

PROSSER TRANSPORTATION BENEFIT DISTRICT AGENDA

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

REGULAR MEETING
August 2, 2016
6:30 PM

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

a.) Election of Officers

Recommendation: Chairman Aubrey will open the floor for nominations and the Board will vote on Board Members who are nominated for the Vice Chair position.

b.) Resolution Providing for Authorized Officials.....Page 2

Recommendation: Move to adopted Resolution No. 16-TBD-____ Providing for Officials Authorized to Sign Warrants for Payments, Checks, Drafts, Notes and Other Payables.

c.) Approval of Meeting MinutesPage 5

Recommendation: Move to approve Transportation Benefit District Board Meeting Minutes of May 3, 2016 and July 5, 2016.

d.) Approval of Check Refunds.....Page 10

Recommendation: Move to approve check nos. 13004 - 13006 for refunds due to jurisdictional errors by Washington State and reimbursement request to the City of Prosser in the amount of \$65,040.00.

6. ADJOURNMENT

*The first Ordinance passed will be Ordinance No. 16-TBD-14
The first Resolution passed will be Resolution No. 16-TBD-18*

NEXT MEETING DATE: SEPTEMBER 6, 2016 AT 6:30 PM

**PROSSER TRANSPORTATION BENEFIT DISTRICT
RESOLUTION NO. 16- TBD-_____**

A RESOLUTION APPROVING BANNER BANK AS THE OFFICIAL DEPOSITORY FOR FUNDS OF THE TRANSPORTATION BENEFIT DISTRICT, PROVIDING FOR OFFICIALS, OFFICERS, OR EMPLOYEES WHO ARE AUTHORIZED TO SIGN ON CHECKS AND WARRANTS FOR PAYMENTS, THAT SUCH PERSONS ARE AUTHORIZED TO ENDORSE CHECKS, DRAFTS, NOTES AND OTHER ITEMS PAYABLE TO OR OWNED BY THE CITY, AND AUTHORIZING THE NAMED PERSONS TO EXECUTE SUCH OTHER AGREEMENTS AS MAY BE NECESSARY AND PROVIDING SUCH NAMED PERSONS SHALL CONTINUE TO HAVE AUTHORITY TO SIGN AND SO ACT UNTIL THIS RESOLUTION IS AMENDED OR REPLACED.

Whereas, the TBD previously selected AmericanWest Bank as its official depository for its accounts; and

Whereas, on October 26, 2015, AmericanWest Bank was part of a merger with Banner Bank; and

Whereas, all accounts held with AmericanWest Bank will be converted to Banner Bank accounts; and

Whereas, on August 2, 2016, the TBD appointed a new Vice-Chairman; and

Whereas, Banner Bank will not issue new signature cards without the passage of this Resolution; and

NOW THEREFORE; BE IT RESOLVED, by the Board of the Prosser Transportation Benefit District that Banner Bank at any one or more of its offices or branches, be and it hereby is designated as a depository for the funds of the Prosser Transportation Benefit District, which may be withdrawn on checks, drafts, advices of debt, notes or other orders for the payments of monies bearing the following appropriate number of signatures: Any two of the following three officials whose names, titles and signatures are shown below (hereafter agents):

Agents:

TONELLE YOST, TREASURER

DON AUBREY, CHAIRMAN

_____, VICE CHAIR

Banner Bank shall be and is authorized to honor and pay checks, drafts, advices of debt, notes or other orders for the payments of monies bearing the above signatures whether or not they are payable to bearer or to the individual order of any Agent or Agents signing the same.

BE IT FURTHER RESOLVED BY THE BOARD OF THE PROSSER TRANSPORTATION BENEFIT DISTRICT, that Banner Bank is hereby directed to accept and pay without further inquiry any item drawn against any of the Prosser Transportation Benefit District's accounts with Banner Bank bearing the signatures of Agents as authorized above or otherwise, even though drawn or endorsed to the order of any Agent signing or tendered by such Agent for cashing or in payment of the individual obligation of such Agent or for deposit to the Agent's personal account, and Banner Bank shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed in accordance with the resolutions contained herein, or the application or disposition of such item or the proceeds of the item.

