



Washington State Major League Baseball  
Stadium  
Public Facilities District

SAFECO Field  
PFD Conference Room  
110 Edgar Martinez Drive South  
Seattle, WA 98134

**March 12, 2018 2:30 P.M.**

## BOARD MEETING AGENDA

- A. Call to Order**
- B. Items from the Audience / Public Comment**
- C. Approval of the Minutes**
  - 1. December 11, 2017 Board Meeting Minutes
  - 2. January 11, 2018 Special Board Meeting Minutes
  - 3. January 25, 2018 Special Board Meeting Minutes
  - 4. February 14, 2018 Special Board Meeting Minutes
  - 5. March 6, 2018 Special Board Meeting Minutes
- D. Board Briefings:**
  - 1. Seattle Mariners Maintenance, Operations, and Capital Projects Updates
  - 2. 2017 Annual Ballpark Management and Operations Report
  - 3. 2018 Ballpark Management Plan
  - 4. Waterfront LID Briefing (City of Seattle Staff)
  - 5. 2018 Applicable Standard / Ballparks Tour and Review (Kevin Callan)
  - 6. Review of Vouchers (Virginia Anderson)
  - 7. 2018 Budget Update (Kevin Callan)
  - 8. Nominating Task Force Report (Jesus Sanchez)
  - 9. SODO Arena / Key Arena Update (Tom Backer)

10. Olympia Update (Pat Dunn)

11. Other Updates (as needed)

**E. Reports:**

1. Chair's Report (Charley Royer)
2. Executive Director's Report (Kevin Callan)

**F. Board Business / Resolutions:**

1. Proposed Resolution No. 18-001 – Approval of Vouchers
2. Approval of 2017 Earthquake Insurance Premium

**G. Executive Session**

The Board will meet in Executive Session to “consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price,” RCW 42.30.110, and to consider financial, commercial, or proprietary material under RCW 42.56.270, and 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 adverse legal or financial consequences to the district.

**H. Continuance:** This Regular Board meeting will be continued to March \_\_, at \_\_\_\_ in the PFD's Offices.

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

**Board Meeting Agenda**

**March 12, 2018**

**Agenda Item C1, C2, C3, C4 and C5**

**Approval of December 11, 2017 Board Meeting Minutes**

**Approval of January 11, 2018 Special Board Meeting Minutes**

**Approval of January 25, 2018 Special Board Meeting Minutes**

**Approval of February 14, 2018 Special Board Meeting Minutes**

**Approval of March 6, 2018 Special Board Meeting Minutes**

## **BOARD MEETING MINUTES**

### **CALL TO ORDER**

Board Chair Royer called the meeting to order at 2:30 p.m. pursuant to notice. Board members present: Dale Sperling, Craig Kinzer, Virginia Anderson, Paul Mar, Jesus Sanchez, and Stacy Graven. Staff present: Kevin Callan (Executive Director), Tom Backer (Legal Counsel) and Jan Simons (Recording Clerk).

### **ITEMS FROM THE AUDIENCE/PUBLIC COMMENTS: NONE**

### **APPROVAL OF MINUTES**

Motion by Mr. Mar and second by Ms. Anderson to approve the minutes of the regular September 11, 2017 Board meeting and the October 18, 2017, November 2, 2017, November 10, 2017, and the November 17, 2017 special board meetings. Motion carried (7-0).

### **SEATTLE MARINERS MAINTENANCE, OPERATIONS AND CAPITAL PROJECTS UPDATES**

Trevor Gooby of the Seattle Mariners informed the board of upcoming staffing changes during the 1<sup>st</sup> quarter of 2018. All these staffing changes were internal hires. Michael Hilburn has been promoted to Director of Ballpark Event Operations. Chris Ellis is now Senior Director of Ballpark Services, overseeing security, housekeeping and maintenance. Chris Hunsaker was elevated to Chief Engineer in the maintenance department. Ryan van Maarth was promoted to Senior Director of Construction and Planning, and he will oversee all capital projects and future developments. Bob Christofferson continues to be our groundskeeper and Alisia Anderson has been promoted to Senior Director of Event Sales.

Trevor then announced to the Board that the Mariners had been awarded the "Green Glove Award" from Major League Baseball. The award is given to the team with the highest diversion rate in their recycling program (meaning the amount of waste material diverted from landfills for recycling). The Mariners had a 96% diversion rate at Safeco Field in 2017, up from 90% in 2016. The Mariners beat the San Francisco Giants who had won the award the past 9 years. Trevor added that one factor that helped win the award was that the Mariners partnered with a local nonprofit and eliminated plastic straws.

Next Trevor reviewed the capital projects to be completed in the off-season. The Mariners submitted a letter to Kevin Callan highlighting all the projects, including some for which the Mariners are seeking reimbursement from the PFD.

The first project was the field renovation. The field had not been renovated since the ballpark opened in 1999. The renovation included having the playing field lowered to its original level and placing new clay material in the infield. There are 21 other teams who use the same clay mix, so when our players go to other ballparks it will feel consistent. They also looked at the heating coils, irrigation and sub-air systems to make sure everything was working the way it was supposed to. The project took 5-6 weeks to complete and everything was locally sourced. The challenge is to grow the grass before the start of the season.

The next project is extending the netting behind home plate. Major League Baseball is continuing to talk to teams about how they can better protect more fans, but there is not a standardized approach across the league. The Mariners are looking at all options to provide for fan safety while maintaining the ballpark's aesthetic.

