



# CITY OF SNOHOMISH

*Founded 1859, Incorporated 1890*

116 UNION AVENUE λ SNOHOMISH, WASHINGTON 98290 λ TEL (360) 568-3115 FAX (360) 568-1375

## NOTICE OF REGULAR MEETING

### SNOHOMISH TRANSPORTATION BENEFIT DISTRICT

in the  
George Gilbertson Boardroom  
1601 Avenue D

**TUESDAY**  
**November 1, 2011**  
**6:00 p.m.**

### AGENDA

- 6:00 1. **CALL TO ORDER**
- a. Pledge of Allegiance
  - b. Roll Call
- 6:05 2. **APPROVE AGENDA** contents and order
- 6:10 3. **CITIZEN COMMENTS** on items not on the Agenda
- 6:20 4. **PUBLIC HEARING** – 2012 Budget Adoption (*P. 1*)
- 1) Staff presentation
  - 2) TBD Board's questions of staff
  - 3) Citizens' comments
  - 4) Close citizens' comments
  - 5) TBD Board's deliberation and action – **ADOPT** Ordinance 1
- 6:30 5. **ACTION ITEM** – **ADOPT** 2012 TBD Projects (*P. 5*)
- 6:40 6. **DISCUSSION ITEM** – TBD Board Annual Report (*P. 9*)
- 6:45 7. **CONSENT ITEM** – **APPROVE** the minutes of the regular meeting of September 6, 2011 (*P. 13*)
- 6:50 8. **OTHER BUSINESS/INFORMATION ITEMS**
- 6:55 9. **ADJOURN**

**NEXT MEETING:** The December Transportation Benefit District Board meeting HAS BEEN CANCELLED; the next meeting will be held on Tuesday, January 3, 2012.

*The City Council Chambers are ADA accessible. Specialized accommodations will be provided with 5 days advanced notice. Contact the City Clerk's Office at 360-568-3115.*



## **PUBLIC HEARING 4**

**Date:** November 1, 2011  
**To:** Transportation Benefit District Board  
**From:** Danny Weinberg, Support Services Director  
**Subject:** **Public Hearing and Adoption of the 2012 Budget—Ordinance 1**

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This Public Hearing is being conducted to receive public testimony and to consider the first budget of the Transportation Benefit District. With the good news that the Transportation Benefit District (TBD) funding has been approved by the Snohomish voters, staff has worked on the details of a suggested work plan for 2012, when the sales tax receipts will begin.

The District was formed as a means to help fund improvements to local streets and other transportation needs and improvements within the District that are consistent with existing state, regional, and local transportation plans, and necessitated by existing or reasonably foreseeable congestion levels. The improvements identified were:

1. Street preservation which extends life cycle of street section (i.e. pavement repair, overlay, chip seal, patching); \$500,000 annually
2. Avenue D at 15th Street Intersection Improvements; \$700,000
3. 30th Street at State Route 9 Intersection Improvements; \$500,000

The TBD will begin receiving sales tax revenues in March of 2012. The tax will be imposed January 1, 2012. There is a two month lag from a sales transaction and tax collection to the receipt by the District. For purposes of budgeting and planning, it is assumed revenues will be approximately \$50,000 per month. It has projected that funding will be available to begin work on overlays and intersection design by summer of 2012.

In order to keep the costs down, the design and inspection will be done by City Engineering employees. Streets to be either overlaid or reconstructed will be selected based on data being generated by the City's Pavement Management Study that is presently being completed. The results of the Pavement Management Study are scheduled to be brought to City Council within the next two months. At that time, staff will evaluate the results of the study, look into the condition of the utilities under these streets and the need for their replacement, and check with other utilities whose projects may be planned in the near future, in order to minimize the possibility of the street needing to be opened up in the next five years.

