

CASTLE ROCK CITY TRANSPORTATION BENEFIT DISTRICT

Meetings held quarterly; March; June, September, December on second Monday of month

April 10, 2017 MEETING MINUTES

Time of meeting: 7:05 p.m.

Location: Castle Rock Senior Center, 222 Second Avenue SW, Castle Rock, Washington

Board members present: Board President Paul Helenberg, Art Lee, Lee Kessler, Earl Queen, Paul Simonsen and Ellen Rose.

Staff present: TBD Clerk Ryana Covington, City Public Works Director Dave Vorse and contracted attorney Frank Randolph.

Board President Paul Helenberg opened the meeting at the above stated time and location.

Queen made a motion, seconded by Kessler to approve the minutes from the November 14, 2016 TBD meeting. Vote: By roll call vote; unanimous "Aye".

REPORTS - None

OLD BUSINESS

1. Dave Vorse reported projects outlined for 2017 have not changed and are on course.
2. Covington reported the State Auditor completed their audit and the published report is available for review on the State Auditor's website. This was an accountability audit for fiscal years January 1, 2013 through December 31, 2015. The audit showed the district has complied with applicable requirements to safeguard public funds.
3. Covington provided board members with a summary of the 2016 fiscal year ending balances and a copy of the December 2016 Reconciliation Activity report. As of December 31, 2016, the TBD account had an ending fund balance of \$91,514.86. The current fund balance as of March 31, 2017 is \$110,814.59. Board members received copies of the 2017 revenue report, expenditure report and Cash Report as of 3/31/17.

NEW BUSINESS –

1. Queen made a motion, seconded by Rose to approve the \$1200 expenditure for AWC RMSA liability insurance. By roll call vote; unanimous 'Aye'.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:11 p.m.

ATTEST:

Ryana Covington, Secretary

APPROVED:

Paul Helenberg, TBD President