



City of Lacey, Washington Capital Area Regional Public Facilities District Agenda

Refer to the bottom of the agenda for meeting information.

Thursday, November 14, 2024

1:30 PM

Council Chambers and Online

1. Call to Order

2. Roll Call

3. Approval of the Agenda

4. Approval of Meeting Minutes

A. September 5, 2023, CAR-PFD Annual Meeting Minutes

5. Public Comment

6. Agenda Items

A. **Welcome Whitney Godby, City of Lacey Representative**

Appointed to unexpired term (June 18, 2024 - March 1, 2027)

B. **2023 Annual Financial Report**

Alix Turcotte, Senior Accountant, City of Lacey

C. **Interlocal Agreement Extension Update**

Troy Woo, Finance Director

D. **Hands on Children's Museum Annual Update**

Patty Belmonte, Chief Executive Officer, Hands on Children's Museum

E. **Regional Athletic Complex Annual Update**

Sue Falash, Recreation Manager, City of Lacey

F. **Parks Improvement Funding Workgroup Update**

Jenny Wilson, Senior Parks Planner, City of Lacey

G. **Term Expirations and Future Recruitments**

Elissa Fontaine, City Clerk

H. **Election of Officers**

1. President

7. Adjourn

Meeting Information:

Attendance (Remote or In-Person)

The public may attend the meeting in person, or you may view or listen to the meeting using one of the following platforms:

- In Person: Council Chambers at Lacey City Hall
420 College Street SE, Lacey, WA 98503
- Zoom: https://us02web.zoom.us/webinar/register/WN_I_1LSW3WSVKI9AfIMDyUeQ
- Website: <https://cityoflacey.org/government/public-meetings/>
- Facebook: <https://www.facebook.com/cityoflacey>
- YouTube: https://www.youtube.com/watch?v=_rQhLD5SsoY
- Phone: (888) 788-0099 or (877) 853-5247 (Webinar ID 836 3888 0093)

Verbal Public Comment

Those wishing to provide verbal public comment may do so in-person or by Zoom:

- In-Person: Use the sign-up sheet located in the Council Chambers.
- Zoom: Preregister using the following Zoom link no later than two hours prior to the meeting:
https://us02web.zoom.us/webinar/register/WN_I_1LSW3WSVKI9AfIMDyUeQ

Instructions and access details will be provided once registration is complete.

Written Public Comment

Public comments may be submitted by email to PublicComment@cityoflacey.org. The commenting period will close two hours before meeting time. Written comments will be provided to the Board electronically prior to the meeting. Comments will not be addressed during the meeting; however, comments received will be added to the official record.



Capital Area Regional Public Facilities District Annual Board of Directors Meeting Minutes

Tuesday, September 5, 2023

2:00 PM

Council Chambers and Online

To hear the full discussion of a specific topic, or the complete meeting, watch the recorded meeting available on the City of Lacey's Public Meeting Portal:

<https://cityoflacey.org/government/public-meetings/>

1. Call to Order

President Clauson called the meeting to order at 2:00 p.m.

2. Roll Call

Board Members

Nancy Clauson, President, Regional Representative

Ken Parsons, Secretary/Treasurer, Thurston County Representative

David Brine, City of Olympia Representative

John Grausam, Regional Representative

Chris Leicht, Regional Representative

David Nicandri, City of Tumwater Representative

Spencer Zeman, City of Lacey Representative (remote)

City of Lacey

Jen Burbidge, Parks, Culture and Recreation Director

Troy Woo, Finance Director

Alix Turcotte, Senior Accountant

Elissa Fontaine, City Clerk

Regional Athletic Complex Representative

Sue Falash, Recreation Manager, City of Lacey

Hands on Children's Museum Representative

Patty Belmonte, Chief Executive Officer, Hands on Children's Museum

3. Approval of the Agenda

Board Member Leicht moved to approve the agenda. Board Member Brine seconded. Motion carried.

4. Approval of Meeting Minutes

- A. August 30, 2022, CAR-PFD Annual Meeting Minutes

Board Member Leicht moved to approve the August 30, 2022, meeting minutes. Board Member Brine seconded. Motion carried.

5. Public Comment

No public comment was received.

6. President's Report

- A. **David Nicandri, City of Tumwater Representative**
Appointed to 1st term (February 21, 2023 - March 1, 2027)
- B. **Spencer Zeman, City of Lacey Representative**
Appointed to 1st term (January 19, 2023 - March 1, 2027)
- C. **David Brine, City of Olympia Representative**
Re-appointed to 4th term (February 13, 2023 - March 1, 2027)

7. Annual Financial Report

- A. **2022 Annual Financial Report**
Alix Turcotte, Senior Accountant, City of Lacey

City of Lacey staff presented the 2022 Annual Financial Report.

CAR-PFD funds are accounted for by the City of Lacey in an Agency fund, a separate fund within the financial system of the City. Sales tax revenues are received from the State of Washington by the City on behalf of the CAR-PFD and distributed to the two approved projects based on the proportionate share determined by the interlocal agreements between the CAR-PFD and the cities of Olympia and Lacey.

Secretary/Treasurer Parsons reviewed the full report and recommended approval.

Secretary/Treasurer Parsons moved to approve the 2022 Annual Financial Report. Board Member Grausam seconded. Motion carried.

8. Regional Athletic Complex

- A. **Regional Athletic Complex Annual Update**
Sue Falash, Recreation Manager, City of Lacey

City of Lacey staff presented an update on the Regional Athletic Complex. The presentation included highlights on the following topics:

- League and Tournament Play
- Shelter Reservations



- Special Events
- Economic Impact
- Improvements

Staff confirmed that the Regional Athletic Complex is gaining usage and revenue since the down turn experienced by the Covid-19 pandemic.