On September 6, 2011, a work plan was presented to the TBD Board for 2012. The Public Works Director and City Engineer have projected costs for beginning the design work on the two intersection projects at Avenue D at 15<sup>th</sup> and 30<sup>th</sup> and SR 9 based on estimates of available revenues in 2012. Of the two design projects, the 30<sup>th</sup> and SR 9 location will require the most time to coordinate since it will involve both Snohomish County and the Washington State Department of Transportation (WSDOT). Getting approval from WSDOT for the channelization plan can be expected to take an extended period of time, so this process needs to be started early.

**PUBLIC HEARING 4**

The line item budget detail is shown in the table below:

	<u>2012 Budget</u>
<b>Beginning Fund Balance</b>	\$0
<b>SalesTax Revenues</b>	<u>\$500,000</u>
Overlays	\$269,013
30th & SR 9	\$80,704
Ave D & 15th	\$107,605
<b>Total Expenditures</b>	<u>\$457,322</u>
<b>Ending Fund Balance</b>	<u>\$42,678</u>

**STRATEGIC PLAN REFERENCE:** Goal 4.C., “Significantly Increase City Funding for Street Maintenance,” and its Action Strategy, “Identify and evaluate funding alternatives for roadway improvements,” are directly related to this item.

**RECOMMENDATION:** That the Transportation Benefit District Board CONDUCT the public hearing to receive public testimony regarding the 2012 Budget, and ADOPT Ordinance 1 to implement the 2012 Budget.

**ATTACHMENT:** Ordinance 1 – 2012 Budget

**PUBLIC HEARING 4**

**CITY OF SNOHOMISH  
TRANSPORTATION BENEFIT DISTRICT  
Snohomish, Washington**

**ORDINANCE 1**

**AN ORDINANCE ADOPTING A BUDGET FOR THE CITY OF SNOHOMISH TRANSPORTATION BENEFIT DISTRICT FOR THE YEAR 2012, AND SETTING FORTH IN SUMMARY FORM THE TOTALS OF ESTIMATED BEGINNING FUND BALANCES, REVENUES, AND APPROPRIATIONS FOR THE DISTRICT, AND ENDING FUND BALANCES FOR THE DISTRICT**

**WHEREAS**, the Board has considered a 2012 Work Plan for the Transportation Benefit District on September 6, 2011; and

**WHEREAS**, the Board has held a public hearing on November 1, 2011 on the proposed Transportation Benefit District's 2012 Budget;

**NOW THEREFORE, THE BOARD OF THE CITY OF SNOHOMISH TRANSPORTATION BENEFIT DISTRICT DO ORDAIN AS FOLLOWS:**

Section 1. The budget of the Snohomish Transportation Benefit District for 2012, in aggregate amount of \$500,000, is hereby adopted.

Section 2. The totals of budgeted revenues and appropriations for the District are set forth in summary form as follows:

<b>Fund Name</b>	<b>Estimated Beginning Fund Balance</b>	<b>Estimated Revenues</b>	<b>Expenditure Appropriations</b>	<b>Projected Ending Fund Balance</b>
Transportation Benefit District	0	500,000	457,322	42,678
	0	500,000	457,322	42,678

Section 3. The City Clerk is directed to transmit a certified copy of the budget, hereby adopted, to the Office of the Auditor of the State of Washington, Division of Municipal Corporation, and to the Association of Washington Cities.

Section 4. This ordinance shall take effect and be in force January 1, 2012.

**ADOPTED** by the Governing Board of the City of Snohomish Transportation Benefit District and **APPROVED** by the Chair this 1st day of November, 2011.

