



CITY OF COVINGTON
TRANSPORTATION BENEFIT DISTRICT SPECIAL MEETING
Council Chambers – 16720 SE 271st Street, Suite 100, Covington, WA
www.covingtonwa.gov

Tuesday, March 24, 2015 – 8:30 p.m. or directly following regular council meeting*

**Meeting will be called to order no earlier than 8:30 pm; however, if regular city council meeting does not adjourn before 8:30 pm this TBD meeting will be called to order directly following adjournment of regular city council meeting.*

Call to Order

Roll Call

Approval of Agenda

Public Comment Speakers will state their name, address, and organization. Comments are directed to the Board, not the audience or staff. Comments are not intended for conversation or debate and are limited to no more than four minutes per speaker. Speakers may request additional time on a future agenda as time allows.*

Approve Consent Agenda

- C-1. Approve Minutes of February 24, 2015 Special Meeting (Scott)

New Business

1. Discuss Distribution of 0.002 Sales Tax Proposition Fact Sheet (Bolli)

Adjourn

Any person requiring disability accommodation should contact the City of Covington at 253-480-2400 a minimum of 24 hours in advance. For TDD relay services, please use the state's toll-free relay service at 800-833-6384 and ask the operator to dial 253-480-2400.

Consent Agenda Item C-1
Covington Transportation Benefit District
Date: March 24, 2015

SUBJECT: APPROVAL OF MINUTES: FEBRUARY 24, 2015 COVINGTON TRANSPORTATION
BENEFIT DISTRICT SPECIAL MEETING MINUTES

RECOMMENDED BY: Sharon G. Scott, Board Clerk

ATTACHMENT(S): Proposed Minutes

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION:

ALTERNATIVES:

FISCAL IMPACT:

BOARD ACTION: ___ Resolution X Motion ___ Other

**Board member _____ moves, Board member _____
seconds, to approve the February 24, 2015 Covington Transportation Benefit
District Special Meeting Minutes.**

**Covington Transportation Benefit District
Special Meeting Minutes
Tuesday, February 24, 2015**

The Special Meeting of the Covington Transportation Benefit District was called to order in the Covington Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, February 24, 2015, at 7:58 p.m., with Margaret Harto, Chair of the Board, presiding.

BOARD MEMBERS PRESENT:

Margaret Harto, Joe Cimaomo, Mark Lanza, Marlla Mhoon, Jim Scott, and Sean Smith.

BOARD MEMBERS ABSENT:

Jeff Wagner.

Board Action: Board Member Scott moved and Board Member Smith seconded to excuse Vice Chair of the Board Wagner. Vote: 6-0. Motion carried.

STAFF PRESENT:

Regan Bolli, Chief Executive Officer; Rob Hendrickson, Treasurer; Sara Springer, Legal Advisor to the Board; Don Vondran, Public Works Director; Kevin Klason, Covington Police Chief; Karla Slate, Communications & Marketing Manager; Bob Lindskov, City Engineer; and Sharon Scott, Board Clerk.

APPROVAL OF AGENDA:

Board Action: Board Member Lanza moved and Board Member Mhoon seconded to approve the Agenda. Vote: 6-0. Motion carried.

PUBLIC COMMENT:

Chair of the Board Harto called for public comments.

There being no comments, Chair Harto closed the public comment period.

APPROVAL OF CONSENT AGENDA:

C-1. Minutes: February 10, 2015 Transportation Benefit District Special Meeting Minutes.

Board Action: Board Member Mhoon moved and Board Member Cimaomo seconded to approve the Consent Agenda. Vote: 6-0. Motion carried.

NEW BUSINESS:

1. Consider Appointment of Con Committee Members.

Board Action: Board Member Lanza moved and Board Member Mhoon seconded to appoint Leroy Stevenson and Phil Jones to the Con Committee. Vote: 6-0. Motion carried.

2. Approve 0.002 Sales Tax Proposition Fact Sheet.

Board members provided comments and asked questions, and staff provided responses.

Board Action: Board Member Lanza moved and Board Member Mhoon seconded to approve the 0.002 Sales Tax Proposition Fact Sheet as amended. Vote: 6-0. Motion carried.

3. Consider Explanatory Statement Options for Voters Pamphlet.

Board members provided comments and asked questions, and staff provided responses.

Board Action: Board Member Lanza moved and Board Member Scott seconded to approve Option 2 as amended as the explanatory statement for the board’s legal adviser to finalize and submit to King County Elections for the April 28, 2015 special election local voters’ pamphlet for Proposition No. 1. Vote: 5-1 (voting “yes” Cimaomo, Lanza, Mhoon, Scott, and Smith; voting “no” Harto). Motion carried.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:20 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
Board Clerk

SUBJECT: DISCUSS FACT SHEET DISTRIBUTION

RECOMMENDED BY: Regan Bolli, District Chief Executive Officer

ATTACHMENT(S):

1. n/a

PREPARED BY: Karla Slate, Communications and Marketing Manager

EXPLANATION:

A fact sheet was developed on behalf of the TBD regarding the proposed ballot measure, to increase the sales tax by two tenths of a percent, that will appear on the April 28 ballot. Staff proposes the fact sheet be distributed to the community.

Distributing the fact sheet will inform and educate the public, using neutral, fact-based information, about the city's unmet transportation needs including street overlays, the street maintenance, and public safety. The TBD will also provide information about how it operates and how funds from the sales tax increase would be utilized by the TBD.

Distribution options:

1. Direct mail – Voting household addresses in Covington have been extracted from the state voter database. Mailing a fact sheet in postcard version to 4,967 addresses will cost approximately \$1,688 for postage and approximately \$200 in printing.
2. Online – the fact sheet is available on the city's website and would be posted via Facebook and Twitter as well at no cost.
3. Newspaper Insert – The fact sheet could be inserted as an 8.5x11 flyer into the Covington Reporter at a cost of \$845 per insert per issue. Printing the 20,000 inserts could cost roughly \$1300-\$1600.
4. Newspaper Ads – A full page, full color ad in the Covington Reporter, which would accommodate the full size flyer, would cost around \$1,500 per issue. A smaller half page ad would cost around \$750.

ALTERNATIVES:

n/a

FISCAL IMPACT:

Costs of distribution methods are listed in the explanation.

BOARD ACTION: Resolution Motion Other

Provide input to Staff.

REVIEWED BY: District Chief Executive Officer, District Legal Advisor