



October 25, 2021
2:30 P.M.

[Microsoft Teams Meeting](#)
To call in:
+1 360-663-5914
Conference ID: 254 222 382#

Due to the COVID-19 pandemic, the PFD will be holding this Regular Meeting of the Board of Directors as an online meeting in a manner consistent with guidance from the Attorney General's office. Members of the public desiring to leave public comment should submit them to curtisj@ballpark.org at least 24 hours prior to the meeting start time. People attending the online meeting may provide text comment during the meeting; no verbal comments can be accommodated.

BOARD MEETING NOTICE AND AGENDA

- A. **Call to Order / Welcome** (Chair, Stacy Graven)
- B. **Public Comment** (any written public comment received prior to the meeting will be summarized and read aloud)
- C. **Approval of the Minutes**
 - 1. September 20, 2021, Regular Board Meeting Minutes
- D. **Board Briefings and Potential Actions:**
 - 1. Seattle Mariners update (Fred Rivera/Trevor Gooby) – *Presentation Only*
 - a. LTCNA Update

- b. All-Star Game Planning Update
- 2. Final Review and Feedback on Club’s CapEx /Next Steps (Bryan Slater/CAA ICON; Joshua Curtis) – *Presentation Only*
- 3. 2022 Proposed Budget Review (Tim Burgess/Joshua Curtis)-
Materials Included
- 4. Reference Ballpark Trip Planning (Joshua Curtis, Bryan Slater/CAA ICON) – *Presentation Only*
- 5. Review of Vouchers (Tim Burgess) – *Materials Included*
 - a. Proposed Resolution 21-015

E. Reports

- 1. Chair’s Report (Stacy Graven)
- 2. Executive Director’s Report (Joshua Curtis)

F. Executive Session: The Board may meet in Executive Session to “review contract performance of publicly bid contracts” RCW 42.30.110 (1)(d) and/or to discuss with legal counsel real estate lease matters and/or “potential litigation to which the agency . . . is, or is likely to become, a party, where public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency” RCW 42.30.110 (1)(i). Formal Board action is not anticipated following the Executive Session.

G. Adjournment

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WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC FACILITIES
DISTRICT

Monday, September 20, 2021, 2:30 P.M.

Microsoft Teams Online Meeting

Dial: 1-360-663-5914
Conf. Code: 383 919 729#

REGULAR BOARD MEETING MINUTES

Due to the COVID-19 pandemic, the PFD held this Regular Meeting of the Board of Directors as an online meeting in a manner consistent with guidance from the Attorney General's office. Members of the public desiring to leave public comment were directed to submit them to curtisj@ballpark.org at least 24 hours prior to the meeting start time. People attending the online meeting were provided the option to provide text comment during the meeting.

CALL TO ORDER / WELCOME

Board Chair Stacy Graven called the meeting to order at 2:30 p.m. pursuant to notice. Other board members joining the Microsoft Teams meeting: Carol Nelson, Tim Burgess, and R. Omar Riojas. Chris Marr and Charles Royer were absent but excused. Staff and consultants present: Joshua Curtis (Executive Director), Liv Bacon (Office Manager) and Tom Backer (Legal Counsel). Also joining were Fred Rivera (EVP and General Counsel at the Seattle Mariners), Trevor Gooby (Senior Vice President, Ballpark Operations at the Mariners), Pat Dunn (Consultant), John Marchione (Executive Director at the Public Stadium Authority), Mike Wooley (Consultant/VSG), Stephen Mak (Sound Transit), Ryan Bianchi (Sound Transit), Leda Chahim (Government and Community Relations Manager at Sound Transit), Dan Barret (Consultant at CAA Icon), Bryan Slater (Consultant at CAA Icon), John Christison (Consultant), Nicole Kistler (City of Seattle) and Carmella Ennis (King County).

PUBLIC COMMENT

No written public comment was received.

APPROVAL OF MINUTES

Chair Graven asked for a motion to approve the August 9, 2021, Board Meeting Minutes. Member Burgess moved to approve the minutes, seconded by Member Riojas. Motion carried 4-0.