**PUBLIC HEARING 4**

CITY OF SNOHOMISH  
TRANSPORTATION BENEFIT DISTRICT

By \_\_\_\_\_  
Tom Hamilton, Chair

ATTEST:

APPROVED AS TO FORM

By \_\_\_\_\_  
Torchie Corey, City Clerk

By \_\_\_\_\_  
Grant K. Weed, City Attorney

Date of Publication: \_\_\_\_\_

Effective Date: \_\_\_\_\_

## **ACTION ITEM 5**

**Date:** November 1, 2011  
**To:** Transportation Benefit District Board  
**From:** Steve Schuller, City Engineer  
**Subject:** **Approve 2012 Transportation Benefit District Projects**

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**BACKGROUND:** The Transportation Benefit District (TBD) funding measure, Proposition 1, was approved by voters this August. The funds will be collected through sales tax, and will therefore be assembled from a larger set of citizens and customers who use the system. The TBD will be a dedicated source of funding that can only be used to preserve and improve the City's streets. Our streets are one of the largest investments that the City and its citizens own.

Private developers construct the majority of the City's new streets. Those not constructed by private developers are usually funded with the help of federal and state grants. Very little local funds construct the City's street network.

If the City does not have an ongoing preservation program, then the pavement degrades to the point that surface maintenance (e.g. overlay and chips seals) is no longer effective, and the resulting cost to repair or reconstruct these streets is then 10 to 15 times higher. The most cost effective approach by far is to fund regular preservation and maintenance. Much has been made of new vehicular technologies, such as electric vehicles, but the basic material to preserve our streets—*asphalt*—has not changed all that much. Asphalt costs are highly dependant on the price of crude oil, which has increased significantly during the past decade.

**PROJECTS FOR 2012:** Even though TBD funds will not start arriving until March, staff understands that it is important to get preservation projects under construction in 2012 with the limited funds available. By the time summer arrives with drier weather, which is the time when preservation projects should normally be constructed, the TBD will have acquired approximately \$250,000, or about half the total funds that would normally be acquired during a full year of revenues. A full analysis of planning for the 10-year TBD preservation program and priorities will come later this winter. The 10-year time planning time frame is generated by the legal limit of the TBD's current sales tax increment funding source.

Streets within the City are classified according to federal standards into three categories:

**Minor Arterials** are the most traveled and include streets such as Bickford Avenue, Avenue D, Second Street, Tenth Street, 30<sup>th</sup> Street, and Maple Avenue.

**Collector Arterials** are the second most traveled and include streets such as Ludwig Road, Avenue A, Pine Avenue, Park Avenue, 13<sup>th</sup> Street, and 22<sup>nd</sup> Street.

**Local Access** are the least traveled of the three categories. These include the majority of the City's street network.

## **ACTION ITEM 5**

Arterials have received higher priority than local access streets for the proposed 2012 project list since they have the most traffic and thus benefit the most citizens. The Attachment shows both minor and collector arterials within the project areas, based on the City's 2004 Comprehensive Transportation Plan.



### **PHOTO**

Looking Southwest -  
Intersection of Avenue A and  
Fourth Street.

Within Project Area #1 on map.

Years of pothole patching and  
crack seals coming apart.

For 2012, there are more than enough streets with serious deficiencies to establish initial priorities. Staff recommends the four project areas shown on the map below (Attachment). The project design will be done in-house by City Engineering staff in order to save money. Due to the fact that there may not be enough funds to do all four areas, staff requests that the Board prioritize the four areas shown on the map. The exact project for 2012 will be designed over the winter and the Board's prioritization will determine which areas make the final cut. If asphalt costs were to significantly decrease during 2012, these project area priorities would also be used to expand the project scope. Many of the streets in these four recommended areas are so damaged that the work will require reconstruction, not simple preservation treatment (e.g. overlay).

Funds for the two TBD capital projects (15<sup>th</sup> Street/Avenue D and 30<sup>th</sup> Street/SR9) will not be available until the fall of 2012. However during the early parts of the year, staff will be meeting and preparing in-house concept plans with WSDOT and Snohomish County on 30<sup>th</sup> Street and SR9. Staff will also meet with WSDOT on 15<sup>th</sup> and Avenue D, specifically in relation to delineation of state and City right-of-way.

