



CITY OF LYNDEN

Transportation Benefit District 2015 ANNUAL REPORT

Date: March 7, 2016

The Transportation Benefit District (TBD) is pleased to present this 2015 Annual Report. This report provides information on the status of the Lynden Transportation Benefit District (TBD) and fulfills the requirements of the State of Washington and local municipal code as identified in the following excerpts.

- a. RCW 36.73.160(2): A district shall issue an annual report, indicating the status of transportation improvement costs, transportation improvement expenditures, revenues, and construction schedules, to the public and to newspapers of record in the district.
- b. Lynden Municipal Code 3.13.020 (Section G): The TBD Board shall issue an annual report pursuant to the requirements of RCW 36.73160(2).

This report will discuss in detail the actions of the Board and the TBD expenses that were allocated through the end of 2015.

Background:

What is a TBD? The TBD is an independent taxing district (Quasi-municipal Corporation) that works to acquire, construct, improve and fund transportation improvements within the City limits.

Why the TBD was established: On July 16 2012 the City of Lynden established the Lynden Transportation Benefit District (TBD) with the intention of bringing before the voters the opportunity to approve a 0.2% sales tax for specific transportation projects. Lynden voters approved the ballot measure with collection beginning in 2013. These funds were intended to replace and/or supplement the transportation funding that had been lost over the years due to funding cutbacks. The TBD now allows the City to preserve and maintain the City's transportation infrastructure into the future.

TBD Board:

TBD Board meetings are scheduled to meet on the 1st Monday of the month at 7:00 p.m., coincident with and immediately preceding the Regular City Council Meeting held on that same night. These meetings are open to the public and are held at the Lynden City Annex/Court House at 205 4th Street.

Board Members

Mayor Scott Korthuis, Chairman
City Councilman Gary Bode
City Councilman Dave Burns
City Councilman Ron DeValois

City Councilman Tobey Gelder
City Councilman Jerry Kuiken
City Councilman Nick Laninga
City Councilman Brent Lenssen

TBD Board Actions

2015 is the 3rd year the TBD has been in place. The following is a summary of the major Board Actions undertaken during the period of this report.

Ordinance No. 2015-01

On December 21, 2015 the TBD Board approved the 2016 Budget of \$940,600.

Resolutions – None Passed During 2015

Other Executive Actions

At the April 6th Meeting the Board approved a revision to the Annual Work Plan and Budget to transfer the monies previously budgeted for the Parkview Drive Project to the 5th Street Revitalization Project with the understanding that the City would approach the CERB Board for additional loan funding for the 5th Street project.

At the June 1st Meeting the Board approved expending TBD Funds for future repayment of the new CERB loan (loan amount of \$572,000) with annual payments of \$35,100.

2015 Budget and Projects

On December 7, 2015 the TBD Board approved the 2015 TBD Work Plan Revision to the already approved 2015 Budget (April 6, 2015) and the early approved reallocations of funds to the 5th Street Project. The Work Plan was revised to reallocate remaining project funds from other projects to the 5th Street Project, per the table below. The reasoning is that, per the terms of the CERB Loan agreement for the 5th Street project, the City was required to establish a separate fund that contains monies sufficient to meet one year's loan repayment, \$35,100. Although the first payment is not due until 2016, the City needed to establish the fund in the 2015 budget.

To provide better accounting for the road portion of the project, the Board approved shifting the unused funds from other TBD projects to the 5th Street Project match, and to provide the \$35,100 required to establish the debt repayment fund. The 5th Street project was within budget and close out was anticipated for January 2016.

Project	Adopted 2015 Budget & Work Plan	Change	Amended Work Plan
Whatcom County Chip Seal (Includes Striping)	\$ 48,000		\$ 48,000
Bradley and Line Road Design	\$130,000	(\$ 71,000)	\$ 59,000
West Main Street Design	\$ 33,750	(\$ 25,000)	\$ 8,750
7th St Revitalization Design (Port of Bellingham Match)	\$ 10,000	(\$ 10,000)	\$ 0
5 th St & Alley Revitalization Design (CERB Loan Match)	\$191,640	\$146,900	\$338,540
Safe Routes to School Trail (Fisher School)	\$ 56,870	(\$ 50,000)	\$ 6,870
Sidewalks	\$ 20,000	(\$ 20,000)	\$ 0
Repair and Maintenance Street Striping	\$ 6,000	(\$ 6,000)	\$ 0
CERB Loan Repayment Fund 5 th Street (Fund 241)	\$ 0	\$ 35,100	\$ 35,100
Ending Cash & Investment	\$137,440		\$137,440
Insurance and Audit Fees	\$ 6,700		\$ 6,700
TOTAL (no change to previous 2015 Budget grand total)	\$640,400		\$640,400

Chip Sealing and Repainting Project - \$48,000

Chip sealing and repainting was performed in the following areas: 1) Depot Road/3rd Street, from the railroad tracks to Front Street and 2) Grover Street, from 4th Street to Lawrence Street.

