

**LYNNWOOD PUBLIC FACILITIES DISTRICT
BOARD RETREAT
OCTOBER 15, 2021
9:00 AM- 3:00 PM**

THIS MEETING WILL TAKE PLACE ELECTRONICALLY VIA ZOOM

MEETING ID: 894 0427 0061

PASSCODE: 375046

ONE TAP MOBILE

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Time	Action Items	Presenters
9:00	Call to Order	Chair Reyes
9:02	Approval of Agenda	Chair Reyes
	Motion: Motion to approve Agenda	
9:04	Welcome and Overview	ED Pope/Chair Reyes
9:07	Welcome and Introduction of New Member Mike Miller & Stakeholder Sharing	All
9:30	Update Organizational Diagnostic	ED Pope
9:50	Fiscal and Sponsorship Policies*	ED Pope/Finance Analyst Cain
10:30	Break	
10:45	Financial Reporting & 2022 Dashboards	Chair Reyes/ED Pope/Finance Analyst Cain/Treasurer Meyer
11:30	2022 Budget Assumptions	ED Pope/Finance Analyst Cain
11:50	ED Evaluation & Compensation Policy/Board Evaluation *	ED Pope/Chair Reyes
12:15	Executive Session RCW 42.30.110 (l)(i) To discuss with legal council representing the agency on litigation	Board & Staff, LPFD Attorney Hendricks
12:30	Lunch	
1:30	Executive Session RCW 42.30.110 (l) (d) To review negotiations on a publicly bid contract.	Dan Fenton and JLL Team
2:30	Upcoming overview of Master Planning Research highlights on Nov. 10th.	Dan Fenton and JLL Team
3:00	Adjournment	All

*= attachments in packet

Future Meeting Dates

November 2nd
December 7th

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Attendees

PFD Board: Rosario Reyes, Chair, Taylor Nordby, Vice Chair, Shawn Walker, Secretary, Wally Webster II, Michelle Meyer, Ex-Officio, Treasurer

City of Lynnwood: Council Member Jim Smith, David Kleitsch, Director Development and Business Services

PFD Attorney: Matt Hendricks

PFD Staff: Janet Pope, ED, Josh Cain, Finance Analyst

JLL: Dan Fenton, Bethanie DeRose, Francesca Howard

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