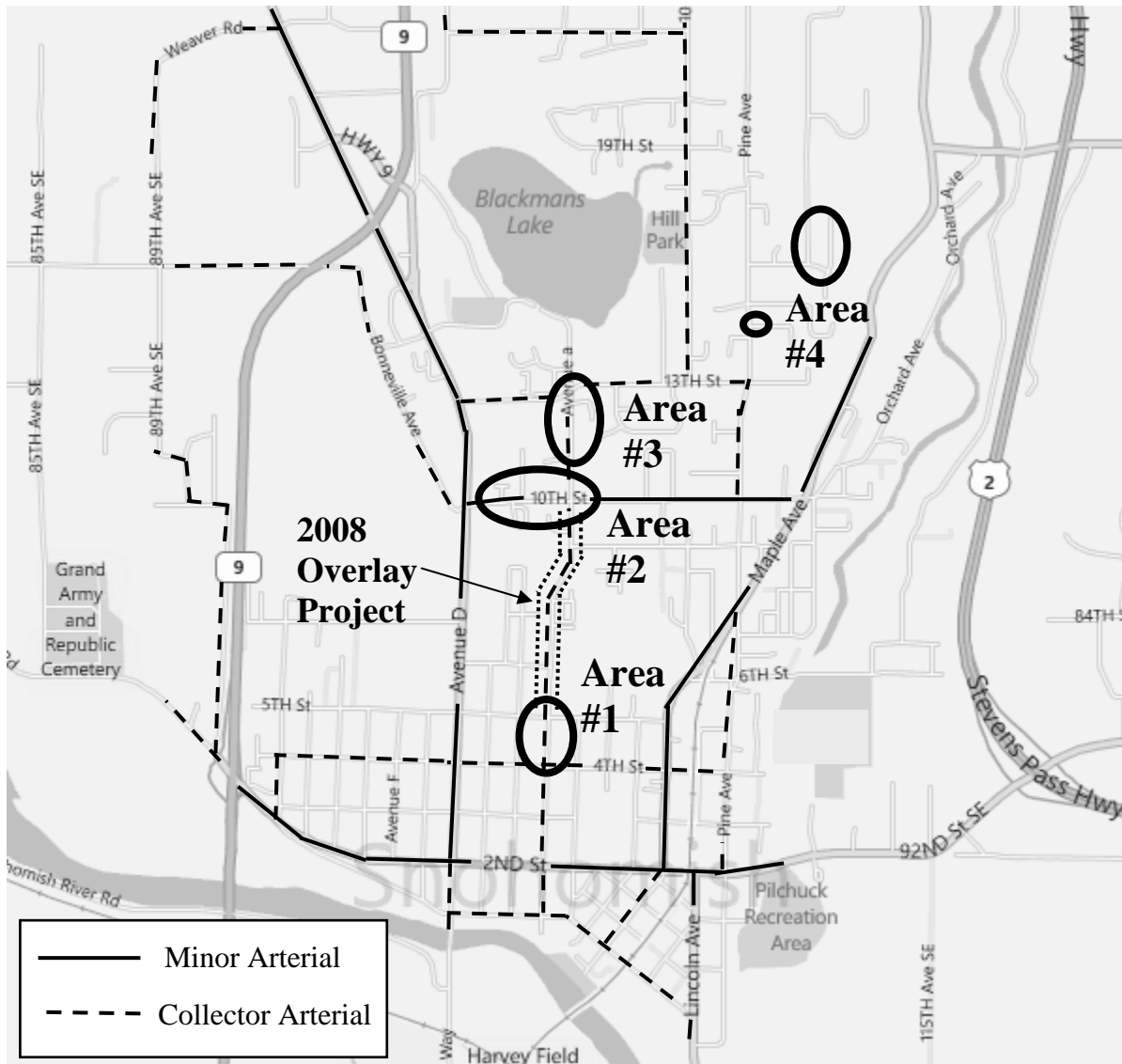
**STRATEGIC PLAN REFERENCE:** Goal 4.C., "Significantly Increase City Funding for Street Maintenance," and its Action Strategy, "Identify and evaluate funding alternatives for roadway improvements," are directly related to this item.

