

SNOHOMISH COUNTY PUBLIC FACILITIES DISTRICT  
PUBLIC FACILITY DISTRICT MEETING MINUTES  
SNOHOMISH COUNTY MAIN CAMPUS  
3000 Rockefeller Ave., Everett, WA 98201  
July 30, 2015  
3:00 P.M.

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**Board:**

Steve Shelton, Chairman, District #3  
Boyd McPherson, District #1  
Travis Snider, District #4  
Debbie Emge, District #5

**Interested Parties:**

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

**Staff:**

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

**Call to Order**

Steve Shelton called the meeting to order at 3:02 p.m.

**Public Comment**

No public comments.

**Approval Items**

Boyd McPherson moved to approve the April 23, 2015 minutes. Travis Snider seconded the motion and it passed unanimously.

After review of the vouchers, Travis Snider moved to approve the vouchers for April through June, 2015 in the amount of \$628,258.25. Boyd McPherson seconded the motion and it passed unanimously.

The following vouchers/warrants are approved for payment:

**Disbursements:**

Fund X10

Voucher/warrant number: 1857008 Total \$750.00

Voucher/warrant numbers 1858149 through 1858248, 1858628 through 1858670 Total \$300.00

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Voucher/warrant numbers: 1858272, 1858287, 1858446, 1858604, 1858610 Total \$168,865.25

Voucher/warrant numbers: 1858272, 1858287, 1858446, 1858604 Total \$119,930.50

Voucher/warrant numbers: 1861585 through 1861898 Total \$168,865.25

Voucher/warrant numbers: 1865067 through 1865419 Total \$168,865.25

Voucher/warrant numbers: 5005976 through 5006172 Total \$682.00

**Lodging Tax Update**

Sharyl Raines discussed how the PFDs have funding sources available to them from the County through Lodging Tax Funds. The PFDs would have to put in an application to be eligible to receive any funds remaining in 2015. Councilman Terry Ryan is interested in the Financial health of the PFDs. There is no action to be taken by the board, however this is good information to have and to be aware of.

**Financial Report and Old Business**

Sharyl Raines presented the financial reports. In quarter one there was only 1% sales growth, but in second quarter that went up to 5%. The fund balance is growing. The Enduris annual insurance payment was lower due to a decrease in rates. The board paid \$750 in quarter two for the public records assistance retainer fee.

Travis Snider moved to accept financial reports. Boyd McPherson seconded the motion and it passed unanimously.

**Project Financial Updates**

**Edmonds Center for the Arts – Joe McIalwain**

- No financial update today
- Almost complete with our annual audit
- Before depreciation, we will balance our books for the 4<sup>th</sup> year in a row
- Received money from the large fund
- Received a grant from the state for \$250,000; now going to repair the roof and install a heating system for the gym; we are very excited about these improvements
- Also making improvements to the 1921 restrooms
- Coming up on our 10 year anniversary and we are excited to be here
- We have our red carpet gala coming up on October 3<sup>rd</sup>; would love to see some of you there
- Looking at adding a couple more shows
- Have a Rocky Horror Picture show event coming up
- Summer camps going on
- Putting together a wellness program; specifically directed towards seniors with dementia

**Infinity Arena – Rich Stewart**

- Showing a positive operating budget
- Down in event income

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- Overall up \$130,000
- Expecting to meet all projections for 2015
- Anticipating an increase in Disney numbers
- New scoreboard will be up by mid-August
- New food and beverage vendor; contract up this year; going out to bid; new vendor would be in place by October 1, 2015
- WWE on August 10<sup>th</sup> will be on live TV; expecting a very large crowd

**Future of Flight – Bonnie Hilory**

- Up 11% over last year
- Having some parking issues; not enough available
- New food operator (Lancer) going well
- We are approaching our 10 year anniversary; publishing a book and hosting an event on December 17<sup>th</sup> our actual opening anniversary
- Summer camp currently running in conjunction with S.T.E.A.M.
- Our “Summer Nights” event is also going on

**Lynnwood Convention Center – Grant Dull**

- Holding our 10 year anniversary event
- Every 6 months we have an open house art reception to give the public a chance to come in and see the facility
- Standard & Poor visited the City of Lynnwood and the Convention Center; giving us both a AAA rating
- We were able to sell the revenue bonds because they are 20 year bonds
- No interest in the sales tax bonds
- A bank gave us a loan to reire the sales tax debt
- Planning significant improvements to our site; scheduled to begin summer 2016
- Overall we are having a great year

**New Business**

**Revenue Stream**

Travis discussed that there is a sunset on the revenue stream and wanted to know what the boards are thinking about and planning for. Rich Stewart shared that they are partnering with the City of Everett on many aspects. Grant Dull said that the state legislature decided not to extend the tax (PFD) this year. There was a general discussion that the PFDs from all around the state need to get the State’s attention, and that they need to join together on this to get noticed. Some were concerned that other PFDs think this issue is too far out and aren’t concerning themselves with it at this time. It was discussed that the annual State PFD conference would be a good place to start this conversation, and that a strategy should be established within the next three years. Brad Cattle suggested that the board may want to consider working with a political strategist.

**2016 Budget**

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The revenues are looking stable. Projecting a 3.79% increase in the funds balance. On the long-term projection model we are looking at 3.6% until 2026. This is reasonable and has our Tier II funding going out.

Steve Shelton discussed that the suggestion of obtaining a political strategist for longer term vision is not included, and may be something that we may want to consider. Should the board want to hire someone with this expertise for this, it would cut into the Tier II disbursements. The PFD projects were asked to please bring this topic up at with their boards.

Boyd McPherson motioned to approve the 2016 budget as presented. Debbie Emge seconded the motion and it passed unamously.

**Intern for Public Records**

This is an older issue that has been brought a few times. The intern program is not an efficient option for the board. The county will do the work, and the funds for this project would need to be redirected back to the county for this to happen. It was estimated that this project would initially cost the board \$5,000 using an intern. Sharyl Raines proposed to redirect those designated funds back to the County as flat fee to cover the cost of the work.

Travis Snider motioned to approve to redirect the funds to the county as proposed. Boyd McPherson seconded the motion and it passed unanimously.

**Board Member Gmail Accounts**

There was a reminder to the board members to get their Gmail account name and password to Boyd McPherson by September 1, 2015.

**Cultural Access Fund**

- Promote access to people of all ages
- Organizations that qualify must be a 501C3
- King County is going to get started on their process
- Snohomish County Council (all five members) would have to agree to establish this for the county
- From sales or property tax 1/10<sup>th</sup> of 1%
- If established by Snohomish County it should be managed by Economic Development
- These programs serve the under priveleged

Steve Shelton adjourned the meeting at 4:32 p.m.

**The October 22, 2015 meeting will be held at the Snohomish County main campus.**

  
Chairperson Signature

10/22/15  
Date