



**WA State Major League Baseball Stadium  
Public Facilities District**

**T-MOBILE PARK  
PFD Conference Room  
110 Edgar Martinez Drive South  
Seattle, WA 98134  
June 10, 2019 2:30 P.M.**

## **BOARD MEETING AGENDA**

- A. Call to Order** (Dale Sperling, Vice-Chair)
- B. Items from the Audience / Public Comment** (3 minutes)
- C. Approval of the Minutes**
  - 1. March 11, 2019 Regular Board Meeting Minutes
  - 2. May 1, 2019 Special Board Meeting Minutes
- D. Board Briefings and Potential Actions:**
  - 1. Seattle Mariners Proposed 2020 CapEx Projects and 10-year Rolling Capital Plan
    - a. Report (Trevor Gooby / Ryan Van Maarth, Seattle Mariners)
    - b. Analysis (Bryan Slater, CAA/ICON)
    - c. Board Discussion
    - d. Next Steps
  - 2. Board Retreat Follow-up (Jim Reid)
  - 3. Executive Director Search (Jim Reid)
    - a. DRAFT Discussion of Essential Qualifications (Handout)
    - b. DRAFT Job Description (Handout)
    - c. Discussion
  - 4. Stadium District Implementation Update (Lizanne Lyons)
    - a. Report / Next Steps
    - b. Motion Amending the Cost-sharing Agreement with the PSA (Handout)

5. Ballpark Neighborhood Improvement Fund (Paul Mar)
  - a. Upcoming Mtg. with Community Partnership Forum
  - b. Introductory Board discussion of the Fund and potential Uses
6. Review of Vouchers (Paul Mar)
  - a. Proposed Resolution No. 19-003 – Approval of Vouchers
7. 2019 PFD Budget Update (Kevin Callan) (Handout / Board discussion)
8. 2018/19 Legislative Update
9. Other Updates (as needed)

**E. Reports:**

1. Chair's Report (Dale Sperling, Vice-Chair)
2. Executive Director's Report (Kevin Callan)
  - a. 2018 Profit-Sharing Report from the Club
  - b. ADA Litigation Update (Fred Rivera, Seattle Mariners)
  - c. Other

**F. Board Business / Resolutions:**

1. Proposed Resolution No. 19-004 – A Resolution of the Board of Directors of the District ratifying and authorizing the Executive Director to enter into a contract with CAA/ICON for review of The Baseball Club of Seattle LLLP's 1-year and 10-year rolling CapEx plans.

**G. Executive Session**

The Board will meet in Executive Session to discuss with legal counsel real estate lease matters and potential litigation involving identified legal risks from a proposed action or current practice, where public discussion of the legal risks is "likely to result in an adverse legal or financial consequence" to the district RCW 42.30.110.

**H. Adjournment**

WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC FACILITIES DISTRICT  
Monday, March 11, 2019 2:30 P.M.  
Public Facilities District, Conference Room  
110 Edgar Martinez Drive South, Seattle, Washington 98134

## REGULAR BOARD MEETING MINUTES

### **CALL TO ORDER**

Board Vice-Chair Dale Sperling called the meeting to order at 2:30 p.m. pursuant to notice. Board members present: Charley Royer, Stacy Graven, Paul Mar, and Craig Kinzer. Staff present: Kevin Callan (Executive Director) and Tom Backer (Legal Counsel).

### **ITEMS FROM THE AUDIENCE/PUBLIC COMMENTS:**

None.

### **APPROVAL OF MINUTES:**

Motion by Board member Mar with a second from Board member Graven to approve the minutes of the December 10, 2019 regular Board meeting, with minor corrections as noted by Vice-Chair Sperling. Motion carried 5-0. Motion by Board member Mar and second by Board member Kinzer to approve the minutes of the January 14, 2019 Special Board Meeting. Motion carried 5-0.

### **BOARD BRIEFINGS:**

- Seattle Mariners Maintenance, Operations, and Capital Projects Updates:

Trevor Gooby of the Seattle Mariners presented a PowerPoint report, which is included with these minutes. In short, the report addressed on-going maintenance, operations and capital projects. Key elements included updates to ballpark signage given the new naming rights partner and change the ballpark name. Hundreds of signs throughout the ballpark will be replaced, from the large room signs to smaller way finding and directional signage. New exterior lighting will be installed throughout the 2019 season.

Other off-season projects included changes to the Diamond Club seating area (with additional ADA accessible seats) and corresponding changes to the wall immediately behind home plate. Seat replacement work involved many of the padded seats in the Club area. EV Charging stations were updated and roof wheel axle replacement continued and is now more than halfway complete. Changes were also made to update the Interview Room.

Trevor recapped the success of the "Enchant" light sculpture event over the winter holidays (more than 300K attendees), noting that they are likely to return under a multi-year contract.

He also highlighted some events for 2019, including a concert by The Who and their MOVING ON! tour

In conclusion, Trevor noted that the updated Ballpark Management Plan and the Annual Ballpark Management and Operations Report would come later in the year, pursuant to the new lease. The Club is currently working on its master planning for the future, and it has engaged Populous architects to help with that effort.

Dale Sperling suggested that the PFD issue an RFP for consultant services to assist the PFD in the upcoming review of the Club's 1-year and 10-year capital facilities plans. Paul Mar volunteered to lead that effort with assistance from staff.

- Review of Vouchers:

Kevin Callan reported on the vouchers included in the Board packet and presented to the Board. Paul Mar reported that he had an opportunity to review the vouchers for December, January, and February prior to the meeting, and he recommend approval. Paul moved approval of Proposed Resolution No. 19-001, and Board member Royer seconded. Following discussion, the resolution was approved, 5-0.

- Proposed 2019 Budget:

Kevin Callan presented a preliminary budget for 2019, based on past history and the Board's new responsibilities under the new lease. Board members expressed interest in adding a category to the budget to address the Ballpark Neighborhood Improvement Fund, and they stated their desire to discuss the budget further at a retreat when there is more time. Kevin Callan reported that this preliminary budget could serve to track income and expenses while an expanded budget is being developed.

- Olympia Update:

In Pat Dunn's absence, Tom Backer reported on a few active bills in the state legislature, either affecting the PFD directly or the Club. Several bills could affect neighborhood mitigation requirements for public facilities (such as the PFD). Tom also discuss several bills relating to sports betting that have been introduced this year. Fred Rivera of the Mariners noted that the Club was watching those bills closely (along with Major League Baseball), and that the Club and MLB were both concerned about the integrity of any sports betting process.

- Stadium District Update:

Lizanne Lyons reported on her on-going work advancing the Stadium District. She has met with about 60 stakeholders now, both public and private sectors. Mostly in one-on-one meetings. This process has allowed for a very thoughtful, rich and candid conversations.

She reported on a number of changes since the concept of a Stadium District was last visited:

- Seattle housing prices have spiked up, doubling since 2012.
- Light rail has expanded. The Stadium District station was built in 2009 and (at that time) light rail only went to the airport and to Westlake Center. Now, it goes farther south of the airport to Angle Lake, and North to Capitol Hill and to the Univ. District. In 2021, it will go to Northgate. In 2024, it will reach Lynnwood, Bellevue, Redmond and the Highline Comm. College. Eventually, it will reach Everett, Tacoma, Ballard and West Seattle.
- The new Hwy 99 tunnel is now operational, and the old Alaskan Way Viaduct is coming down. As a result, the WOSCA property along First Avenue will likely no longer be needed by WSDOT by the start of 2021, making it available for development.
- The waterfront is undergoing significant redevelopment and the Port is moving forward with plans to use T-46 as a berth for cruise ships and developing T-91 into a marine supplies “Maker’s District” adjacent to the residential neighborhoods in Magnolia and Queen Anne.

The current Stadium Transition Area Overlay District was created in 2000. Everything south of Royal Brougham Way, except for the WOSCA site, is in the M/IC (Manufacturing/Industrial Center). The rest is in the Downtown Urban Core zone.