Another project is ADA accessibility improvements. Fred Rivera of the Mariners reminded the Board that these improvements are the result of issues that were brought to the Mariners' attention by a nonprofit focused on disability rights and access. Following discussions with the nonprofit, the Mariners reached agreement on access improvements to be made over the next two years (2018/19).

Ryan van Maarth then discussed the replacement of the retractable roof control system. The system includes electrical drives and a computer system that controls when the roof opens and how the roof operates. These components have become less reliable as the ballpark has aged. Up until 2015 there were no major issues. In 2016 they started experiencing intermittent control alarms and finally narrowed down the problem to 1 of 8 electrical drives in the control room. The drive was replaced and the engineer who did the work recommended that the control system be replaced in 3-8 years.

In 2017 they have seen more and more issues with the control system. The Mariners have tried to source replacement parts, but they have found the parts are not available. Because of the long time-line required for this work, including procuring parts and materials, the Mariners decided to move forward with the project. They also discovered that 50% of the fiber optic cables used in the roof control systems no longer meet industry standards, which caused additional communication issues with the controls. Ryan added that the original estimated cost of the project was \$2.8 million but it is now \$3.6 million. The increased cost is based on more detailed design. Trevor Gooby requested that the PFD reimburse the Club for these repairs as an Unanticipated Capital Cost (UCC).

Kevin Callan then reminded the Board what constitutes a UCC, as opposed to costs that are the Mariner's responsibility. This goes back to the Project Closeout and Settlement Agreement that was completed in 2001. An Unanticipated Capital Costs is generally a capital expense that can be traced back to a construction defect or to an enhancement to the ballpark that the Board agrees to. The other reason is if the capital asset did not meet its expected useful life; that is, it failed before its life expectancy. In that case, if the Board approved, the PFD would pay for the

capital expense out of the PFD's Excess Revenue Fund, which includes the funds collected from the admission and parking taxes.

Virginia Anderson then commented that in 1999 the roof control system was thought to have a 20-year life, so we're talking about one year earlier than expected. Trevor said it was estimated to last 20-25 years. Virginia noted that was an estimate. Kevin Callan noted that the roof is one-of-a-kind, and no one had really built something like this before. So, the estimate of 20-25 years wasn't for the entire roof, but rather for some of the roof components including technology which is constantly changing.

Charley Royer also wondered whether this project fits the definition of an Unanticipated Capital Cost. He noted that this is an old, one-off system and maybe you can't accurately or faithfully estimate its life. In the long-term capital study, we learned that more than a third of the future costs are for new technology. For the roof control systems, the current performance cannot be the contractor's fault, because it worked well from almost 20 years. It sounds more like a computer or electronic failure that is difficult to predict. Dale Sperling added that this sounds more like normal wear and tear. Charley added that it appears that the problem has escalated over the past months, so there is no doubt that the control system needs to be replaced, but it doesn't seem to meet the definition of a UCC. Craig Kinzer asked if there are any projections to the useful life of the new system. Ryan did not have that information in front of him, but he assumes it has a similar life to what they are replacing.

Trevor Gooby added that every time the roof moves the Mariners worry about a glitch in operations. Virginia responded by saying she completely agrees that the Mariners should proceed with these repairs, but she said it is hard for her to accept this as a UCC and as a PFD expense. Kevin Callan reminded the Board that when the PFD approves and pays for UCCs the PFD capitalizes these as assets in the PFD books.

Charley Royer then asked Tom Backer what the Board does if it disagrees with the Club and doesn't believe this item is an Unanticipated Capital Cost. Tom noted that the Club had identified three items on the list for UCC approval and reimbursement, and he suggested that the Board deal with these individually. The first item is the ADA improvements, which the Board had previously recognized as a UCC. The second item is the roof runway truss repair, which was described at the last regular meeting. For the third item—the roof control systems—which the Board appears to disagree about, there is a process in the Lease between the PFD and the Club that provides for the resolution of disputes.

Following discussion, Dale Sperling moved to approve items 1 and 2 (ADA Improvement Project and Roof Runway Truss Repair Project) as UCCs and decline approval on item 3 (Moveable Roof Motor Drive and Control System Project) as a UCC. Paul Mar seconded. Motion carried 7-0.

## **MARX/OKUBO MAINTENANCE AND OPERATIONS UPDATE**

Allan Thunder from Marx/Okubo informed the Board they have completed their 15<sup>th</sup> review of Safeco Field. This year there were 11 professionals involved in reviewing maintenance issues at the ballpark. Based on comments received from Kevin Callan and the Mariners, Marx/Okubo brought in a consultant who inspected the escalators along ELTECH, who provides a service contract to the Mariners. In addition to the escalators, we focused on trip and fall hazards, site pavement issues, and stair issues. We also focused on the roof membrane.

As some of you may recall, the roof membrane warranty lapsed a few years ago and we are trying to make sure this membrane lasts as long as possible. We also looked at sealants and water intrusion from past reports. In general, the ballpark is in good condition. Right now our report shows 445 open issues, many are maintenance issues and 64 of those are priority 1: things that should be addressed fairly quickly. Of the 445 open issues, 336 are carried over from our previous report.

