

**MINUTES OF THE PUBLIC MEETING OF THE
BELLINGHAM-WHATCOM PUBLIC FACILITIES DISTRICT
THURSDAY, OCTOBER 30, 2025**

CALL TO ORDER

Dunham Gooding, President, called the meeting to order at 12:11 p.m.

• **ROLL CALL**

Members present: Dunham Gooding (President), Brent Walker, Bruce Tabb, Loraine Boland, Mark Asmundson, and Sati Mookherjee.

City Staff Present: Andrew Asbjornsen, Carol Rofkar, Forrest Longman, Heather Aven, Maria Coltharp, and Tara Sundin

Also Present: John van Keppel

OPEN PUBLIC COMMENT PERIOD

No public comment received.

APPROVAL OF MINUTES

Minutes for the July 17th and September 18th meetings were submitted for approval. Both sets were approved by general consensus.

BUSINESS

1. BWPFD Administration and Financial Report:

Andrew Asbjornsen reported that the sales tax revenue has a year-to-date balance of \$1,666,987.00. He noted the revenue is flattening out and there has really not been any growth. He shared a couple federal decisions that he feels may help incentivize construction and development.

Andrew Asbjornsen also provided a report on the 3rd quarter financials. He pointed out the new expense of \$1,150.00 and explained that is the membership due for joining the state-wide PFD. He summed up the report indicating the Board has received 75% of the budgeted revenue and have paid out 71% of the budgeted expenses.

MOTION: Mark Asmundson moved to approve and authorize the 3rd quarter checks. Bruce Tabb seconded. VOTE: ALL AYES (Motion passes 6-0)

2. 2026 Budget Presentation:

Andrew Asbjornsen shared that the budget for the PFD was included in the budget report for the full City. He reviewed each line and shared some specifics about where different figures were derived from.

Andrew Asbjornsen stated that the Board may want to consider pushing the \$1,000,000.00 out to 2027 if the debt can be refunded in 2026. He pointed out this could be one way to assist the cash flow for the roof repair at the Mount Baker Theatre.

MOTION: Mark Asmundson moved to approve the proposed budget for 2026 as presented. Bruce Tabb seconded. VOTE: ALL AYES (Motion passes 6-0)

3. Upcoming meeting topics:

Tara Sundin reminded the members of the capital obligations to both the Museum and the Theatre, and pointed out that work related to these obligations is what will come before the Board over the next six (6) months. She noted that depending on the financial needs of those two entities, there may not be additional funds available for “new” projects.

4. Election of 2026 Officers:

CHAIR NOMINATION: Bruce Tabb / Sati Mookherjee nominated **Dunham Gooding**

VICE-CHAIR NOMINATION: Sati Mookherjee / Bruce Tabb nominated **Mark Asmundson**

TREASURER NOMINATION: Mark Asmundson / Sati Mookherjee nominated **Loraine Boland**

SECRETARY NOMINATION: Sati Mookherjee / Bruce Tabb nominated **Brent Walker**

MOTION: All nominees accepted. There was a motion and second to approve the slate as proposed. VOTE: ALL AYES (*Motion passes 6-0*)

5. Approve Resolution for 2026 Meetings:

A resolution outlining the proposed meetings for 2026 was presented to the members for their review and approval. The meeting dates included: February 19th; April 16th; June 18th; August 20th; and October 15th.

MOTION: Bruce Tabb moved to approve the resolution. Mark Asmundson seconded. VOTE: ALL AYES (*Motion passes 6-0*)

6. Propose/Discuss topics for future meeting agendas:

Dunham Gooding stated that he would like to amend the bylaws to include language related to approving unanticipated expenses outside of a regular meeting. He read the language that he would like to have considered and the members will vote on the bylaws amendment at their next regular meeting in February 2026.

For the Good of the Order and Announcements:

Tara Sundin and Mark Asmundson shared some of what they experienced while attending the Association of WA PFD Conference.

Next meeting: *SPECIAL MEETING* on November 20, 2025 at the Lightcatcher Museum.

ADJOURNMENT

Dunham Gooding adjourned the meeting at 1:15 p.m.

Respectfully submitted,
Heather Aven, Administrative Supervisor

Final Minutes Approved:

Dunham Gooding, President