

**TRANSPORTATION BENEFIT DISTRICT
AGENDA
January 28, 2025**

1. CALL TO ORDER
2. AGENDA CHANGES
3. MINUTES
 - A. Approve October 22, 2024 Minutes of the Transportation Benefit District (Secretary Gallucci) 2 - 3
[October 22, 2024 Minutes](#)
Suggested Motion: I move to approve the Minutes.
4. CONSENT AGENDA
 - A. None
5. PUBLIC HEARINGS
 - A. None
6. MOTION CONSIDERATIONS
 - A. Resolution No. 2025T-003 Establishing a Sales and Use Tax Rate (City Administrator Farris) 4 - 9
[Agenda Bill No. 2024T-002A](#)
Suggested Motion: I move to adopt Resolution No. 2025T-003.
7. ADMINISTRATIVE REPORTS
 - A. None
8. TRANSPORTATION BENEFIT DISTRICT MANAGERS COMMENTS
9. ADJOURNMENT
 - A. Final Comments/Motion to Adjourn (President McCardle)
Suggested Motion: I move to adjourn.

Transportation Benefit District Meeting - October 22, 2024

BOARDMEMBERS AND ADMINISTRATIVE PERSONNEL PRESENT

President:

Erin McCardle

Boardmembers:

Brad Chitty

Shari Dietrich (via Zoom)

Mark Ericks

Bob Goedde

Jon Higgins

Tim Hollingsworth

Terry Sanders

Staff Present:

Attorney Quentin Batjer

Manager Wade Farris (via Zoom)

Secretary Peri Gallucci

Treasurer Jackie Tupling

1. CALL TO ORDER AND ROLL CALL

A. The meeting was called to order at 6:11 p.m.

2. AGENDA CHANGES

A. None.

3. MINUTES

A. July 23, 2024 Minutes of the Transportation Benefit District

Motion to approve the Minutes.

Moved by Boardmember Ericks, seconded by Boardmember Hollingsworth.

Motion passed unanimously.

4. MOTION CONSIDERATIONS

A. None.

5. ADMINISTRATIVE REPORTS

A. Transportation Benefit District Timeline Update

HR/Communications Director Coltman shared the City has done extensive public outreach to educate citizens on transportation issues and the proposed Transportation Benefit District (TBD).

- Using the ThoughtExchange Survey Platform, valuable community input was gathered, addressing concerns and shaping transportation priorities.
- An Open House meeting was held on September 12, 2024 to provide detailed information, answer questions, and promote open dialogue with residents regarding transportation needs in our City. Residents had the opportunity to "vote with their dollars" on the projects and priorities that mattered most to them.

- Social media played a critical role in sharing updates, promoting the survey, and engaging citizens throughout the process.

Between now and election day, the City will continue using social media to educate voters on transportation needs within the City and the impacts of the proposed TBD, ensuring residents have all the information needed to make an informed decision.

6. TRANSPORTATION BENEFIT DISTRICT PRESIDENT'S COMMENTS

A. None.

7. ADJOURNMENT

Final Comments / Motion to Adjourn

Motion to adjourn.

Moved by Boardmember Ericks, seconded by Boardmember Hollingworth.

Motion passed unanimously.

**The meeting was adjourned at
6:13 p.m.**

**DATE
APPROVED:**

Peri Gallucci
Transportation Benefit District
Secretary

Erin McCardle
Transportation Benefit
District President



CITY OF CHELAN

TRANSPORTATION BENEFIT DISTRICT

28 Jan 2025

Subject/Title: Resolution No. 2025T-003 Establishing a Sales and Use Tax Rate

Department: Administration

Staff Contact: Jackie Tupling

Reviewed By: City Administrator
Finance Director

GOVERNING LEGISLATION

RCW 36.73.065 Taxes, fees, charges, tolls, rebate programs. "(1) Except as provided in subsection (4) of this section, taxes, fees, charges, and tolls may not be imposed by a district without approval of a majority of the voters in the district voting on a proposition at a general or special election. The proposition must include a specific description of: (a) The transportation improvement or improvements proposed by the district... (c) the proposed taxes, fees, charges, and the range of tolls imposed by the district to raise revenue to fund the improvement or improvements..." (For two-tenths or three-tenths of one percent of sales taxes)