9. Hands on Children's Museum

A. Hands on Children's Museum Annual Update

Patty Belmonte, Chief Executive Officer, Hands on Children's Museum

Patty Belmonte, Chief Executive Officer of Hands on Children's Museum, presented an update on the Hands on Children's Museum. The presentation highlighted the following:

- Quality Programming
- Special Events
- National Publicity
- State and National Features
- Visitor Remarks
- Economic Impact
- Expansion Planning

It was highlighted that the Hands on Children's Museum is gaining usage and revenue since the down turn experienced by the Covid-19 pandemic.

10. 2023-2024 Election of Officers

- A. President
- B. Secretary/Treasurer

President Clauson and Secretary Parsons highlighted a need to review the officer descriptions to determine if any changes are needed. A meeting will be scheduled in early 2024 to discuss recommendations.

Board Member Brine moved to nominate Board Member Parsons to serve as the Secretary/Treasurer in 2024-2025, and to nominate Board Member Grausam as President in 2024-2025. Board Member Nicandri seconded. Motion carried.

11. Term Expirations

A. Nancy Clauson, District-Wide Appointee

Term Expiration: March 1, 2024



Nancy Clauson, District-Wide Representative, has a term expiration of March 1, 2024. Board Member Clauson notified the Board that she would not be seeking reappointment.

12. Adjourn

President Clauson adjourned the meeting at 2:54 p.m.



ANNUAL REPORT

CAPITAL AREA REGIONAL PUBLIC FACILITIES DISTRICT

MCGA NO. 2830

Submitted pursuant to RCW 43.09.230

to the

Washington State Auditor's Office

FOR THE FISCAL YEAR ENDED: December 31, 2023

Certified correct this 24th day of May 2024, to the best of my knowledge and belief:

GOVERNMENT INFORMATION:

Official Mailing Address: 420 College Street SE, Lacey, WA 98509

Official Web Site Address:

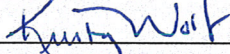
PREPARER INFORMATION and CERTIFICATION:

Preparer Name and Title: Kristy Wolf, Financial Services Manager

Contact Phone Number: 360-438-2668

Contact Fax Number: 360-412-3181

Contact E-Mail Address: kristy.wolf@cityoflacey.org

Signature: 

Kristy Wolf, Financial Services Manager

Capital Area Regional Public Facilities District

2023 Annual Financial Report

For the Year Ended December 31, 2023

Capital Area Regional Public Facilities District

2023 Board of Directors

President

Nancy Clauson

Secretary/Treasurer

Ken Parsons

Board Members

John Grausam, Regional
Chris Leicht, Regional
David Nicandri, Tumwater
David Brine, Olympia
Spencer Zeman, Lacey

Capital Area Regional Public Facilities District
Report for the year ended December 31, 2023

May 14, 2024

Board of Directors
Capital Area Regional Public Facilities District

I am submitting this report on the financial activities of the Capital Area Regional Public Facilities District (CARPFD), for the period January 1, 2023 – December 31, 2023. CARPFD funds are accounted for by the City in an Agency Fund, which is a separate fund within the financial system of the City. Sales tax revenues are received from the State of Washington by the City on behalf of the CARPFD and distributed to the two approved projects based on the proportionate share determined by the Interlocal Agreements between the CARPFD and the cities of Olympia and Lacey.

The CARPFD revenues totaled \$2,639,555, which included sales tax revenue of \$2,617,630, interest earned of \$11,200 and reimbursements of \$10,725. The CARPFD expenditures and distributions were \$2,635,846, of which \$1,884,160 was for support of the City of Lacey project, \$740,961 for the City of Olympia project and \$10,725 for administrative expenses, which are reimbursed by the cities of Olympia and Lacey.

The accompanying financial report displays further information regarding the financial activities of the CARPFD. Financial information presented in this report is un-audited. The CARPFD is subject to audit by the State of Washington, Auditor's Office.

Respectfully,

Alix Turcotte
Senior Accountant
City of Lacey

Capital Area Regional Public Facilities District
Balance Sheet/Statement of Net Position
As of December 31, 2023

	<u>General Fund / Governmental Activities</u>
Assets	
Cash	\$ 20,317
Investments	56,449
Accounts Receivable	1,757
Interest Receivable	344
Due from other governmental units	457,059
Total assets	<u>535,926</u>
Liabilities	
Due to other governmental units	458,404
Total Liabilities	<u>458,404</u>
Fund balance/net position:	
Unreserved/unrestricted	77,522
Fund balance/net position	<u>\$ 77,522</u>

See accompanying notes to the financial statements

Capital Area Regional Public Facilities District
Statement of Governmental Fund Revenues, Expenditures,
and Changes in Fund Balances/Net Position
For the period ended December 31, 2023

	<u>General Fund / Governmental Activities</u>
Revenues	
Sales taxes	\$ 2,617,630
Interest on sales tax	7,491
Investment earnings	<u>3,709</u>
Total revenues	<u>2,628,830</u>
Expenditures	
PFD project payments	2,625,121
Audit fees	6,149
Insurance	<u>4,576</u>
Total Expenditures	<u>2,635,846</u>
Excess (deficiency) of revenues over (under) expenditures	(7,016)
Other Financing Sources	
Contributions in - administrative support reimbursement	<u>10,725</u>
Net change in fund balance/net position	<u>3,709</u>
Fund balance/net position January 1, 2023	<u>73,813</u>
Fund balance/net position December 31, 2023	<u>\$ <u>77,522</u></u>

See accompanying notes to the financial statements

Capital Area Regional Public Facilities Notes to the Financial Statements December 31, 2023

Note 1 – Summary of significant accounting policies

The financial statements of the Capital Area Regional Public Facilities District (PFD) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The significant accounting policies are described below.