Typically, we start our process by reviewing all the work orders that have been created for the maintenance staff to address. We then correlate those to our report and then when we are out in the field we cross things off the list. In our last meeting with the Mariners they acknowledged they had a lot of big issues to address this off-season, and they expressed some concern about also getting the smaller issues addressed.

## **2017 PFD BUDGET UPDATE**

Kevin Callan reviewed the 2017 budget vs. actual expenses for the last quarter and noted that we are in good shape overall for our budget. We are under-budget in most categories. Overall for the year our budget was \$ 920,000 and we are at \$ 858,000 so we are about \$68,000 on the good side of the budget. Kevin also presented a draft of the next year's budget.

## **REVIEW OF VOUCHERS**

Virginia Anderson said that she and Kevin reviewed the vouchers. She added that it is interesting to look at the budget just before the vouchers because the budgeted fees that we plug in monthly can be reconciled through the vouchers. Virginia added that—after review—she recommends that the vouchers be approved.

After discussion, Paul Mar moved and Dale Sperling seconded to approve the vouchers.  
Motion carried 7-0.

## **REVIEW OF CONTRACTS**

Kevin Callan said the contracts that needed to be reviewed were for him, Tom Backer, Jan Simons and Pat Dunn. Charley said there was one other contract performance issue that will be discussed in executive session.

## **NOMINATING TASK FORCE REPORT**

Jesus Sanchez informed the Board that he, Virginia Anderson and Paul Mar have had a couple of meetings as the nominating task force for Board leadership positions, and that they had been working on the Board members terms that were expiring. Jesus is working with Kevin Callan and the Board Chair on those reappointments, including requests to the Governor's Office and to the King County Executive. Jesus noted that Board members whose terms have expired continue to serve as Board members until their reappointment has been made or until they are replaced.

Jesus asked to defer the other work of the nominating committee until there is more clarity on the appointments issue.

## **STADIUM DISTRICT/INDUSTRIAL LANDS/WATERFRONT UPDATE**

Charley informed the Board that this topic will be discussed in executive session. Virginia Anderson asked about the legal authority to defer topics to executive session. Tom Backer clarified that the topics to be discussed relate to the lease renewal with the Seattle Mariners.

## **OLYMPIA**

Pat Dunn informed the Board that the legislature is getting ready for a "short" session, which starts the second week in January. They are working hard to resolve the issue that delayed adoption of the capital budget in 2017. The Governor and Democrats have put something on the table, but we will see how it goes. The regular legislative session is scheduled to end on March 8th.

## **OTHER UPDATES**

Tom Backer said the \$660 million-dollar renovation at Key Arena is off and running. There is a one-year environmental review underway; they are supposed to break ground in October 2018; and the renovated arena is supposed to be open in 2020.

Chris Hanson and the SODO Arena's MOU with the city expired on December 3, 2017, which is why the City Council waited to sign the Key Arena deal on December 4<sup>th</sup>. But Chris Hanson has not gone away, and he continues to have his re-filed street vacation request pending before the City.

## **BOARD BUSINESS MOTION TO SET QUARTERLY MEETINGS FOR 2018**

Kevin reminded the Board that historically the Board meets the second Monday of March, June, September and December. In 2018 those dates would be March 12, June 11, September 10 and December 10.

After discussion, Jesus Sanchez moved and Stacy Graven seconded to accept these dates for regular Board meeting in 2018. Motion carried 7-0.

**EXECUTIVE SESSION:**

Charley Royer announced at 3:35 p.m. that the Board would meet in Executive Session for at least an hour to “to consider the minimum price at which real estate will be offered for sale or lease when public knowledge of such consideration would cause a likelihood of decreased price,” RCW 42.30.110(c), to consider financial, commercial, or proprietary material under RCW 42.56.270, 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 adverse legal or financial consequences to the district, RCW 42.30.110(i), and to review the performance of public employees or contractors, RCW 42.30.110(g). Charley reported that the Board anticipates taking action following the Executive Session.

At 5:22 p.m. Board Chair Charley Royer concluded the Executive Session and reconvened the regular meeting of the Board of Directors.

Following a discussion of Board controls on total expenditures through the annual budgeting process and regular voucher review, and Executive Director oversight and control on hourly contracts, Virginia Anderson moved and Paul Mar seconded a motion to approve two-year contract extensions with rate/payment changes as follows:

- Kevin Callan, Executive Director, monthly rate \$6,000.
- Jan Simons, Clerk, hourly rate of \$65.
- Pat Dunn, Legislative, monthly rate of \$3,200.
- Tom Backer, Legal Counsel, hourly rate of \$375.

The motion passed 7-0.

**ADJOURNMENT**

Board Chair Charley Royer, there being no further business before the Board, declared the meeting adjourned at 5:30 p.m.

---

Jan Simons  
Recording Clerk

---

Charley Royer, Board Chair  
Board of Directors, Public Facilities District

WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC FACILITIES DISTRICT

Thursday, January 11, 2018 10:30 A.M.  
Pacifica Law Group Offices, Rainier Conference Room  
1191 Second Avenue, Suite 2000  
Seattle, Washington 98101

**SPECIAL BOARD MEETING MINUTES**

**CALL TO ORDER:**

Board Chair Charley Royer called the special meeting of the Board to order at 10:38 a.m. pursuant to notice. Board members present: Charley Royer, Dale Sperling, Virginia Anderson, Paul Mar, Stacy Graven and Jesus Sanchez. Craig Kinzer joined the meeting by phone. Staff present: Tom Backer (Legal Counsel). Gerry Johnson (Pacifica Law Group; Outside Legal Counsel), Dan Barrett (Sports Consultant) and Kevin Kelley (Husch Blackwell; Outside Legal Counsel) joined in person. Sandeep Kaushik (Sound View Strategies) also joined in person.

