
SNOHOMISH COUNTY PUBLIC FACILITIES DISTRICT
PUBLIC FACILITY DISTRICT SPECIAL MEETING MINUTES
SNOHOMISH COUNTY ADMINISTRATION EAST, 6th Floor,
ROOM 6A04
July 17, 2008
3:00 P.M.

Board:

Debbie Emge, District #5
Janice Greene, District #2
Travis Snider, District #4

Interested Parties:

Kim Bedier, Comcast Arena at Everett Events Ctr
Stephen Clifton, Edmonds PFD
Grant Dull, Lynnwood PFD
Doug Ferguson, Anderson Hunter
Susan Kern, Paine Field
Barry Smith, Future of Flight Foundation

Staff:

Roger Neumaier, Finance Department
Cristy Schelm, Finance Department
Linda Rhoades, Solid Waste Division

Call to Order: Travis Snider called the meeting to order at 3:00 PM.

Janice Greene moved to accept the April 24, 2008, meeting minutes. Debbie Emge seconded the motion and it passed unanimously.

Project Presentations

Edmonds – Stephen Clifton provided an update. Edmonds has completed their restructuring of debt by issuance of bonds. They have filed an appropriations request with the Department of Housing and Urban Development and received \$150,000 under the economic development initiative. Sponsorships have risen from 13 in 2007 to 19 for the 2008/2009 season. Edmonds Center for the Arts (ECA) staff is turning its capital fundraising efforts toward identifying a corporation, foundation or individual for contribution toward paying off capital debt and has hired a grant writer to help with that effort. Stephen noted that ECA's operating expenses have remained steady. He distributed the ECA's 2008/2009 schedule.

Everett – Kim Bedier provided a summary of the 2007 events at the Comcast Arena at the Everett Events Center. They are on track for a very strong 2008 with some large events scheduled for the remainder of the year. They are working on green initiatives with the PUD to make changes that will allow them to be more energy efficient. Food waste from their kitchen is being composted, used cooking oil is being converted to biodiesel, and they have converted to compostable plates, cups and cutlery. They are

Doug Ferguson and Roger Neumaier recommended that the local PFDs sign the agreements first and then all of the agreements will go to the County Council as a package.

Discussion of Tier One and Tier Two - Doug explained that Grant questioned the use of the term "tier one allocations", which refers to what the Board has already allocated. Those allocations are defined in fixed amounts on a schedule with each interlocal agreement. Since tier two allocations come after tier one, is there some possibility that the Board may make additional tier one allocations that would diminish the amount available for the tier two allocations? The assumption that Doug worked on was that the tier one allocations have been made and they will not be changed. The remainder of dollars will go to the reserve, administrative expenses or tier two allocations. Roger recommended that it note that tier one allocations were the original allocations that occurred prior to "x" date and tier two are the percentages that deal with a remaining amount, after tier one and administrative costs.

Roger will bring budget authorization and a budget plan for the allocation methodology. He will bring a recommendation for 2008 to the October meeting. He will also develop a 2009 budget that will address a recommendation and its methodology. He will propose an approach for future years and that will be open for discussion.

Doug recommended that before any of the tier two disbursements are made, the Board look at the projected amount and proceed in accordance with the agreement. The practical part is to determine what the reserves are going to be each time. Travis summarized that the reserve is \$250,000 and he would like this process to move forward as quickly as possible so that the projects get their allocations.

Debbie Emge made a motion that the PFD Board President sign the addendums to the agreements with the projects, to the extent that there are no major revisions. Janice Greene seconded the motion and it passed unanimously.

Financial Update – The Board reviewed the financial statements and Roger Neumaier pointed out that sales tax is not strong this year.

Voucher Approvals – After review of the vouchers, Travis Snider moved to approve the vouchers for the period of April through June in the amount of \$411,189.26. Janice Greene seconded the motion and it passed unanimously.

The meeting was adjourned at 4:20.



Chairperson Signature

Date 10/16/08