A. Reporting entity

The Capital Area Regional Public Facilities District, a municipal corporation, was organized June 26, 2002 by an Interlocal Agreement entered into by the City of Olympia, the City of Lacey, the City of Tumwater and Thurston County and operates pursuant to the laws of the State of Washington. The Capital Area Regional Public Facilities District is served by members appointed by the City Councils of Olympia, Lacey, Tumwater and the Thurston County Board of Commissioners. The PFD was created for the purpose of financing, acquiring, constructing, owning and/or operating one or more regional centers. These centers are defined as a convention, conference, museum or special events center, or any combination of such facilities and related parking facilities serving a regional population at a development cost of at least ten million dollars, including debt service. The Cities of Olympia and Lacey prepare a separate report on the use of PFD funds for their projects.

In 2003, the PFD contracted with the City of Lacey to develop an Athletic, Recreation and Special Events complex and the City of Olympia to build an Arts and Conference center. During 2004, the City of Olympia terminated the Arts and Conference center project. In 2006, the PFD agreed to contract with the City of Olympia to develop the Hands On Children's Museum project. In November of 2006, amended Interlocal agreements were entered into with the cities of Olympia and Lacey to provide funding for both projects and divide the balance of unallocated funds as of the amended agreement date, as well as future PFD revenues between Lacey at 71.77% and Olympia at 28.23%.

B. Government-wide fund financial statements

The government-wide financial statements (i.e., the statement of net position and the statement of changes in net position) report information for all fiduciary activities of the PFD. There is no interfund activity or component units within these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. The PFD has no indirect costs. Program revenues include only sales tax collected.

C. Measurement focus, basis of accounting and financial statement presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flow.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered collectible within the current period or soon enough thereafter to pay for liabilities of the current period. Expenditures are generally recorded when a liability is incurred, as under accrual accounting.

There are no reconciling differences between “Net Position” or “Changes in Fund Balance” as presented in the fund statements and the “Net Position” or “Changes in Fund Balance”. As a result, one set of statements presents information for the fund statements and government-wide activity.

Note 2 – Budget, compliance and accountability

The PFD is not statutorily required to adopt a budget.

Note 3 – Cash, deposits and investments

The PFD’s deposits at December 31, 2023 are entirely covered by the Federal Depository Insurance Corporation (FDIC) or by collateral held in a multiple financial institution collateral pool administered by the Washington Public Deposit Protection Commission (WPDPC). The WPDPC is a statutory authority established under Chapter 39.58 of the Revised Code of Washington (RCW).

The PFD’s investments are in compliance with all applicable state investment laws and the City of Lacey’s investment policies. As required by state law, all investments of the PFD’s funds (except as noted below) are obligations of the U.S. Government, U.S. agency issues, obligations of the State of Washington, general obligations of Washington State municipalities, the State Treasurer’s Local Government Investment Pool (LGIP), or certificates of deposit with commercial banks and savings and loan associations that are approved by the WPDPC.

As of December 31 2023, the PFD held the following investments at amortized cost:

<u>Investment Type</u>	<u>Maturity</u>	<u>Investments</u>	<u>Total</u>
WA State Local Government Investment Pool	60 Days	\$ 13,032	\$ 13,032
Total		<u>13,032</u>	<u>13,032</u>

The LGIP operates in accordance with appropriate state laws and regulations (RCW 43.250.020). Investments or deposits held by the LGIP are either insured or held by a third-party custody provider in the LGIP’s name. For bank deposits and repurchase agreements, this cost-based measure equals their carrying value amount. Fair value is determined monthly. The reported value of the PFD’s investment in the LGIP is dollar-for-dollar equal to the fair value of pool shares.

The LGIP transacts with its participants at a stable net asset value per share of \$1.00, the same method used for reporting. Participants may contribute and withdraw funds on a daily basis. Participants must inform the Office of the State Treasurer (OST) of any contribution or withdrawal over one million dollars no later than 9 a.m. on the same day the transaction is made. Contributions or withdrawals for one million dollars or less can be requested at any time prior to 10 a.m. on the day of the transaction. However, participants may complete transactions greater than one million dollars when notification is made between 9 a.m. and 10 a.m. at the sole discretion of OST. All participants are required to file documentation with OST containing the names and titles of the officials authorized to contribute or withdraw funds. The LGIP does not impose liquidity fees or redemption gates on participant withdrawals.

Custodial Credit Risk: Custodial credit risk is the risk that, in the event a depository institution or counterparty fails, the LGIP will not be able to recover the value of its deposits, investments or collateral securities that are in the possession of an outside party. Investments held as deposits in financial institutions are insured by the FDIC and/or collateralized. Collateral protection is administered by the WPDPC. The WPDPC constitutes a multiple financial institution collateral pool comprised of securities pledged to secure uninsured public deposits. Pledged securities are held by the WPDPC’s agent in the name of the collateral pool.

The LGIP investment policy requires that securities purchased be held by the master custodian, acting as an independent third party, in its safekeeping or trust department. Securities utilized in repurchase agreements are subject to additional restrictions. These restrictions are designed to limit the LGIP's exposure to risk and ensure the safety of the investment. All securities utilized in repurchase agreements were rated AAA by Moody's and AA+ by Standard & Poor's. The fair value of securities utilized in repurchase agreements must be at least 102 percent of the value of the repurchase agreement. The PFD does not have a specific deposit policy for custodial risk.

Interest rate risk: In accordance with its investment policy, the City of Lacey manages the PFD's exposure to declines in fair values by limiting the weighted average maturity of its investment portfolio to five (5) years or less from the date of purchase, unless matched to a specific cash flow or bond reserve funds. The interest rate risks of participants' balances in the LGIP are limited as the weighted average maturity of the portfolio will not exceed 60 days. As of December 31, 2023, the LGIP had a weighted average maturity of 16 days. The PFD does not have a specific deposit policy for custodial risk.

