

CASTLE ROCK CITY TRANSPORTATION BENEFIT DISTRICT

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

November 13, 2018 MEETING MINUTES

Time of meeting: 7:03 PM

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

Board members present: Board President Paul Helenberg, Board Members Art Lee, Lee Kessler and Ellen Rose. Board Member Paul Simonsen arrived at 7:20 PM. Board Vice President Earl Queen was absent.

Staff present: TBD Clerk Carie Cuttonaro, City Public Works Director Dave Vorse, Contracted City Attorney Frank Randolph.

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

APPROVAL OF MINUTES

Kessler made a motion, seconded by Rose to approve the minutes of the June 25, 2018 TBD meeting. Motion carried by roll call vote, Lee, Kessler and Rose voted 'Aye'.

REPORTS

-No Reports

OLD BUSINESS

-No Old Business

NEW BUSINESS

1. Kessler made a motion, seconded by Rose to approve invoice #2018-TBD-03 in the amount of \$900.44. This is the final interest payment on the loan issued in 2015. Motion carried by roll call vote, Lee, Kessler and Rose voted 'Aye'.
2. Rose made a motion, seconded by Lee to approve invoice #2018-TBD-04 in the amount of \$23,018.00. This is the long term debt contribution to the Street Fund for 2018 for the USDA RD loan payments. Motion carried by roll call vote, Lee, Kessler and Rose voted 'Aye'.
3. Kessler made a motion, seconded by Rose to approve invoice #2018-TBD-10 in the amount of \$3,530.22. This is a reimbursement to the Street Fund for the 2nd Ave SW 100 Block Sink Hole. Motion carried by roll call vote, Lee, Kessler and Rose voted 'Aye'.
4. Vorse stated we expect revenue to \$90,000 in 2019. We have received almost \$84,000 in 2018 and still have two months to go. We expect the ending fund balance to be \$117,762.00 for 2019. Expenditures in 2019 include \$40,000 for transportation projects, including Chip Seal on West Side Highway and most roads located in Jimtown, including North St NE, Northwood Ct, Woodard Ave NE, Balcer St NE and Merrill Ave NE. It excludes Pioneer Ave NE.

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Loan payments in 2019 include a final payment on the Cowlitz County Rural Facilities Loan of over \$5,000. The USDA RD loan continues with more than \$18,000 due in 2019 and first payment will be due on the second Cowlitz County Rural Facilities Loan. This loan was issued in 2018 for the Huntington Ave S Overlay, Dougherty Dr Reclamation and Exit 49 Pedestrian Improvement Phase II Projects.

Street Fund Debt Payment Contributions total \$62,006 in 2019. TBD will also be contributing towards the striping in 2019, the Public Works Vehicle Replacement Fund, and the Single Audit costs for the Huntington Ave S Overlay Project. The Single Audit is required if you expend more than \$750,000 of Federal Grant Funds in a fiscal year. The fund has been balanced.

Kessler made a motion, seconded by Rose to approve the 2019 proposed budget, including capital projects and debt payments. Motion carried by roll call vote, Lee, Kessler and Rose voted 'Aye'.

Cuttonaro posed the question if three board members were enough to pass the TBD's budget. Attorney Randolph and Board Member Kessler agreed that the City's budget requires a majority plus one. Research revealed a majority plus one is required to pass the TBD's budget.

Board Member Simonsen arrived at 7:20.

Kessler noted the first motion failed due to lack of adequate votes.

Kessler made a new motion, seconded by Rose to approve the 2019 proposed budget, including capital projects and debt payments. Motion carried by roll call vote, Lee, Kessler, Simonsen and Rose voted 'Aye'.

OTHER BUSINESS-

-No Other Business.

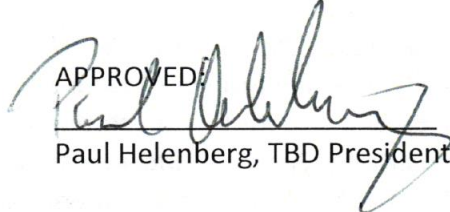
ADJOURNMENT

There being no further business, the meeting was adjourned at 7:22 PM.

ATTEST:


Carie Cuttonaro, Clerk

APPROVED:


Paul Helenberg, TBD President