This is a unique area in that it is home to two major sports stadiums and an event center; adjacent to culturally rich historic districts, in close proximity to Seattle’s downtown to the north and the Duwamish industrial lands to the south; in a regional transportation hub, and a stone’s throw from Seattle’s evolving waterfront. Yet, a significant portion of the area remains underdeveloped.

Conversations with stakeholders revealed some shared values:

- Desire to create a vibrant neighborhood around the stadiums with more mixed-use development such as retail, market-rate and workforce housing, and, food and beverage establishments. “Healthy neighborhoods need people living in them.”
- Improved pedestrian connections and better micro-transit connections within the District.
- More open space, such as a small urban park and plazas.
- Perhaps hotels to bring in tourists.
- Safer streets
- The preservation of industrial jobs
- Creation of a highly innovative energy district
- Exploration of workforce development strategies that tie in with the Mayor’s recently announced “Opportunity Promise” and pre-apprenticeship and apprenticeship programs

Concerns were also expressed by some that what have historically been seen as incompatible uses such as housing near light industry could threaten the industrial lands to the south; that transportation impacts need to be closely monitored; that view corridors need to be protected; that a clear policy direction for the Duwamish, Georgetown and BINMIC (Ballard/Interbay Manufacturing/Industrial Center) ought to be understood in the context of the Stadium District; and that land should not be removed from historical districts.

A City Comprehensive Plan amendment would designate the Stadium District as an independent land use category, rather than it being partially in the M/IC and partially in the Downtown Urban Center. It could allow both hotels and housing to be considered for development. Currently, for the portion of the Stadium Overlay District that is in the M/IC, housing and hotels cannot be achieved through even a contract rezone. A Comp Plan amendment is needed.

A Comp Plan amendment would also re-draw the northern boundary of the District to include the south half of the North Lot adjacent to Century Link Field. This land is currently in the Downtown Urban Core zone and part of the Pioneer Square Preservation District.

The deadline for submitting a Comp Plan amendment to the City Council is May 15th. Recommendations for zoning and development regulations would occur later. The Council will then decide which Comp. Plan amendment proposals to docket for study and review, with a final vote happening in March 2020.

Charley Royer noted that some additional consultant support would be desirable to support this amendment effort. ZGF architects worked with the PFD on the initial Stadium District planning efforts, and engaging them for some additional presentation materials would be helpful. CollinsWoerman had also briefed the PFD previously on the possibilities for an energy district and other sustainability measures. Their participation could further advance the plan.

Following some Board discussion, Board member Graven moved that the Board:

- Extend Lizanne Lyons's contract through the end of 2019
- Authorize Kevin Callan to contract with ZGF, CollinsWoerman, and others as necessary for needed support
- That the total amount for this additional work not exceed \$100K through year end.
- Authorize the PFD to submit to the City a request for a Comp Plan amendment, consistent with the Board discussion today (in part. Land use category, housing, hotels, etc., including a boundary amendment on the North).

It was anticipated that the PSA would continue to share in these costs, but if they elect not to, Charley Royer would follow-up with Board members for further direction.

The motion was seconded by Craig Kinzer and was approved by the Board, 5-0.

Lizanne noted that if any Board members would like further detail, she'd be happy to follow up by scheduling individual meetings.

- **Other Updates:**

Tom Backer noted that Sound Transit has issued an environmental scoping notice requesting comments on impacts and alternatives to be studied for its West Seattle to Ballard light rail expansion line. The line is part of the ST3 package of transit improvements, funding for which voters approved in 2016. The West Seattle to Ballard line will run along the E-3 busway to the

west of T-Mobile Park and will include station stops (and transfer points) in the area of the current International District Station.

Tom noted that he does legal work for Sound Transit and is conflicted out of working for the PFD on this issue, but that he would work with Kevin Callan to identify substitute counsel, if the Board wants to participate in this environmental process. Tom noted that there is robust interest in the neighborhoods regarding the location of this new line in the Chinatown/International District neighborhood (with route alternatives along 4<sup>th</sup>, 5<sup>th</sup>, or 6<sup>th</sup> Avenues), and that the impact analysis is likely to be comprehensive.

**REPORTS:**

Vice-Chair Sperling reported that he had not heard any news from either the County Executive's office or from the Governor's office regarding appointments to fill the open Board positions. Following some Board discussion, he suggested that we re-double our efforts to try to move that process forward so that we could return to a full complement of Board members. He also reiterated the value of a Board retreat, where members could hash out some organizational, process, and other issues arising under the new lease.

Executive Director Kevin Callan reported that the PFD had received the first half of the annual rent due from the Club on time and that he had been working on year-end financials to be shared with our auditors. He also reported that Jan Simons had decided to leave the PFD and he noted that he would be looking for a replacement.

**ADJOURNMENT:**

There being no further business before the Board and no need for an Executive Session, Vice-Chair Sperling declared the meeting adjourned at 4:06 p.m.

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Kevin Callan  
Recording Clerk

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Dale Sperling, Vice-Chair  
Board of Directors, Public Facilities District

WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC FACILITIES DISTRICT  
Wednesday, May 1, 2019, 8:30 A.M.  
Pike Place Market, Goodwin Library, Economy Bldg., 3<sup>rd</sup> Floor, Rm. 303  
Seattle, Washington 98104

## SPECIAL BOARD MEETING MINUTES

### **CALL TO ORDER**

Board Vice-Chair Dale Sperling called the meeting to order at 8:30 a.m. pursuant to notice. Board members present: Charley Royer, Stacy Graven, Paul Mar, and Craig Kinzer. Staff present: Tom Backer (Legal Counsel). Consultant present: Jim Reid, The Falconer Group, facilitator.

### **ITEMS FROM THE AUDIENCE/PUBLIC COMMENTS:**

None.

### **EXECUTIVE SESSION:**

Vice-Chair Sperling asked for permission of the Board to invert the order of the planned agenda in order to hold the Executive Session first. The Board agreed and proceeded into Executive Session at 8:35 a.m. to “review contract performance of publicly bid contracts” RCW 42.30.110 (1)(d) and to “review performance of a public employee” RCW 42.30.110 (1)(g). The Executive Session was expected to last 30 minutes. Vice-Chair Sperling announced that the Board was not expected to take action following the Executive Session. Jim Reid was asked to stay for the Executive Session.

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At 9:03 a.m., the Board adjourned the Executive Session and returned to the special public meeting. Vice-Chair Sperling welcomed Tom Backer and Gerry Johnson, outside legal counsel, to the meeting.

### **BOARD DEVELOPMENT, PROCESSES, AND RESPONSIBILITIES**

Dale Sperling opened the public meeting by thanking Board member Graven for making all the arrangements to get our facilitator, Jim Reid, involved, and he thanked Jim for all of his work leading up to this meeting. Dale noted that the Board had worked through a tough couple of years with the lease negotiations with the Club, and he noted that our responsibilities were now changing under the new lease. He hoped that we could reset our systems of good Board governance and get back on track as a high-performing Board. He had two requests for the meeting: 1) that we all look forward to the future, and not back at the past; and, 2) that we all put aside any biases or agendas that we all have. He expressed his view that the sole purpose

of this Board is to use our collective sound judgment to oversee the ballpark as a public asset. Dale then turned the meeting over to Jim Reid.

