



City of Stevenson

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To: City Council
From: Leana Kinley, City Administrator
RE: Transportation Benefit District
Meeting Date: June 20, 2024

Executive Summary:

At the March 25th council meeting, the council directed staff to move forward with establishing a Transportation Benefit District with the goal of submitting a ballot measure for the November General Election for a .3% sales tax. Below is an outline of actions to take place and associated timeline.

Overview of Items:

The initial intent of establishing a Transportation Benefit District is to allow for the transfer of .3% sales tax from the General Fund to the Water/Sewer fund to decrease the utility rates. The initial plan was to have a resolution prepared for the August 6th deadline to adopt a resolution for Sales Tax by the November ballot. I have not been able to meet that timeline due to other priorities.

The discussion is whether to move forward with the measure at a special election, or to wait for the next general election in 2025. Special elections will be more expensive than a general election as there are less agencies to share the cost.

- December 13, 2024 – Last day to file for February Special Election
- February 11, 2025 – Special Election (tax implemented on July 1, received in September 2025)
- February 21, 2025 – Last day to file for April Special Election
- April 22, 2025 – Special Election (tax implemented on Jan 1, received in March 2026)
- May 2, 2025 – Last day to file for August Primary
- August 5, 2025 – Primary (tax implemented on Jan 1, received in March 2026)
- August 5, 2025 – Last day to file for November General Election
- November 4, 2025 – General Election (tax implemented on April 1, received in June 2026)

Attached is a draft ordinance establishing the Transportation Benefit District. There will also need to be an additional Resolution and Ordinance after the TBD is established to have it be assumed by the City. The entire process from establishing the TBD to final ballot measure resolution would be about three to four months.

Action Needed:

Decide which election to put the Transportation Benefit District sales tax measure.