<u>Investment Type</u>	<u>Fair Value</u>	<u>Investment Maturities (in Years)</u>			
		<u>Less Than 1</u>	<u>1 to 5</u>	<u>6 to 10</u>	<u>More than 10</u>
<u>Debt Securities</u>					
U.S. Treasury Obligations	\$ 24,404	\$ 6,574	\$ 17,830	\$ -	\$ -
U.S. Agency Obligations	19,861	3,790	16,071	-	-
Municipal Debt Obligations	4,144	-	4,144	-	-
Supranational Bonds	2,571	430	2,141	-	-
Commercial Paper	5,469	872	4,597	-	-
Total Debt Securities	56,449	11,666	44,783	-	-
<u>Other Securities</u>					
WA State Local Government Investment Pool	13,032	13,032	-	-	-
Total Other Securities	13,032	13,032	-	-	-
Total Investments	\$ 69,481	\$ 24,697	\$ 44,783	\$ -	\$ -

Credit risk: Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. As required by state law, it is the PFD's policy, under the City of Lacey's investment policy, to limit its investments in debt securities to the obligations of U.S. Government, U.S. agency issues, obligations of the State of Washington, general obligations of Washington State municipalities and the LGIP. The credit risk of LGIP is limited as most investments are either obligations of the U.S. government or State of Washington or its political subdivisions, government-sponsored enterprises, certain limited banker's acceptances or commercial papers, or insured demand deposit accounts and certificates of deposits. The LGIP is not rated by an outside agency. The PFD does not have a specific credit risk policy.

As of December 31, 2023, the PFD's investments had the following credit quality distribution for securities with credit exposure:

	<u>Fair Value</u>	<u>AAA</u>	<u>AA</u>	<u>A</u>	<u>Unrated</u>
		<u>Aaa</u>	<u>Aa</u>		
U.S. Treasury Obligations	\$ 24,404	\$ 24,404	\$ -	\$ -	\$ -
U.S. Agency Obligations	19,861	19,861	-	-	-
Municipal Debt Obligations	4,144	-	4,144	-	-
Supranational Bonds	2,571	2,571	-	-	-
Commercial Paper	5,469	994	4,062	413	-
Total	\$ 56,449	\$ 47,830	\$ 8,206	\$ 413	\$ -

Concentration of credit risk: Concentration risk is the risk of loss attributed to the magnitude of the PFD’s investment in a single issuer. The PFD’s policy, under the City of Lacey’s investment policy, states with the exception of U.S. Treasury securities and authorized pools, no more than five (5) percent of the total portfolio may be invested in a single security or with a single financial institution. The PFD does not have a formal policy for concentration of credit risk.

Fair Value: The PFD measures and reports investments at fair value using the valuation input hierarchy established by GAAP, as follows:

- Level 1: Quoted prices in active markets for identical assets or liabilities;
- Level 2: These are quoted market prices for similar assets or liabilities, quoted prices for identical or similar assets or liabilities in markets that are not active, or other than quoted prices that are not observable;
- Level 3: Unobservable inputs for an asset or liability.

As of December 31, 2023, the PFD had the following investments measured at fair value:

	<u>Fair Value Measurements Using</u>			
	<u>12/31/2023</u>	<u>Quoted Prices in Active Markets for Identical Assets (Level 1)</u>	<u>Significant Other Observable Inputs (Level 2)</u>	<u>Significant Unobservable Inputs (Level 3)</u>
<u>Investments by Fair Value Level</u>				
U.S. Treasury Obligations	\$ 24,404	\$ 24,404	\$ -	\$ -
U.S. Agency Obligations	19,861	-	19,861	-
Municipal Debt Obligations	4,144	-	4,144	-
Supranational Bonds	2,571	-	2,571	-
Commercial Paper	5,469	-	5,469	-
Total Investments Reported at Fair Value	<u>56,449</u>	<u>24,404</u>	<u>32,045</u>	<u>-</u>
<u>Investments Measured at Amortized Cost</u>				
WA State Local Government Investment Pool	<u>13,032</u>			
Total Investments Measured at Amortized Cost	<u>13,032</u>			
Total Investments	<u>\$ 69,481</u>			

Cash, deposits and investments for the year ended December 31, 2023 are as follows:

	<u>2023</u>
Checking	\$ 3,492
Investment <90days	3,793
Washington State Investment Pool (LGIP)	<u>13,032</u>
Cash & Deposits Subtotal	<u>20,317</u>
Investments	<u>56,449</u>
Cash, Deposits & Investment Total	<u>\$ 76,766</u>

Note 4 – Risk management

Capital Area Regional PFD is a member of the Enduris Washington risk-sharing pool (Pool). Chapter 48.62 RCW provides the exclusive source of local government entity authority to individually or jointly self-insure risks, jointly purchase insurance or reinsurance and to contract for risk management, claims and administrative services. The Pool was formed July 10, 1987 pursuant to the provisions of Chapter 48.62 RCW, Chapter 200-100 WAC, and Chapter 39.34 RCW when two counties and two cities in the State of Washington joined together by signing an interlocal

governmental agreement to fund their self-insured losses and jointly purchase insurance and administrative services. For the Pool’s fiscal year ending August 31, 2023, there were 518 Enduris members representing a broad array of special purpose districts throughout the state.

Enduris provides various forms of joint self-insurance and reinsurance coverage for its members: Liability coverage, which includes: General Liability, Automobile Liability, Public Officials’ Errors and Omissions liability, Terrorism liability and Employment Practices liability; Property coverage, which includes: Building and Contents, Mobile Equipment, Boiler and Machinery, and Business Interruption/Extra Expense; Automobile Physical Damage coverage; Cyber coverage; Crime blanket coverage; Named Position coverage; and an Identity Fraud reimbursement policy. Pollution and Cyber coverage are provided on a claims-made coverage form. Crime coverage is provided on a discovery form. All other coverage is provided on an occurrence coverage form.