Jim started the meeting by reviewing the Proposed Ground Rules for the Meeting. **The Board agreed on the ground rules. Board members suggested that they should be used to guide the Board's decision-making at future Board meetings.**

**GROUND RULES**  
**TO GUIDE THE BOARD'S DISCUSSIONS AND DECISION-MAKING**

1. The success of our meetings depends on all of us being equally engaged and equally responsible. Every opinion is equally valuable. Everyone abides by these ground rules and the spirit of constructive problem solving.
  2. To create an environment of learning and exploration, we intend to have open, honest, candid, and respectful discussions.
  3. We want and expect robust discussions with differences of opinion. To ensure that differences produce more creative discussions and agreements, we will focus them on issues, not on personalities.
  4. Assume the best intentions of others. If you find yourself making an assumption about someone's position, logic, or motivations, share that assumption. Give the person the opportunity to confirm or correct it.
  5. It is as important to be a good listener as an effective advocate.
  6. We will seek consensus—agreement of everyone—to reach conclusions and decisions.
  7. If the agenda or facilitation techniques are not working, please say so. This will allow us to make changes so that everyone remains supportive of the structure and engaged in the discussions.
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Jim then reviewed the "Mutual Interests of the PFD Board and Staff" that he identified following his interviews. **Board members acknowledged and used them as a starting point for moving forward together to strengthen the organization and the Board's culture. Board members suggested that these mutual interests should guide the Board in the future.**

**MUTUAL INTERESTS OF THE PFD BOARD AND STAFF**

- Understand and perform our roles and responsibilities, particularly in light of the requirements or mandates of the new lease.
- Have in place the structure, processes, and resources necessary to be successful.
- Ensure that the Board's decision-making and interactions are transparent.
- Trust and respect.
- Disagree agreeably, and keep differences of opinion focused on substantive issues.

- Teamwork: work together effectively; present a united front to our partners, stakeholders, and the public; after a vote is taken or a decision made, everyone accepts the decision and moves on.
- Strengthen relationships with the Seattle Mariners and other partners and stakeholders.

### **THE BOARD'S CONSENSUS AGREEMENTS**

The Board is also interested in modernizing its operations and resources to reflect the expanded role and responsibilities of the PFD that are mandated by the new lease with the Mariners. Tom Backer and Gerry Johnson presented a summary of the PFD's expanded role and responsibilities. (See attachment A.)

Therefore, in addition to agreeing on ground rules and the "Mutual Interests of the Board and Staff," the Board achieved these consensus agreements during the meeting:

1. **Become a high functioning Board of Directors, which the current members define as having these qualities and characteristics:**
  - The Board is forward thinking and united by long-term strategic objectives that the members and staff are jointly implementing.
  - The Board is supported by the structures, policies, procedures, and staffing that are needed to fulfill its role and responsibilities on behalf of the public.
  - Board members trust and respect one another, and take advantage of and utilize their diverse experiences, expertise, talents, and skills to develop the forward-looking policies that make the PFD a respected organization.
  - All members are equitably engaged in decision-making.
  - Decisions and actions are transparent to and supported by Board members, staff, and constituencies.
  - The Board helps the PFD to be a learning organization.
  - The Board works with the Executive Director and staff to build and maintain strong and productive relationships with the Seattle Mariners, governmental entities, neighborhood representatives, and other partners and stakeholders.
  - The Board works with the Executive Director to position the PFD as a liaison who helps the Seattle Mariners and neighborhoods work effectively together.
  - The Board is willing to be held accountable and holds others accountable as appropriate.

Board members said that they undertake the process of creating this culture with these strengths: a) the commitment to making the Board stronger and a positive, constructive experience for all Board members; b) diverse experiences, expertise, and perspectives that if fully utilized will take the Board and PFD to a new level of success; and c) power and influence that comes from the PFD being a major property owner that represents the public interest.

## **2. Hire a full-time Executive Director.**

- The Board authorized Jim Reid to draft a job description for a full-time Executive Director and bring the draft to the Board for review, discussion, and agreement.
- Jim will also research comparable organizations to identify the potential salary range of the full-time Executive Director.
- Potential comparable job descriptions to learn from include the Executive Directors of the Public Stadium Authority (PSA) and Friends of the Seattle Waterfront.

## **3. Hire an Executive Director who possesses these qualifications:**

- Experience serving a Board or Council. For example, a City Manager or CEO who has helped high-level elected or appointed officials to advance a common vision of the future would be an appealing candidate.
- Expertise in the political arena. Understands how government and politics work, and could advance the PFD's interests, vision, mission, and goals with governmental partners.
- Is credible with and respected and trusted by the Seattle Mariners while being an independent advocate for the PFD.
- Possesses the experience, desire, and energy to engage the neighborhoods that surround the ballpark and the PFD's other partners and stakeholders.
- Experienced in the management of major public or private facilities.
- Knowledgeable of land use, zoning, and transportation issues given the PFD's role in Stadium District planning.
- Knowledgeable of public finance and budgeting.
- Experience with program management and grant-making to ensure that the Ballpark Neighborhood Improvement Program benefits the neighborhoods surrounding the stadium.
- A self-starter who can get things done without any or just a few other staff and who can work cooperatively with consultants and others who serve the Board.

These qualifications will be included in the initial draft of the Executive Director job description. Jim advised the Board that before a hiring announcement is publicly released, the Board should reach agreement on three or four essential qualifications of the new Executive Director given the issues, challenges, and opportunities that the PFD will address in the next three to five years.

The Board also said that the PFD should reach out to King County Finance Director Dwight Dively to designate a staff person in his office to work with the PFD on the complex financial and accounting responsibilities that are identified in the new financing agreement between the PFD and King County. The Board's interest is to ensure that the

County recognizes that the PFD is fulfilling its responsibilities under the terms of the agreement and the new lease with the Seattle Mariners.

4. **Put into place an annual performance evaluation process by which the Board assesses the performance of the Executive Director and establishes performance goals for the next year.**
5. **Improve operations, processes, and procedures.** Examples of potential improvements to discuss: a) establish Board committees; b) update the Board Manual; c) improve new Board member orientation/on-boarding; d) define communications protocols; e) revise the format of financial reports; f) identify criteria to guide procurement decisions, such as when to issue Requests for Proposals (RFPs); and g) develop a dashboard with metrics by which the Board can measure progress in advancing its vision, mission, and strategic objectives. As part of this process, the Board also said that it should periodically review contracts with existing consultants and advisors.
  - Stacy Graven volunteered to lead the effort to develop or update the Board Manual and to produce a briefing book for new Board members (and perhaps for the new Executive Director once she/he is hired).
6. **Strengthen the relationship with the Seattle Mariners, neighborhoods, and King County.**
  - To strengthen the relationship with the Mariners, consider these strategies:
    - a. In addition to working with the Mariners' attorney, invite John Stanton to engage with the Board so that he better understands the PFD's interests, needs, and concerns, and the Board better understands his. A starting point could be to brief him on Stadium District Planning.
    - b. With Mariners' executives, tour some of the ten ballparks that the lease identifies as the standards to which the ballpark must be compared.
    - c. Partner with the Mariners in working with the neighborhoods.
    - d. Help pave the way for the Mariners in working with the City on land use, transportation, and permitting issues.
  - To strengthen the relationships with organizations in Pioneer Square, Chinatown/International District, and SODO, consider these strategies:
    - a. Hire an Executive Director who is interested in investing the time and effort to engage with the neighborhoods.
    - b. Use the Stadium District Planning forums to help the neighborhoods understand, appreciate and support the PFD's role.

- c. Involve representatives of the neighborhoods in developing criteria for evaluating proposals for spending Ballpark Neighborhood Improvement Program funding , and involve them in helping to make those decisions.
- To strengthen relationships with King County, consider these strategies in addition to reaching out to King County Finance Director Dwight Dively:
  - a. Build relationships with the County Executive and Council members.
  - b. Brief the Executive’s Office, Council, and Finance Department on how the PFD is planning to spend the County’s money, consistent with the financing agreement.

**7. Allow the new Executive Director to fill the vacant Administrative Assistant position.**

Finally, the Board agreed that there is a “sense of the Board” to hire Dan Barrett of CAA/ICON to assist the Board in its review of the Mariners’ 2020 CapEx plan and 10-year rolling CapEx plan. The Board will communicate to Executive Director Kevin Callan that he should prepare the necessary contract materials, to be reviewed and ratified at the next regular Board meeting in June.

**ADJOURNMENT:**

There being no further business before the Board, Vice-Chair Sperling declared the meeting adjourned at 12:06 p.m.

