

LYNNWOOD PUBLIC FACILITIES DISTRICT  
BOARD MEETING MINUTES  
June 18, 2019

**A. CALL TO ORDER**

The meeting of the Lynnwood Public Facilities District was called to order at 5:00 p.m. by Board Chair George Sherwin at the Lynnwood Public Library for a presentation made by Merlone Geier Partners' pending development of Lynnwood Square. At 6:00 p.m., the meeting moved to the Lynnwood Convention Center for the remainder of the agenda.

**B. Board Members Present**

George Sherwin, Chair  
Wally Webster II, Vice Chair  
Taylor Nordby, Secretary  
Lynn Melby  
Rosario Reyes (via phone)  
Sonja Springer, Treasurer

**Others**

Grant Dull, PFD Executive Director  
Judy Powell, PFD Finance Analyst  
Matt Hendricks, PFD Attorney  
Sara Blayne, LCC General Manager  
David Kleitsch, City of Lynnwood  
Council Member Ian Cotton

**Guests**

Karl Almgren, City Center Manager

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**C. AGENDA**

Board Member Melby moved, seconded by Board Member Webster, to approve the Agenda as presented. Motion passed, unanimously.

**D. MINUTES**

Board Member Reyes moved, seconded by Board Member Nordby, to approve the May 14, 2019 minutes as presented. Motion passed, unanimously.

**E. ANNOUNCEMENTS, ORAL AND WRITTEN COMMUNICATIONS**

None

**F. CONSENT AGENDA**

Board Member Melby moved, seconded by Board Member Nordby, to approve the Accounts Payable Report in the amount of \$109,817.81. Motion passed, unanimously.

**G. BUSINESS ITEMS**

**1. CONVENTION CENTER REPORT**

GM Blayne presented the Lynnwood Convention Center's guest feedback scores and reviewed comments with the Board. The Board asked for a staffing update and GM Blayne explained that they are still having a hard time finding part time staff.

**2. "I LOVE LYNNWOOD" SCULPTURE**

In March, the City Parks and Recreation Foundation and the PFD signed an agreement to plan, finance and install a security and art installation at the corner of 196<sup>th</sup> Street Southwest and Convention Way (36<sup>th</sup> Avenue West). A Committee composed of City, Foundation and

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PFD representatives have selected an artist and a design. Board Member Melby and GM Blayne served on the Committee. Board Member Melby presented the Committee's recommendation.

Motion made by Board Member Melby, seconded by Board Member Webster, to approve the design of the sculpture with the following caveats: the artist consider alternative colors for the word Lynnwood, that the heart be lit from within, and that the art conform to the structural barrier requirements. Motion passed unanimously.

**3. LONG RANGE PLANNING**

ED Dull presented a proposal from Hunden Strategic Partners for a Convention Center Expansion Study. The project is to be completed within 11 weeks of project kickoff and at a cost of no more than \$49,000.

Motion made by Board Member Webster, seconded by Board Member Nordby, to authorize the ED to execute a Convention Center Expansion Study with Hunden Strategic Partners for a cost not to exceed \$49,000. Motion passed unanimously.

**H. EXECUTIVE DIRECTOR'S REPORT**

Andrew Ballard presented the Task Force report to the Mayor and then to the City Council. Both presentations went very well. A press release was issued jointly by the City and the Convention Center on June 4.

The next Special Board Meeting will be held June 25, 2019 at 3pm at the Convention Center.

**I. COMMENTS FROM COUNCIL MEMBER COTTON**

None

**J. COMMENTS FROM DIRECTOR DAVID KLEITSCH**

David Kleitsch updated the Board on different projects going on within the City.

**K. OLD BUSINESS/NEW BUSINESS**

None

**L. EXECUTIVE SESSION**

The Board went into Executive Session at 7:32 pm for 5 minutes as authorized by RCW42.30.110(1) (f) to review performance of a public employee. At 7:37 pm, the Board extended the session for 5 minutes. The Board came out of Executive Session at 7:42 pm. No action was taken.

**ADJOURN**

Meeting adjourned at 7:42 pm.

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George Sherwin, Chair Board Member