Members are responsible for a coverage deductible or co-pay on each covered loss. Each policy year members receive a Memorandum of Coverage (MOC) outlining the specific coverage, limits, and deductibles/co-pays that are applicable to them. In certain cases, the Pool may allow members to elect to participate in the programs at limits, coverage, deductibles and co-pays that are specific to their needs. Enduris is responsible for payment of all covered losses above the member retention, up to the Pool self-insured retention (SIR). Enduris acquires excess/reinsurance from unrelated insurance companies to cover losses above the Pool’s SIR up to the coverage maximum limit of liability. The tables below reflect the Pool’s SIR, reinsurance limits and member deductibles/co-pays by coverage type.

Coverage	Coverage Type	Pool Self-Insured Retention	Excess/ Reinsurance Limits	Member Deductibles/ Co-Pays ⁽¹⁾
Liability:				
General Liability	Per Occurrence	\$1 million	\$20 million	\$1,000 - \$100,000
Automobile Liability	Per Occurrence	\$1 million	\$20 million	\$1,000 - \$100,000
Public Officials Errors and Omissions Liability	Each Wrongful Act Member Aggregate	\$1 million	\$20 million \$20 million	\$1,000 - \$100,000
Terrorism Liability ⁽²⁾	Per Occurrence Pool Aggregate	\$500,000 \$1 million	None	\$1,000 - \$100,000
Employment Practices Liability	Per Occurrence Member Aggregate	\$1 million	\$20 million \$20 million	20% Copay ⁽³⁾

- (1) Members may request or be required to pay a higher deductible than the minimum for certain coverage and certain types of losses require a specific co-pay or deductible
- (2) Terrorism liability is fully funded by the Pool i.e. no excess/reinsurance is procured.
- (3) Members pay a 20% co-pay of costs. By meeting established guidelines, the co-pay may be waived.

Coverage	Coverage Type	Pool Self-Insured Retention	Excess/ Reinsurance Limits	Member Deductibles/ Co-Pays ⁽¹⁾
Property ^{(2):}				
Buildings and Contents	Per Occurrence	\$250,000	\$1 billion	\$1,000 - \$250,000
Mobile Equipment	Per Occurrence	\$250,000	\$1 billion	\$1,000 - \$250,000
Boiler and Machinery ⁽³⁾	Per Occurrence	Varies	\$100 million	Varies
Business Interruption (BI)/ Extra Expense (EE) ⁽⁴⁾	Per Occurrence	\$250,000	\$100 million (BI)/ \$50 million (EE)	\$1,000 - \$250,000
Sublimit ^{(5):}				
Flood	Per Occurrence	\$250,000	\$50 million (shared by Pool members)	\$1,000 - \$250,000
Earthquake	Per Occurrence	5% of indemnity, subject to a \$250,000 minimum	\$10 million (shared by Pool members)	\$1,000 - \$250,000
Terrorism Primary	Per Occurrence Pool Aggregate	\$250,000	\$100 million per occurrence \$200 million aggregate	\$1,000 - \$250,000
Terrorism Excess	Per Occurrence APIP Per Occurrence APIP Aggregate	\$500,000	\$600 million/ Pool aggregate \$1.1 billion/ per occurrence APIP program \$1.4 billion/ APIP program aggregate	\$0
Automobile Physical Damage ⁽⁶⁾	Per Occurrence	\$25,000; \$100,000 for Emergency Vehicles; \$250,000 for Emergency Vehicles valued >\$750,000	\$1 billion	\$250 - \$1,000
Crime Blanket ⁽⁷⁾	Per Occurrence	\$50,000	\$1 million	\$1,000
Named Position ⁽⁸⁾	Per Occurrence	\$50,000	\$1 million	\$1,000
Cyber ⁽⁹⁾	Each Claim APIP Aggregate	\$100,000	\$2 million \$40 million	20% Copay
Identity Fraud Expense Reimbursement ⁽¹⁰⁾	Member Aggregate	\$0	\$25,000	\$0

- (1) Members may request or be required to pay a higher deductible than the minimum for certain coverage and certain types of losses require a specific co-pay or deductible.
- (2) Property coverage for each member is based on a detailed property schedule. Scheduled items are covered to the extent of the cost of repair or replacement according to the excess/reinsurance policy terms. Under the Alliant Property Insurance Program (APIP) Reinsurance carriers cover insured losses over \$250,000 to the limit of \$1 billion except for certain types of sub-limited property losses such as flood, earthquake, and terrorism.
- (3) Boiler and Machinery self-insured retention for the Pool varies depending on motor horsepower.
- (4) Business Interruption/ Extra expense coverage is based on scheduled revenue-generating locations/operations. A limited number of members are scheduled, and the rest are limited to \$500,000 of coverage with a \$2.5 million Pool maximum for undeclared exposure. The waiting period (deductible) is typically 24 hours but there are exceptions specific to the type of exposure covered.
- (5) This sub-limit list is simplified and is not all-inclusive. In addition, sub-limits are often shared or aggregated by all pool members and, in a few cases, are shared by all APIP members. Deductibles often vary by coverage sub-limit.
- (6) Auto Physical Damage coverage includes comprehensive, named perils and collision. Coverage for each member is based on a detailed vehicle schedule.
- (7) Crime Blanket coverage (also referred to as "Employee Dishonesty Coverage with Faithful Performance" of \$2,500 is provided to each member. Members may elect to "buy up" the level of coverage from \$5,000 to \$2 million.
- (8) Named Position coverage is optional. Members may elect to schedule various employees, directors, and commissioners, with individual limits of between \$5,000 and \$1 million.
- (9) Cyber coverage is included under the Pool's Property program. Members are subject to a 20% co-pay per loss and the Pool's SIR is tiered between \$50,000 and \$100,000 depending on the insured/member's property TIV with an 8-hour waiting period. By meeting established guidelines, the co-pay may be waived. The reinsurance maximum limit of liability is \$2 million, with various declared sub-limits.
- (10) Enduris purchases Identity Fraud Expense Reimbursement coverage. Member claims do not have a deductible. There is a \$25,000 limit per member.