**RECOMMENDATION:** That the Transportation Benefit District Board **APPROVE** the four project areas shown on the Attachment for the 2012 street preservation construction program, and **PRIORITIZE** the four recommended areas in order of importance.

**ATTACHMENT:** 2012 Street Preservation Program Proposed Project Areas

**ACTION ITEM 5**

**2012 Street Preservation Program Proposed Project Areas**



**Project Area #1 – Avenue A (Collector Arterial)**  
between Fourth Street (Collector Arterial) and Fifth Street (Local Access).

**Project Area #2 – Tenth Street (Minor Arterial)**  
between Avenues A (Collector Arterial) and D (Minor Arterial).

**Project Area #3 – Avenue A (Collector Arterial)**  
between Tenth Street (Minor Arterial) and 13<sup>th</sup> Street (Collector Arterial).

**Project Area #4 – 16<sup>th</sup> Street adjacent to Terrace Avenue and Holly Vista Drive, also Cypress Lane near 16<sup>th</sup> Street (All Local Access).**

**ACTION ITEM 5**

**DISCUSSION ITEM 6**

**Date:** November 1, 2011  
**To:** Transportation Benefit District Board  
**From:** Tim Heydon, Public Works Director  
**Subject:** **Approval of the Transportation Benefit District Annual Report**

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The objective of this agenda item is for the Transportation Benefit District (TBD) Board Members to approve the Transportation Benefit District Annual Report. The time frame covered in this report is from the September 2010 formation of the TBD by the Snohomish City Council through the expected actions of this meeting.

The purpose of this document is to provide the citizens with a summary of the actions which have taken place in connection with the City Council's establishment of the TBD in 2010 and the August 16, 2011, voter approval of a sales tax increment revenue source to support TBD projects and activities.

**STRATEGIC PLAN REFERENCE:** Goal 4.C., "Significantly Increase City Funding for Street Maintenance," and its Action Strategy, "Identify and evaluate funding alternatives for roadway improvements," are directly related to this discussion item.

**RECOMMENDATION:** **That the TBD Board APPROVE the Transportation Benefit District Annual Report with any additional items or changes as preferred.**

**ATTACHMENT:** Transportation Benefit District Annual Report, November 2011

City of Snohomish  
**Transportation Benefit District Annual Report**

November 2011

Between 2008 and 2011, annual construction-related sales and use tax revenues used to preserve and improve Snohomish streets fell by \$770,085. Up to \$500,000 per year had been allocated by the City for major street preservation work in years just prior to the recession. Since the economic downturn, revenue decreases have reduced that amount to zero.

On September 21, 2010 the Snohomish City Council approved Ordinance 2197 establishing a Transportation Benefit District (TBD) as part of a strategy to invest more funds into preserving and improving City streets. By law, the City Council also acts as the TBD Governing Board that meets monthly to discuss how to fund the necessary improvements for City streets.

The first meeting of the TBD Board was held on December 7, 2010. At that time, the Board selected officers and adopted rules and procedures, and an Interlocal agreement with the City. Over the next several meetings (held on January 4, 2011 and February 1, 2011) they discussed the major needs for street maintenance and capital improvements as well as revenue options to fund these projects. Citizens spoke out against the concept of the TBD Board imposing a new \$20 fee for all vehicles registered in Snohomish. Instead, several citizens suggested any funding concept should go to the voters for approval. The Board decided to not impose a vehicle registration fee and explored voter approved funding options.

On March 1, 2011 and April 5, 2011, the Board discussed a plan for going forward with a ballot measure to fund the TBD. On May 3, 2011, after holding a public hearing, the Board approved Resolution 2 providing for a ballot proposition to be submitted to the voters.

