

LYNNWOOD PUBLIC FACILITIES DISTRICT
SPECIAL BOARD MEETING MINUTES
October 9, 2019

A. CALL TO ORDER

The meeting of the Lynnwood Public Facilities District was called to order at 3:30 pm by Board Vice Chair Wally Webster at the Lynnwood PFD Offices.

B. Board Members Present

George Sherwin, Chair (Excused)
Wally Webster, Vice Chair
Taylor Nordby, Secretary (Excused)
Lynn Melby
Rosario Reyes
Sonja Springer, ex-officio

Others

Grant Dull, Executive Director
Judy Powell, Finance Analyst

C. APPROVAL OF AGENDA

Motion made by Board Member Melby, seconded by Board Member Reyes, to approve the agenda for the meeting. Motion passed, unanimously.

D. PERSONNEL REVIEW

1. SMG SALARY REVIEW

The Board reviewed LCC's employees' positions and compensation packages. The Committee would like SMG to implement an employee retention program and inform the Board before new salaried positions are added to LCC's organizational chart.

2. PFD SALARY REVIEW

The Board reviewed the salaries of the PFD staff to ensure they were comparable to City staff salaries. The Board approved a 1.53% cost of living increase for the Executive Director.

E. EXECUTIVE SESSION

The Board went into Executive Session at 4:30 pm for 10 minutes as authorized by RCW42.30.110(1) (g) to review performance of a public employee. At 4:40 pm, the Board came out of Executive Session. No action was taken.

D. PERSONNEL REVIEW (continued)

The Board requested that the Executive Director send his current employment contract to the Board for review. The Board further requested that the Executive Director provide them with his goals and objectives for 2020 at the January 2020 Board meeting.

Motion made by Board Member Melby, seconded by Board Member Reyes, to approve a 1.53% increase to the Executive Director's contracted salary. Motion passed, unanimously.

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.

LYNNWOOD PUBLIC FACILITIES DISTRICT
SPECIAL BOARD MEETING MINUTES

October 9, 2019

F. ART REVIEW

The Board requested that the Building Refresh Project include an added capacity for more art displays in the building, including 3-D art exhibits.

G. ADJOURN

The meeting adjourned at 5:20 pm.

Wally Webster, Chairman

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.