

SNOHOMISH COUNTY PUBLIC FACILITIES DISTRICT
PUBLIC FACILITY DISTRICT MEETING MINUTES
Xfinity Arena
2000 Hewitt Avenue, Suite 200, Everett, WA 98201
January 28, 2016
3:00 P.M.

Board Members Present:

Steve Shelton, Chairman, District #3
Boyd McPherson, District #1

Interested Parties Present:

Grant Dull, Lynnwood Convention Center
Joe McIalwain, Edmonds Center for the Arts
Rick Comeau, Xfinity Arena
Bonnie Hilory, Future of Flight

Staff Present:

Brad Cattle, Anderson Hunter Law Firm
Sharyl Raines, Snohomish County Finance Department
Nancy Miller, Snohomish County Finance Department
Amy Powell, Snohomish County Public Works

Call to Order

Steve Shelton called the meeting to order at 3:20 p.m.

Public Comment

No public comments.

Approval Items

A quorum is not present, so no actions will be taken by the board.

No action taken on minutes from October 22, 2015 meeting.

No action taken on the vouchers for October, 2015 through December, 2015 in the amount of \$631,596.25 by the board, a quorum is not present.

The following vouchers/warrants are awaiting approval for payment:

Disbursements:

Fund X10

Voucher/warrant number: 1880608 through 1880957 Total \$157,804.67

Voucher/warrant numbers: 1880608 through 1880957 Total \$119,930.50

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Voucher/warrant numbers: 1880960, 1886207, 1890119 Total \$6,000.00

Voucher/warrant number: 1880960, 1886207, 1890119 Total \$27,181.74

Voucher/warrant numbers: 1884755 through 1884758 Total \$200.00

Voucher/warrant numbers: 1884760 Total \$750.00

Voucher/warrant number: 1885939 through 1886205 Total \$157,804.67

Voucher/warrant numbers: 1889932 through 1890117 Total \$157,804.67

Voucher/warrant numbers: 1890119 Total \$3,500.00

Voucher/warrant numbers: 5007222 Total \$620.00

Financial Report and Old Business

Nancy Miller presented the financial reports. Year to date growth over prior year ended up around 5% for the year. This is good news because in first quarter 2015 we were only looking at 1% over prior year. Ending fund balance for 2015 \$551,000, and that's up about \$62,000 from the beginning of the year. Admin expenses came in lower than expected. Most other items were on target for the year.

The approval of the 2016 Amended Budget is moved to next meeting.

No action taken on financial reports.

Project Financial Updates

Edmonds Center for the Arts – Joe Mclalwain

- 2015 was a good year for ECA
- Trying to dig out from a complete technical meltdown
 - a lot of shared data & email were lost
 - had to purchase a new server
 - are rebuilding the data we were able to restore
- No Q4 financial report due to technical failure
- Working on a long term plan for technology and data storage, possibly looking at options that focus on external data storage and move away from an internal server
- Identifying key stakeholders for the Edmonds PFD for our 10 year celebration
- May 4th center stage event
 - Seeking sponsorships
 - Revenue generation
 - Presentation of upcoming shows & we ask for sponsors for the shows
- 2-3 major capital projects are underway
 - Women's restroom with county CDBG grant
 - Back of house area
- Hope to secure the same CDBG grant in 2017 to renovate the men's restroom
- Received funds from the state for gym roof & heating system upgrades
- Community stakeholder event February 9th; free show

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Infinity Arena – Rick Comeau

- General attendance up over 2014; surpassed 350,000 people through the arena and conference center
- Made a profit on the operating side in 2015 for the first time in about 6 years
- Scoreboard didn't last as long as it was supposed to, so we had to write off the depreciation value (\$51,733)
- Disney on Ice & WWE were very successful events
- Had some sound system failures due to aging equipment; new sound system being installed this week
- Our server for the credit card machines went down in November
 - Replacing point of sale system because of this
 - Received board approval in January 2016
 - Installation taking place in February 2016
- Marketing Director resigned in December; interviewing for replacement hopefully in February
- Silvertips off to a good start; currently in 1st place
- Disney shows this month were successful
- Motorcycle ice racing was popular again this year
- 2016 PAC Rim gymnastics event this year; ticket sales have been strong; big event for us
- PAN-AM event possible in May
- Hope to secure a curling event
- Women's USA hockey team mini training camp possible in May, prior to the world championships

Future of Flight – Bonnie Hilory

- Institute of Flight – new name & branding
- Proceeds from our book going towards the gallery
- More focus on education (STEAM) & careers
- Aiming to make the gallery a destination point, in addition to the Boeing tour
- Improving our "shoulder" season numbers
- Collaboration with Museum of Flight with a restoration project & will be a social media event
- In the process of creating a "maker" center for the public
 - "Maker Mondays"
 - Play around with 3D printers
- 2015 STEAM camp was successful; registration opens soon for 2016 camps; this a great family event
- CFO retiring this year in Q4
- New education guide; schools are more aware of us now
- Scholarship type funds available so all children can participate
- Hoping our new name will help be more obviously separate from the county & Boeing

Lynnwood Convention Center – Grant Dull

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- New liaison to the Lynnwood City Council
- Capital expenses have been relatively low
- Convention center had another positive year; 3rd year in a row
- Really need a hotel within walking distance to increase business; ideally on our property; working with the City of Lynnwood to help us find a match
- Relationship with the city has dramatically improved because of changes at the higher level at the city; seeing us now as part of them instead of an outside agency

New Business

Public Records & Requests

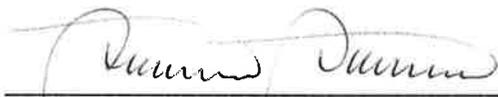
- Boyd is the Board's Public Records Officer
 - Where do individuals make requests to – we should identify this on the webpage
 - Respond to requests within 5 days of receipt
 - Respond with one of the five response options
 - Treat all requests seriously
- 2016 meeting locations confirmed: April 28th at Future of Flight, July 28th at the Lynnwood Convention Center, October 27th at Edmonds Center for the Arts
 - 2015 annual project reports will be sent out to the PFDs soon; they are due to Council in June
 - 2016 AWSPFD membership dues have been paid
 - Possibly changing the ILAs for the year-end certification letter

Legislative Update – Grant Dull

For the first time, the legislature is extending the sales tax rebate for 15 years, and it has passed out of the House Finance Committee. The bill has gone to House Rules.

Steve Shelton adjourned the meeting at 5.19 p.m.

The April 28, 2016 meeting location is at the Future of Flight.



Chairperson Signature

4/28/16

Date