

AGENDA
THURSDAY, October 30, 2025 – 12:00pm – 1:30pm
City Hall – Council Boardroom (2nd Floor), 210 Lottie Street

JOIN TEAMS MEETING – VIRTUAL LINK

Meeting ID: 277 827 269 6716 / Passcode: aq3Uz9zK

CALL TO ORDER

ROLL CALL

OPEN PUBLIC COMMENT PERIOD

Citizens may speak informally to the Board on subjects not scheduled for public hearing. Each speaker is allowed a maximum of three minutes.

APPROVAL OF MINUTES

Action: Approve the July 17th and September 18th board meeting minutes.

AGENDA REVIEW

AGENDA:

1. BWPFD Administration and Financial Reports (*Andy Asbjornsen*)
 - a. Financial Review of third quarter of 2025.
 - b. **ACTION: Authorization of checks issued for third quarter of 2025.**
2. 2026 Budget (*Andy Asbjornsen*)
 - a. Review of the proposed 2026 Budget
 - b. Mount Baker Theatre (MBT) Roof Repair
 - c. **ACTION: Approval of the 2026 PFD Prelim Budget**
3. Upcoming meeting topics over next six months
 - a. Review proposed 3-year Work Program
4. Election of Officers
 - a. **ACTION: NOMINATE AND ELECT PRESIDENT, VICE-PRESIDENT, AND TREASURER**
5. Resolution setting meetings for 2026
 - a. **ACTION: ADOPT THE PROPOSED RESOLUTION**
6. Propose/Discuss topics for future meeting agendas
7. Next meeting – November 20th (Location: Whatcom Museum, 121 Prospect St)
 - a. Discuss the Museum's Capital Needs Assessment, Mission/Strategic Vision and Goals, the Foundation's Budget, as well as the Roles & Responsibilities

ADJOURNMENT

PUBLIC FACILITIES DISTRICT

2025	1st Quarter			2nd Quarter			3rd Quarter						
	January	February	March	April	May	June	July	August	September	YTD	Budget	Variance	%
BEGINNING CASH (ACTUAL)	2,229,349	2,211,158	2,223,971	2,196,457	2,181,403	2,177,268	2,159,413	2,163,936	2,179,258	2,229,349			
REVENUES													
Sales Tax	177,019	208,291	167,845	160,924	184,371	170,665	192,181	204,535	201,156	1,666,987	2,267,390	600,403	74%
Interest	430	483	503	19,737	7,269	7,409	7,664	7,133	11,819	62,445	50,000	(12,445)	125%
Parking Rents	1,062	740	838	986	925	772	1,379	917	790	8,409	11,400	2,991	74%
TOTAL REVENUES	178,510	209,514	169,186	181,647	192,565	178,846	201,223	212,585	213,765	1,737,842	2,328,790	590,948	75%
EXPENSES													
Legal										-	2,500	2,500	0%
Advertising & Promotions										-	2,500	2,500	0%
Purchasing Services										-	500	500	0%
Other Professional Services										-	100,000	100,000	0%
Misc Services Not Class (ICAP)	4,249	4,249	4,249	4,249	4,249	4,249	4,249	4,249	4,249	38,239	50,986	12,746	75%
Postage										-	7	7	0%
Insurance										-	10,000	10,000	0%
Dues & Memberships									1,150	1,150	-	(1,150)	#DIV/0!
Other Intergovernmental Svcs										-	29,579	29,579	0%
Total Administrative Costs	4,249	4,249	4,249	4,249	4,249	4,249	4,249	4,249	5,399	39,389	196,072	156,683	20%
Debt Service 2012 Bond	72,099	72,099	72,099	72,099	72,099	72,099	72,099	72,311	72,099	649,103	865,637	216,535	75%
COB Loan Repayment	13,350	13,350	13,350	13,350	13,350	13,350	13,350	13,350	13,350	120,152	160,203	40,051	75%
Debt Service 2016 Bond	107,003	107,003	107,003	107,003	107,003	107,003	107,003	107,353	107,003	963,374	1,284,483	321,109	75%
Total Debt Payments	192,452	192,452	192,452	192,452	192,452	192,452	192,452	193,014	192,452	1,732,629	2,310,324	577,694	75%
TOTAL EXPENSES	196,701	196,701	196,701	196,701	196,701	196,701	196,701	197,263	197,851	1,772,018	2,506,395	734,377	71%
	(18,191)	12,813	(27,515)	(15,054)	(4,135)	(17,855)	4,523	15,323	15,914	(34,177)	(177,605)	(143,429)	
ENDING CASH (BUDGETED)	2,211,158	2,223,971	2,196,457	2,181,403	2,177,268	2,159,413	2,163,936	2,179,258	2,195,172	2,195,172			
ENDING CASH (ACTUAL)			2,494,792			2,878,707			3,447,169				

