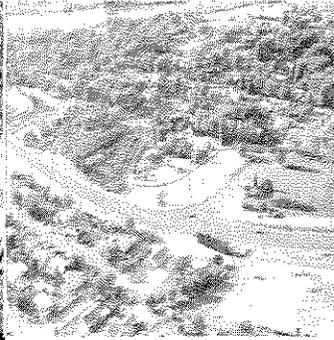
Rachel Shaw, CMC
Secretary

Publication Date: August 27th

Prosser Transportation Benefit District (TBD)

2015

Proposed Budget



PROSSER TBD

2015 BUDGET CALENDARS

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, November 4 th
Final Budget Hearing	Tuesday, December 2 nd
Potential Budget Adoption	Tuesday, December 2 nd
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	-