The Lynden Public Works Street Crew prepared these streets in advance of Whatcom County's actual chip seal work performed. Whatcom County followed this up by striping the roadways after the asphalt emulsion and aggregate had properly cured and excess rock was removed.

Bradley and Line Road Improvements - \$10,990.09

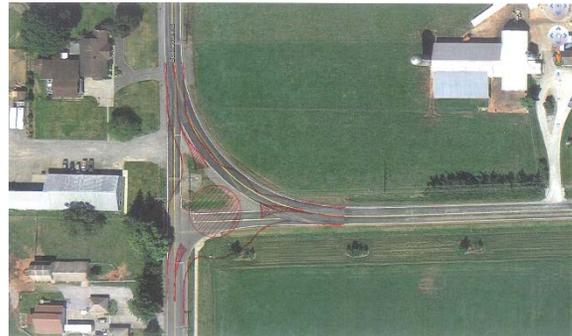
This project scope continued in 2015 to complete 80% Plan Development, Specifications, utilities cost estimates and all required permitting for this City and FHWA Classified Arterial Route located in one of the fastest growing parts of the City. The future construction project will reconstruct both Bradley and Line Roads to City arterial standard with two travel lanes, bike lanes, sidewalks and utility upgrades, as needed. It is anticipated that a box culvert will be needed for one water crossing. The completed design will allow the City to apply for future federal grants for construction.



Line Road Looking North (current condition)

West Main Street Corridor Completion - \$2,426.50

The City is under contract for design of the West Main Street Corridor Completion Project (and this will extend into 2016). This project includes Plan Development, Specifications, right-of-way acquisition, utilities cost estimates and all required permitting. The project will reconstruct the remaining section of Main Street between Guide Meridian (SR-539) and Berthusen Road to full City arterial standard with two travel lanes, bike lanes, sidewalks and utility upgrades as needed. It is anticipated that intersection changes/revisions will be needed at the intersection of Main Street and Berthusen Road (at this time the plan is for a roundabout (see depiction)). The TBD funds are being used as the City's 13.5% match to a federal grant.



Proposed Roundabout for Main at Berthusen

5th Street & Alley Revitalization Design - \$295,449.81



*Completed Intersection of 5th and Front Street
(Downtown Standards)*

The public portion of this project included the repair and replacement of sidewalks, curbs and gutters on Front Street and 5th Street. The sidewalk replacement included the placement of street trees and other urban landscaping, consistent with the rest of the historic downtown to enhance the character of the redeveloped building. The City also replaced the outdated ADA ramps to comply with the new standards. In addition to the sidewalk work, the City improved sanitary sewer lines in the private alley between 4th Street and 5th

Street and completed the reconstruction of 5th Street from Front Street to Grover Street to improve travel lanes and parking opportunities along the corridor. All this work was designed so that the construction was completed in conjunction with the redevelopment of the Waples Building (formerly Delft Square) which was severely damaged by fire in 2008.

Other 2015 TBD Expenditures - \$3,233.84

There are certain administrative fees that need to be paid out of TBD funding, including legal fees, publishing (for ordinances), liability insurance, and state auditing fees.

2015 Revenue and Unspent Balance

In 2015 the City received a total of \$546,314.19 in sales tax revenue, along with an additional \$629.52 in interest. The unspent balance at the end of 2015 was \$520,357.55.

Planned 2016 Projects

On December 21, 2015 the TBD approved the 2016 budget as follows:

Project	Budget
Whatcom County Chip Seal	\$ 48,000
Bradley and Line Road Design (<i>Continued</i>)	\$ 30,000
West Main Street Design (<i>Continued</i>)	\$ 23,625
17 th Street Sidewalk Replacement (TIB) – Design & CM	\$ 12,576
Riverview Road – Design and Construction Management (CM)	\$282,000
17 th Street Sidewalk Replacement (TIB) – Capital Outlay	\$ 48,125
Riverview Road – Capital Outlay	\$161,000
Sidewalks (50% Match Street Fund)	\$ 20,000
Street Striping (of County Chip seal streets)	\$ 5,000
CERB Loan Repayment 5 th Street Project – (\$23,563 Principal)	\$ 35,100
Insurance	\$ 5,200
Audit Services (SAO)	\$ 1,500
Total Planned 2016 Expenditures	\$672,126
Ending Cash Balance	\$268,474
TOTAL	\$940,600

Questions or Comments

TBD Staff Liaison
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 (360) 354-3446

The Transportation Benefit District (TBD) is committed to the nondiscriminatory treatment of all persons in the employment and the delivery of services and resources.