1st Quarter

Total	
Revenue	557,210
Expenses	590,102
	<u>(32,892)</u>

2nd Quarter

Total	
Revenue	553,058
Expenses	590,102
	<u>(37,044)</u>

3rd Quarter

Total	
Revenue	627,574
Expenses	591,814
	<u>35,760</u>

City of Bellingham - Component Unit
Bellingham-Whatcom Public Facilities District
September 2025

	Prior YTD	Current YTD	Percent Change	Revised Budget	Budget to Actual %
Beginning Estimated Reserves	\$ 2,152,301	\$ 2,230,262	4%	\$ 2,230,262	100%
Revenues					
Retail Sales & Use Tax	1,646,185	1,666,987	1	2,267,390	74
Interest Earnings	57,056	62,444	9	50,000	125
Parking Rental Income	7,442	8,409	13	11,400	74
Total Revenues	1,710,684	1,737,841	2	2,328,790	75
Expenses					
Services	25,493	39,389	55	196,072	20
Debt	1,651,908	1,732,630	5	2,310,324	75
Total Expenses	1,677,401	1,772,019	6	2,506,395	71
Change in Net Position	33,283	(34,178)		(177,605)	
Ending Estimated Reserves	\$ 2,185,584	\$ 2,196,084	%	\$ 2,052,657	107%

Fund Budgets

Public Facilities District Fund

965 - Public Facilities District	ACTUAL FY2022	ACTUAL FY2023	ACTUAL FY2024	YTD FY2025	PROPOSED FY2026
BEGINNING RESERVE	2,112,906	2,246,978	2,431,452	2,497,301	2,052,657
OPERATING					
TAXES	2,155,784	2,298,180	2,232,617	1,465,831	2,312,000
MISCELLANEOUS REVENUE	65,077	63,150	90,482	58,245	71,400
TOTAL REVENUE	2,220,861	2,361,329	2,323,099	1,524,076	2,383,400
OTHER SERVICES AND CHARGES	39,810	47,775	54,899	43,638	152,944
DEBT SERVICE PRINCIPAL	1,633,518	1,775,854	1,922,959	1,762,679	2,302,435
DEBT SERVICE INTEREST/COSTS	413,462	353,225	279,393	162,403	108,163
TOTAL EXPENDITURE	2,086,790	2,176,855	2,257,251	1,968,720	2,563,542
CAPITAL					
OTHER FINANCING SOURCES	-	-	-	-	1,000,000
TOTAL REVENUE	-	-	-	-	1,000,000
OTHER SERVICES AND CHARGES	-	-	-	-	1,000,000
TOTAL EXPENDITURE	-	-	-	-	1,000,000
Net Surplus/(Deficit)	134,071	184,475	65,849	(444,644)	(180,142)
ESTIMATED ENDING RESERVES	2,246,978	2,431,452	2,497,301	2,052,657	1,872,515

Public Facilities District Fund: The [Bellingham-Whatcom Public Facilities District](#) (BWPFDD) was formed by the Bellingham City Council and the Whatcom County Council in 2002 to build a regional center in Bellingham. The Public Facilities District is a discrete component unit of the City. Tax revenue is a special rebate from State Sales Tax.

3.25. 25 Draft BELLINGHAM WHATCOM PUBLIC FACILITIES DISTRICT WORK PROGRAM HIGHLIGHTS

[illegible]

RESOLUTION NO. _____

**A RESOLUTION OF THE BELLINGHAM-WHATCOM PUBLIC FACILITIES DISTRICT
FIXING THE TIMES AND DATES OF THE 2026 REGULAR MEETINGS OF THE BOARD
OF DIRECTORS.**

BE IT RESOLVED BY THE BELLINGHAM-WHATCOM PUBLIC FACILITIES DISTRICT
that the times for holding regular meetings of the Board of Directors of the District be as
follows, and the same are hereby fixed at 12:00pm on each of the following days in the
Mayor's Boardroom, 210 Lottie Street, Bellingham to-wit:

February 19, 2026
April 16, 2026
June 18, 2026
August 20, 2026
October 15, 2026

These meetings dates may be changed at the Board's discretion.

BE IT FURTHER RESOLVED that nothing in this resolution shall be construed as preventing
the calling of a special meeting of the Board of Directors at any time as provided by the
Bylaws of the District and the laws of the State of Washington.

PASSED by the District this _____ day of _____, 2025.

District President

ATTEST: _____
District Treasurer

Resolution fixing the dates and times
of the PFD 2026 meetings.

City of Bellingham
City Attorney
210 Lottie Street
Bellingham, Washington 98225
360-778-8270