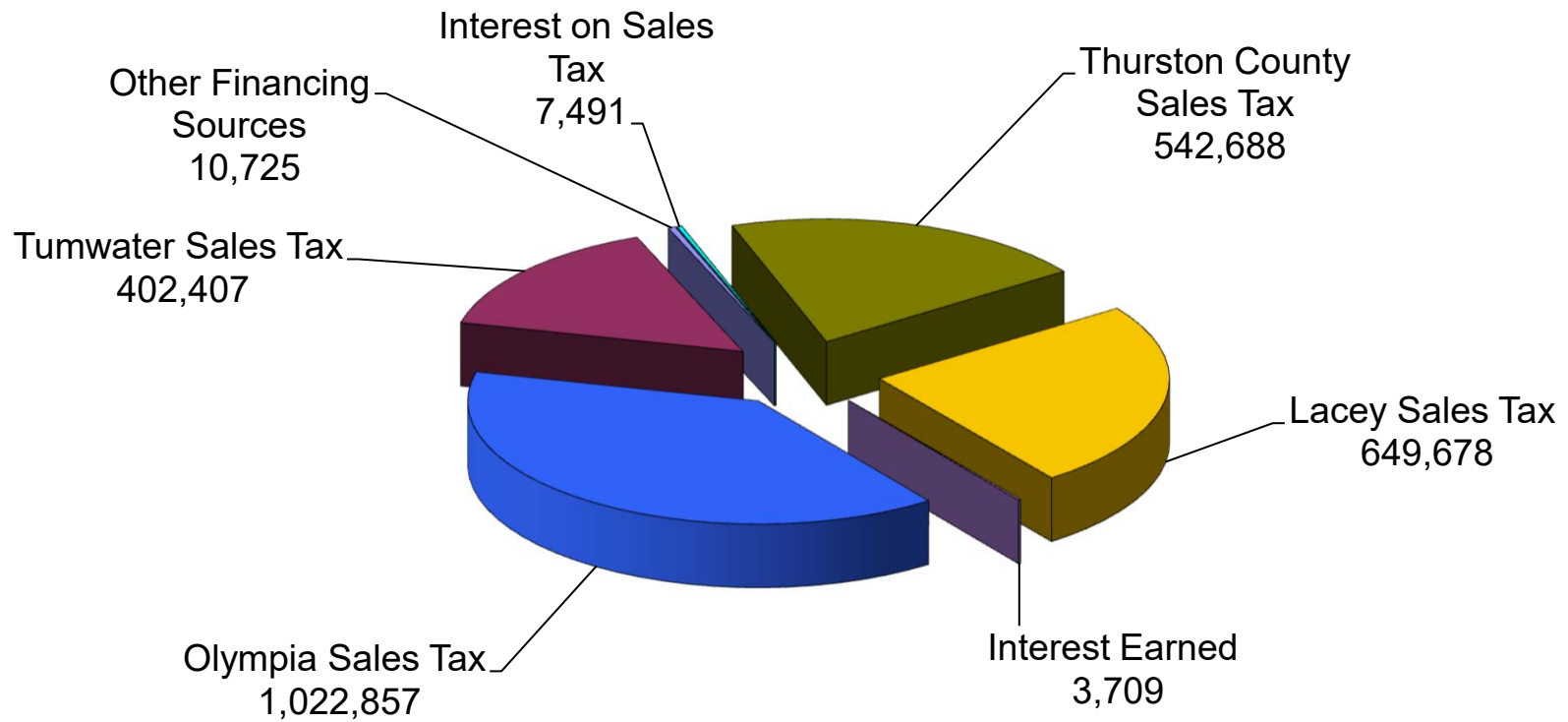
Members make an annual contribution to fund the Pool. Since Enduris is a cooperative program, there is joint liability among the participating members. There were no claim settlements in excess of the insurance coverage in any of the last three policy years.

Upon joining the Pool, members are contractually obligated to remain in the Pool for a minimum of one year and must give notice 60 days before renewal in order to terminate participation. The Interlocal Governmental Agreement (formerly known as the Master Agreement) is automatically renewed each year unless provisions for withdrawal or termination are applied. Even after termination, a member is still responsible for contribution to Enduris for any unresolved, unreported and in process claims for the period they were a signatory to the Interlocal Governmental Agreement.