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Jim Reid  
Recording Clerk

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Dale Sperling, Vice-Chair  
Board of Directors, Public Facilities District

## Attachment A

### New Lease / PFD 2019 Calendar

March 1	Club's 1 <sup>st</sup> rent payment due (50%)( $\$750K$ )
March 11	Quarterly PFD Board Mtg.
May 1	Club submits Initial CapEx Plan to PFD for review
May 1-June 30*	PFD <i>provisional</i> review/ approval of Initial CapEx Plan
June 10	Quarterly PFD Board Mtg.
August 1	Club's 2 <sup>nd</sup> rent payment due (50%)( $\$750K$ )
Sept. 1	Club submits Operations Plan, Ballpark Management Plan (comprising Maintenance Plan and Final CapEx Plan)
September 9	Quarterly PFD Board Mtg.
Sept. 1-Oct. 31*	PFD review/approval of Ballpark Mgmt. Plan PFD review/comment on Operations Plan
December 9	Quarterly PFD Board Mtg.
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Every 5 years, starting in 2025	Determine Reference Ballparks and monitor performance against them
Within first 10 years, starting in 2019, and at least every 10 years thereafter	Conduct a new Facility Assessment (B&D Report)

\*90 days for PFD review/approval in years when new Reference Ballparks are determined and when new Facility Assessments are conducted; clock on review of CapEx Plan does not start until PFD receives a complete submission, including plans and drawings as requested

## New Roles / Responsibilities for Board:

- CapEx improvements review and approval (1 yr./10 yr. rolling plans), against “applicable standard” (top 1/3 of all MLB parks)
- Maintenance Plan review and approval (1<sup>st</sup> class manner/top-tier ballparks)
- Operations Plan review and comment (same)
- Perform facility inspections (as needed) to ensure compliance with plans and standards
- Audit financial records, as needed
- Review compliance with Public Benefit programs, including community use and affordable ticket requirements, and new WMBE goals, labor harmony/community workforce agreements, and prevailing wage requirements
- Decide on (in consultation with the Club) and fund Neighborhood Improvements from the Ballpark Neighborhood Improvement Fund
- Continue involvement in Stadium District planning / implementation
- Consider increased community involvement, through existing mechanisms, such as the PSA’s Community Partnership Forum
- Review and approve eligible investment of County CapEx funds (begins 2021), with reporting obligations to the County
  
- **Oversee/Manage Five Funds:**
  - Operating Fund (no cap)
  - Operating Reserve Fund (\$2M initial / \$3M maximum + CPI)
  - Ballpark Neighborhood Improvement Fund (\$2M initial / no cap)
  - CapEx Fund (\$3M minimum)
  - King County Lodging Tax Fund (begins 2021)

# DRAFT

FOR DISCUSSION PURPOSES ONLY

06.10.19 Edition, #1

WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC FACILITIES DISTRICT

## EXECUTIVE DIRECTOR HIRING PROCESS WORK PLAN: STEPS AND TIMELINE

### Steps

### Completion Date

1. Board Agrees on the Hiring Process and Timeline, and the Essential Qualifications of the Executive Director
  - At a meeting the Board discusses and agrees on essential qualifications of the Executive Director and the work plan for the hiring process including how partners and stakeholders should be involved, if at all.
  - The Board establishes and commissions an ad hoc "Search Panel" of three Board members.
  - The Board also agrees on whether or not to use a consulting firm with expertise in the management of assembly facilities to assist the Board and Search Panel.
  
2. Board Establishes Search Panel; Panel Launches the Hiring Process
  - If the Board agrees to hire a consulting or "head hunting" firm to assist in the process, the Search Panel identifies potential firms, conducts the process by which they are evaluated, and determines which firm to hire. The panel notifies the Board to keep it up-to-date.
  - The panel drafts the hiring announcement, which should include the essential qualifications that the Board agreed on. It also should include the primary responsibilities of the position and desired qualifications.
  - The Search Panel conducts research on the salary range for the position.
  
3. Board Approves Hiring Announcement and Salary Range
  - The hiring announcement should state that the application process will remain open until a qualified candidate is found, but that on a specific date the Search Panel will begin reviewing applications received by then.
  - Board members should work together to identify potential candidates who could be urged to apply and people who may know of qualified candidates.
4. PFD Publishes Hiring Announcement

5. Search Panel Agrees on Evaluation Criteria

- The Search Panel agrees on criteria it will use to rate and rank applications.

6. Initial Deadline for Submittal of Applications

- Applications are accepted until the Search Panel concludes that there is a sufficient number of qualified candidates, but establishes an initial deadline for accepting applications .

7. Search Panel Screens the Applications

- Search Panel members begin to review and rate the applications based on the criteria they previously agreed to.
  - NOTE: The consulting firm could conduct the initial screening to weed out applicants who are clearly not qualified.
- Panel members submit their ratings; consultants summarize the ratings in a report. The consultants also rank the applicants according to the ratings.
- Panel members reach agreement on which applicants they will interview.

8. Search Panel Interviews Semi-Finalists; Agrees on Finalists

- The Search Panel interviews the semi-finalists using questions and a rating system they agreed to.
- Following the last interview, they review their ratings, discuss the applicants, and agree on the finalists to be interviewed.

9. Board Interviews the Finalists

- The Board interviews the finalists, taking into account the findings, comments, and suggestions of the Search Panel.
- After the interviews, the Board meets to debrief the interviews.

10. Partners/Stakeholders Meet with the Finalists

- Representatives of the Seattle Mariners, neighborhood organizations, and, possibly, other key stakeholders meet with the finalists; afterward, they offer their reactions and thoughts to the Board.

11. Board Chair Meets with the Finalists

- The Board chair and, possibly, one of the consultants meet with each finalist to answer questions and discuss issues that may have been too sensitive to raise during the interviews.

12. Board Agrees on the New Executive Director

- The Board meets to discuss the finalists.
- As part of the conversation, the consultants present the findings from the

- reference checks.
- The Board reaches consensus on the individual they would like to hire.
- The Board Chair informs representatives of the Governor, King County Executive, and King County Council of the decision.

13. Board Chair Offers the Job to the Preferred Candidate; Consultants or Designated Board Members Contact the Other Finalists

14. Board Publicly Announces the New Executive Director

15. The New Executive Director Begins Working at the PFD

# DRAFT

## FOR DISCUSSION PURPOSES ONLY

Edition #2, 06.10.19

### WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC FACILITIES DISTRICT

#### PFD SEEKS EXECUTIVE DIRECTOR WITH 3 ESSENTIAL QUALIFICATIONS

The mission of the Washington State Major League Baseball Stadium Public Facilities District (PFD) is to maintain and enhance our iconic baseball park in order to promote the success of Major League Baseball in the State of Washington, enhance fan enjoyment, and contribute to an economically successful, safe, desirable, innovative, and walkable stadium neighborhood. On 1 January 2019, the new lease, funding agreement, and non-relocation agreement became effective. As a result, the Seattle Mariners will remain in Seattle for the next twenty-five years.

The new lease expands the role and responsibilities of the PFD. For example, the lease gives the PFD the responsibility to oversee and manage five funds and review and approve the stadium operations and maintenance plans so that the ballpark remains a first class facility in the top tier of all Major League Baseball stadiums. The lease also requires a concerted effort by the PFD to ensure that the stadium benefits the surrounding neighborhoods. These and other expanded or additional responsibilities demand that the PFD become an even more sophisticated organization and work even more strategically to build, strengthen, and/or maintain cooperative relationships with the Seattle Mariners, King County, the State of Washington, representatives of three neighborhoods—Pioneer Square, Chinatown/International District, and SODO (South of Downtown)—and the public-at-large.