**ITEMS FROM THE AUDIENCE/PUBLIC COMMENTS:** None.

**EXECUTIVE SESSION:**

Board Chair Royer announced that the Board would meet in Executive Session to “consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price,” RCW 42.30.110, and to consider financial, commercial, or proprietary material under RCW 42.56.270. Chair Royer announced that the Executive Session would likely continue into the afternoon and that the Board was not expected to act following the Executive Session.

At 3:00 p.m. Charley Royer concluded the Executive Session and reconvened the special meeting of the Board of Directors. No action was taken by the Board.

**ADJOURNMENT**

Board Chair Charley Royer, there being no further business before the Board, declared the meeting adjourned at 3:01 p.m.

---

Kevin Callan  
Recording Clerk

---

Charley Royer, Board Chair  
Board of Directors, Public Facilities District

WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC FACILITIES DISTRICT

Thursday, January 25, 2018 10:30 A.M.  
Pacifica Law Group Offices, Rainier Conference Room  
1191 Second Avenue, Suite 2000  
Seattle, Washington 98101

**SPECIAL BOARD MEETING MINUTES**

**CALL TO ORDER:**

Board Chair Charley Royer called the special meeting of the Board to order at 10:30 a.m. pursuant to notice. Board members present: Charley Royer, Dale Sperling, Craig Kinzer, Virginia Anderson, Paul Mar, and Stacy Graven. Jesus Sanchez joined the meeting by phone. Staff present: Kevin Callan (Executive Director), Tom Backer (Legal Counsel), Pat Dunn (Legislative). Gerry Johnson (Pacifica Law Group; Outside Legal Counsel) and Dan Barrett (Sports Consultant) joined in person and Kevin Kelley (Husch Blackwell; Outside Legal Counsel) joined by phone. Sandeep Kaushik (Sound View Strategies) also joined in person.

**ITEMS FROM THE AUDIENCE/PUBLIC COMMENTS:** None.

**EXECUTIVE SESSION:**

Board Chair Royer announced that the Board would meet in Executive Session to “consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price,” RCW 42.30.110, and to consider financial, commercial, or proprietary material under RCW 42.56.270. The Executive Session was expected to last into the afternoon. Chair Royer announced that the Board was not expected to take action following the Executive Session.

At 1:41 p.m. Charley Royer concluded the Executive Session and reconvened the special meeting of the Board of Directors. No action was taken by the Board.

**ADJOURNMENT**

Board Chair Charley Royer, there being no further business before the Board, declared the meeting adjourned at 1:42 p.m.

---

Kevin Callan  
Recording Clerk

---

Charley Royer, Board Chair  
Board of Directors, Public Facilities District

WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC FACILITIES DISTRICT

Wednesday, February 14, 2018 10:30 A.M.  
Pacifica Law Group Offices, Rainier Conference Room  
1191 Second Avenue, Suite 2000  
Seattle, Washington 98101

**SPECIAL BOARD MEETING MINUTES**

**CALL TO ORDER:**

Board Chair Charley Royer called the special meeting of the Board to order at 10:33 a.m. pursuant to notice. Board members present: Charley Royer, Dale Sperling, Craig Kinzer, Virginia Anderson, Paul Mar, Jesus Sanchez, and Stacy Graven. Staff present: Tom Backer (Legal Counsel), Pat Dunn (Legislative). Gerry Johnson (Pacifica Law Group; Outside Legal Counsel) and Dan Barrett (Sports Consultant) joined in person and Andrea Austin (Husch Blackwell; Outside Legal Counsel) joined by phone. Kelly Evans and Sandeep Kaushik (Sound View Strategies) also joined in person.

**ITEMS FROM THE AUDIENCE/PUBLIC COMMENTS:** None.

**EXECUTIVE SESSION:**

Board Chair Royer announced that the Board would meet in Executive Session to “consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price,” RCW 42.30.110, and to consider financial, commercial, or proprietary material under RCW 42.56.270. The Executive Session was expected to last into the afternoon. Chair Royer announced that the Board was not expected to take action following the Executive Session.

At 1:54 p.m. Charley Royer concluded the Executive Session and reconvened the special meeting of the Board of Directors. No action was taken by the Board.

**ADJOURNMENT**

Board Chair Charley Royer, there being no further business before the Board, declared the meeting adjourned at 1:55 p.m.

---

Kevin Callan  
Recording Clerk

---

Charley Royer, Board Chair  
Board of Directors, Public Facilities District

WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC FACILITIES DISTRICT

Tuesday, March 6, 2018 10:30 A.M.  
Courtyard Marriott/Pioneer Square, Klondike Conference Room  
612 Second Avenue, 15<sup>th</sup> Floor  
Seattle, Washington 98104

**SPECIAL BOARD MEETING MINUTES**

**CALL TO ORDER:**

Board Chair Charley Royer called the special meeting of the Board to order at 10:37 a.m. pursuant to notice. Board members present: Charley Royer, Dale Sperling, Craig Kinzer, Virginia Anderson, and Stacy Graven. Paul Mar and Jesus Sanchez joined the meeting by telephone. Staff present: Kevin Callan (Executive Director) and Tom Backer (Legal Counsel). Dan Barrett (CAA/ICON; Sports Consultant) Gerry Johnson (Pacifica Law Group; Outside Legal Counsel), Kevin Kelley (Husch Blackwell; Outside Legal Counsel), and Kelly Evans (Sound View Strategies) also joined in person.