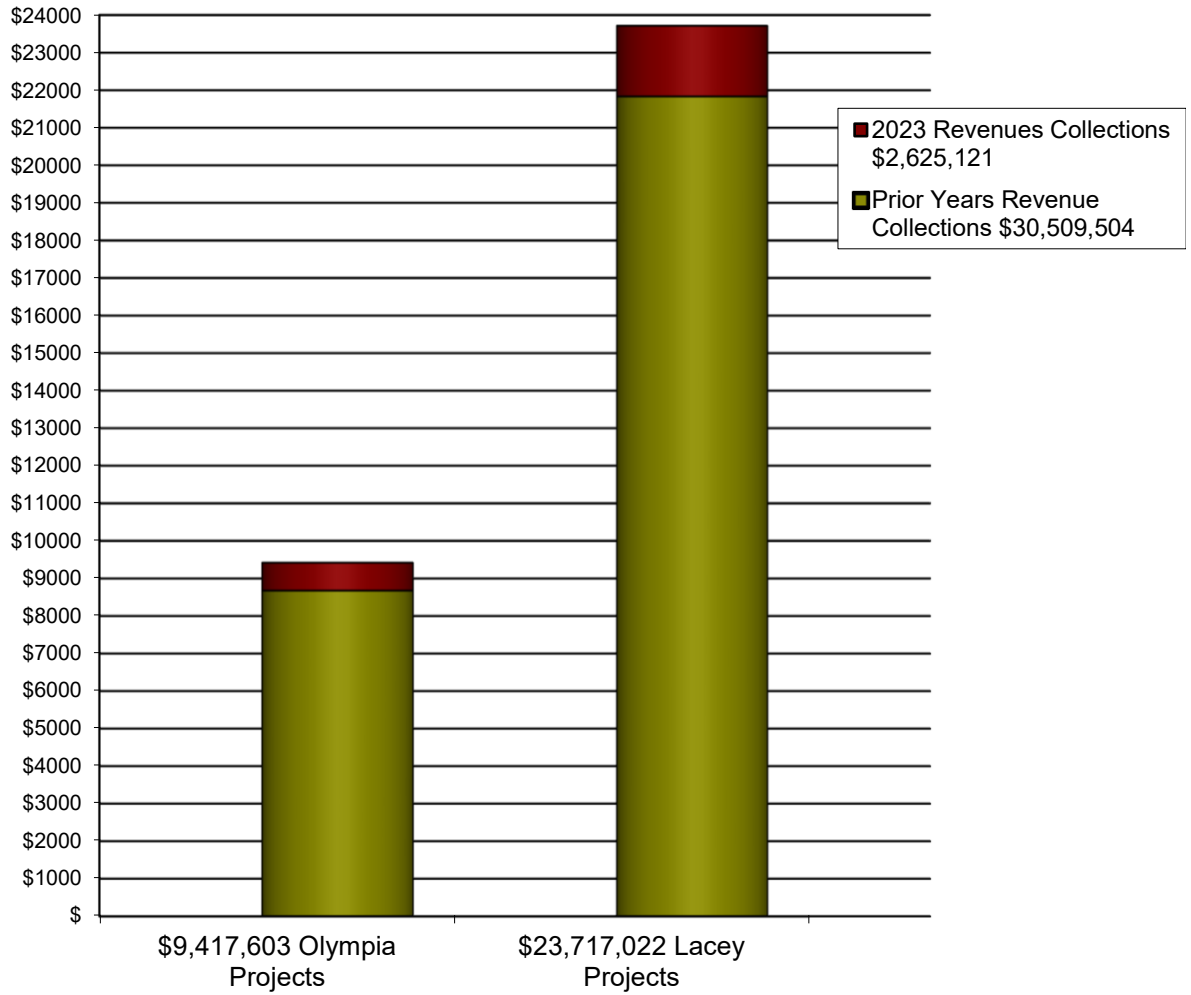
Enduris is fully funded by its member participants. Claims are filed by members with the Pool who determines coverage and administers the claims.

The Pool is governed by a Board of Directors which is comprised of seven board members. The Pool's members elect the Board, and the positions are filled on a rotating basis. The Board meets quarterly and is responsible for overseeing the business affairs of Enduris and providing policy direction to the Pool's Executive Director.