In light of the PFD's increased role and responsibilities, the Board of Directors reached consensus that the PFD needs a full-time Executive Director. Board members also agreed that the Executive Director must demonstrate experience in the following three essential qualifications:

#### 1. A LEADER WITH THE SKILL TO TRANSFORM THE AGENCY'S CULTURE

Because of the expansion of the PFD's role and responsibilities, the Board of Directors is interested in transforming the culture of the agency. Board members want the PFD to be a learning organization and the Board to be a high-functioning team. To meet the demands of the lease and the challenges of the future, the Board and staff must be forward thinking, united by strategic goals and objectives, and supported by improved structures, policies, and procedures. To ensure that the PFD takes advantage of and utilizes the diverse expertise, talents, and skills of the Board, the members must be equitably engaged in developing policy and making decisions. Decisions and actions must be transparent to and supported by Board members, staff, partners, key constituencies, and the public.

Therefore, the Board seeks an Executive Director with a proven track record of effectively serving boards of directors, committees, or teams of elected or high-ranking appointed officials.

Organizational development expertise, strong communications skills, including verbal, written, and listening skills, and a record of gaining the confidence, trust, and respect of multiple bosses, colleagues, and associates are needed. The Board also seeks an individual with strategic, business, and/or financial planning expertise to help ensure that the PFD unites behind a long-term vision, and the goals, strategies, actions, and performance measures necessary to achieve it.

The Executive Director must be a strong leader, problem-solver, and self-starter. The Executive Director must also be flexible and adaptable as roles, responsibilities, and relationships are implemented, tested, and refined.

## 2. THE ABILITY TO OVERSEE THE IMPLEMENTATION OF THE NEW LEASE AGREEMENTS

The Public Facilities District is obligated to safeguard the public's investment in the ballpark and ensure that it is operated and maintained as a first class facility in the top tier of Major League Baseball stadiums. A multi-year negotiation between the PFD and Seattle Mariners culminated last year in a new 25-year lease and a separate non-relocation agreement. The lease also created the Ballpark Neighborhood Improvement Fund to improve the fans' experience and to help contribute to an economically successful, safe, desirable, innovative, and walkable stadium neighborhood.

Beginning in January 2019, the PFD assumed a greater role in the oversight of the stadium. This oversight includes reviewing, commenting on, and approving the Annual Operations Plan and the Annual Maintenance Plan. The latter includes annual and rolling ten-year capital expenditure plans. The funding agreement between King County and the PFD provides a mechanism for the County, starting in 2021, to invest a portion of lodging tax revenues for infrastructure needs in the ballpark. The PFD must show that the specific requirements for spending these funds are achieved and demonstrate that in periodic reports to the King County Executive and Council.

The Executive Director will lead the way in ensuring that the terms of the lease between the PFD and the Seattle Mariners are implemented. Therefore, these areas of expertise will be crucial: a) experience in the management of major public or private facilities; b) knowledge of public finance and budgeting; c) experience administering contracts and grants; d) experience developing the scope of work for and managing consultants; e) experience in negotiations and conflict resolution; and f) familiarity with public disclosure, open meetings, and public records requirements. In addition, every 5-10 years the Executive Director will be responsible for facilitating the Applicable Standard Review, the process by which representatives of the PFD, Seattle Mariners, architects, engineers, and building assessment professionals determine that the ballpark is being maintained as a first class facility in comparison to other top-tier stadiums in Major League Baseball. This project is an example of the need for the Executive Director to be skilled in project management, personnel management, and facilitation.

Finally, because of the Board's interest in transparency, the work of the PFD to safeguard the public's investment in the operations and maintenance of T-Mobile Park may be the activity that attracts the most media attention. Therefore, excellent communications skills and experience working with the media are needed.

### 3. THE ENERGY AND CREATIVITY TO MANAGE COMPLEX RELATIONSHIPS AND BUILD CONSENSUS

The new lease requires the PFD to work closely and cooperatively with a number of partners and stakeholders. First and foremost is the ball club, the Seattle Mariners. Because of changes in roles and responsibilities, the partnership will be even more complex. The ability to collaborate effectively with our partner on day-to-day activities and long-term priorities is a key factor to success in this role. The Executive Director must strike a balance between advocacy of the particular needs and desires of the PFD with a willingness to work with the Seattle Mariners in an open, respectful, and collaborative manner.

The Executive Director will also have to demonstrate these abilities when working with County, State, City, and other public officials. Expertise in the political arena and an understanding of how government and politics work will be the foundation for advancing the PFD's interests, vision, mission, and goals with governmental partners. The Board is particularly interested in strengthening the PFD's relationships with the King County Executive's Office, County Council, and Department of Executive Services (specifically the Finance and Business Operations Division). A closer relationship with King County officials will help ensure understanding of and support for the PFD's expenditure of County funds.

The Executive Director should also have experience in or familiarity with land use and transportation issues and the interests, needs, and concerns of grassroots organizations. The PFD is involved in complex land use and transportation issues, particularly in efforts to establish a Stadium Planning District. This involvement requires that the PFD work closely and collaboratively with representatives of the City of Seattle, community groups in Pioneer Square, SODO, and Chinatown/International District, the Port of Seattle, and the Public Stadium Authority that oversees the management of CenturyLink Field and Events Center.

Administration of the Ballpark Neighborhood Improvement Fund is one of the PFD's new responsibilities. To ensure that the funds are used to the maximum benefit of the interested and affected parties, the PFD will consult with the Seattle Mariners and representatives of the neighborhoods. The Executive Director will be the "Face of the PFD" as the agency increases its involvement in the community. Experience working in the public arena, with both governmental and non-profit agencies, will be an advantage in the position, as will experience with program management and administering contracts.

# DRAFT

FOR DISCUSSION PURPOSES ONLY

Edition #1, 06.10.19

## WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC FACILITIES DISTRICT EXECUTIVE DIRECTOR

### PRIMARY ROLE AND RESPONSIBILITY:

The primary job of the Executive Director of the Public Facilities District (PFD) is to ensure that the terms and conditions of the lease between the PFD and the Seattle Mariners are achieved and implemented. To this end, the purpose of the position is to oversee the operations of the Washington State Major League Baseball Stadium Public Facilities District, including: lease compliance; development and land use negotiations and compliance; financial oversight and reporting; policy analysis; intergovernmental and public affairs; and community engagement.

This is an exempt position.

### REPORTING RELATIONSHIP:

The Executive Director reports to the seven-member Board of Directors and serves at the will of the Board.

### ESSENTIAL DUTIES:

1. Provides overall management of the agency.
2. Schedules and organizes regular and special meetings of the Board of Directors, including developing, organizing, and distributing agendas, resolutions, and other information to be addressed by the Board prior to the meetings.
3. Develops and recommends policy options for the Board's consideration.
4. Oversees the management of complex negotiations, including those related specifically to the lease, and those that are related to land use, transportation and development issues between the PFD and public, private, and/or not-for-profit entities.
5. Ensures compliance with lease and development agreements, the Annual Operations Plan, the Annual Maintenance Plan, and other special purpose and intergovernmental agreements and easements.
6. Designs and oversees the Applicable Standard Review process to ensure that the ballpark is maintained as a first class facility in comparison to other top-tier Major League Baseball stadiums.

7. Oversees all financial matters, including: a) safeguarding the public's investment of funding to maintain the ballpark as a first class facility in the top tier of Major League Baseball stadiums; b) developing financial policies; c) developing and monitoring the annual budget; d) managing the PFD's review, approval, and oversight of compliance with the annual and rolling ten-year capital expenditure plans and funding; e) administering the Ballpark Neighborhood Improvement Fund to ensure the expenditure of funds meets the specific requirements of the financial agreement between the PFD and King County; f) managing accounts receivable and payable; g) coordinating audits; h) managing outsourced investments and funds; i) managing assets; and j) managing risk.
8. Responsible for annual renewal of insurance policies and obtaining insurance for the Seattle Mariners for provided policies required by the lease.
9. Responsible for the agency's intergovernmental and public affairs and community engagement activities, including maintaining cooperative and collaborative relationships with elected and appointed officials at the local, regional, and state levels, and with neighborhood organizations and the media.
10. Responsible for disseminating public information, including communicating with local and national media, and complying with public disclosure requests.
11. Oversees activities performed by consultants and vendors.
12. Oversees the Board's direction on legislative representation in Olympia.
13. Manages the daily operations of the PFD, including: a) supervising staff; b) administering Board policies; c) procuring and negotiating service agreements with vendors and consultants; d) overseeing contracts and grants; e) managing human resources issues; f) maintaining records; and g) managing property.
14. Monitors and ensures agency participation in the development, review, and/or comment on land use and transportation policies and development proposals affecting the ballpark.