**ITEMS FROM THE AUDIENCE/PUBLIC COMMENTS:** None.

**EXECUTIVE SESSION:**

Board Chair Royer announced that the Board would meet in Executive Session to “consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price,” RCW 42.30.110, and to consider financial, commercial, or proprietary material under RCW 42.56.270. The Executive Session was expected to last into the afternoon. Chair Royer announced that the Board was not expected to take action following the Executive Session.

At 1:50 p.m. Charley Royer concluded the Executive Session and reconvened the special meeting of the Board of Directors. No action was taken by the Board.

**ADJOURNMENT**

Board Chair Charley Royer, there being no further business before the Board, declared the meeting adjourned at 1:51 p.m.

---

Kevin Callan  
Recording Clerk

---

Charley Royer, Board Chair  
Board of Directors, Public Facilities District

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

**Board Meeting Agenda**

**March 12, 2018**

**Agenda Item D 6**

**Review of Vouchers - Virginia Anderson**

**BOARD EXPENSE APPROVAL**

Auditing Officer Certification: I, the undersigned, do hereby certify under perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claim is just, and due, against the Washington State Major League Baseball Stadium Public Facilities District, and I am authorized to authenticate and certify to said claim.

Director of Finance & Administration

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required under 42.24.090 and payroll expenditures, have been review and approved by the PFD Auditing Officer, a summary of which is included below. The motion to approve the vouchers subject to audit was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_. The motion carried by a vote of \_\_\_\_\_.

Finance Committee Approval: The Finance Committee of the PFD approved/ratified by motion the following classifications of expenditures on \_\_\_\_\_.

\_\_\_\_\_  
Virginia Anderson  
Chair PFD Finance Committee

The following is a summary of vouchers 20171201113102, 20171211175133, 20171211175533, 20171215152850 AND 20171221051252 all paid in the month of December 2017.

Classification	Amount
Legal & Administrative	58,987
Earthquake Insurance Annual Premium	
Parking Garage	
PFD Capital Expenditures	
Excess Revenue Fund	20,872
PFD Payroll	
Total for the period	79,859

# Payment Summary - Special Districts

Report ID: AP\_RPRT\_181D  
 Report Date: 1/2/2018  
 Page: 1 of 2

12/01/2017 to 12/31/2017

DISTRICT FUND WSM LBS 280010020 WSM LBS-PFD OPERATING FUND

Payee	Payment Type	Number	Amount	Issue Date	Cleared Date	Invoice Number	Invoice Amount
A SPARKLE HOME CLEANING SERVICE	Warrant	9617997	260.00	12/05/2017	12/13/2017	I-0715	260.00
ALLSTREAM	Warrant	9617998	170.06	12/05/2017	12/13/2017	15006596	170.06
JAN SIMONS	Warrant	9617999	2,520.00	12/05/2017	12/11/2017	PFD113017	2,520.00
KEVIN CALLAN	Warrant	9618000	5,500.00	12/05/2017	12/11/2017	PFD 11-17	5,500.00
PACIFIC OFFICE AUTOMATION	Warrant	9618001	437.48	12/05/2017	12/12/2017	56843913	437.48
PATRICK DUNN & ASSOCIATES LTD	Warrant	9618002	3,200.00	12/05/2017	12/14/2017	PFD 11-17	3,200.00
CITY OF SEATTLE - RCA	Warrant	9620619	55.00	12/14/2017	12/21/2017	2018 RENEWAL	55.00
FLEETFOOT MESSENGER SERVICE	Warrant	9620620	96.58	12/14/2017	12/26/2017	200213	96.58
LIBERTY MUTUAL INSURANCE	Warrant	9620621	855.00	12/14/2017	12/19/2017	2018 RENEWAL	855.00
PACIFICA LAW GROUP	Warrant	9620622	9,306.00	12/14/2017	12/19/2017	40225	9,306.00
THOMAS ELI BACKER	Warrant	9620624	23,572.00	12/14/2017	12/20/2017	20702	23,572.00
CRYSTAL SPRINGS	Warrant	9621552	3.29	12/19/2017	12/28/2017	5314663 120117	3.29
THE HARTFORD	Warrant	9621553	1,481.00	12/19/2017	12/28/2017	2018 RENEWAL	1,481.00
AON RISK SERVICES	Warrant	9623582	11,530.15	12/27/2017	12/28/2017	2018 RENEWAL	11,530.15

Total Issues for Fund 280010020

58,986.56

Total for Fund 280010020

58,986.56

# Payment Summary - Special Districts

Report ID: AP\_RPRT\_181D  
 Report Date: 1/2/2018  
 Page: 2 of 2

## 12/01/2017 to 12/31/2017

### 280011010 WSMILBS PFD EXCESS REV FD

FUND 280011010

**Issues**

Payee	Payment Type	Number	Amount	Issue Date	Cleared Date	Invoice Number	Invoice Amount
SEATTLE MARINERS	Warrant	9620623	20,872.21	12/14/2017	12/26/2017	INV00012147	20,872.21
<b>Total Issues for Fund 280011010</b>			<b>20,872.21</b>				
<b>Total for Fund 280011010</b>			<b>20,872.21</b>				
<b>Total for District WSMILBS</b>			<b>79,858.77</b>				

**BOARD EXPENSE APPROVAL**

Auditing Officer Certification: I, the undersigned, do hereby certify under perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claim is just, and due, against the Washington State Major League Baseball Stadium Public Facilities District, and I am authorized to authenticate and certify to said claim.