BOARD BRIEFINGS AND POTENTIAL ACTIONS

1. Seattle Mariners update (Fred Rivera/Trevor Gooby) – *Materials Included*

Mr. Rivera announced that the Mariners will be hosting the 2023 All Star Game. This is an exciting opportunity to showcase T-Mobile Park and Seattle. There are about 50M in improvements needed to be completed prior to the All-Star Game according to Mr. Gooby.

- a. LTCNA Update

Mr. Rivera noted that the LTCNA report is now several years old and needs to be updated. The Mariners, in collaboration with the PFD, have released an RFP to identified vendors and aim to have an updated LTCNA in time for the submission of 2022/23 initial CapEx workplan.

b. Final 2021/22 CapEx Plan – Changes from Initial Plan

See presentation in packet. Mr. Gooby explained that the main reason for the increase in project costs is due to some projects needing to be completed sooner for the All-Star Game in 2023.

2. Initial Review and Feedback on Club's Submittals/Next Steps (Bryan Slater/CAA ICON; Joshua Curtis)

The review is in progress as of the beginning of September. A draft letter of approval will be reviewed at the October 25 PFD board meeting.

3. 2021 O&M Review (Mike Wooley, John Christison, Venue Solutions Group) – *Presentation Only*

See presentation.

4. Sound Transit West Seattle/Ballard Alignment - *TBD*

a. Sound Transit Presentation (Leda Chahim, Sound Transit)

See presentation.

b. Partner Input (Fred Rivera, John Marchione, Joshua Curtis)

On behalf of the Public Stadium Authority, Mr. Marchione stated that they were tracking the Sound Transit process and want to ensure that the pedestrian and fan connections at the CID station were considered in the final option. Mr. Rivera expressed that the Mariners were primarily concerned that several of the routes would be bypassing the Stadium Station and would result in fans needing to transfer/get off at either the CID or SODO stations. Mr. Curtis conveyed that in his conversations with stakeholders from Pioneer Square and the CID he had heard concerns about the planning for pedestrian connections between neighborhoods, as well as cumulative impacts as a result of non-ST work, such as trestle repairs on 4th Ave.

5. Recognition of Paul Mar – *Materials Included*

a. Proposed Resolution 21-013

Chair Graven stated Paul Mar has been a valued PFD board member and will be sorely missed. Member Nelson moved to approve Resolution 21-013, seconded by Member Burgess. Motion carried 4-0.

6. Review of Vouchers – *Materials Included*

a. Proposed Resolution 21-014

Member Burgess moved to approve Resolution 21-014, seconded by Member R. Omar Riojas. Motion carried 4-0.

REPORTS

Chair's Report

Chair Graven reported that the All-Star Game media announcement was very well organized and appreciated being included. She also reminded board members of the proposed 2022 board meeting schedule, which will be approved later this year.

Executive Director's Report

See Executive Director report in board packet.

EXECUTIVE SESSION

The board did not enter Executive Session.

RECESS AND RECONVENE:

Chair Graven announced that the Board would be in recess at 4:06 p.m. and would reconvene at the Climate Pledge Arena for a walk-through and tour of the facility at 5:00 p.m. Chair Graven was joined on the tour by Board members Nelson, Burgess, and Riojas, along with Joshua Curtis, Tom Backer, and Pat Dunn. Ken Johnsen consultant for the Oak View Group led the tour, which concluded at 6:10 p.m.

ADJOURNMENT:

There being no further business before the Board, Chair Graven declared the meeting adjourned at 6:12 p.m.

Liv Bacon
Recording Clerk

Stacy Graven, Chair
Board of Directors, Public Facilities District

Proposed PFD 2022 Operating Budget

Presented for discussion at October 25, 2021 PFD Board Meeting

Non-Operating Fund Balances (12/31/2021)

Cap Ex Fund	3,000,000
PFD Operating Reserve Fund	3,100,000
Neighborhood Improvement Fund	4,475,000

