

LYNNWOOD PUBLIC FACILITIES DISTRICT
BOARD RETREAT MEETING MINUTES
December 6, 2019

A. CALL TO ORDER

The meeting of the Lynnwood Public Facilities District was called to order at 9:00 am by Board Chair Wally Webster II at the Lynnwood Convention Center.

B. Board Members Present

Wally Webster II, Chair
Taylor Nordby, Vice Chair
Shawn Walker, Secretary
Rosario Reyes
Loren Simmonds
Sonja Springer, ex-officio

Facilitator

Lynn Melby

Others

Grant Dull, Executive Director
Judy Powell, Finance Analyst
Sara Blayne, LCC General Manager
Tracy Thornton, LCC Director of Sales
Matt Hendricks, PFD Attorney
Council Member Ian Cotton, City of Lynnwood
David Kleitsch, City of Lynnwood
Karl Almgren, City of Lynnwood
Art Ceniza, City of Lynnwood
Sarah Olson, City of Lynnwood
George Sherwin, Former LPFD Board Member
Mayor Nicola Smith, City of Lynnwood
Council President Ben Goodwin, City of Lynnwood

C. BOARD RETREAT

Board Chair Webster welcomed participants and encouraged members to start building a more collaborative relationship between the City and the PFD today.

Facilitator Melby explained the desired outcome of the retreat as a clear understanding of property development objectives for the next 3-5 years. He also encouraged the members to determine the “why and what” is the ask of Snohomish County.

ED Dull summarized the Task Force and Hunden Strategic Partners reports. He also gave the current project’s status update and provided an overview of funding options. He laid out options the PFD can utilize which may include a sales tax ballot measure depending on the full extent of the final project.

Members of the group discussed a number of issues, including soliciting interest from developers; housing market; 194th ST extension; location of parking garage; parks; etc. They discussed how to utilize the space to do more and to make more out of what the PFD has. There was also concern that the project cost estimate of \$70 million might not be high enough. After a lengthy discussion the following steps in the next 1-5 years was proposed:

Year 1:

- Determine the path forward and start the master plan
- Start refreshing the current Convention Center
- Explore public/private/public partnerships
- Wait on the completion of the traffic study to determine if 194th ST will be done by the City (expected by the end of 2020)

The Lynnwood PFD Board’s minutes are intended to be a reasonable summary of the Board’s deliberations and actions. The minutes are not a verbatim record of everything said at the meeting. The minutes include all actions taken by the Board.

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- Perform a structural analysis of the Convention Center to determine if another floor could be added for expansion
- LMN to update the building plan to move the parking structure either to where the spa is or connected to the Convention Center to the West
- Arrange for a line of credit for short term needs

Year 2:

- Prepare a full site concept/master plan
- Secure private commitments
- Determine when and if to tear down the strip mall

Year 3:

- Start design/permit process of the project
- Secure funding

Year 4/5:

- Start construction

D. BUSINESS ITEMS

At the Board meeting on December 3, 2019, the Board postponed deciding on the executive search firm until further information could be obtained.

Motion made by Board Member Walker, seconded by Board Member Reyes, authorized the Executive Director to sign an agreement with Prothman for the executive search purposes. Motion passed, unanimously.

E. ADJOURN

The meeting adjourned at 4:34 pm.

Wally Webster II, Board Chair