PREVIOUS ACTION TAKEN

Council held a Public Hearing on December 12, 2023 and established the Transportation Benefit District (TBD) by Ordinance No. 2023-1618. Council held a Public Hearing on January 23, 2024 and assumed the rights, powers, functions and obligations of the TBD by Ordinance No. 2024-1619. The Transportation Benefit Board elected a Chairperson and had an educational briefing on April 23, 2024. On May 14, 2024 the Transportation Benefit District Boardmembers voted to submit a Three-Tenths of One Percent (.3%) Sales and Use Tax ballot measure for the November 5, 2024 General Chelan County Elections for the purpose of funding transportation improvements within the boundaries of the Chelan Transportation Benefit District as authorized by RCW 35.77.010(1). On July 23, 2024 the Board approved Resolution No. 2024T-001 to impose up to a three-tenths of one percent Sales and Use Tax.

OVERVIEW

This resolution establishes a Sales and Use Tax Rate of three-tenths of one percent (0.3%) within the District for a period of ten years to fund transportation improvements specified in the City's current Six-Year Transportation Program.

FINANCIAL IMPLICATIONS

None.

ATTACHMENTS

1. Resolution No. 2025T-003

SUGGESTED MOTION

Suggested Motion: I move to adopt Resolution No. 2025T-003.

RESOLUTION NO. 2025T-003

A RESOLUTION OF THE BOARD OF TRANSPORTATION BENEFIT DISTRICT, CHELAN, WASHINGTON, ESTABLISHING A SALES AND USE TAX RATE OF THREE- TENTHS OF ONE PERCENT (0.3%) WITHIN THE DISTRICT FOR A PERIOD OF TEN YEARS TO FUND TRANSPORTATION IMPROVEMENTS SPECIFIED IN THE THEN-CURRENT STIP.

WHEREAS, the City of Chelan (the “City”) approved Ordinance No. 2023-1618 on December 12, 2023, establishing a Transportation Benefit District (the “District”) pursuant to Chapter 36.73 RCW;

WHEREAS, the City’s Six-year (2025-2030) Transportation Improvement Program (“STIP”), adopted by Resolution No. 2024-1443 on October 22, 2024, amending Resolution No. 2024-1442 which was adopted on June 25, 2024, identifies projects that constitute transportation improvements that may be funded by the District (collectively the “TBD Projects”);

WHEREAS, on October 8, 2024, the City conducted a public hearing in accordance with RCW 36.73.050, after notice incorporating the 2025–2030 proposed STIP and TBD projects (see attached Exhibit “A”);

WHEREAS, with voter approval, the District may impose a sales and use tax to fund transportation improvements upon any taxable sales or use event within the boundaries of the District;

WHEREAS, a proposition whether the District shall impose a sales and use tax within the limitations established in RCW 82.14.0455 was submitted to the qualified electors of the District for their ratification or rejection at a regular election held on November 5, 2024;

WHEREAS, the proposition was duly approved by the qualified electors of the District;

WHEREAS, the governing board of the District (the “Board”) now desires to fund and implement the TBD Projects, through the imposition by the District of a three-tenths of one percent (0.3%) sales and use tax in accordance with RCW 82.14.0455, consistent with Chapter 36.73 RCW;

WHEREAS, it is the intent of the Board to allocate funds from the voter approved sales and use tax in a matter that generally balances the use of the funds equitably among the project categories identified above during the ten (10) year period of the levy;

WHEREAS, the City recognizes need for the additional revenue source provided by this voter approved sales and use tax to maintain and enhance the City’s transportation infrastructure;

WHEREAS, the projects listed within the STIP recognize the diverse needs of the City's transportation infrastructure including but not limited to road maintenance, intersection improvements, pedestrian safety enhancements, multi-use trails, and emergency preparedness, all crucial for fostering a comprehensive, safe, and efficient transportation network within the community;

WHEREAS, projects related to public transportation are included in the definition of a transportation improvement project pursuant to RCW 36.73.015(3), and are eligible Transportation Benefit District projects.