#### KNOWLEDGE, SKILL, AND ABILITIES

- Knowledge of the principles and practices of public agency leadership and management.
- Knowledge of the principles and practices of serving boards, committees, and elected or appointed officials.
- Knowledge of the principles and practices of strategic, business, and financial planning.
- Knowledge of the principles and practices of public policy analysis.
- Knowledge of the principles and practices of public budgeting and finance.
- Knowledge of the principles and practices of public affairs and intergovernmental relations.
- Knowledge of the principles and practices of property management and operations, including maintenance oversight.
- Knowledge of the principles and practices of design and construction of large public facilities.
- Knowledge of building code, zoning, and land use requirements.
- Knowledge of the principles and practices of contract and grants management.
- Excellent communications skills, including verbal, written, and listening skills.
- Excellent conflict resolution and consensus building skills, including negotiations, facilitation, and mediation.

- Ability to manage collaborative processes among private, public, and non-profit entities.
- Ability to creatively and effectively engage community groups and the public in general.
- Ability to help groups establish and adhere to priorities.
- Ability to effectively represent the PFD in public processes and forums.

QUALIFICATIONS:

Any combination of experience and education that provides the Executive Director with the knowledge, skills, and abilities listed above. Typical qualifications would be a bachelor's degree in public administration or construction management or a related field, and at least ten years of experience in a combination of public, private, or non-profit agency leadership, public finance and budgeting, intergovernmental relations, community relations, public affairs, and facilities management. A master's degree would substitute for two years of experience.

LICENSING REQUIRMENTS:

None

PHYSICAL DEMANDS/WORKING CONDITIONS:

The physical demands here are representative of those that must be met by an employee in a business office environment to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job.

Work is performed in an office environment with low noise volume. While performing the duties of this job, the employee is frequently required to stand, walk, sit, and use a keyboard.

\* \* \* \* \*

**This position description generally describes the primary functions of the position, the level of knowledge and skills typically required, and the scope of responsibility. It is not intended as a complete list of specific duties and responsibilities.**

## AMENDMENT TO STADIUM DISTRICT COST-SHARING AGREEMENT

THIS AMENDMENT TO STADIUM DISTRICT PLAN IMPLEMENTATION COST-SHARING AGREEMENT (“Amendment”) is entered into by and between the Washington State Public Stadium Authority (“PSA”) and the Washington State Major League Baseball Stadium Public Facilities District (“PFD”) (collectively, the “Parties”).

### RECITALS

A. A Cost-Sharing Agreement for Stadium District Plan Implementation was executed between the PSA and the PFD in September 2018.

B. The agreement provides for the sharing of costs associated with retaining a consultant—Lizanne Lyons—to assist in advancing implementation of the Stadium District plan, as outlined in the agreement and its attached scope of work.

C. In the course of the consultant’s work, the PSA and the PFD determined that additional consultant resources were necessary to assist in the drafting and presentation of the Stadium District comprehensive plan amendments.

D. Accordingly, the following consultants were added to the Stadium District team: ZGF Architects, CollinsWoerman, Gary Johnson (land use consultant), and Van Ness Feldman (legal drafting).

E. The Parties wish to share in the cost of these additional consultants, as described below, consistent with the terms of the original agreement.

F. The Parties therefore agree to amend the original agreement as provided for in Sections 4 and 14.

### AMENDMENT TO AGREEMENT

**1. Consultant Scope of Work.** The Parties agree that the Consultant Scope of Work (the “Work”) attached to the original agreement will be expanded to include work by the following consultants under contract to the PFD:

- ZGF Architects
- CollinsWoerman
- Gary Johnson

The Parties agree to share equally in the cost of this additional consultant Work.

The Parties also agree to share equally in the cost of the Comprehensive Plan amendment drafting work completed by Molly Lawrence of the Van Ness Feldman law firm, under contract to the PSA.

**2. Other Provisions Unchanged.** The other provisions of the original agreement remain unchanged.

Executed as of the latest date written below:

WASHINGTON STATE PUBLIC STADIUM AUTHORITY

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC FACILITIES DISTRICT

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

# Payment Summary - Special Districts

Report ID: AP\_RPRT\_181D  
 Report Date: 6/3/2019  
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## 05/01/2019 to 05/31/2019

DISTRICT WSM LBS  
 FUND 280010020

### WSM LBS-PFD OPERATING FUND

Issues

Payee	Payment Type	Number	Amount	Issue Date	Cleared Date	Invoice Number	Invoice Amount
ALLSTREAM	Warrant	9745080	170.82	05/06/2019	05/10/2019	720291-4-19	170.82
CITY OF SEATTLE	Warrant	9745081	213.24	05/06/2019	05/09/2019	720614-4-19	213.24
CLARK NUBER	Warrant	9745082	3,768.50	05/06/2019	05/23/2019	388833	3,768.50
COMCAST BUSINESS	Warrant	9745083	187.56	05/06/2019	05/15/2019	0253126-4-19	187.56
KEVIN CALLAN	Warrant	9745084	6,000.00	05/06/2019	05/07/2019	04-2019	6,000.00
PACIFIC OFFICE AUTOMATION	Warrant	9745085	486.92	05/06/2019	05/13/2019	63082423	486.92
PATRICK DUNN & ASSOCIATES LTD	Warrant	9745086	4,200.00	05/06/2019	05/16/2019	PFD-04-19	4,200.00
THOMAS ELI BACKER	Warrant	9745087	23,062.50	05/06/2019	05/13/2019	20776	23,062.50
A SPARKLE HOME CLEANING SERVICE	Warrant	9746396	260.00	05/09/2019	05/21/2019	I-0732	260.00
ICON VENUE GROUP LLC	Warrant	9746397	5,275.25	05/09/2019	05/22/2019	288-19-04-19	5,275.25
LIZANNE LYONS CONSULTING	Warrant	9746398	9,236.16	05/09/2019		#11	9,236.16
PACIFICA LAW GROUP	Warrant	9746399	5,130.00	05/09/2019	05/15/2019	50156	5,130.00
TEAL GROUP TECHNOLOGIES LLC	Warrant	9746400	2,392.51	05/09/2019	05/20/2019	87944	2,392.51
CLARK NUBER	Warrant	9749034	2,500.00	05/17/2019	05/23/2019	388024	2,500.00
CRYSTAL SPRINGS	Warrant	9749035	3.29	05/17/2019	05/28/2019	4663-5-31	3.29
THE FALCONER GROUP	Warrant	9749036	3,202.50	05/17/2019	05/23/2019	5219	3,202.50

Total Issues for Fund 280010020

Total for Fund 280010020

66,089.25

66,089.25

# Payment Summary - Special Districts

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## 05/01/2019 to 05/31/2019

### 280011010 WSMILBS-PFD CAPITAL PROJECTS FUND

FUND 280011010

Issues

Payee	Payment Type	Number	Amount	Issue Date	Cleared Date	Invoice Number	Invoice Amount
SEATTLE MARINERS	Warrant	9746401	1,829,520.76	05/09/2019	05/15/2019	12759	1,829,520.76
SEATTLE MARINERS	Warrant	9746402	68,137.19	05/09/2019	05/15/2019	12760	68,137.19
<b>Total Issues for Fund 280011010</b>			<b>1,897,657.95</b>				
<b>Total for Fund 280011010</b>			<b>1,897,657.95</b>				
<b>Total for District WSMILBS</b>			<b>1,963,747.20</b>				

