



## Transportation Benefit District

Anne McEnery-Ogle, Chair Erik Paulsen,  
Vice Chair  
Bart Hansen - Ty Stober - Sarah J Fox -  
Diana H Perez - Kim D. Harless  
Lon Pluckhahn, Executive Director

### Transportation Benefit District Meeting Agenda

December 2, 2024

6:30 PM

415 W. 6th St., Vancouver, WA

[Cityofvancouver.us/tbd](http://Cityofvancouver.us/tbd)

#### Call to Order and Roll Call

#### Community Communication

This is the place on the agenda where the public is invited to speak to Directors regarding any matter on the Agenda not already scheduled for Public Hearing. (Separate instructions are provided for offering testimony on Public Hearing when applicable.) Members of the public addressing Directors are requested to give their name and city of residence for the audio record. Speakers are to limit their testimony to a total of three minutes for all items combined.

#### Consent Agenda

The following items will be passed by a single motion to approve all listed actions and resolutions. There will be no discussion on these items unless requested by Directors. If discussion is requested, the item will be moved from the Consent Agenda and considered separately – after the motion has been made and passed to approve the remaining items.

##### 1. March 4, 2024 Meeting Minutes

Request: Approve the TBD Meeting Minutes for March 4, 2024.

Sarah Dollar, Executive Assistant to City Council, [Sarah.Dollar@cityofvancouver.us](mailto:Sarah.Dollar@cityofvancouver.us)

##### 2. November 4, 2024 Meeting Minutes

Request: Approve the TBD Meeting Minutes for November 4, 2024.

Sarah Dollar, Executive Assistant to City Council, [Sarah.Dollar@cityofvancouver.us](mailto:Sarah.Dollar@cityofvancouver.us)

#### Public Hearing

The following item(s) are scheduled for public hearing. Members of the public addressing Directors are requested to give their name and city of residence for the audio record. Unless otherwise announced by the Presiding Director, speakers are to limit their testimony to three minutes for each public hearing.

##### 3. Transportation Benefit District 2025/2026 Biennial Budget and Workplan

**A RESOLUTION** of the Vancouver Transportation Benefit District (TBD) adopting the Biannual Work Plan and Biannual Budget, for the 2025/2026 biennium.

**Staff Report: TBD24-004**

Request: Following a public hearing adopt the Transportation Benefit Districts 2025/2026 biennial budget and workplan.

Chris Malone, Public Works Finance and Asset Manager,  
chris.malone@cityofvancouver.us

**Adjournment**

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**To:** Mayor and Transportation Benefit District  
**From:** City Manager  
**Date:** December 2, 2024

**Subject**

March 4, 2024 Meeting Minutes

**Action Requested**

Approve the TBD Meeting Minutes for March 4, 2024.

**Attachments:**

1. TBD Minutes\_03.04.2024



**To:** Mayor and Transportation Benefit District  
**From:** City Manager  
**Date:** December 2, 2024

**Subject**

November 4, 2024 Meeting Minutes

**Action Requested**

Approve the TBD Meeting Minutes for November 4, 2024.

**Attachments:**

1. TBD Minutes\_11.04.2024

**A RESOLUTION of the Vancouver Transportation Benefit District (TBD) adopting the Biannual Work Plan and Biannual Budget, for the 2025/2026 biennium.**

**Staff Report: TBD24-004**

**To:** Mayor and Transportation Benefit District  
**From:** City Manager  
**Date:** December 2, 2024

**Subject**

Transportation Benefit District 2025/2026 Biennial Budget and Workplan

**Key Points**

- The attached resolution contains all of the transportation projects and dollar amounts the Transportation Benefit District is proposing to transfer to the City of Vancouver in 2025 and 2026.
- These transfers will help the City of Vancouver implement key transportation projects and programs.
- The money proposed to be transferred to the pavement management program/curb ramp program will help reduce the structural deficit in the City's general fund.
- The fund balance at the end of the 2025/2026 biennium is estimated to be \$4.2 million.