NOW, THEREFORE, THE BOARD OF TRANSPORTATION BENEFIT DISTRICT OF CHELAN, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Findings; Imposition of Sales and Use Tax; Description of the TBD Projects.
The Board hereby finds that the best interests of the inhabitants of the District require the District to impose the voter approved sales and use tax of three-tenths of one percent (0.3%) pursuant to RCW 36.73.040(3)(a) and RCW 82.14.0455 for the purpose of providing a portion of the funds necessary to finance the TBD Projects. The sales and use tax shall be imposed for a period not exceeding ten (10) years. The TBD Projects consist of improvement projects described in the City's then-current STIP. The (2025-2030) STIP is attached hereto as Exhibit "A", which the Board incorporates herein by this reference. The cost of all necessary design, engineering, financial, legal and other consulting services, inspection and testing, administrative and relocation expenses and other costs incurred in connection with the TBD Projects shall be deemed a part of the costs of the TBD Projects. The Board shall determine the application of moneys available for the TBD Projects so as to fund and complete, as many of the TBD Projects as possible. In the event that the proceeds of sales and use taxes authorized herein, plus any other money of the District legally available therefore, are insufficient to accomplish all of the TBD Projects, the Board shall use the available funds for paying the cost of those portions of the TBD Projects deemed by the Board most necessary and in the best interest of the District. The Board shall determine the exact locations and specifications for the elements of the TBD Projects as well as the timing, order and manner of implementing or completing the TBD Projects. The Board may alter, make substitutions to and amend the TBD Project descriptions as it determines is in the best interests of the District consistent with the general descriptions provided above and in accordance with the material change policy adopted by the Board and the notice, hearing and other procedures described in chapter 36.73 RCW, including RCW 36.73.050(2)(b), in each case as the same may be amended from time to time. If the Board shall determine that it has become impractical to acquire, construct, or implement all or any portion of the TBD Projects by reason of changed conditions, incompatible development, costs substantially in excess of the amount of sales and use tax proceeds estimated to be available, or acquisition by a superior governmental authority, the Board shall not be required to acquire, construct, or implement such portions. If all of the TBD Projects have been acquired, constructed, implemented or duly provided for, or found to be impractical, the Board may apply the sales and use tax proceeds (including earnings thereon) or any portion thereof to other transportation improvements then identified in the City's STIP in accordance with the material change policy adopted by the Board and the notice, hearing and other procedures described in

chapter 37.73 RCW, including RCW 36.73.050(2)(b), in each case as the same may be amended from time to time.

Section 2. Duties of Secretary. The District Secretary is hereby instructed to submit this Resolution to the Washington State Department of Revenue and to request that the Department take all necessary steps to immediately implement and collect the tax imposed by this Resolution.

Section 3. Corrections. The Secretary of the District is authorized to make necessary clerical corrections to this resolution including, but not limited to, the correction of scrivener's or clerical errors, references, resolutions numbering, section/subsection numbers and any references thereto.

Section 4. Severability. If any section, sentence, clause, or phrase of this resolution should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this resolution.

Section 5. Effective Date. This Resolution shall take effect immediately upon passage by the Transportation Benefit District.

RESOLVED by the Board of Transportation Benefit District, Chelan, Washington, at a regular open public meeting thereof held this 28th day of January, 2025.

APPROVED:

By: _____
Erin McCardle, Chairperson

AUTHENTICATED:

By: _____
Peri Gallucci, Secretary

APPROVED AS TO FORM:

By: _____
Quentin Batjer, City Attorney

2025-2030 Amended Six Year Transportation Program (STIP)