Operating Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2022 Total	2021 Total
Operating Cash Balance (Beginning)	1,000,000	693,562	602,270	1,341,757	1,241,170	1,022,767	943,627	1,704,773	1,573,056	1,520,314	1,404,552	1,351,168		
Income														
Mariners Rent			813,180				813,180						1,626,360	1,578,990
Interest Income	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	60,000	60,000
Total Income	5,000	5,000	818,180	5,000	5,000	5,000	818,180	5,000	5,000	5,000	5,000	5,000	1,686,360	1,638,990
Expense														
Salaries/Benefits	20,202	20,202	21,247	21,524	21,524	21,549	21,524	21,524	21,549	21,524	21,524	21,549	255,440	245,380
Salaries	16,745	16,745	17,552	17,750	17,750	17,750	17,750	17,750	17,750	17,750	17,750	17,750	210,789	189,230
Benefits	2,208	2,208	2,224	2,224	2,224	2,224	2,224	2,224	2,224	2,224	2,224	2,224	26,657	26,080
Payroll Taxes	1,249	1,249	1,471	1,550	1,550	1,575	1,550	1,550	1,575	1,550	1,550	1,575	17,994	30,070
Professional Services	38,099	57,838	39,329	30,932	198,741	24,276	32,381	112,064	33,064	94,114	23,731	23,231	707,799	893,400
IT Support / Websites	2,268	2,268	3,768	3,108	1,908	2,108	1,908	1,908	1,908	1,908	1,908	1,908	26,876	25,800
Accounting/Auditing	-	-	-	-	-	850	8,400	5,500	1,000	12,300	-	-	28,050	26,575
Consultants	27,017	47,017	27,017	19,017	188,267	12,767	13,267	96,100	21,600	71,100	13,267	12,767	549,200	709,200
Reimbursements	(284)	(284)	(284)	(284)	(284)	(284)	(284)	(284)	(284)	(284)	(284)	(284)	(3,407)	-
Payroll Services	56	56	56	56	56	56	56	56	56	56	56	56	675	420
Bank Fees	125	114	105	118	127	112	117	117	117	117	117	117	1,405	1,405
Legal Fees	8,917	8,667	8,667	8,917	8,667	8,667	8,917	8,667	8,667	8,917	8,667	8,667	105,000	130,000
General & Administrative	3,137	18,252	18,118	53,131	3,139	38,315	3,129	3,129	3,129	5,124	13,129	3,129	163,457	521,094
Equipment	720	720	720	720	720	720	720	720	720	720	720	720	8,640	6,021
Supplies	417	417	417	417	417	417	417	417	417	417	417	417	5,000	5,000
Dues & Subscriptions	20	145	20	20	20	210	20	20	20	2,015	20	20	2,550	2,310
Meeting & Board Exp	717	717	717	717	717	717	717	717	717	717	717	717	8,600	8,050
Professional Development	167	167	167	167	167	167	167	167	167	167	167	167	2,000	2,000
Insurance	-	-	-	-	-	-	-	-	-	-	10,000	-	10,000	33,836
Telephone & Wireless	317	317	317	317	317	317	317	317	317	317	317	317	3,807	3,603
Cleaning & Maintenance	600	600	600	600	600	600	600	600	600	600	600	600	7,200	7,200
Travel	-	-	-	50,000	-	-	-	-	-	-	-	-	50,000	50,000
General & Administrative	180	15,169	15,160	173	182	35,167	172	172	172	172	172	172	67,065	403,075
Total Expense	61,438	96,292	78,694	105,586	223,404	84,139	57,034	136,717	57,742	120,762	58,384	47,909	1,126,696	1,659,875
Net Operating Income	(56,438)	(91,292)	739,486	(100,586)	(218,404)	(79,139)	761,146	(131,717)	(52,742)	(115,762)	(53,384)	(42,909)	558,259	(20,885)
Non-Operating Cash Events														
Cap Ex Transfer	250,000												250,000	250,000
Operating Cash Balance (Ending)	693,562	602,270	1,341,757	1,241,170	1,022,767	943,627	1,704,773	1,573,056	1,520,314	1,404,552	1,351,168	1,308,259		

Budget Notes
 - Total Budget for 2022 projected to be ~\$575K less than that projected for 2021.
 - Primary Drivers:
 - Office Improvements split into phases (reduction of ~\$165K)
 - PFD support of City transportation study removed (reduction of \$75K)
 - O&M Conditions Study reduced from \$125K to \$50K (reduction of \$75K)
 - Waterfront LID Assessment Paid (reduction of ~\$175K)
 - Mariners rent increase ~\$50K