Director of Finance & Administration

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required under 42.24.090 and payroll expenditures, have been review and approved by the PFD Auditing Officer, a summary of which is included below. The motion to approve the vouchers subject to audit was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_. The motion carried by a vote of \_\_\_\_\_.

Finance Committee Approval: The Finance Committee of the PFD approved/ratified by motion the following classifications of expenditures on \_\_\_\_\_.

\_\_\_\_\_  
Virginia Anderson  
Chair PFD Finance Committee

The following is a summary of voucher 201810716363 all paid in the month of January 2018.

Classification	Amount
Legal & Administrative	89,269
Earthquake Insurance Annual Premium	
Parking Garage	
PFD Capital Expenditures	
Excess Revenue Fund	
PFD Payroll	
Total for the period	89,269

# Payment Summary - Special Districts

Report ID: AP\_RPRT\_181D  
 Report Date: 2/1/2018  
 Page: 1 of 1

## 01/01/2018 to 01/31/2018

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	9629377	325.00	01/18/2018	01/26/2018	I-0716	325.00
ALLSTREAM	Warrant	9629378	172.61	01/18/2018	01/25/2018	15060956	172.61
CHARLES ROYER	Warrant	9629379	2,300.00	01/18/2018		2017 MEETINGS	2,300.00
CRAIG KINZER	Warrant	9629380	550.00	01/18/2018		2017 MEETINGS	550.00
DALE SPERLING	Warrant	9629381	600.00	01/18/2018		2017 MEETINGS	600.00
FLEETFOOT MESSENGER SERVICE	Warrant	9629382	112.80	01/18/2018	01/31/2018	200882	112.80
HUSCH BLACKWELL	Warrant	9629383	8,470.00	01/18/2018	01/23/2018	2529357	8,470.00
ICON VENUE GROUP LLC	Warrant	9629384	20,184.93	01/18/2018	01/25/2018	288-02-11-17	20,184.93
JAN SIMONS	Warrant	9629385	2,385.00	01/18/2018	01/23/2018	PFD123117	2,385.00
JESUS SANCHEZ	Warrant	9629386	550.00	01/18/2018	01/22/2018	2017 MEETINGS	550.00
KEVIN CALLAN	Warrant	9629387	5,500.00	01/18/2018	01/23/2018	PFD 12-17	5,500.00
MARX   OKUBO ASSOCIATES INC	Warrant	9629388	13,348.90	01/18/2018	01/23/2018	1-25033-K7R4	13,348.90
PACIFIC OFFICE AUTOMATION	Warrant	9629389	437.48	01/18/2018	01/26/2018	57278321	437.48
PACIFICA LAW GROUP	Warrant	9629390	8,533.00	01/18/2018	01/19/2018	40745	8,533.00
PATRICK DUNN & ASSOCIATES LTD	Warrant	9629391	3,200.00	01/18/2018		PFD 12-17	3,200.00
PAUL MAR	Warrant	9629392	700.00	01/18/2018		2017 MEETINGS	700.00
STACY GRAVEN	Warrant	9629393	500.00	01/18/2018		2017 MEETINGS	500.00
TEAL GROUP TECHNOLOGIES LLC	Warrant	9629394	576.00	01/18/2018		86839	576.00
THOMAS ELI BACKER	Warrant	9629395	19,773.50	01/18/2018	01/19/2018	20707	19,773.50
VIRGINIA ANDERSON	Warrant	9629396	1,050.00	01/18/2018		2017 MEETINGS	1,050.00

Total Issues for Fund 280010020

Total for Fund 280010020

Total for District WSMILBS

89,269.22

89,269.22

89,269.22

**BOARD EXPENSE APPROVAL**

Auditing Officer Certification: I, the undersigned, do hereby certify under perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claim is just, and due, against the Washington State Major League Baseball Stadium Public Facilities District, and I am authorized to authenticate and certify to said claim.

Director of Finance & Administration

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required under 42.24.090 and payroll expenditures, have been review and approved by the PFD Auditing Officer, a summary of which is included below. The motion to approve the vouchers subject to audit was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_. The motion carried by a vote of \_\_\_\_\_.

Finance Committee Approval: The Finance Committee of the PFD approved/ratified by motion the following classifications of expenditures on \_\_\_\_\_.

\_\_\_\_\_  
Virginia Anderson  
Chair PFD Finance Committee

The following is a summary of voucher 20180204152422 and 2018020907423 all paid in the month of February 2018.

