
SNOHOMISH COUNTY PUBLIC FACILITIES DISTRICT
PUBLIC FACILITY DISTRICT MEETING MINUTES
JACKSON BOARD ROOM
APRIL 25, 2003
3:00 P.M.

Roll Call:

Board:

Steve Juntwait, District #2
Boyd McPherson, District #1
Liz Loomis, District #5
Erik Nelson, District # 3

Interested Parties:

Mike Bailey, City of Lynnwood
Stephen Clifton, City of Edmonds
Jan Conner, Edmonds PFD
Bill Evans, Lynnwood PFD
Bill Lewallen, Paine Field
Kjris Lund, Edmonds PFD
Jim Maynard, Paine Field
Dave Waggoner, Paine Field

Staff:

Dan Clements, Finance
Sylvia DeZordo, Finance
Doug Ferguson, Anderson Hunter
Wanda Johnson, Finance
Karen Murphy, Finance

Call to Order:

Liz Loomis, Vice-President, called the meeting to order at 3:00 P.M.

Project Updates:

Edmonds. Kjris Lund stated that the Edmonds PFD has a contract with Long Construction for hazardous waste removal. She also stated that they have hired Sellen Construction as the general contractor. The Edmonds PFD has formed a Building Committee. The Capital Campaign Committee has organized its first meeting for May 19; but, the 501c3 Committee has not yet been formed. Kjris continues to meet with the Senate to seek fund approval from the Capital Budget for the Edmonds project.

Erik Nelson asked Kjris to provide the proposed budget and project expenditures at the next Snohomish County PFD meeting. Kjris anticipates cost projections could be presented in the Fall of 2003. Erik asked that numbers be presented in progressive phases for the project. Dan Clements suggested that an update be presented to the PFD Board in June.

Lynwood. Bill Evans presented the Sales and Marketing Plan 2003-2004, revised time schedule, and financial plan.

Bill reviewed the Quarterly Project Status Report dated March 31, 2003. He also reviewed the revised Project Schedule which includes demolition,

site work and building construction. The first event would occur on April 27, 2005.

Bill stated that the Lynnwood PFD would be releasing the Request for Proposal on May 5 for an Operator. The Operator for the project should be hired by July, 2003.

Museum of Flight. Bill Lewallen presented a revised packet to the Snohomish County PFD Board members. The revised packet is intended to anticipate any documents the PFD Board Members would receive in the future regarding the project. Bill reviewed the documents with the Board members.

Bill stated that he has had some discussions with appropriate staff on the organizational chart and the operating budget. Legal issues are being discussed to determine relationships between Snohomish County and the National Flight Interpretative Center. Doug Ferguson discussed with Bill how the legal agreements should be presented to the PFD Board.

Doug and Bill also discussed the process for presenting the entity setup and financial aspects of the project. Doug stated that the PFD Board members need to be informed on what happens if the market does not materialize for the project and the revenue anticipated is not received.

New Business:

Approval of Minutes. Boyd McPherson moved the minutes of February 28, 2003 be approved, seconded by Steve Juntwait. Motion carried unanimously.

Voucher Approval. Liz Loomis reviewed the voucher packet with the Snohomish County PFD Board members. A motion was made by Erik Nelson, seconded by Steve Juntwait to approve the vouchers through April 17, 2003 totaling \$323,507.24. Motion carried unanimously.

2003 Budget. Wanda Johnson presented the revised 2003 Budget to the PFD Board. Boyd McPherson made a motion to approve the budget, seconded by Steve Juntwait. Motion carried unanimously.

2003 Year to Date Budget to Actual. Karen Murphy discussed the revenues and expenses of the 2003 Budget showing an ending fund balance beginning January 1, 2003 of \$1,716.

Sales Tax Revenue. Dan stated that sales tax revenue for 2003 continues to be up over 5% from last year.

Doug and Dan discussed revenue in regards to the third match requirement (collected dollars not allocated dollars) for each project. This issue would be discussed at a future PFD Board meeting.

Correspondence: None.

Old Business: None.

Meeting Adjourned: Meeting adjourned at 4:00 P.M.

Next Meeting: July 11, 2003

Follow-up Items:

- 1) Update from Paine Field/Museum of Flight.
- 2) Update from Edmonds in June.
- 3) Discussion on third match requirement for each project.



A handwritten signature in blue ink, appearing to read "Tom Jander". The signature is written in a cursive style with a large, looping initial "T".