BE IT FURTHER RESOLVED BY THE BOARD OF THE PROSSER TRANSPORTATION BENEFIT DISTRICT, that any one of the Agents is authorized to endorse all checks, drafts, notes, and other items payable to or owned by the Prosser Transportation Benefit District for deposit with Banner Bank, or for collection or discount by Banner Bank, and to accept drafts and other items payable at Banner Bank.

BE IT FURTHER RESOLVED BY THE BOARD OF THE PROSSER TRANSPORTATION BENEFIT DISTRICT, that any two of the agents, above named, are authorized and empowered with their signatures to execute such other agreements, including, but not limited to, special depository agreements and arrangements regarding the manner, conditions, or purposes for which funds, checks, or items of the Prosser Transportation Benefit District may be deposited, collected, or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these Resolutions. The other agreements and other acts may not be contrary to the provision contained in this Resolution.

BE IT FURTHER RESOLVED BY THE BOARD OF THE PROSSER TRANSPORTATION BENEFIT DISTRICT, that the authority hereby conferred upon the above named Agents shall be and remain in full force and effect until written notice of any amendment or revocation thereof shall have been delivered to and received by Banner Bank at each location where an account is maintained. Banner Bank shall be indemnified and held harmless from any loss suffered or any liability incurred by it in continuing to act in accordance with this resolution. Any such notice shall not affect any items in process at the time notice is given.

BE IT FURTHER RESOLVED BY THE BOARD OF THE PROSSER TRANSPORTATION BENEFIT DISTRICT, that the provisions of this Resolution are hereby declared to be severable. If any section, subsection, sentence, clause, or phrase of this Resolution or its application to any person or circumstance is for any reason held to be invalid or unconstitutional, the remainder of this Resolution shall not as a result of said section, subsection, sentence, clause, or phrase be held unconstitutional or invalid.

ADOPTED by the Prosser Transportation Benefit District Board, at a regular meeting thereof held on the 2nd day of August, 2016.

DON AUBREY, CHAIRMAN

ATTEST:

RACHEL SHAW, SECRETARY

APPROVED AS TO FORM:

HOWARD SAXTON, CITY ATTORNEY

PROSSER TRANSPORTATION BENEFIT DISTRICT

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

**TUESDAY, MAY 3, 2016
REGULAR MEETING**

CALL TO ORDER

Chairman Aubrey 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 Everett, Siemens, and Edwards were present. Board Members Elder, Becken and Rodriguez requested an excused absence.

Others in attendance were City Administrator Stockdale, Secretary Shaw and Treasurer Yost.

BOARD MEMBER COMMENTS (None)

BOARD ACTION

APPROVAL OF MEETING MINUTES

A motion was made by Board Member Everett, seconded by Board Member Edwards, to approve the Transportation Benefit District Board Meeting Minutes of February 2, 2016. Motion passed 4 YES, 0 NO, 3 ABSENT (Elder, Becken, Rodriguez).

APPROVAL OF CHECK REFUNDS

A motion was made by Board Member Everett, seconded by Board Member Edwards, to approve check nos. 1290 – 1296 for refunds due to jurisdictional errors by Washington State and funding reimbursement request for the Chip Seal Project. Motion passed 4 YES, 0 NO, 3 ABSENT (Elder, Becken, Rodriguez).

APPROVAL OF DECEMBER 2015 FINANCIAL STATEMENT

A motion was made by Board Member Everett, seconded by Board Member Edwards, to approve the December 2015 Financial Statement. Motion passed 4 YES, 0 NO, 3 ABSENT (Elder, Becken, Rodriguez).

APPROVAL OF 2016 1ST QUARTER FINANCIAL STATEMENT

A motion was made by Board Member Everett, seconded by Board Member Edwards, to approve the 2016 1st Quarter Financial Statement. Motion passed 4 YES, 0 NO, 3 ABSENT (Elder, Becken, Rodriguez).

DISCUSSION ITEMS

MATERIAL CHANGE POLICY

City Administrator Stockdale advised staff is working on amending the Material Change Policy and plan to bring an update at the next regular quarterly TBD meeting in August.