Classification	Amount
Legal & Administrative	68,698
Earthquake Insurance Annual Premium	
Parking Garage	
PFD Capital Expenditures	
Excess Revenue Fund	
PFD Payroll	
Total for the period	68,698

# Payment Summary - Special Districts

Report ID: AP\_RPRT\_181D  
 Report Date: 3/1/2018  
 Page: 1 of 1

## 02/01/2018 to 02/28/2018

**DISTRICT**      **WSMLBS**      **WSMLBS-PFD OPERATING FUND**  
**FUND**      **280010020**

Payee	Payment Type	Number	Amount	Issue Date	Cleared Date	Invoice Number	Invoice Amount
A SPARKLE HOME CLEANING SERVICE	Warrant	9633949	260.00	02/08/2018	02/22/2018	INV 0717	260.00
CRAIG KINZER	Warrant	9633950	500.00	02/08/2018	02/13/2018	2017 BOARD MEETINGS	500.00
FLEETFOOT MESSENGER SERVICE	Warrant	9633951	34.56	02/08/2018	02/21/2018	201575	34.56
JAN SIMONS	Warrant	9633952	2,356.25	02/08/2018	02/12/2018	INV 013118	2,356.25
KEVIN CALLAN	Warrant	9633953	6,000.00	02/08/2018	02/27/2018	PFD01-18	6,000.00
MARX   OKUBO ASSOCIATES INC	Warrant	9633954	1,912.50	02/08/2018	02/13/2018	24544	1,912.50
MARX   OKUBO ASSOCIATES INC	Warrant	9633955	90.00	02/08/2018	02/13/2018	25033-CORRECTION	90.00
PATRICK DUNN & ASSOCIATES LTD	Warrant	9633956	3,200.00	02/08/2018	02/21/2018	PFD01-18	3,200.00
THOMAS ELI BACKER	Warrant	9633957	29,512.50	02/08/2018	02/14/2018	INV 20711	29,512.50
ALLSTREAM	Warrant	9635458	172.65	02/13/2018	02/21/2018	15121596	172.65
CRYSTAL SPRINGS	Warrant	9635459	6.58	02/13/2018	02/22/2018	5314663020118	6.58
HUSCH BLACKWELL	Warrant	9635460	4,690.00	02/13/2018	02/21/2018	2542711	4,690.00
PACIFIC OFFICE AUTOMATION	Warrant	9635461	437.48	02/13/2018	02/21/2018	57690762	437.48
PACIFICA LAW GROUP	Warrant	9635462	19,525.00	02/13/2018	02/21/2018	41235	19,525.00

**Total Issues for Fund 280010020**

**Cancels**

**68,697.52**

Payee	Payment Type	Number	Amount	Issue Date	Cancel Date	Invoice Number
CRAIG KINZER	Warrant	9629380	(550.00)	01/18/2018	02/05/2018	2017 MEETINGS

**Total Cancels for Fund 280010020**

**Total for Fund 280010020**

**(550.00)**

**Total for District WSMLBS**

**68,147.52**

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

**Board Meeting Agenda**

**March 12, 2018**

**Agenda Item D 7**

**2018 PFD Budget Update – Kevin Callan**

## PFD Operations Budget Vs Actual

### February 2018

**BUDGET ENTERED THROUGH FEB 28, 2018**

**BEGINNING CASH BALANCE:**

**Rent Due From Mariners:**

**Interest Income:**

**Total Income**

**1. Outside Consultants:**

Accounting / Auditing Fees

Legal

Consulting Services

**Subtotal Outside Consultants:**

**2. PFD Staff :**

**Total PFD Staff**

**3. General and Administrative:**

Office Expense

Meeting Expense

Travel

Insurance

Other Miscellaneous

**Subtotal General and Administrative:**

**Subtotal Expenses (Categories 1-3)**

**TOTALS OPERATING EXPENSES**

**ENDING CASH BALANCE:**

### Year to Date Totals

	Budget	Actual	Variance (Under)/Over Budget
BEGINNING CASH BALANCE:	6,200,000	6,165,927	(34,073)
Rent Due From Mariners:	-	-	-
Interest Income:	12,818	12,000	(818)
<b>Total Income</b>	<b>6,212,818</b>	<b>6,177,927</b>	<b>(34,891)</b>
<b>1. Outside Consultants:</b>			
Accounting / Auditing Fees	-	2,267	2,267
Legal	100,000	106,938	6,938
Consulting Services	50,000	51,375	1,375
<b>Subtotal Outside Consultants:</b>	<b>150,000</b>	<b>160,580</b>	<b>10,580</b>
<b>2. PFD Staff :</b>			
<b>Total PFD Staff</b>	<b>17,500</b>	<b>16,615</b>	<b>(885)</b>
<b>3. General and Administrative:</b>			
Office Expense	3,000	1,784	(1,216)
Meeting Expense	3,000	1,050	(1,950)
Travel	200		(200)
Insurance	14,000	11,522	(2,478)
Other Miscellaneous	200	587	387
<b>Subtotal General and Administrative:</b>	<b>20,400</b>	<b>14,942</b>	<b>(5,458)</b>
<b>Subtotal Expenses (Categories 1-3)</b>	<b>187,900</b>	<b>192,138</b>	<b>4,238</b>
	-	-	-
<b>TOTALS OPERATING EXPENSES</b>	<b>187,900</b>	<b>192,138</b>	<b>4,238</b>
<b>ENDING CASH BALANCE:</b>	<b>6,024,918</b>	<b>5,985,789</b>	<b>(39,129)</b>