# Payment Summary - Special Districts

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## 04/01/2019 to 04/30/2019

DISTRICT WSMLBS  
 FUND 280010020

WSMLBS-PFD OPERATING FUND

Issues

Payee	Payment Type	Number	Amount	Issue Date	Cleared Date	Invoice Number	Invoice Amount
ALLSTREAM	Warrant	9737614	352.04	04/03/2019	04/09/2019	031119	352.04
AON RISK SERVICES	Warrant	9737615	9,607.61	04/03/2019	04/09/2019	68986	9,607.61
CHARLES ROYER	Warrant	9737616	1,000.00	04/03/2019	04/09/2019	2018 BAL OF BOARD FEE	1,000.00
CITY OF SEATTLE	Warrant	9737617	31.43	04/03/2019	04/08/2019	720958831149	31.43
KEVIN CALLAN	Warrant	9737618	6,000.00	04/03/2019	04/04/2019	040119	6,000.00
KEVIN CALLAN	Warrant	9737619	355.13	04/03/2019	04/04/2019	33119 REIMB	355.13
LIZANNE LYONS CONSULTING	Warrant	9737620	11,993.97	04/03/2019	04/15/2019	10 - MARCH 2019	11,993.97
PACIFIC OFFICE AUTOMATION	Warrant	9737621	499.01	04/03/2019	04/10/2019	62786357	499.01
PACIFIC OFFICE AUTOMATION	Warrant	9737622	64.16	04/03/2019	04/10/2019	62887274	64.16
PATRICK DUNN & ASSOCIATES LTD	Warrant	9737623	4,200.00	04/03/2019	04/12/2019	PFD-03-19	4,200.00
THOMAS ELI BACKER	Warrant	9737624	18,825.00	04/03/2019	04/08/2019	20772	18,825.00
A SPARKLE HOME CLEANING SERVICE	Warrant	9738681	325.00	04/10/2019	04/22/2019	1-0731	325.00
ICON VENUE GROUP LLC	Warrant	9738682	902.50	04/10/2019	04/19/2019	288-18-03-19	902.50
PACIFICA LAW GROUP	Warrant	9738683	747.50	04/10/2019	04/16/2019	49529	747.50
CRYSTAL SPRINGS	Warrant	9739462	3.29	04/12/2019	04/18/2019	5314663 040119	3.29
MARX   OKUBO ASSOCIATES INC	Warrant	9739463	2,805.00	04/12/2019	04/16/2019	32804-P8T2	2,805.00
TEAL GROUP TECHNOLOGIES LLC	Warrant	9739464	901.64	04/12/2019	04/22/2019	87876	901.64
THOMAS ELI BACKER	Warrant	9739465	499.80	04/12/2019	04/17/2019	3346625	499.80

Total Issues for Fund 280010020

59,113.08

Total for Fund 280010020

59,113.08

# Payment Summary - Special Districts

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## 04/01/2019 to 04/30/2019

### 280011010 WSMILBS-PFD CAPITAL PROJECTS FUND

FUND 280011010

Issues

Payee	Payment Type	Number	Amount	Issue Date	Cleared Date	Invoice Number	Invoice Amount
SEATTLE MARINERS	Warrant	9737610	53,004.60	04/03/2019	04/08/2019	12684	53,004.60
SEATTLE MARINERS	Warrant	9737611	203,559.89	04/03/2019	04/08/2019	12701	203,559.89
SEATTLE MARINERS	Warrant	9737612	75,044.59	04/03/2019	04/08/2019	12697	75,044.59
SEATTLE MARINERS	Warrant	9737613	191,295.13	04/03/2019	04/08/2019	12685	191,295.13

Total Issues for Fund 280011010

522,904.21

Total for Fund 280011010

522,904.21

Total for District WSMILBS

582,017.29

# Payment Summary - Special Districts

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## 03/01/2019 to 03/31/2019

DISTRICT FUND WSMILBS 280010020 WSMILBS-PFD OPERATING FUND

Issues

Payee	Payment Type	Number	Amount	Issue Date	Cleared Date	Invoice Number	Invoice Amount
A SPARKLE HOME CLEANING SERVICE	Warrant	9732551	260.00	03/12/2019	03/20/2019	I-0730	260.00
CRYSTAL SPRINGS	Warrant	9732552	3.29	03/12/2019	03/18/2019	P9726276	3.29
ICON VENUE GROUP LLC	Warrant	9732553	7,503.25	03/12/2019	03/25/2019	288-17-02-19	7,503.25
KEVIN CALLAN	Warrant	9732554	6,000.00	03/12/2019	03/13/2019	PFD 02-19	6,000.00
LIZANNE LYONS CONSULTING	Warrant	9732555	7,064.72	03/12/2019	09	09	7,064.72
MARX   OKUBO ASSOCIATES INC	Warrant	9732556	10,132.50	03/12/2019	03/19/2019	1-32223-NOP9	10,132.50
PACIFICA LAW GROUP	Warrant	9732557	460.00	03/12/2019	03/15/2019	49042	460.00
PATRICK DUNN & ASSOCIATES LTD	Warrant	9732558	4,200.00	03/12/2019	03/26/2019	PFD 02-19	4,200.00
TEAL GROUP TECHNOLOGIES LLC	Warrant	9732559	2,325.70	03/12/2019	03/20/2019	87818	2,325.70
THOMAS ELI BACKER	Warrant	9732560	9,825.00	03/12/2019	03/18/2019	20766	9,825.00
<b>Total Issues for Fund 280010020</b>			<b>47,774.46</b>				

Cancels

Payee	Payment Type	Number	Amount	Issue Date	Cancel Date	Invoice Number
MARX   OKUBO ASSOCIATES INC	Warrant	9714516	(8,438.29)	12/18/2018	03/01/2019	I-30648-Q7Y1
A SPARKLE HOME CLEANING SERVICE	Warrant	9729741	(3.29)	02/26/2019	03/12/2019	5314663
<b>Total Cancels for Fund 280010020</b>			<b>(8,438.29)</b>			
<b>Total for Fund 280010020</b>			<b>39,336.17</b>			

# Payment Summary - Special Districts

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## 03/01/2019 to 03/31/2019

### 280011010 WSMILBS-PFD CAPITAL PROJECTS FUND

FUND 280011010

Issues

Payee	Payment Type	Number	Amount	Issue Date	Cleared Date	Invoice Number	Invoice Amount
SEATTLE MARINERS	Warrant	9733048	630,763.05	03/13/2019	03/27/2019	12673	630,763.05
SEATTLE MARINERS	Warrant	9733049	435,573.34	03/13/2019	03/27/2019	12633	435,573.34
SEATTLE MARINERS	Warrant	9733050	239,553.57	03/13/2019	03/27/2019	12653	239,553.57