TRANSPORTATION BENEFIT DISTRICT FEES

City Administrator Stockdale advised the last time the TBD fee was amended was in 2009 and inquired in the TBD Board was interested in increasing the fee. There was discussion regarding what the fees are used for and the current legislation that went into effect in 2015 that allows cities to increase their fees.

City Administrator Stockdale explained that city roads are in desperate need of repair and by increasing the fee slightly it would allow crews to make repairs at six years, rather than the current seven to eight year rotation. With the minimal amount of fees that are currently collected, the roads that need to be repaired are not even on that rotation.

Board Member Everett stated he would support an increase from \$20.00 to \$40.00 if the projects are purposeful and those that are selected are posted with signs that indicating to the public that the project was funded by TBD dollars.

Board Member Aubrey stated the school district has a vote for a school bond coming up in the next general election and he does not want to make it any more difficult for the schools so he would not entertain or support any increase in taxes until the election is over.

Board Member Siemens said he would only support an increase if it were a total of \$25.00 not \$40.00, however he would prefer no increase at all at this time.

City Administrator Stockdale said this was not a timely issue and was not making a recommendation but rather providing information to the Board of the options available and would bring the item back for further discussion at an upcoming Board meeting where the entire Board will be present.

City Administrator Stockdale further advised the only other item for Board discussion is whether or not to dissolve the TBD. After careful research staff's recommendation would be to wait until the legislation cleans up some of the language and to continue to stay as two functioning entities.

The Board agreed to continue to table the item until more information is made available by legislation on the item.

ADJOURNMENT

There being no further business before the Prosser Transportation Benefit District at this time, the Regular Meeting of the District was adjourned at 6:47 p.m.

Don Aubrey, Chair

Attest:

Rachel Shaw
Secretary/City Clerk

PROSSER TRANSPORTATION BENEFIT DISTRICT

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

**TUESDAY, JULY 5, 2016
SPECIAL MEETING**

CALL TO ORDER

Vice Chairman Rodriguez called the Regular Meeting of the Transportation Benefit District (TBD) to order at 6:33 p.m. The Pledge of Allegiance was recited.

ROLL CALL

Board Members Siemens, Elder, Edwards, and Becken were present. Chairman Aubrey and Board Member Everett requested an excused absence.

Others in attendance were Secretary Shaw.

BOARD MEMBER COMMENTS (None)

BOARD ACTION

APPROVAL OF THE JUNE 2016 FINANCIAL STATEMENT

A motion was made by Board Member Becken, seconded by Board Member Elder, to approve the June 2016 Financial Statement. Motion passed 5 YES, 0 NO, 2 ABSENT (Aubrey, Everett).

APPROVAL OF CHECK REFUNDS

A motion was made by Board Member Elder, seconded by Board Member Edwards, to approve check nos. 1297 – 1300 and 13001 – 13003 for refunds due to jurisdictional errors by Washington State in the amount of \$140.00. Motion passed 5 YES, 0 NO, 2 ABSENT (Aubrey, Everett).

APPROVAL OF 2016 CHIP SEAL PROJECT REQUEST FOR REIMBURSEMENT

A motion was made by Board Member Edwards, seconded by Board Member Siemens, to approve the 2016 Chip Seal Project request for reimbursement and authorize the issuance of a check in the amount of \$65,000.00. Motion passed 5 YES, 0 NO, 2 ABSENT (Aubrey, Everett).

DEPARTMENT OF LICENSING CONTRACT AMENDMENT

A motion was made by Board Member Becken, seconded by Board Member Elder, to approve the contract amendment between the Prosser Transportation Benefit District and

the Department of Licensing and authorize the TBD Chair to execute the agreement. Motion passed 5 YES, 0 NO, 2 ABSENT (Aubrey, Everett).

ADJOURNMENT

There being no further business before the Prosser Transportation Benefit District at this time, the Regular Meeting of the District was adjourned at 6:37 p.m.

Don Aubrey, Chair

Attest:

Rachel Shaw
Secretary/City Clerk