							Funding Breakdown			
Project Name	Priority Theme	Project Category	Description	Design Year	Constr. Year	Total Project Cost	City Funds	Federal Funds	State Funds	Other
Neighborhood Sidewalk Expansion Initiative	Enhancing Pedestrian Safety	Recurring Annual Project	This project would implement an annual project to enhance and expand sidewalk infrastructure in areas that currently lack, promoting safe pedestrian routes.	Annual	Annual	\$ 250,000				\$ 250,000
ADA Compliance Improvement Project	Improving Accessibility	Recurring Annual Project	This annual project will work to address ADA deficiencies that have been identified in the City's ADA Transition Plan.	Annual	Annual	\$ 130,000				\$ 130,000
Annual Pavement Preservation Project	Preservation of Existing Pavement	Recurring Annual Project	This project aims to extend the lifespan of roadways by applying preventive maintenance techniques.	Annual	Annual	\$ 250,000				\$ 250,000
Downtown Revitalization Project	Enhancing Pedestrian Safety	Capital Project	Upgrade 100 and 200 blocks of Woodin Avenue and adjacent areas. Improvements to include, but not be limited to, sidewalk, lighting, irrigation, power/communciation, and landscaping.	2024	2026	\$ 2,350,000	\$ 350,000		\$ 2,000,000	
Woodin Avenue Bridge 2-way Conversion Impact & Feasibity Analysis	Easing Traffic Congestion	Study/Assessment	This project would evaluate the impact and assess the feasiblity of converting the Woodin Avenue Bridge to two-way traffic	2024		\$ 100,000				\$ 100,000
Woodin Avenue Bridge Conversion to 2-way	Easing Traffic Congestion	Capital Project	Convert the existing Woodin Avenue Bridge to accommodate two-way vehicular traffic with sidewalks on both sides.	2026	2027	\$ 8,000,000				\$ 8,000,000
Woodin and Sanders Intersection	Easing Traffic Congestion	Capital Project	Construction of a new roundabout at the intersection of Woodin and Sanders to ease traffic congestion.	2027	2028	\$ 3,500,000	\$ 500,000		\$ 3,000,000	
Woodin Ave. Traffic Calming	Easing Traffic Congestion	Capital Project	Safety Improvements from Woodin/Webster intersection to Woodin Avenue Bridge.	2026	2027	\$ 500,000	\$ 250,000		\$ 250,000	
Farnham/Webster Intersection Pedestrian Improvements	Enhancing Pedestrian Safety	Capital Project	Pedestrian improvements to crossing at Farnham and Webster, to include pedestrian channeling, RRFBs, and advanced warnings.	2025	2025	\$ 325,000	\$ 50,000		\$ 275,000	
Sanders St. Pedestrian Improvements	Enhancing Pedestrian Safety	Capital Project	New crosswalks and bubl-outs on Sanders at Okanogan and Wapato and improved bike line between the interesections.	2024	2025	\$ 819,759	\$ 10,667	\$ 709,092	\$ 100,000	
Columbia St. Improvements	Enhancing Pedestrian Safety	Capital Project	Upgrade ped and bicycle facilities, SR 150 to Allen.	2026	2027	\$ 300,000	\$ 50,000		\$ 250,000	
Apple Blossom Pedestrian Trail	New Walking/Biking Pathways	Capital Project	Extend pedestrian facilities from the football field to Apple Blossom Dr.	2025	2026	\$ 1,300,000	\$ 575,000			\$ 725,000
Lakeside Trail	New Walking/Biking Pathways	Capital Project	Multi-use trail from Woodin/Webster to Water St./Terrace Ave.	2024	2025	\$ 3,752,500	\$ 250,500		\$ 3,502,000	
Northshore Trail	New Walking/Biking Pathways	Capital Project	Extend the existing Northshore Trail from Bighorn Way to the end the City limits near Rocky Point.	2025	2026	\$ 9,600,000	\$ 800,000	\$ 8,000,000		\$ 800,000
2025 Downtown Preservation and Complete Streets Project	Preservation of Existing Pavement	Capital Project	Consolidating multiple years worth of preservation money to gain economy of scale through a larger, single year project.	2024	2025	\$ 1,000,000	\$ 1,000,000			
Lakeside Park Access and Parking Analysis	Easing Traffic Congestion	Study/Assessment	This analysis would identify opportunites for additional parking and explore safe access alternatives for lakeside community and park	2025		\$ 100,000				\$ 100,000
Regional Transportation Plan	Emergency Evacuation Routes	Study/Assessment	A regional transportation plan conducted by the MPO will provide data-driven insights, facilitats coordinated planning efforts across jurisdictions, enhances funding opportunities, evaluates emergency preparedness, and promotes sustainable transportation solutions that meet the needs of the community.	2025		\$ 275,000	\$ 25,000			\$ 250,000
TOTALS						\$ 32,552,259	\$ 3,861,167	\$ 8,709,092	\$ 9,377,000	\$ 10,605,000