Total Issues for Fund 280011010

1,305,889.96

Total for Fund 280011010

1,305,889.96

Total for District WSMILBS

1,345,226.13



# PFD Capital Projects Budget - 2019

January - December 2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	Total
Opening Cash balance	12,290,278	12,355,324	14,118,538	14,478,946	16,575,999	15,907,053	15,209,406	12,361,745	10,849,447	7,351,845	5,458,015	2,914,676	3,250,000
Mariner Required Contribution			1,625,000					1,625,000					2,300,000
2018 Profit Sharing Contribution				2,300,000									529,098
Parking Tax	39,349	104,295	19,870	45,147	45,658	42,146	45,658	56,195	38,634	42,146	10,000	40,000	529,098
Admissions Tax		452,283		248,350	873,931	616,893	668,300	822,523	565,485	616,893	202,533	-	5,067,191
Mariner Revenue Sharing					283,430	200,068	216,741	266,757	183,396	200,068	-	-	1,350,460
Mariner Additional Contribution												2,555,006	2,555,006
PFD Contribution from Rent		1,674,764										250,000	1,924,764
Interest	25,697	22,398	21,428	26,460	25,693	24,656	23,575	19,161	16,817	11,395	8,460	4,650	230,390
<b>Total Receipts</b>	<b>65,046</b>	<b>2,253,740</b>	<b>1,666,298</b>	<b>2,619,957</b>	<b>1,228,712</b>	<b>883,763</b>	<b>954,274</b>	<b>2,789,636</b>	<b>804,332</b>	<b>870,502</b>	<b>220,993</b>	<b>2,849,656</b>	<b>17,206,909</b>
<u>Uses of Funds</u>													
Pre-2019 UCC Reimb Pmt to Ms	-	(490,526)	(1,305,890)	(256,564)									(2,052,980)
2019 CapX Payment to Mariners			(266,340)	(1,897,658)	(1,581,410)	(1,037,603)	(1,037,602)	(1,037,602)	(1,037,602)				(6,858,215)
2020 Projects (T-Mobile)							(500,000)	(500,000)	(500,000)				(1,000,000)
2020 Capital (placeholder)							(1,839,957)	(1,839,957)	(1,839,957)	(1,839,957)	(1,839,957)	(1,839,957)	(11,039,742)
2020 Upgrades (placeholder)							(924,375)	(924,375)	(924,375)	(924,375)	(924,375)	(924,375)	(5,546,250)
<b>Total Uses</b>		(490,526)	(1,305,890)	(522,904)	(1,897,658)	(1,581,410)	(3,801,935)	(4,301,934)	(4,301,934)	(2,764,332)	(2,764,332)	(2,764,332)	(26,497,187)
<b>Ending Cash Balance</b>	<b>12,355,324</b>	<b>14,118,538</b>	<b>14,478,946</b>	<b>16,575,999</b>	<b>15,907,053</b>	<b>15,209,406</b>	<b>12,361,745</b>	<b>10,849,447</b>	<b>7,351,845</b>	<b>5,458,015</b>	<b>2,914,676</b>	<b>3,000,000</b>	

# PFD Neighborhood Improvement Budget - 2019

January - December 2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	Total
Operating Cash balance	2,000,000	2,000,000	2,003,333	2,006,667	2,010,006	4,313,350	4,316,700	4,323,889	4,331,083	4,338,290	4,345,508	4,352,739	2,300,000
2018 Profit Sharing Contribution					2,300,000								500,000
PFD Discretionary Contribution													59,981
Interest		3,333	3,333	3,339	3,344	3,350	7,189	7,195	7,206	7,218	7,230	7,243	
<b>1. Outside Consultants:</b>													
Outside Accounting / Auditing													
Legal fees	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000
Consulting services	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	36,000
<b>Subtotal Outside Consultants:</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>60,000</b>
<b>2. PFD Staff</b>													
Kevin & "new staff"													-
<b>3. General and Administrative:</b>													
Meeting Expense	500	500	500	500	500	500	500	500	500	500	500	500	6,000
Subtotal General and Administrative:	500	500	500	500	500	500	500	500	500	500	500	500	6,000
<b>4. SUBTOTAL Monthly Expenses</b>													
Operating Cash	1,994,500	1,997,833	2,001,167	2,004,506	4,307,850	4,311,200	4,318,389	4,325,583	4,332,790	4,340,008	4,347,239	4,854,481	
Legal Fees													24,000
<b>Consulting Services include:</b>													
Public Relations / Strategic comm													12,000
Other Consulting Services													36,000
													48,000

## PFD Operations Budget - 2019

### Budget -vs- Actual

through May 31, 2019

	Budget	Actual	Variance
Operating Cash balance	2,489,197	2,540,207	51,010
Rent - Mariners	750,000	750,000	-
Interest	11,273	33,738	22,465
<b>1. Outside Consultants:</b>			
Outside Accounting / Auditing	8,500	8,269	(232)
Legal fees	125,000	109,206	(15,794)
Consulting services	105,167	83,612	(21,555)
<i>Subtotal Outside Consultants:</i>	<u>238,667</u>	<u>201,086</u>	<u>(37,581)</u>
<b>2. PFD Staff</b>			
Kevin Callan	30,000	30,000	-
<b>3. General and Administrative:</b>			
Office Expense	7,500	7,242	(258)
Meeting Expense	2,500	500	(2,000)
Telephone / Computer Expense	7,500	7,611	111
Travel	5,000	-	(5,000)
Insurance	32,850	32,848	(2)
Payment to Capital Projects Fund	-	-	-
<i>Subtotal General and Administrative:</i>	<u>55,350</u>	<u>48,201</u>	<u>(7,149)</u>
<b>4. SUBTOTAL Monthly Expenses</b>			
	<b>324,017</b>	<b>279,287</b>	<b>(44,730)</b>

2 RESOLUTION NO. \_\_\_

3 A RESOLUTION of the Board of Directors of the Washington State Major  
4 League Baseball Stadium Public Facilities District ratifying and authorizing  
5 the Executive Director to enter into a services contract with CAA/ICON for  
6 review of The Baseball Club of Seattle LLLP's 1-year and 10-year rolling  
7 CapEx plans.

8 WHEREAS, pursuant to Chapter 36.100 RCW, as amended, the Washington State  
9 Major League Baseball Stadium Public Facilities District (the "District"), has been created  
10 and possesses all the powers of a public facilities district; and

11 WHEREAS, pursuant to RCW 36.100.010(5), RCW 36.100.180 and other  
12 provisions of state law, the District has broad powers to enter into contracts for materials,  
13 work and services necessary for the operations of a baseball stadium; and

14 WHEREAS, District Resolutions authorize the Executive Director to contract for  
15 professional services, subject to ratification by the District Board; and

16 WHEREAS, all contracts in excess of \$50,000, regardless of how procured,  
17 require Board approval or ratification; and

18 WHEREAS, consistent with the District's procurement process and RCW  
19 36.100.180, the Executive Director requested proposals from firms for consulting services  
20 for review of The Baseball Club of Seattle, LLLP's annual capital expenditure (CapEx)  
21 work plan; and

22 WHEREAS, notice of this RFP was duly published as required in the Daily  
23 Journal of Commerce on April 2 and 9, 2019 and was distributed to eight (8) consulting  
24 firms with known expertise in sports venue review, including both local and national  
25 firms; and

26 WHEREAS, three consulting firms responded to the RFP: Venue Solutions  
27 Group, BCI+ Network, and CAA/ICON; and

28 WHEREAS, Board member Paul Mar met with the District's legal counsel, Tom  
29 Backer, to review and evaluate the written responses received; and

30 WHEREAS, based on that review, Board member Mar recommended that  
31 CAA/ICON be retained to provide CapEx review services to the District, and that BCI+  
32 Network be added to the list of authorized consultants qualified to do this work for the  
33 District in the future; and

34 WHEREAS, the Executive Director was directed to develop a contract between  
35 the District and CAA/ICON consistent with the scope identified in the RFP; and

36 WHEREAS, the Board finds that it is in the best interest of the District and  
37 consistent with the District's procurement procedures and policies to ratify and authorize  
38 the Executive Director's contracting with CAA/ICON for these services, and for adding  
39 BCI+ Network to the District's roster of approved consultants.

40

41 NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS  
42 OF THE WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC  
43 FACILITIES DISTRICT AS FOLLOWS:

44 Section 1. The Executive Director's decision to retain the consulting firm of  
45 CAA/ICON to provide CapEx work plan review services for the District is hereby ratified  
46 and authorized.

47 Section 2. The Executive Director's decision to add the consulting firm of BCI+  
48 Network to the District's roster of consultants for CapEx review services is hereby ratified  
49 and approved.

50

51

PASSED by a vote of \_\_\_\_\_ to \_\_\_\_\_ this 10<sup>th</sup> day of June 2019.

52

53

BOARD OF DIRECTORS

54

WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC

55

FACILITIES DISTRICT

56

\_\_\_\_\_  
Dale Sperling, Vice-Chair

57

58

ATTEST:

\_\_\_\_\_  
Clerk