



**MINUTES OF THE PUBLIC MEETING OF THE
BELLINGHAM-WHATCOM PUBLIC FACILITIES DISTRICT
THURSDAY, OCTOBER 17, 2024**

CALL TO ORDER

Daniel Larner, President, called the meeting to order at 12:01 p.m.

ROLL CALL

Board members present were Loraine Boland, Dunham Gooding, Daniel Larner, and Brent Walker. Also present were Andrew Asbjornsen, Alison Henshaw, Patricia Leach, Forrest Longman, John Purdie, and Tara Sundin.

OPEN PUBLIC COMMENT PERIOD

No public comment.

APPROVAL OF MINUTES

BRENT WALKER MOVED TO APPROVE THE MINUTES OF THE APRIL 25, 2024 REGULAR BOARD MEETING. LORAIN BOLAND SECONDED.

Motion carried 4-0.

Dunham Gooding suggested two revisions for the minutes of the special meeting of June 27, as follows:

In the third paragraph, replace "In reading the memorandum..." with the following:

Dunham indicated that he sees the use of PFD funds for maintenance as not consistent with the original intent for PFD's when they were authorized by the state legislature and not consistent with the work of our PFD since its establishment. He remarked that the legislature's goal was creating facilities that would strengthen the economies of the participating communities. He would be interested in discussing a potential new asset.

In the second-to-last paragraph, replace: "Dunham would like the scope to be clarified." with: "Dunham said it sounds like the City has already decided that the funds should be used for maintenance rather than a capital project or improvement and that it should not do that without working with the PFD Board. Tara responded she could modify the scope to reflect that steps can happen concurrently...ordinance."

DUNHAM GOODING MOVED TO AMEND THE MINUTES OF THE JUNE 27, 2024 SPECIAL BOARD MEETING, AS DESCRIBED ABOVE. LORAIN BOLAND SECONDED.

Motion carried 4-0.

BRENT WALKER MOVED TO APPROVE THE MINUTES OF THE JUNE 27, 2024 SPECIAL BOARD MEETING, AS AMENDED. LORAIN BOLAND SECONDED.

Motion carried 4-0.

BUSINESS

1. BWPFD Administration and Financial Report:

Financial Report:

Andrew Asbjornsen, Finance Director for the City of Bellingham, presented the updated PFD Sales Tax Revenue graphic. Revenue for 2019 was \$1.67 million; for 2020 it was \$1.64 million; for 2021 it was \$1.93 million; for 2022 it was \$2.15 million, and for 2023 it was \$2.3 million. The jump in June was due to an audit. Revenue for 2024 is expected to be \$2.2 million, due to a slowdown in construction and auto sales.

In 2025, there could be a recession or flattening.

Authorization of expenditures for the second quarter of 2024:

Expenditures for the second quarter of 2024 total \$558,942, consisting of \$8,499 in operating expenses and \$550,443 in debt service. This amount is within the legally appropriated budget.

BRENT WALKER MOVED TO AUTHORIZE EXPENDITURES FOR THE SECOND QUARTER OF 2024 IN THE AMOUNT OF \$558,942. LORAIN BOLOAND SECONDED.

Motion carried 4-0.

Authorization of expenditures for the third quarter of 2024:

Expenditures for the third quarter of 2024 total \$559,518, consisting of \$8,499 in operating expenses and \$550,019 in debt service. This amount is within the legally appropriated budget.

DUNHAM GOODING MOVED TO AUTHORIZE EXPENDITURES FOR THE THIRD QUARTER OF 2022 IN THE AMOUNT OF \$559,518. BRENT WALKER SECONDED.

Motion carried 4-0.

Approval of the proposed budget for 2025:

Andrew Asbjornsen explained that the City has moved to a one-year budget, whereas it was a two-year budget before. Therefore, the PFD Board will need to approve the budget annually. There is more funding available in professional services for future expenditures. This will allow for flexibility.

DUNHAM GOODING MOVED TO APPROVE THE PROPOSED BUDGET FOR 2025. LORAIN BOLAND SECONDED.

Motion carried 4-0.

Status of PFD future planning: Tara Sundin introduced Forrest Longman to the board. Forrest is a Deputy Administrator, who reports directly to the Mayor. On the PFD planning team are Tara Sundin, Andrew Asbjornsen, Forrest Longman, Matt Stamps, and Joel Pfundt. Tara understands the board members' frustration at the pace of the planning work and asked for their patience. Forrest explained that no one at the City is up-to-speed with the current PFD legislation and what it means, so the best path forward for the City and the PFD is to seek an opinion from Pacifica Law Group. The City will be paying for Pacifica's legal services. Pacifica Law Group has prepared a draft memorandum, answering many of the board members' questions. Dunham asked for a copy of the memorandum. Tara will send it to Daniel Lerner, as he is the board president.

Tara understands Dunham's opinion of maintaining the PFD's assets, but that is the City's responsibility and the City's general fund cannot cover all the maintenance costs. The team is happy to work with representatives from both the Mount Baker Theatre and the Museum.

Forrest provided some context for maintenance costs: The City recently replaced the Mount Baker Theatre roof for \$1 million. PFD state sales tax revenue will help with maintenance as well as new projects.

Consider Resolution 2024-1 Setting regular board meetings for 2025:

BRENT WALKER MOVED TO APPROVE THE RESOLUTION SETTING REGULAR BOARD MEETINGS FOR 2025 AS PRESENTED. LORAIN BOLAND SECONDED. DANIEL LARNER MOVED TO PASS RESOLUTION 2023-1. THOSE MEETING DATES ARE JANUARY 16, APRIL 17, JULY 17, AND OCTOBER 16, 2025.

Motion carried 4-0.

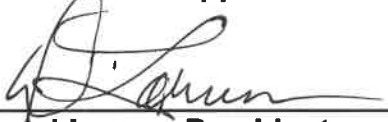
There was some discussion about the process for appointing new board members. Tara and Alison explained the process, including the requirement for a representative of the small cities. The maximum number of board members is seven and four are needed for a quorum. They are jointly nominated by the Mayor and County Executive and are approved by both the City and County Councils.

ADJOURNMENT

Brent Walker adjourned the meeting at 12:25 p.m.

Respectfully submitted,
Alison M. Henshaw, Administrative Assistant.

Final Minutes Approved:



Daniel Larner, President