

WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC FACILITIES  
DISTRICT

Monday, December 13, 2021, 2:30 P.M.

Microsoft Teams Online Meeting

Dial: 1-360-663-5914  
Conf. Code: 254 222 382#

**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](mailto:curtisj@ballpark.org) at least 24 hours prior to the meeting start time. People attending the online meeting were provided the option to submit text comment during the meeting.

**CALL TO ORDER / WELCOME**

Board Chair Stacy Graven called the meeting to order at 2:33 p.m. pursuant to notice. Other board members joining the Microsoft Teams meeting: Carol Nelson, R. Omar Riojas, and Chris Marr. Board member Burgess was absent but excused. Staff and consultants present: Joshua Curtis (Executive Director), Liv Bacon (Office Manager), Tom Backer (Legal Counsel), Lizanne Lyons (Consultant), and Pat Dunn (Legislative). Also joining were Catie Griggs (President of Business Operations at the Seattle Mariners), Fred Rivera (EVP and General Counsel at the Mariners), Trevor Gooby (Senior Vice President, Ballpark Operations at the Mariners), Tania Santiago Pastrana (King County), Carmella Ennis (King County), and Dan Barrett (CAA ICON).

**PUBLIC COMMENT**

No written public comment was received.

Board Chair Graven opened the meeting by noting that Board member Tim Burgess had informed her that he would be stepping down from the Board to take a position within Bruce Harrell's Mayoral administration at the City of Seattle. A public announcement of Tim's new position is expected shortly. Chair Graven wished Tim well and thanked him for his service on the Board.

**APPROVAL OF MINUTES**

Chair Graven asked for a motion to approve the October 25, 2021, Board Meeting Minutes. Member Nelson 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)
  - a. Long Term Capital Needs Assessment (LTCNA) Update  
See Presentation.

2. Approval of Board Resolution Recognizing Service of Charley Royer (Stacy Graven)
  - a. Proposed Resolution 21-016

Board Chair Graven introduced the Resolution recognizing the long and excellent service of Board member Charley Royer, including his service as Board chair. She read portions of the resolution summarizing member Royer's impactful service as a Board Member. Member Nelson moved to approve the Resolution. Chris Marr seconded. Resolution approved 4-0.
3. Approval of Board 2022 Meeting Calendar (Stacy Graven)
  - a. Proposed Resolution 21-017

Refer to materials. Member Riojas moved to approve the Resolution. Carol Nelson seconded. Resolution approved 4-0.
4. Approval of Credit Card Policy and Amendment to original resolution 20-002
  - a. Proposed Resolution 21-018

Refer to Materials. The revisions to the credit card policy were recommended by the State Auditor's Office during the annual Audit process. Joshua explained the main differences between the original resolution and the proposed resolution is to have the ability to distribute and split authorized credit limits between those for staff and those that are necessary for office supplies or reoccurring expenses such as website hosting. Member Marr moved to approve the Resolution. Member Nelson seconded. Resolution approved 4-0.
5. Approval of 2022 PFD Proposed Budget (Joshua Curtis)
  - a. Proposed Resolution 21-019

Refer to materials. The 2022 budget was reviewed with Joshua Curtis and Liv Bacon by former member Burgess and current Member Marr. Following discussion, Board Member Marr moved to approve Resolution 21-019, seconded by Member Nelson. Resolution approved 4-0.
6. Review of Vouchers (Joshua Curtis)
  - a. Proposed Resolution 21-020

Joshua Curtis introduced Proposed Resolution 21-020 to approve the regular voucher payments, which were reviewed by Board member Marr. Following discussion, Member Marr moved to approve Resolution 21-020, seconded by Member Riojas. Resolution approved 4-0.

## **REPORTS**

### Chair's Report

Chair Graven mentioned that the annual State Audit is complete, that an exit interview had been held, and that there were (again) no formal 'findings' from the auditor. Members Marr and Nelson noted and thanked PFD Staff for a smooth and informative audit process.

### Executive Director's Report

Joshua Curtis summarized the Executive Director's report included in the Board packet.

## **EXECUTIVE SESSION**

The board did not enter Executive Session.

## **ADJOURNMENT**

There being no further business before the Board, Chair Graven declared the meeting adjourned at 3:07 p.m.

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Liv Bacon  
Recording Clerk

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Stacy Graven, Chair  
Board of Directors, Public Facilities District