
SNOHOMISH COUNTY PUBLIC FACILITIES DISTRICT
PUBLIC FACILITY DISTRICT MEETING MINUTES
WILLIS TUCKER CONFERENCE ROOM
OCTOBER 30, 2003
3:00 P.M.

Roll Call:

Board:

Review Attendance List

Steve Juntwait, District #2
Liz Loomis
Boyd McPherson, District #1
Erik Nelson, District #3
Travis Snider, District #4

Interested Parties:

Kim Bedier, Everett PFD

Stephen Clifton, City of Edmonds
Jay Conner, Edmonds PFD
Linda Dickson, Cambell and Co.
Bill Lewallen, Paine Field
Kjris Lund, Edmonds PFD
Jim Maynard, Snohomish County
Sherrill Myers, LMN Architects
Jay Peistrup, Sellen Construction Co.
Andrew Rardin, Paine Field
Barry Smith, Museum of Flight
Dave Waggoner, Paine Field

Staff:

Rachel Solesmaas, Finance
Sylvia DeZordo, Finance
Karen Murphy, Finance
Leah Reich, Anderson Hunter

Call to Order:

Travis Snider, President, called the meeting to order at 3:00 P.M.

Project Updates:

Edmonds. Kjris Lund, Edmonds PFD, was not planning to attend the meeting but submitted a written update to the Public Facilities Board Members. Rachel commented that a brochure was submitted to the PFD Board to explain the capital campaign. Travis would like an update from the Edmonds PFD in on where they are according to their original fund raising plan. Also, is the capital campaign original estimate plan proceeding as planed, if not, an update would be needed by the Edmonds PFD.

Lynnwood. Travis introduced Grant Dull, the new Executive Director of the Lynnwood PFD.

Grant Dull provided a background of himself and stated that the Lynnwood PFD broke ground on introduced himself, gave a background of his experiences and skills and stated a few weeks ago broke ground on October 14, 2003 (See Certificate dated and signed on October 14, 2003.)

Grant presented to the PFD Board members the Quarterly Report dated September 30, 2003. He stated that the facility continues to pursue acquisition of Video Only. Also, in the process of writing an RFP and will be hiring a contractor by the middle of January. Hopefully, the first event would occur in April 2005.

An Operator has been selected by the name of SMG. The Lynnwood PFD project would take approximately \$31 million to finance. Grant stated that on November 19 a meeting would occur to discuss the financing of the facility at the Lynnwood Fire Hall at 6:00 PM.

Grant discussed that no marketing has occurred at this time, but studies justify the location of the proposed facility.

Everett Events Center.

Fred Safstrom and Kim **need last name** stated that the Everett Events Center is the first PFD facility to open in the State of Washington. On August 29 the project was completed which was 30 days ahead of the contract date and the first event occurred on September 3rd. Since the opening, the center has purchased quality equipment and resolved problems which had occurred during the first hockey event. Exterior signage is being stalled. The City of Everett will complete work on the Conference Center by next month.

Kim discussed the events occurring in the future which includes hockey games, Disney on Ice, the Bull Riders Challenge, WIAA State Volley Ball Championship and the Harlem Globe Trotters. Everett will also be hosting a boat show and home show. The public ice arena is available for rent. Kim stated that traffic impacts have not occurred from Everett Center events.

Paine Field/Museum of Flight. Bill Lewallen stated that they have recently had a meeting with the design team and are presenting to the PFD Board a \$15 million project. County Council has approved an amendment to allow hotel zoning near the proposed project. There are some potential contractors interested in building a hotel.

Bill explained the NFIC project which would include a plaza, meeting rooms, restaurant and Boeing tour center with a theater and gift shop.

Bill stated that they have begun construction of the sewer line, but realize they do need the Boeing Lease signed before receiving certification from the PFD Board commencing construction.

Bill stated they do have an Operator Agreement with Museum of Flight and have agreed on a financial agreement. Bill stated that the proposed PFD facility is anticipated to meet a 230,000 yearly attendance.

Bill stated that the Snohomish County Council last public hearing date for the year 2003 would occur on December 17. The Interlocal Agreement has been signed and he asked the PFD Board to release the Interlocal Agreement to submit to Council for their consideration. Bill also recommended attached to the Interlocal a memorandum from the PFD Board allowing Council to consider for review only until the PFD Board receives the signed Boeing Lease Agreement. Bill stated that the Operator's Agreement would be signed by December 31, 2003. The PFD Board members agreed to the request.

Bill and Erik Nelson discussed the proposed parking facilities.

Travis thanked Bill for the update and stated the next PFD meeting could be scheduled based on the needs of the NFIC.

New Business:

Approval of Minutes. Boyd McPherson moved the minutes of July 25, 2003 be approved, seconded by Steve Juntwait. Motion carried unanimously.

Voucher Approval. Travis Snider reviewed the voucher packet with the Snohomish County PFD Board. A motion was made by Liz Loomis, seconded by Steve Juntwait to approve the vouchers through September 30, 2003 totaling \$195,664.45.

Financial Reports. Karen Murphy presented to the PFD Board members an updated Statement of Net Assets and 2003 Year to Date Budget to Actual. Karen updated the Board on the Revenue Planning Model and the Sales Tax Receipts through 2003 which continues to show a 3.2% growth rate.

Karen reviewed the Monitoring of Match for each project which shows a balance at the end of this year of ----- **Ask Karen.** This report will be submitted to the PFD Board quarterly.

Travis asked Karen and Rachel to explain the reason for the drop of sales tax receipts in the month of June. Rachel would investigate and update the PFD Board on this issue.

Karen concluded her presentation by discussing the projected Ending Fund Balance by December 31, 2004.

Rachel stated that the Models would be updated to match the Budget.

Liz Loomis approved the Budget, seconded by Erik Nelson, and, unanimously approved by the PFD Board members.

Insurance Renewal. Rachel stated that have been working with Marsh and received good news that our coverage increased under 25%. The insurance renewal fee was \$12,189.

Election of Officers. Steve Juntwait recently reviewed responsibilities with current officers. Steve stated that officers continue to do an excellent job and entertained a motion to retain the existing officers. Motion seconded by Erik Nelson; and, unanimously approved by the PFD Board.

Correspondence: None

Old Business: None.

Meeting Adjourned: Meeting adjourned at 5:00 P.M.

Next Meeting: Would be schedule for January, 2004.

Follow-up Items:

- 1) Meeting would be schedule for January.
- 2) Travis would like an update from the Edmonds PFD in on where they are according to their original fund raising plan. Also, is the capital campaign original estimate plan proceeding as planned, if not, an update would be needed by the Edmonds PFD.
- 3) Travis asked Karen and Rachel to explain the reason for the drop of sales tax receipts in the month of June. Rachel would investigate and update the PFD Board on this issue.
- 4) Rachel will send notification of public hearing to the PFD Board of the NFIC approval by Council.
- 5)



A handwritten signature in blue ink, appearing to read "Tom Linder". The signature is stylized with a large, sweeping initial "T" and a long, horizontal flourish extending to the right.