# PFD Operations Budget - 2018

January - December 2018	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	Total
Operating Cash balance	6,200,000	6,105,508	6,024,918	6,461,328	6,247,738	6,159,148	6,073,558	5,987,968	6,437,378	6,367,788	6,305,197	6,251,607	
Rent - Mariners			525,000					525,000					1,050,000
Interest	6,458	6,360	6,360	6,360	6,360	6,360	6,360	6,360	6,360	6,360	6,360	6,360	76,417
<b>1. Outside Consultants:</b>													
Outside Accounting / Auditing			3,000	3,000	3,000	-	-	-	4,000	4,000	3,000		20,000
Legal fees	50,000	50,000	50,000	50,000	50,000	50,000	50,000	40,000	30,000	30,000	25,000	25,000	500,000
Consulting services	25,000	25,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	23,000	20,000	20,000	323,000
<b>Subtotal Outside Consultants:</b>	75,000	75,000	83,000	83,000	83,000	80,000	80,000	70,000	64,000	57,000	48,000	45,000	843,000
<b>2. PFD Staff</b>													
Kevin & Jan	8,750	8,750	8,750	8,750	8,750	8,750	8,750	8,750	8,750	8,750	8,750	8,750	105,000
<b>3. General and Administrative:</b>													
Office Expense	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	18,000
Meeting Expense	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	18,000
Travel	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Insurance	14,000			125,000	-	-	-	-	-	-	-	-	139,000
Other Miscellaneous	100	100	100	100	100	100	100	100	100	100	100	100	1,200
<b>Subtotal General and Administrative:</b>	17,200	3,200	3,200	128,200	3,200	3,200	3,200	3,200	3,200	3,200	3,200	3,200	177,400
<b>4. SUBTOTAL Monthly Expenses</b>	100,950	86,950	94,950	219,950	94,950	91,950	91,950	81,950	75,950	68,950	59,950	56,950	1,125,400
Operating Cash	6,105,508	6,024,918	6,461,328	6,247,738	6,159,148	6,073,558	5,987,968	6,437,378	6,367,788	6,305,197	6,251,607	6,201,017	

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

**Staff Report**

**Agenda Item Number: F1**

**Date: March 12, 2018**

**TITLE:**

**Proposed Resolution 18-001:** A resolution approving PFD vouchers for the period December 2017 through February 2018. Approval of vouchers occurs at quarterly Board meetings following review and submission by staff and approval of the Finance and Administration Committee.

1 **March 12, 2018**

Proposed No.: 18-001

2  
3 **RESOLUTION NO. 463**

4  
5 A RESOLUTION to approve payment vouchers.

6  
7 WHEREAS, pursuant to the provisions of Chapter 36.100 RCW, as amended, the  
8 Washington State Major League Baseball Stadium Public Facilities District, hereinafter  
9 referred to as the "District," has been created and possesses all the powers of a public  
10 facilities district; and

11 WHEREAS, Resolution No. 262 designated the Finance and Administration  
12 Committee to review and approve payment vouchers, subject to final review and approval  
13 by the Board; and

14 WHEREAS, Resolution No. 262 appointed the District Director of Finance, Kevin  
15 Callan, as Auditing Officer; and

16 WHEREAS, the Finance and Administration Committee and Auditing Officer have  
17 reviewed and approved ballpark vouchers # 20171201113102, 20171211175133, 20171211175533,  
18 20171215152850, 20171221051252, 20180107163634, 20180204152422 and 20180209074237 as  
19 summarized as follows:

20 December 2017

<u>Classification</u>	<u>Amount</u>
21 1. Legal & Administrative	\$ 58,987
22 2. Earthquake Insurance Annual	\$ 0
23 3. Parking Garage	\$ 0
24 4. Excess Revenue Fund	\$ 20,872
25 5. PFD Capital Expenditures	\$ 0
26 TOTAL FOR THE PERIOD	\$ 79,859

27  
28  
29  
30  
31  
32 January 2018

<u>Classification</u>	<u>Amount</u>
33 6. Legal & Administrative	\$ 89,269
34 7. Earthquake Insurance Annual	\$ 0
35 8. Direct Project Costs	\$ 0

36

37	9. Parking Garage	\$	0
38	10. PFD Capital Expenditures	\$	0
39	11. Excess Revenue Fund	\$	0
40	TOTAL FOR THE PERIOD	\$	89,269

43	<u>February 2018</u>		
44	<u>Classification</u>	<u>Amount</u>	
45	12. Legal & Administrative	\$	68,698
46	13. Earthquake Insurance Annual	\$	0
47	14. Parking Garage	\$	0
48	15. PFD Capital Expenditures	\$	0
49	16. Excess Revenue Fund	\$	0
50	TOTAL FOR THE PERIOD	\$	68,698

53 NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF  
 54 THE WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC  
 55 FACILITIES DISTRICT:

56  
 57 Vouchers 2017121113102, 20171211175133, 20171211175533, 20171215152850,  
 58 20171221051252, 20180107163634, 20180204152422 and 2018209074237 approved by  
 59 the Finance and Administration Committee (monthly summaries attached) are hereby  
 60 approved.

61  
 62 PASSED by a vote of \_\_\_\_ to \_\_\_\_ this \_\_\_\_ 12<sup>h</sup> day of March, 2018.

63 BOARD OF DIRECTORS  
 64 WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM  
 65 PUBLIC FACILITIES DISTRICT  
 66

67 \_\_\_\_\_  
 68 Charley Royer, Chair

69 ATTEST:

70 \_\_\_\_\_  
 Clerk K:\35252\00001\BGJ\BGJ\_R2088