

SNOHOMISH COUNTY PUBLIC FACILITIES DISTRICT
PUBLIC FACILITY DISTRICT MEETING MINUTES
Future of Flight
8415 Paine Field Blvd, Mukilteo, WA 98275
April 28, 2016
3:00 P.M.

Board Members Present:

Steve Shelton, Chairman, District #3
Travis Snider, District # 4
Debbie Emge, District # 5
Bruce Gandal, District # 2

Interested Parties Present:

Grant Dull, Lynnwood Convention Center
Joe McIalwain, Edmonds Center for the Arts
Rick Comeau, Xfinity Arena
Bonnie Hilory, Future of Flight
Brian Sullivan, Snohomish County Councilmember District #2

Staff Present:

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

Call to Order

Steve Shelton called the meeting to order at 3:03 p.m.

Public Comment

No public comments.

Approval Items

Travis Snider announced his resignation from the board and today is his last meeting. Brian Sullivan thanked Travis for his dedication and years of service to the board.

Debbie Emge moved to approve the October 22, 2015 and the January 28, 2016 minutes. Travis Snider seconded the motion and it passed unanimously.

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After review of the vouchers, Travis Snider moved to approve the vouchers for October through December, 2015 in the amount of \$631,596.25, and the vouchers for January through March, 2016 in the amount of \$527,408.22. Bruce Gandal seconded the motion and it passed unanimously.

Disbursements:

Fund X10

(October through December, 2015)

Voucher/warrant number: 1880960 through 1890119 Total \$6,000.00

Voucher/warrant numbers: 1880608 through 1880960 Total \$166,865.25

Voucher/warrant numbers: 1885939 through 1886207 Total \$166,865.25

Voucher/warrant number: 1889932 through 1890119 Total \$166,865.25

Voucher/warrant numbers: 1880608, 1880628, 1880800, 1880957 Total \$119,930.50

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

Voucher/warrant number: 1884760 Total \$750.00

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

Voucher/warrant numbers: 5007222 Total \$620.00

(January through March, 2016)

Voucher/warrant number: 1892843 through 1901744 Total \$6,000.00

Voucher/warrant numbers: 1892839 through 1892843 Total \$172,334.99

Voucher/warrant numbers: 1897753 through 1898076 Total \$172,334.99

Voucher/warrant number: 1901737 through 1901744 Total \$172,334.99

Voucher/warrant numbers: 1892844 Total \$750.00

Voucher/warrant numbers: 5007653 through 5008186 Total \$2,853.25

Voucher/warrant number: 1898097 Total \$50.00

Voucher/warrant numbers: 1890555 Total \$750.00

Financial Report and Old Business

Nancy Miller presented the financial reports. Overall growth is up about 5% for year 2015. There were less attorney fees in the previous quarter, lowering administrative costs. The budget is in-line with the actuals as well.

Travis Snider moved to approve the October 22, 2015 and the January 28, 2016 financial update. Debbie Emge seconded the motion and it passed unanimously.

Nancy Miller presented the 2016 modified budget. The revenue was higher than expected which resulted in higher Tier II fund disbursements.

Debbie Emge moved to approve the 2016 Budget. Travis Snider seconded the motion and it passed unanimously.

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Project Financial Updates

Edmonds Center for the Arts – Joe McIalwain

- 2 positions becoming available on the board – 3 candidates
- 10th anniversary coming up; assembled a task force to focus on the celebration.
 - July 30th 3-9 pm – series of no-cost performances & outdoor stage performances
- Celebration the true 10 year celebration on 1/16/2017 (Friday) show & reception; inviting key founders
- Recruiting for non-profit board – have some members rotating off due to term limits; looking for new candidates within Snohomish County
- Planning 10th anniversary season
- Season opener sponsorship event next Wednesday, 5/4 at 5:30 pm
- Construction going on upgrading our ladies restroom from funds from a community block grant
- Looking for another CDBG gran to upgrade the men's restroom
- \$250,000 grant for gymnasium roof repair – working on the details of what we want/need then we will be going to bid soon; if any funds are leftover we will work on a heating solution for the gym as well

Infinity Arena – Rick Comeau

- 2015 finished ahead of budget
- 2016 off to a great start & we are ahead already
- Direct event income up due to a couple successful events
- Expense slightly higher than anticipated
- Positive net income so far in 2016
- We have had some successful events in Q1 of 2016
- Silvertips went to the playoffs again this year
- Women's USA Hockey ran a camp & training; also hosted some clinics; great community event
- PACRIM Gymnastics will be here in April again; were here in 2012 previously
 - Worldwide attendance
 - USA Gymnastics was very happy with the event & is already talking about 2020
- 18 graduation ceremonies in June
- Another MMA event on NBC this year
- Had a few staffing changes last year – marketing director left, promoted from within
- Brought back operations director from original opening
- Tae Kwon Do event coming up in July; expecting 700-800 athletes
- New concession agreement is better than previous one

Future of Flight – Bonnie Hilory

- Numbers are up which has created a parking issue
- Up 21% over last year

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- Expecting a banner summer because of Boeing 100 year celebration
- Changed café operator in Q2 2015; been very happy with them
- Like to have multiple caterer contracts for events
- Education “maker” day over Father’s Day weekend; using our 3d printers; free admission for dads
- Aviation Geek Fest – pleased with the event; VIP Boeing tour; Boeing rolled out the red carpet due to centennial year
- Wine, Wings, & More coming up – wine, beer, distilleries; anticipating 300-400 people
- Summer Nights – affordable event with live music & trivia
- Looking for aerospace manufacturers who want us to do tours of their facility for them
- CFO is retiring – hoping to have someone here by September 5th

Lynnwood Convention Center – Grant Dull

- On our way to another record breaking year
- Continue to find environmental contamination where the old dry cleaner was; cleanup will likely begin next year
- Really need a hotel on our property to reach our full potential

New Business

2015 Annual Project Financial Reports

- Reminder to send out 2015 Annual Project Financial Report June 14, 2016 at 10:30 am

Snohomish County PFD Website

- Would like input & updates on each projects’ page
- Nancy Miller will send out links

Annual Certification Letters for ILAs – Brad Cattle

- Timing is difficult for some PFDs because it’s December 31st
- Recommend to continue providing the letters
- Possibly amend the ILA & change the date to “no later than the last of Q1 in the following year”
- Mostly just an issue for the Future of Flight because of County
- Makes most sense to change date to March 31 of Q1 – change all 4 ILAs

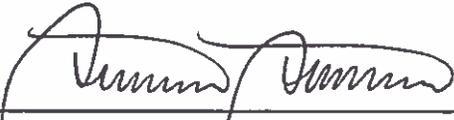
Steve Shelton noted during the meeting that he has a scheduling conflict for the July 28th meeting he sought consensus for rescheduling the meeting. The options were discussed and it was agreed that a new meeting date would be decided via email in the next few weeks.

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

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The July 28, 2016 meeting location is at the Lynnwood Convention Center.



Chairperson Signature

10/27/16

Date