

Snohomish County
Public Facility District Meeting Minutes
Tucker Conference Room
August 17, 2001
3:00 P.M.

Attendance:

Board Members Present

Steve Juntwait, District #2
Liz Loomis, District #5
Boyd McPherson, District #1
Travis Snider, District #4

Staff Present

Dan Clements, Finance Department
Wanda Johnson, Finance Department

Others Present

Stephen Clifton, City of Edmonds
Doug Ferguson, Anderson Hunter
Barry Smith, Museum of Flight
Sara Spence, South Snohomish County PFD
Soren Velize, Snohomish Tribune
Eva Wallace, Marsh USA, Inc.

Call to Order

Travis Snider, President, called the meeting to order at 3:07 P.M.

Approval of Minutes

Liz Loomis approved the minutes, seconded by Steve Juntwait, and unanimously approved by the Board.

Project Updates

Lynnwood Special Events Center

Sara Wallace, Project Manager for Lynnwood Special Events Center, was hired by South Snohomish County Public Facilities District (PFD) to review the scope of the proposed Lynnwood project. She distributed to the PFD Board documentation explaining Phase

One of the Lynnwood PFD project. Sara also stated that Lynnwood hopes to have their grand opening in December of 2002.

Travis and Sara discussed that the proposed Lynnwood PFD would not be competing with the Snohomish County PFD, but would be complimentary in nature. The Lynnwood facility will be used for corporate meetings and community events.

Boyd McPherson and Sara discussed the soil study which had been completed on the property and that geotechnical investigations would occur in the future. Sara also stated that there was no opposition to the property acquisitions.

Museum of Flight

Barry Smith, who volunteers at the Museum of Flight, is coordinator for the project at Paine Field Airport. Barry would like to make a comprehensive presentation at the Board's September meeting. There has been ten years of architectural studies and the vision for the project is to have a Regional Center and National Center. Barry will also present the financial proforma in September and then respond to detail questions at the Board's October meeting.

Edmonds Event Center

Stephen Clifton, representing the City of Edmonds, stated that the Edmonds PFD was formed in April and approved by their Board on June 26, 2001. The PFD presentation will be made to Edmonds' County Council in November. There has not been a determination to move forward with the PFD, but there is definitely a market in the Edmonds area for a Convention/Conference Center.

Everett Arena

Dan Clements stated that the City of Everett has decided to locate their PFD facility within Wall Street and Oakes in downtown Everett. Condemnation proceedings is presently occurring on the proposed site. The Mayor will soon confirm an agreement with a Hockey Firm. There has also been some interest to have boat shows at the proposed facility.

Correspondence and Media Information

None

Old Business

Anderson and Hunter Legal Services

Doug Ferguson, representing Anderson and Hunter, stated that he was present at the meeting to answer any questions for the Board. Boyd and Dan discussed the process for

making payments for legal services and that the PFD has a total of \$25,000 for funding at this time. The Board reviewed the Attorney's Fee Agreement. A motion was made to approve the legal services contract, approved by Steve Juntwait, seconded by Liz Loomis, and unanimously approved by the Board.

Director's Insurance

Dan Clements introduced Eva Walsh, representing Marsh USA, Inc. Eva stated that she could not have insurance quotes available to the Board until Monday, August 20. The approved quote would probably be under \$10,000. Eva would discuss insurance coverage at the next Board meeting and would submit the quote to Doug Ferguson for his legal review.

Sales Tax

Dan stated that the Snohomish County's Public Facilities District Sales Tax Motion 2001-01 has been filed with the Department of Revenue. The Motion was a formal request to transfer .033% sales tax from the State to our District.

Arena Interlocal Agreement

Dan stated the contract would be between the City of Everett, Snohomish County Public Facilities District, Snohomish County and the contractor. Dan has drafted a Version 8, but the bulk of the contract has not changed. Discussions are continuing on parking, capital improvements and security. Approval of the Interlocal Agreement would probably occur by mid September.

Steve stated that it would be in the best interest of the Board to obtain insurance before proceeding with approval of the Interlocal Agreement. Doug would need to review the project and agreement to see if the Board does have authority regarding financing. He would like to study this issue and determine if more clarification would be needed before the Board moved forward with approval of the Interlocal Agreement.

Next Meeting

The PFD Board decided to hold a meeting on August 30, 2001 at 8:30 A.M. to discuss the following:

- By Laws
- Processes
- Insurance
- Interlocal Agreement
- Opinion from Anderson and Hunter on financing authority
- Hotel Motel Tax Discussion.

The PFD Board decided to hold regular monthly meetings on the third Friday of each month. The next regular monthly meeting is scheduled for October 21, 2001 at 3:00 P.M. It was mentioned that if a meeting were needed in September, the Board would keep their calendars open for September 14th and 28th at 3:00 P.M.

New Business

Reimbursement and Compensation Guidelines

Doug Ferguson stated that the Board could easily adopt the Snohomish County guidelines for Travel and Business Expenses. He suggested that the Board strike out per diem and just accept actual costs for expenses. Doug would provide a resolution at the next meeting.

Pending and Follow-up Items

County Service Agreement

This item was continued to November to be discussed by the Board.

Lodging Tax

Dan distributed a copy of the Lodging Tax Regional Facility Project application to the Board. Travis suggested that the Board review the document and discuss this issue at the next meeting.

Comments from the Public

No comments from the public.

Adjournment

Meeting adjourned at 4:27 P.M.

Pending Items

County Service Agreement – Discuss at November meeting

Presentation from Museum of Flight - October

Refinement of Operation Guidelines

Refine By-Laws

Lodging Tax Application

Insurance Quote – To be submitted by Eva Wallace

Finalize Interlocal Agreement

Doug Ferguson

Opinion on Interlocal Agreement

Review financing authority of PFD

Resolution would be submitted for the Board's travel and business expenses.

