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SNOHOMISH COUNTY PUBLIC FACILITIES DISTRICT  
PUBLIC FACILITY DISTRICT MEETING MINUTES  
JACKSON BOARD ROOM  
DECEMBER 4, 2003  
4:00 P.M.

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*Roll Call:*

**Board:**

Steve Juntwait, District #2  
Erik Nelson, District #3  
Travis Snider, District #4

**Interested Parties:**

Bill Block, Edmonds PFD  
Kjris Lund, Edmonds PFD  
James Monroe, Edmonds PFD

**Staff:**

Rachel Solesmaas, Finance  
Sylvia DeZordo, Finance  
Karen Murphy, Finance  
Doug Ferguson, Anderson Hunter

*Call to Order:*

Travis Snider, President, called the meeting to order at 4:00 P.M.

*Project Updates:*

**Edmonds.** Kjris Lund introduced Bill Block, attorney for the Edmonds PFD; and, James Monroe, a member of the Edmonds PFD Board.

Kjris stated that the Edmonds PFD is ready to go out to bid on the proposed project and are reviewing the Business Plan with the City of Edmonds.

Kjris also stated that the Campaign Capital Committee has been organized. This Committee would be giving substantial contributions to the project. The Campaign Committee would be hiring a Development Director by the end of January, 2004. Kjris would be assigned to the Grant Writing process. She stated they have reached \$2 million in grant funding with \$400,000 left to go. An additional \$4 million would be raised from individuals, corporations and foundations.

Bill Block stated that the Memorandum of Understanding presented to the Snohomish County PFD Board Members explains that the Edmonds Community Collage would become a participant in the Interlocal Agreement. The MOU would provide the Edmonds PFD with the opportunity to apply for a \$1 million grant. Mr. Block continued his discussion explaining the contents of the document.

Mr. Block asked that Snohomish County PFD Board members to execute the Memorandum of Understanding with the ability to make minor modifications to the resolution.

Kjris stated that construction would begin in November, 2004; and, the Interlocal would be approved by the summer of 2004.

Mr. Block and Doug Ferguson discussed Paragraph 2.b. of the MOU which states as follows: "The College will be granted use of the Center commensurate with the grant-based monetary contribution (including match) to the development and (if it so elects) any contribution to operation of the Center. Details of use to be agreed upon between the College and the Current Participants. Current Participants acknowledge that the College's receipt of grant funding will be contingent on the use agreement being consistent with the College's grant application."

Travis stated he was pleased with the partnership being formed. Kjris stated Phase II of the project would be to look into the possibility of a Culinary School.

Motion made by Erik Nelson to approve the MOU substantially approved in form, and, seconded by Steve Juntwait. Unanimously approved by the PFD Board.

Rachel would notify Kjris Lund when the County Council has a public hearing on the Memorandum of Understanding.

*Public Comments:* None

*New Business:* **Approval of Minutes.** Erik Nelson moved the minutes of October 23, 2003 be approved, seconded by Steve Juntwait. Motion carried unanimously.

**Fiscal Impact of Sales/Use Tax Sourcing.** Rachel provided the PFD Board with update on the Streamline Sales Tax project. She stated that the sourcing provision would become effective by April 2005. There would be a shift of PFD sales tax rebates from the City of Everett and Lynnwood to the Snohomish County PFD. Rachel stated that the PFD Board should plan for mitigation options for losses of sales tax to Cities within the Snohomish County PFD.

*Correspondence:* None

*Old Business:* **Fiscal Impact of Sales/Use Tax Sourcing.** Rachel stated that the Financial Statement will be posted on the Snohomish County PFD

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Website showing the revenue allocation; and, the updated Sales Tax Receipts through December, 2003.

**NFIC.** Rachel stated that the Hilton has been chosen as the developer for the proposed hotel.

Doug Ferguson and the PFD Board discussed that if the Boeing Lease is not signed by the time the County Council meets on December 17, the PFD Board would meet to discuss the next step in the process.

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

*Next Meeting:* Not scheduled. Quarterly meeting would be in March, 2004.

*Follow-up Items:*

- 1) Meeting would be scheduled for January or sooner if requested by NFIC.
- 2) Rachel would investigate the reason for the drop of sales tax receipts for the month of June.
- 3) Rachel would notify the PFD Board Members of the County Council public hearing for the NFIC project.