**Proposition 1 was a ballot measure for the August 16, 2011 Primary Election that asks voters to consider an increase of two-tenths of one percent (0.2%) in the local sales tax rate. The revenue from this increase will be dedicated to preserving streets and improving two intersections. The local sales and use tax rate would increase from 8.6% to 8.8%, generating an estimated \$660,000 annually for these street improvements. This sales tax rate will be paid by all consumers in Snohomish, both residents and non-residents alike. For example, a \$50 purchase would be taxed an additional 10 cents. The new sales and use tax rate will be in effect for 10 years.**

Funds from this new revenue will be dedicated to street preservation and intersection improvements. Approximately \$500,000 will be devoted annually to major pavement preservation projects, such as overlays and chip sealing of Snohomish streets. The remaining funds—approximately \$160,000 annually—will be used to repay bonds for projects to improve traffic flow at two intersections: Avenue D at 15<sup>th</sup> Street and 30<sup>th</sup> Street at State Route 9. The City of Snohomish current sales and use tax rate is equal to those cities with the lowest sales and use tax rates in Snohomish County. There are no cities that have sales tax rates lower than the current Snohomish rate of 8.6%, and some have rates up to 9.5%.

TBD Board meetings were held on July 5, 2011 and September 6, 2011 in order to follow up on the Primary Elections and to discuss the next steps which needed to be taken.

Proposition 1, the TBD sales tax measure, was passed on August 16, 2011 by 58%. The TBD Board will meet on November 1, 2011 to adopt a 2012 budget so that the street projects can begin as the funding begins to flow early next year.

## **DISCUSSION ITEM 6**

### ***Frequently Asked Questions:***

#### **Proposition 1 for the City of Snohomish Transportation Benefit District**

1. **What is a Transportation Benefit District, and why was a TBD formed by the City Council?**  
State law allows city governments to form a Transportation Benefit District (TBD) as a means to help fund improvements to local streets and other transportation needs. The Snohomish City Council voted to form a TBD and seek new ways to pay for street preservation and improvements that had no dedicated funding source.
2. **What are voters being asked to decide on the Primary Election ballot?**  
The August 16 Primary Election ballot measure asks voters to consider enacting a two-tenths of one percent increase in the City's sales tax rate that would change the local rate from 8.6% to 8.8% for 10 years.
3. **Why are voters being asked to consider this sales tax increase?**  
Between 2008 and 2011, construction-related sales and use tax annual revenues used to preserve and improve Snohomish streets fell by \$770,085. These funds had been used to pay for major annual asphalt preservation work (overlays, etc.) as well as to fund the capital costs of intersection improvements not already supported by other sources of revenues such as impact fees, federal or state grants.
4. **How would the proposed two-tenths of one percent increase in sales tax affect consumers in Snohomish?**  
If voters approve the proposed two-tenths of one percent increase in the sales and use tax rate, consumers would see the following tax rate change: for example, a purchase subject to the sales and use tax worth \$50 would see an increase of 10 cents in tax and \$500 worth of eligible purchases would see a \$1 increase.
5. **Why doesn't the City use existing funds to pay for street maintenance and intersection improvements?**  
As a result of the recession, the City's budgeted amounts for services to the community have been reduced by \$1.8 million since 2008, and another \$1 million reduction is needed to balance the 2012 budget. After making personnel and other budget reductions during the past three years, it is difficult to sustain current levels of police, parks and other basic services. Current budgets leave little funding available for major streets needs that exceed the basic maintenance work performed by the City's streets maintenance team.
6. **Why is sales tax the proposed way to fund these street preservation and improvement projects?**  
Even though it is lawful to do so without a vote of the people, the TBD Board decided not to use its authority to increase costs of vehicle registration by \$20 to pay for street preservation and improvements. Instead, the TBD Board is proposing the sales and use tax rate increase because sales tax is paid by all consumers making purchases within Snohomish. If approved by a majority of the voters in the City, this proposal would spread the sales tax costs to include non-residents who also use Snohomish streets.
7. **Isn't the sales tax rate already too high in Snohomish?**  
The City of Snohomish current sales and use tax rate is equal to those cities with the lowest sales and use tax rates in Snohomish County. No cities in the County have rates lower than the current Snohomish rate of 8.6%, and some have rates of up to 9.5%.
8. **How would funding be used if voters approve the proposed sales tax increase?**  
The sales and use tax increase would generate \$660,000 a year: \$500,000 of this amount would be dedicated annually to street preservation (overlays, etc.), and the remaining \$160,000 would be used to repay bonds used to finance improvements to two intersections: Avenue D at 15<sup>th</sup> Street and 30<sup>th</sup> Street at State Route 9.
9. **Why are Avenue D and 15<sup>th</sup> Street and at 30<sup>th</sup> Street at State Route 9 targeted for improvements?**  
These two intersections cause traffic backups and are among the worst performing intersections in Snohomish. Neither intersection is considered to be a strong candidate for state or federal grant funding at this time.
10. **If approved by voters, what would happen after the sales and use tax rate has been in effect for 10 years?**  
After 10 years, the sales tax rate would be reduced by two-tenths of one percent, returning the rate to 8.6%.

