

9

**PROSSER TRANSPORTATION BENEFIT DISTRICT
AGENDA**

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

REGULAR MEETING
September 6, 2016
6:30 PM

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **BOARD MEMBER COMMENTS**
5. **BOARD ACTION**
 - a.) **Approval of Meeting Minutes.....Page 2**

Recommendation: Move to approve Transportation Benefit District Board Meeting Minutes of August 2, 2016.
 - b.) **Approval of July 2016 Financial StatementPage 4**

Recommendation: Move to approve the July 2016 Financial Statement.
6. **DISCUSSION**
 - a.) **2016 Preliminary BudgetPage 7**
7. **ADJOURNMENT**

*The first Ordinance passed will be Ordinance No. 16-TBD-14
The first Resolution passed will be Resolution No. 16-TBD-19*

NEXT MEETING DATE: OCTOBER 4, 2016 AT 6:30 PM

PROSSER TRANSPORTATION BENEFIT DISTRICT

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

**TUESDAY, AUGUST 2, 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, Elder, Edwards, and Becken were present. Board Member Siemens requested an excused absence.

Others in attendance were Secretary Shaw, Treasurer Yost, and Attorney Ben Riley.

BOARD MEMBER COMMENTS (None)

BOARD ACTION

ELECTION OF OFFICERS

Chairman Aubrey opened the floor for nominations for the Vice Chair position. Board Member Everett, seconded by Board Member Edwards nominated Rob Siemens to the position of Vice Chair. Motion passed 4 YES, 1 NO (Elder), 1 ABSENT (Siemens).

RESOLUTION PROVIDING FOR AUTHORIZED OFFICIALS

A motion was made by Board Member Becken, seconded by Board Member Edwards to adopt Resolution No. 16-TBD-18 providing for officials authorized to sign warrants for payments, checks, drafts, notes, and other payables. Motion passed 5 YES, 0 NO, 1 ABSENT (Siemens).

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 MEETING MINUTES

A motion was made by Board Member Everett, seconded by Board Member Becken to approve the Transportation Benefit District Board Meeting Minutes of May 3, 2016, and July 5, 2016. Motion passed 5 YES, 0 NO, 1 ABSENT (Siemens).

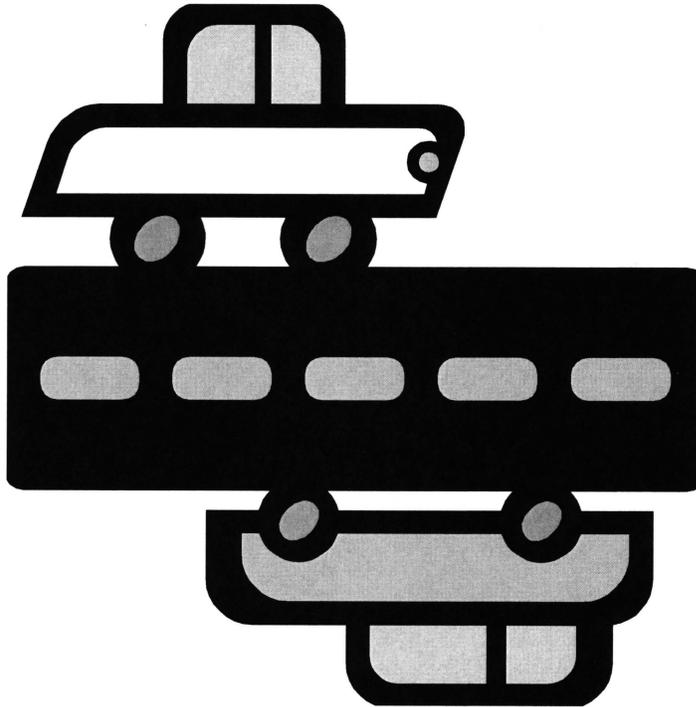
ADJOURNMENT

There being no further business before the Prosser Transportation Benefit District at this time, the Regular Meeting of the District was adjourned at 6:35 p.m.

Don Aubrey, Chair

Attest:

Rachel Shaw
Secretary/City Clerk



**Prosser Transportation Benefit
District (TBD)**

July 2016

Financial Statement

**PROSSER TRANSPORTATION BENEFIT DISTRICT
FINANCIAL STATEMENT**

For the Period Ending July 31, 2016

BARS CODE		Fund Number and Name			
		103 - Transportation Benefit District			
		2016 Budget	2016 Actuals	% Spent/ Received	Notes
Beginning Net Cash and Investments		\$97,700.00	\$118,702.20		
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	\$55,636.00	61.82%	\$200 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	\$55,636.00	61.82%	
Total Resources		\$187,700.00	\$174,338.20	92.88%	
Operating Expenditures:					
510	General Government				
520	Public Safety				
530	Physical Environment				
540	Transportation	\$187,700.00	\$65,000.00	34.63%	Chip Seal and Administration
550	Economic Environment				
560	Mental and Physical Health				
570	Culture and Recreation				
Total Operating Expenditures		\$187,700.00	\$65,000.00	34.63%	
591-593	Debt Service	\$0.00	\$0.00		
594-595	Capital Outlay	\$0.00	\$0.00		
Total Expenditures		\$187,700.00	\$65,000.00	34.63%	
597-599	Other Financing Uses	\$0.00	\$0.00		
Total Expenditures and Other Uses		\$187,700.00	\$65,000.00	34.63%	
Excess (Deficit) of Resources Over Uses		\$0.00	\$109,338.20		
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	\$109,338.20		