2023 Capital Area Regional Public Facilities District Revenue Collections \$2,639,555

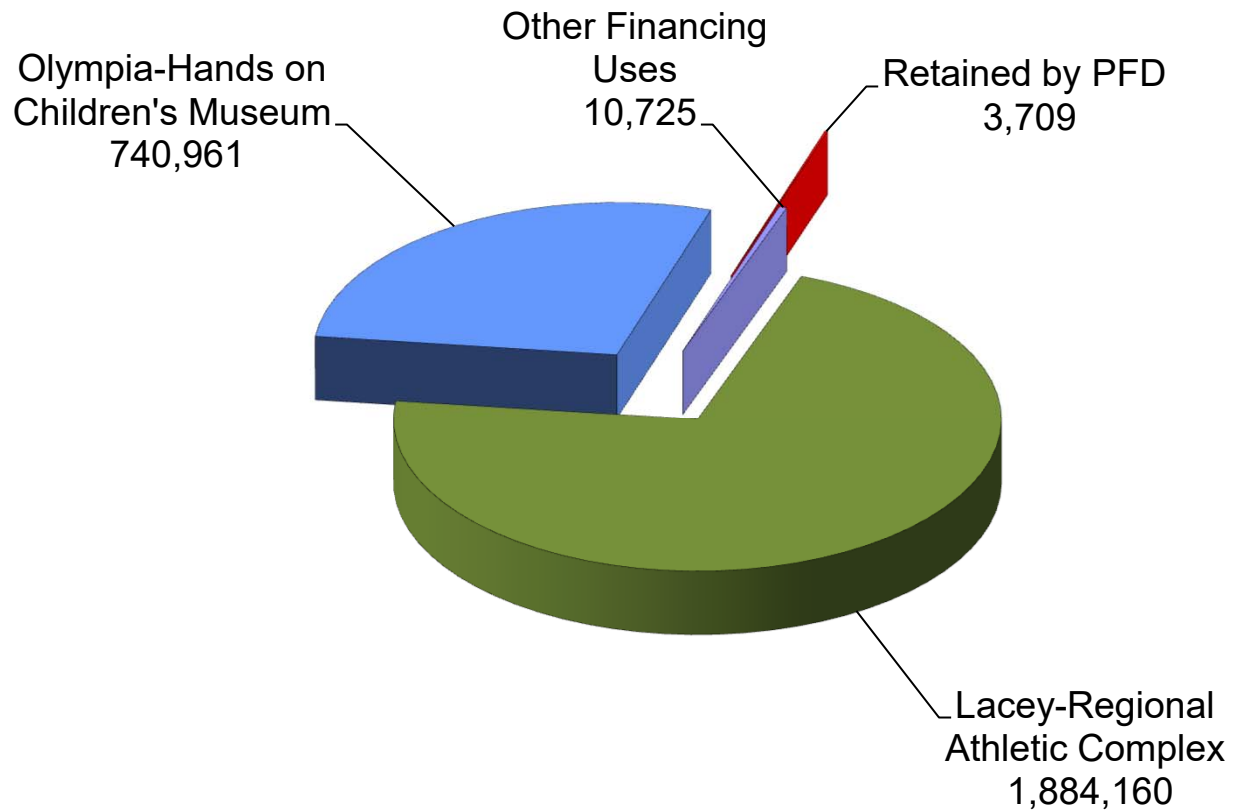


**Life-to-Date Allocation of CARPFD
Distribution of Revenues to Projects
\$33,134,625**



2023 CARPFD Distribution of Revenues

\$2,625,121 to Projects
\$10,725 in Admin costs
\$3,709 Change in Fund balance



Capital Area Regional Public Facilities District

Schedule 01

For the year ended December 31, 2023

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
2830	001	CARPFD	3089000	Unassigned Fund Balance - Beginning	\$73,813
2830	001	CARPFD	3131900	Regional Centers Sales and Use Tax	\$738,847
2830	001	CARPFD	3131900	Regional Centers Sales and Use Tax	\$1,878,783
2830	001	CARPFD	3611000	Investment Earnings	\$1,440
2830	001	CARPFD	3611000	Investment Earnings	\$636
2830	001	CARPFD	3611000	Investment Earnings	\$2,114
2830	001	CARPFD	3611000	Investment Earnings	\$5,377
2830	001	CARPFD	3613000	Gains (Losses) on Sale of Investments	(\$921)
2830	001	CARPFD	3613000	Gains (Losses) on Sale of Investments	\$2,554
2830	001	CARPFD	3699100	Miscellaneous Other Operating	\$3,027
2830	001	CARPFD	3699100	Miscellaneous Other Operating	\$7,698
2830	001	CARPFD	5089000	Unassigned Fund Balance - Ending	\$77,522
2830	001	CARPFD	5755040	Multipurpose and Community Centers	\$740,962
2830	001	CARPFD	5755040	Multipurpose and Community Centers	\$1,884,159
2830	001	CARPFD	5755040	Multipurpose and Community Centers	\$10,725
2830	001	CARPFD	8100000	Current Assets	\$535,926
2830	001	CARPFD	8200000	Other Current Assets	\$0
2830	001	CARPFD	8300000	Noncurrent Assets	\$0
2830	001	CARPFD	8400000	Deferred Outflows	\$0
2830	001	CARPFD	8500000	Current Liabilities	\$458,404
2830	001	CARPFD	8600000	Noncurrent Liabilities	\$0
2830	001	CARPFD	8700000	Deferred Inflows	\$0

Capital Area Regional – Public Facilities District

Established in 2003

Board of Directors

Four Year Term - No Term Limits

John Grausam, President

(2024-2025)

District-wide Appointee

Appointed: 05.07.2019

Reappointed: 03.18.2021

Term Expiration: 03.01.2025

Ken Parsons, Secretary/Treasurer

(2024-2025)

Thurston County Representative

Appointed: 02.25.2003

Reappointed: 02.12.2007, 03.01.2011, 2015, 09.18.2018, 11.22.2022

Term Expiration: 03.01.2027

Chris Leicht

District-wide Appointee

Appointed: 04.01.2010

Reappointed: 05.22.2014, 07.12.2018, 02.17.2022

Term Expiration: 03.01.2026

VACANT

District-wide Appointee

Appointed:

Term Expiration: 03.01.2028

David Brine

City of Olympia Representative

Appointed: 12.04.2007

Reappointed: 03.01.2011, 2015, 02.05.2019, 02.13.2023
Term Expiration: 03.01.2027

David Nicandri

City of Tumwater Representative

Appointed: 02.21.2023

Term Expiration: 03.01.2027

Whitney Godby

City of Lacey Representative

Appointed: 06.18.2024

Term Expiration: 03.01.2027

City of Lacey Administrative Support

City Clerk's Office

Lacey City Hall

420 College St SE

Lacey WA 98503

360.486.8704

CityClerk@cityoflacey.org

CAPITAL AREA REGIONAL - PUBLIC FACILITIES DISTRICT

ADMINISTRATIVE DESCRIPTION OF BOARD POSITIONS

As outlined in Charter, Article IX: Officers of District, the term of any officer shall expire at such time as such officer's membership on the Board ceases or terminates, or at such sooner time as the term expires and the office has been filled by appointment or reappointment.

PRESIDENT

The CAR-PFD Board President reviews staff-proposed agenda drafts and chairs all meetings of the Board of Directors. With the Secretary-Treasurer, approves for payment invoices for Board-authorized expenditures, and grants authority to the City of Lacey to distribute the revenues received per the interlocal agreement. This position may attend out-briefs by the Washington State Auditor's staff. In coordination with the City of Lacey, this position may represent the Board to the public, media, and legislature.

SECRETARY/TREASURER

The CAR-PFD Board Secretary/Treasurer, with the President, approves payment of invoices for Board-authorized expenditures, and grants authority to the City of Lacey to distribute the revenues received per the interlocal agreement. This position reviews annual drafts of financial statements prior to the next meeting; may attend out-briefs by the Washington State Auditor's office; and in the absence of the President, the Secretary/Treasurer chairs the Board of Directors meeting.

The City of Lacey Clerk's Office serves as the administrative liaison, and prepares and publishes all meeting materials, including minutes, in accordance with the Open Public Meetings Act (RCW 42.30).