

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: May 5, 2025	TITLE: 2024 Transportation Benefit District Annual Report	TYPE OF ACTION: ORDINANCE NO. RESOLUTION NO.
REVIEW: April 21, 2025	ATTACHMENTS: <ul style="list-style-type: none">2024 TBD Annual Report	<input checked="" type="checkbox"/> MOTION OTHER

SUBMITTED BY: Tho Kraus, Deputy City Manager

RECOMMENDATION:

It is recommended that the City Council approve the 2024 Transportation Benefit District Annual Report.

DISCUSSION:

RCW 36.73.160(2) requires Transportation Benefit Districts to issue a separate annual transportation improvement report detailing the district revenues, expenditures and status of all projects, including cost and construction schedules. The report must be made to the public and newspapers of record in the district. The attached report satisfies the requirements of state law.

ALTERNATIVE(S): The City Council may deny approval and provide direction for changes to the report.

FISCAL IMPACT: N/A

_____ Department Director	_____ City Manager Review
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To: Mayor and City Councilmembers
From: Tho Kraus, Deputy City Manager
Through: John J. Caulfield, City Manager
Date: May 5, 2025
Subject: City of Lakewood Transportation Benefit District 2024 Annual Report

Purpose

This report provides information on the status of the City of Lakewood Transportation Benefit District ("District") and fulfills the requirements of the State of Washington and the District for an annual report. Below are excerpts from the relevant state law and local documents.

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.

Action taken by the City Council

Adopted the TBD 2022 Annual Report on May 6, 2024 (reviewed at the April 22, 2024, study session).

Next Steps

May 5, 2025 – Adoption

Transportation Benefit District Financial Summary

The following table provides a summary of the Transportation Benefit District Fund for fiscal year 2024.

Fund 103 Transportation Benefit District	2024 Budget	2024 Actual
Revenues:		
\$20 Vehicle License Fee	\$ 835,000	\$ 805,600
Interest Earnings	-	4,565
Total Revenues	\$ 835,000	\$ 810,165
Expenditures:		
Transfers to Transportation CIP:		
302.0001 Personnel, Engineering & Professional Services	420,586	420,586
302.0002 New LED Street Lights	180,000	180,000
302.0003 Neighborhood Traffic Safety/Traffic Calming	4,602	4,602
302.0004 Minor Capital Major Maintenance	34,736	34,736
302.0005 Chip Seal Program - Local Access Roads	360,000	360,000
Total Expenditures	\$ 999,924	\$ 999,924
Beginning Fund Balance, January 1	\$ 212,288	\$ 212,288
Ending Fund Balance, December 31	\$ 47,364	\$ 22,529

Washington State Department of Licensing (DOL) collects the fees and distributes the net proceeds to the City monthly. DOL automatically deducts one percent (1%) of the \$20 fee at the time of collection for administration and collections expenses incurred. The administration fee is the maximum amount permitted by RCW 82.80.140.

TBD Funded Projects – Revenues, Expenditures & Construction Schedules

The following is an update of TBD funded projects in 2024.

Annual Programs	302.0001 Personnel, Engineering, Prof Svcs	302.0002 New LED Street Lights *	302.0003 NTS/Traffic Calming	302.0004 Minor CIP & Major Maint	302.0005 Chip Seal Program
Revenues:					
Increased Gas Tax	\$ 71,681	\$ -	\$ -	\$ -	\$ -
Multimodal Transportation	81,921	-	-	-	-
General Fund	104,812	(213,846)	20,398	-	-
TBD \$20 Vehicle License Fee	420,586	180,000	4,602	34,736	360,000
Pavement Degradation Fees	-	-	-	125,865	-
Real Estate Excise Tax	-	-	-	99,399	-
Total Sources	\$ 679,000	\$ (33,846)	\$ 25,000	\$ 260,000	\$ 360,000
Expenditure:					
TBD Funds Spent - Current Year Allocation	420,586	-	-	34,736	280,187
TBD Funds Spent - Previous Years Allocation	-	77,516	18,394	-	-
Other Funds Spent	18,098	-	10,016	217,914	-
Total Uses	\$ 438,684	\$ 77,516	\$ 28,410	\$ 252,650	\$ 280,187
Beginning Fund Balance, January 1	\$ 29,019	\$ 376,362	\$ 53,384	\$ 8,112	\$ 80,497
Ending Fund Balance, December 31	\$ 269,335	\$ 265,000	\$ 49,974	\$ 15,462	\$ 160,310
Ending Fund Balance Composition:					
TBD Funds	\$ -	\$ 191,424	\$ -	\$ 7,350	\$ 112,943
Non-TBD Funds	\$ 269,335	\$ 73,576	\$ 49,974	\$ 8,112	\$ 47,367

* Returned excess funds not needed back to General Fund.

In 2024, TBD funds were used to fund annual programs as follows:

Minor Capital & Major Maintenance: Funds used for pavement patching across the City. Approximately 1,400 square yards of patching was completed at various locations across the city.

Chip Seal Program – Local Access Roads: Funds used to chip seal Avondale Road and Meadow Road.

Neighborhood Traffic Safety Control Program (NTSC): Program expenditures totaled \$28,410 for portable radar feedback signs. There were no capital expenditures on neighborhood traffic control.

The LED street lighting project is in for permitting at Tacoma Power. Unfortunately, their permit process is quite lengthy and were told it would be 6-8 months before they look at it, then if any poles are found to have other permits on them (typically communication companies), we get in line and wait until they clear the permits ahead of the ones that we submitted on. That can take up to an additional 6 months. Once that is all clear, the lineman's union has been guaranteed "make ready" work that takes an additional 3-4 months. We are looking to advertise the project later this year with construction in early 26.

2024 Chip Seal Program – Avondale & Meadow Road



Before – Image Date July 2024 (Credit: Google)



After – Image Taken March 2024 (Credit: Lakewood PPW)