**DISCUSSION ITEM 6**

## **CONSENT ITEM 7**

### **Snohomish Transportation Benefit District Board Minutes September 6, 2011**

1. **CALL TO ORDER:** Chairman Hamilton called the Snohomish Transportation Benefit District Board meeting to order at 6:00 p.m., Tuesday, September 6, 2011, in the Snohomish School District Resource Service Center, George Gilbertson Boardroom, 1601 Avenue D, Snohomish, Washington.

#### **BOARDMEMBERS PRESENT**

Derrick Burke  
Greg Guedel  
Karen Guzak  
Tom Hamilton, Chairman  
Dean Randall  
Lynn Schilaty

#### **STAFF PRESENT**

Larry Bauman, City Manager  
Grant Weed, City Attorney  
Danny Weinberg, Support Services Dir.  
Tim Heydon, Public Works Director  
Torchie Corey, City Clerk

#### **BOARDMEMBER ABSENT**

Melody Clemans

**MOTION** by Guzak, second by Randall, to excuse Boardmember Clemans. The motion passed unanimously (6-0).

There was one citizen in attendance.

2. **APPROVE AGENDA** contents and order
3. **CITIZEN COMMENTS** on items not on the Agenda - none
4. **DISCUSSION ITEM** – Follow-Up on Primary Election and Next Steps

The certified vote for the ballot measure showed 959 votes in favor of Proposition 1 and 707 votes opposed. The percentages only waived a few decimal points between election night and final certification on August 31<sup>st</sup>. One of the benefits of an all-mail ballot was that there could be a fairly true reading of the vote right away. The important thing now was to begin planning next steps for use of the funds. Equally important was how to regularly communicate to the public how the funds were used for the benefit of the transportation system.

Public Works staff were very excited about the vote so that road repairs and some very much-needed projects could be done. Staff began to consider the work plan which would be brought to Council for approval. They wanted a project that voters would actually see happening within the City right away. That desire was weighed against the fact that the tax monies, conservatively set at \$50,000 a month, would not start coming in until March 2012.

Staff looked at putting together a \$250,000 overlay project that would occur in late summer/early fall such as July or August when paving could still be done. To keep the cost down, engineering staff would do the design work and inspections to avoid additional outside consultant costs. That would be the main project for 2012.

## **CONSENT ITEM 7**

To determine the list of streets to be overlaid, staff would look at the Pavement Management Study which was expected to come to Council in October. Engineering should have the draft to review in a couple weeks and would then come up with the street list for the project. The money that would come in between that project and year's end would be used to start on the intersection improvements at Avenue D/15<sup>th</sup> Street and SR 9/30<sup>th</sup> Street.