2
3 RESOLUTION NO. ____

4 A RESOLUTION to approve payments made by the District.

5 WHEREAS, pursuant to Chapter 36.100 RCW, as amended, the Washington State
6 Major League Baseball Stadium Public Facilities District (“District”) has been created and
7 possesses all the powers of a public facilities district; and

8 WHEREAS, Resolution No. 478 [Proposed No. 20-002] appointed the District
9 Executive Director, Joshua Curtis, as Auditing Officer; and

10 WHEREAS, the Board Chair or the Chair’s designee has been designated to review
11 and approve payments, subject to final review and approval by the Board; and

12 WHEREAS, Board member Tim Burgess has been designated by the Board Chair to
13 review and approve payments; and

14 WHEREAS, the Auditing Officer and Board member Burgess have reviewed and
15 approved ballpark vouchers #20210915085544 and 20210920160055 as produced by King
16 County (the District’s treasurer) and September payroll expense reports as produced by
17 Gusto (the District’s payroll administrator); as summarized as follows:

18
19 September 2021

<u>Classification</u>	<u>Amount</u>
20 1. CapEx Fund	
21 2. Neighborhood Improvement Fund	
22 3. Operating Fund	
23 • Salaries/Benefits	
24 ○ Salaries	\$17,234.76
25 ○ Benefits	\$5,442.60
26 ○ Payroll Taxes	\$1,368.74
27 • Professional Services	
28 ○ IT Support/Website/Domains	\$356.43
29 ○ Accounting/Auditing	
30 ○ Consulting Services	\$11,920.50
31 ○ Reimbursements	
32 ○ Payroll Services	\$56.23
33 ○ Bank Fees	
34 ○ Legal Fees	\$7,271.00
35 • General & Administrative	
36 ○ Equipment	\$2,225.26
37 ○ Supplies	\$694.00
38 ○ Dues & Subscriptions	\$171.72
39	
40	

41	○ Meeting & Board Expenditures	\$200.00
42	○ Professional Development	
43	○ Insurance	
44	○ Telephone/Wireless	\$310.48
45	○ Cleaning & Maintenance	\$567.60
46	○ Travel	
47	○ <u>General and Administrative - Other</u>	
48	TOTAL FOR THE PERIOD	\$47,819.32

49
50 NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF
51 THE WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC
52 FACILITIES DISTRICT AS FOLLOWS:

53
54 Voucher #20210915085544 and 20210920160055 and September payroll expense
55 reports, as reviewed by the Auditing Officer and Board designee (on file with the District)
56 are hereby approved.

57
58 PASSED by a vote of ____ to ____ this 25th day of October 2021.

59 BOARD OF DIRECTORS
60 WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM
61 PUBLIC FACILITIES DISTRICT
62

63 _____
64 Stacy Graven, Chair

65 ATTEST:
66
67 _____
Liv Bacon, Clerk



Executive Director Report September 20, 2021 Regular Board Meeting

Highlights

- Industrial and Maritime Strategy EIS – While this has not been officially confirmed, we now anticipate that the Draft EIS will not be published in late-November, as previously estimated. We now expect it to be published in early-2022. We continue to work with the Public Stadium Authority to brief partners and relevant stakeholders on the issues of concern to us.
- Sound Transit – Sound Transit has notified stakeholders that their Draft EIS for the West Seattle and Ballard Link Extensions (WSBLE) Project will no longer be published this month, as previously reported, but instead will be available in early-2022.
- State Audit – The PFD is in the midst of its annual State Audit. As with previous years, the process takes 3-4 weeks and involves close work between Liv and the auditor assigned to the organization. The focus of this year's audit is on ensuring the PFD has the appropriate processes and checks in place to mitigate risk to the organization. We anticipate sharing the final report at the November 8, 2021 PFD board meeting.
- O&M Report – VSG and BCI have completed the 2021 Operations and Maintenance Conditions Report, which has been reviewed by Tom, CAA ICON, and myself and shared with the Mariners. We will be sending to the board and uploading to the PFD website shortly.

Administrative

- Archives – Liv and I took a tour of the storage room in the ballpark where the PFD had stored construction and other early documents. Liv has been working with Tom and the State Archivist to identify the types of files that we need to retain. The Mariners are going through a similar process of identifying old documents and we will be working with them to ensure both organizations have the necessary documentation. We anticipate tackling this project in early-2022.