

Draft – 12-01-2016

Agenda

Washington State Convention Center Public Facilities District
Board of Directors Regular Meeting
Tuesday, December 20, 2016

- I. **Call to order**
- II. **Approval of Meeting Minutes for: Special Meetings – November 1 & 2, 2016, and Regular Meeting - November 22, 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. Presentation of Consent Agenda

Action items:
 1. Ratification of Additional Facility Project Contract List
 2. Approval of Additional Facility Project Draw Schedule PaymentInformational:
 1. WSCC Sales Productivity Report
 2. Monthly Expenditures – Auditing Officer Certification
- V. **PFD Committee Reports**
 - A. Addition Committee (Mr. Frank Finneran, Chair)
 1. Addition Committee Update
 - B. Finance Committee (Mr. Robert Flowers, Chair)
 1. Update
 2. 2017 Operating Budget, Resolution 2016-23
 3. Approval of Banking Services Contractor Selection, Resolution 2016-24
 4. Approval to Recognize Additional Expenses for 2016 Operating Budget, Resolution 2016-29
 - C. Marketing Committee (Mr. Craig Schafer, Chair)
 1. Approval of the Visit Seattle 2017 Sales Plan, Goals and Scope of Work, Resolution 2016-28
 2. Update
 - D. Government Affairs Committee (Ms. Deryl Brown-Archie, Chair)
 1. Consultant Update Report
- 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. WSCC All Staff Meeting Report
- VIII. **Staff Reports**
 - A. Parking (Mr. Susnios Tesfaye)
 - B. Food Service (Mr. Brian McFadin)
- IX. **Financials** (Mr. Chip Firth)
- X. **Executive Session (if necessary)**
- XI. **Other Business**
- XII. **Adjournment**