**Strategic Plan Alignment**

**Transportation and Mobility** – a safe, future-ready and convenient transportation system

**Present Situation**

Vancouver TBD revenues are generated from a \$40 vehicle license renewal fee, that will be raised to \$50 in 2025, and a 0.01% sales tax increase implemented in 2023. Expected revenues for 2025 are \$5.8 million from the vehicle license fee and \$6.5 million from the sales tax increase. 2026 revenues are estimated to be \$6.5 million from the vehicle license fee and \$6.5 million from the sales tax increase. 2025 revenues from the vehicle license fee are slightly lower because there is a waiting period before the new revenues from the \$50 fee can be collected in 2025.

The workplan for 2025 and 2026 is included in the attached resolution. Key differences from previous workplans include:

- There is no multimodal safety and accessibility program. Instead, staff is proposing direct contributions to specific complete street projects. That is why there are so many complete street projects listed in the workplan. These complete street projects will help improve mobility safety and accessibility for all users therefore we will still be meeting Council's objectives for this program.
- Historically, the TBD contributed \$1.6 M annually to the pavement management program. The pavement management program helps to improve the City's pavement condition as well as improving hundreds of curb ramps each year to make them more accessible to people with disabilities. Staff is proposing to increase the TBD's contribution to the pavement management

and curb ramp program to \$3.9 million in 2025 and \$6.2 million in 2026. The reason for the proposed increase is due to the structural deficit in the City's general fund. Increasing the TBD's contribution allows the City to reduce the general fund's contribution thereby, helping to reduce that structural deficit.

- Staff is proposing several new programs in the workplan:
  - Complete Street Evaluation Program – allows planning staff to coordinate with the pavement management program to evaluate if a paving corridor is a good candidate for a complete street project.
  - Safe Routes to School Program – helps improve bicycle and pedestrian routes around schools to make it safer to kids to walk and bike to school.
  - Transportation System Plan Implementation – allows planning staff to implement changes proposed as part of the recently adopted Transportation System Plan.
  - Bicycle and Small Mobility Program – encourages the use of bikes and small mobility devices by installing bike racks throughout the City.
  - Transportation Grant Writing Program – provides additional resources for staff to write and pursue grant opportunities.
- The Washington State Auditor's Office recently completed an audit for fund 634 which is the fund for all revenues and expenses of the TBD. It is estimated that the cost of this audit will be \$20,000.00. The auditor made some minor recommendations for improvement which staff is currently implementing.

Below is a summary of revenues and expenses for the TBD in 2025 and 2026:

	<u>2025</u>	<u>2026</u>
Estimated Beginning Fund Balance	\$9,360,949	\$7,210,949
Estimated Available Funds:		
TBD Vehicle License Fees Revenue	\$5,800,000	\$6,500,000
0.01% Sales and Use Tax Revenue	\$6,500,000	\$6,500,000
Investment Interest Revenue	\$100,000	\$100,000
Total Estimated Available	\$21,760,949	\$20,310,949
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Total Estimated Expenditures	\$14,550,000	\$16,150,962
Estimated Ending Fund Balance	\$7,210,949	\$4,159,987

The proposed TBD 2025/2026 workplan and budget aligns with with the City of Vancouver's biannual budget. Staff will work with the Transportation Benefit District to adjust the budget and workplan as changes arise. Staff will ensure that the City's budget and Transportation Benefit District's budget continues to align through the supplemental budget process in the coming biennium.

**Advantage(s)**

1. The proposed budget and workplan will help the City implement key transportation projects and programs.
2. The proposed budget and workplan will help reduce the structural deficit in the City's general fund.

**Challenge(s)**

Staff will evaluate the budget and workplan throughout the biennium to ensure that the City has the resources to deliver the proposed projects and programs. Staff will adjust the budget and workplan as needed during the supplemental budget process in the coming biennium.

**Budget Impact**

The proposed TBD 2025/2026 workplan and budget aligns with with the City of Vancouver's biannual budget. Staff will ensure that the City's budget and Transportation Benefit District's budget continues to align through the supplemental budget process in the coming biennium.

**Prior Council Review**

City Council workshop on November 4, 2024.

**Action Requested**

Following a public hearing adopt the Transportation Benefit Districts 2025/2026 biennial budget and workplan.

**Staff Contact**

Chris Malone, Public Works Finance and Asset Manager, [chris.malone@cityofvancouver.us](mailto:chris.malone@cityofvancouver.us)

**Attachments:**

1. TBD2024-004\_Resolution 2025-2026 Budget and Work Plan-v4