

CITY OF LYNNWOOD
TRANSPORTATION BENEFIT DISTRICT BOARD SPECIAL MEETING MINUTES
May 31, 2016

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3 10. CALL TO ORDER – The May 31, 2016 Special Meeting of the City of Lynnwood
4 Transportation Benefit District (TBD) Board, held in the Council Chambers of Lynnwood
5 City Hall, was called to order by Board President Cotton at 7:00 p.m.
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7 20.

ROLL CALL

Board President Ian Cotton
Board Vice President Benjamin Goodwin
Board Member M. Christopher Boyer
Board Member Ruth Ross
Board Member Shannon Sessions
Board Member Shirley Sutton
Board Member George Hurst

OTHERS ATTENDING

Finance Director Springer
Comm. Devt. Director Krauss
Executive Assistant Morris

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10 30 ENTRANCE CONFERENCE BY STATE AUDITOR

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12 Board President Cotton announced that the State Auditor's Office would be conducting an
13 audit of the Transportation Benefit District (TBD). He pointed out that the last time the TBD
14 was audited was in 2013.

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16 Assistant Audit Manager Nicholas Sarpy from the State Auditor's Office stated that he
17 would be supervising the audit. Kyla Henderson will be performing the audit, and Kristina
18 Baylor will be the audit manager, but neither of them could make it tonight. Mr. Sarpy noted
19 that he had supervised the last TBD audit. He reviewed the function of the State Auditor's
20 Office and the types of audits they perform. He stated that the scope for the TBD's audit is
21 an accountability audit for Fiscal Year 13-14-15. They will be going over the same areas
22 they have done in the past which is basically the entire operations of the TBD. He referred
23 to the Engagement Letter in the TBD Board's packet which lays out the State Auditor's
24 Office's responsibilities as well as the TBD's responsibilities. Mr. Sarpy discussed the three
25 levels of reporting including findings, management letters, and exit items. He reviewed
26 general information about the audit and then solicited questions.
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28 Board Comments/Questions:

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30 Board Member Sessions asked about the result of the 2013 audit. Mr. Sarpy said he didn't
31 think there were any recommendations.
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1 40. ADJOURNMENT
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3 *Motion made by Board Member Boyer, seconded by Board Member Ross, to adjourn the*
4 *meeting. Motion passed unanimously.*
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6 The meeting was adjourned at 7:07 p.m.
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14 Sonja Springer
15 Finance Director, Acting as Board Treasurer



Ian Cotton, TBD Board President