Prosser Transportation Benefit District

Account Reconciliation

Activity through July 31, 2016

Number	Date	Description of Transaction	c	Debit (-)	Credit (+)	Balance
1295	1/5/16	Jerry Lemmon		\$20.00		\$118,682.20
1296	1/12/16	Beverly Stone	x	\$20.00		\$118,662.20
	1/29/16	Department of Revenue			\$6,058.80	\$124,721.00
1297	2/23/16	Blaine & Carol Sherfinski	x	\$20.00		\$124,701.00
1298	2/23/16	J Natividad Saenz	x	\$20.00		\$124,681.00
	2/29/16	Department of Revenue			\$5,940.00	\$130,621.00
1299	3/22/16	Jerry & Rosalva Lemmon	x	\$20.00		\$130,601.00
	3/31/16	Department of Revenue			\$7,840.80	\$138,441.80
	4/29/16	Department of Revenue			\$8,989.20	\$147,431.00
1300	5/24/16	Jerry Lemmon Jr	x	\$20.00		\$147,411.00
13001	5/24/16	Jerry & Melissa Lemmon	x	\$20.00		\$147,391.00
	5/31/16	Department of Revenue			\$8,712.00	\$156,103.00
13002	6/14/16	Jerry Lemmon	x	\$20.00		\$156,083.00
13003	6/14/16	Blaine & Carol Sherfinski	x	\$20.00		\$156,063.00
	6/30/16	Department of Revenue			\$7,702.20	\$163,765.20
13004	7/12/16	City of Prosser	x	\$65,000.00		\$98,765.20
13005	7/12/16	Blaine Sherfinski	x	\$20.00		\$98,745.20
	7/29/16	Department of Revenue			\$10,593.00	\$109,338.20

PROSSER TBD

2017 BUDGET CALENDAR

Budget Action/Steps	Due Date/Meeting Date
Proposed Budget Available – Copies of the proposed budget and files with the Board.	Tuesday, September 6 th
Revenue Sources Public Hearing – Conduct a public hearing on revenue sources for the coming year's budget, including consideration of possible tax increases.	Tuesday, October 4 th
Budget Hearing #1	Tuesday, October 4 th
Budget Hearing #2	Tuesday, November 1 st
Final Budget Hearing	Tuesday, December 6 th
Potential Budget Adoption	Tuesday, December 6 th
Transmit Budget to SAO & MRSC	

PROSSER TRANSPORTATION DISTRICT
2017 Proposed BUDGET

			2011	2012	2013	2014	2015	2016	2017
Fund	Account Number	Description	Actual	Actual	Actual	Actual	Actual	6/30/16	Proposed
103-TBD	103-TBD	Fund							
103-TBD	103-000-308-00-00	Beginning Fund Balance	65,469.38	145,338.39	94,597.66	109,718.75	104,136.82	118,702.20	138,750.00
103-TBD	308	Beginning Fund Balance							
103-TBD	103-000-344-90-00	TBD License Fees	85,344.80	87,503.40	87,306.60	87,967.72	89,195.60	45,063.00	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			85,344.80	87,503.40	87,306.60	87,967.72	89,195.60	45,063.00	90,000.00
103-TBD	103-508-508-00-00	Ending Fund Balance	145,338.39	94,597.66	-	-	-	-	-
103-TBD	508	Ending Fund Balance							
103-TBD	103-543-30-41	Professional Services	5,475.79	5,393.15		4,304.72	5,647.90	-	5,000.00
103-TBD	542								
103-TBD	103-542-542-30-51	Intergovernmental and Other Services	-	132,850.98	72,185.51	89,244.93	68,982.32	-	223,750.00
103-TBD	542								
TOTAL TRANSPORTATION BENEFIT DISTRICT FUND EXPENDITURES			5,475.79	138,244.13	72,185.51	93,549.65	74,630.22	-	228,750.00
Beginning Fund Balance			65,469.38	145,338.39	94,597.66	109,718.75	104,136.82	118,702.20	138,750.00
Total Revenue			85,344.80	87,503.40	87,306.60	87,967.72	89,195.60	45,063.00	90,000.00
Total Expenditures			5,475.79	138,244.13	72,185.51	93,549.65	74,630.22	-	228,750.00
Ending Fund Balance			145,338.39	94,597.66	109,718.75	104,136.82	118,702.20	163,765.20	-