

Washington State Convention Center Public Facilities District  
Board of Directors Regular Meeting  
**Tuesday, May 24, 2016**

- I. **Call to order**
- II. **Approval of Regular Meeting Minutes for March 22, 2016 and Special Meeting Minutes for April 19, 2016**
- III. **Public Comments**

*Anyone wishing to speak before the Board, either as an individual or as a member of a group may do so at this time. Individuals desiring to speak shall give their name, address, and the group they represent, if any. A speaker is limited to three minutes unless granted an extension of time.*
- IV. **Chairman’s Report (Mr. Frank Finneran)**
  - A. Delegation of Authority, June 5 through July 9, 2016 (Motion)
  - B. Presentation of Consent Agenda
    - Action items:
      - 1. Ratification of Additional Facility Project Contract List
      - 2. Approval of Additional Facility Project Draw Schedule Payment
    - Informational:
      - 1. WSCC Sales Productivity Report
      - 2. Monthly Expenditures – Auditing Officer Certification
      - 3. WSCC Outreach Report – 1<sup>st</sup> Quarter 2016
- V. **PFD Committee Reports**
  - A. Addition Committee (Mr. Frank Finneran, Chair)
    - 1. Addition Project Update
    - 2. Sources and Uses Document from May 3, 2016 Addition Committee Meeting
    - 3. 3<sup>rd</sup> Amendment to Facility Addition Architectural/Engineering Services Contract, Resolution # 2016-8
  - B. Government Affairs Committee (Ms. Deryl Brown-Archie, Chair)
    - 1. Update on AWSPFD Annual Meeting
    - 2. Government Relations Consultant Report
  - C. Finance Committee (Mr. Bob Flowers, Chair)
    - 1. Auditor Report
    - 2. Investment Report
  - D. Art Committee (Ms. Karen Wong, Chair)
    - 1. Update
  - E. Facility Committee (Mr. Jerry Hillis, Chair)
    - 1. Update
  - F. Benefits Committee (Mr. Terry McLaughlin, Benefits Liaison)
    - 1. Approval of Vendors to Provide Retirement Plan Administration Services, Resolution # 2016-9
- VI. **Visit Seattle & WSCC Sales Reports**
  - A. Destination Overview - Mr. Tom Norwalk, Visit Seattle
  - B. Visit Seattle Sales Report – Mr. Rob Hampton, Visit Seattle
  - C. WSCC Sales Report - Mr. Michael McQuade, WSCC
- VII. **President’s Report (Mr. Jeffrey A. Blosser)**
  - A. Report on *Draft* Employee Recognition Program
  - B. 2015 Annual Report
- VIII. **Staff Reports**
  - A. Parking (Mr. Susnios Tesfaye)
    - 1. Parking Supply & Demand Survey
    - 2. Parking Report
  - B. Food Service (Ms. Melinda Altamirano)
- IX. **Financials (Mr. Chip Firth)**
- X. **Executive Session**
- XI. **Other Business**
- XII. **Adjournment**