The SR 9/30<sup>th</sup> Street project will be more complicated from a political standpoint as it involves the state Department of Transportation, Snohomish County, and the City. The county agreed it was a problem but wanted to work with the City to solve it. Staff needed to start working on the lane arrangements and get some of the early plans in so WSDOT could start its review which could take a very long time. \$75,000 would be used for that project late in the year. The Avenue D/15<sup>th</sup> Street project would also start late in the year with a \$100,000 kick-off. Staff would watch how the receipts came in because it was a pay-as-you-go arrangement in the early stages.

When the projects were first brought to the Board, staff talked about bonding for the construction phases. However staff wanted to push bonding out to later in the process to minimize the cost of the bonding as those expenses would add up.

Boardmember Guzak said there wouldn't be a street overlay project for about a year so it would be really beneficial to put something in the Friday Letter and local newspapers laying out the timing. The City would not be getting any money from sales tax for 170 days. It would be clear to the public how the money flowed and that it was managed in a responsible and effective way.

Mr. Bauman said one option for communicating with residents was to send an insert in the utility bills before the end of the year that would give a rough outline of projects and how the money would be spent. Staff would also communicate what work had been done at the end of 2012.

Chairman Hamilton asked when collection of the tax would start.

Mr. Weinberg said collection would start January 1<sup>st</sup> and would come to the City in March for January sales.

Boardmember Schilaty asked for the percentages from the election date and final certification.

Mr. Bauman stated on election eve the votes cast were 669 (57.33%) in favor and 498 (42.67%) against. The certified vote on August 31<sup>st</sup> was 959 (57.6%) in favor and 707 (42.4%) against.

Boardmember Schilaty considered the numbers a real testimony of what it meant when the Board was open to the public and let the people have a say on an issue. She was extremely pleased and proud of the community for support in difficult times. It was a unique and great community.

**CONSENT ITEM 7**

Mr. Bauman said the City was one of a small number of communities that had adopted this type of ballot measure for transportation benefit districts.

Chairman Hamilton added that in addition to a great community, the Board took the high road throughout the process of going to the voters and asking for their permission, explaining why it was necessary. Some communities forced the \$20 fees onto the citizens and there has been push-back on a lot of other issues. The Board owed gratitude to Mr. Kaftanski and Mr. Douglas for leading the pro committee that wrote the statements. Staff had talked a lot with major retailers to make sure they were informed in the process. There was very little resistance in the community in the effort to get the measure passed.

Boardmember Guzak commented on project prioritization. She left Third Street/Avenue B at 5:42 p.m., came up Avenue D and arrived at 6:02 p.m. The one mile took twenty minutes.

Chairman Hamilton left his residence at 5:45 p.m. and thought he was going to be late. Avenue D was tough tonight for whatever reason.

5. **CONSENT ITEM – APPROVE** the minutes of the regular meeting of July 5, 2011

**MOTION** by Schilaty, second by Guzak, to pass the Consent Agenda. The motion passed unanimously (6-0).

6. **OTHER BUSINESS/INFORMATION ITEMS**

Staff expected to bring the Pavement Management Study to the City Council but not the Board. If that met with the Board’s approval, there were no agenda items for October or November at this time. Were there any presentations or topics the Board was interested in?

Chairman Hamilton confirmed the City Council would approve the expenditure of the money. Unless there were project-related issues that fell under the resolution authority of the Board, there likely wasn’t a need to meet until December or January when they would review how to go forward from that point. The Board should meet in January when there were new Board members and elect the Chair and Vice Chair.

7. **ADJOURN** at 6:19 p.m.

APPROVED this 1<sup>st</sup> day of November 2011

CITY OF SNOHOMISH

ATTEST:

\_\_\_\_\_  
Tom Hamilton, Chairman

\_\_\_\_\_  
Torchie Corey, City Clerk

**CONSENT ITEM 7**