Washington State Convention Center
Public Facilities District

Regular Meeting of the Board of Directors
January 27, 2026

I. CALL TO ORDER

Craig Schafer, Vice-Chair, welcomed attendees, called the regular meeting of the Washington State Convention Center Public Facilities District (SCC) at 12:30 p.m.

Roll Call

Mr. Schafer requested a roll call to confirm attendance of members joining via Zoom and those present in the room.

MEETING ATTENDANCE

Board Directors in Attendance

Frank K. Finneran, Chair (virtual)
Craig Schafer, Vice Chair
Katie Garrow
Joy Shigaki
Tom Norwalk
Bob Flowers

Board Directors Absent

Deryl Brown-Archie
Stuart Rolfe

Officers and Counsel in Attendance

Jennifer LeMaster, President / CEO
Erwin Vidallon, Chief Financial & Technology Officer
Linda Willanger, Chief Administrative Officer & Chief of Staff
Jon Houg, Chief Operating Officer
Melina Bermudez, Chief People & Community Officer
Matthew R. Hendricks, Hendricks Law, PLLC

II. **Approval of Minutes**

December 9, 2025, WSCC PFD Board Regular Meeting

Mr. Norwalk made a motion to approve the minutes of the December 9, 2025, Regular Board meeting; Mr. Flowers seconded, and the motion was carried by the unanimous affirmative vote.

III. **Finance Committee**

Mr. Schafer provided an update from January 22, 2026, Finance Committee meeting and introduced Erwin Vidallon, Chief Financial & Technology Officer, to present the financial update and year-end 2025 projections.

Resolution #2026-1: Revising the FY 2026 Operating & Capital Budget

Mr. Houg, Chief Operating Officer, provided an update on the need for a new capital project to design and implement improvements to the Summit Buildings' Non-Potable Rainwater System. Ms. Garrow made a motion to approve Resolution #2026-1; Mr. Flowers seconded, and the motion was carried by the unanimous affirmative vote.

Resolution #2026-4: Authorizing CEO to Execute GC Agreement for Tasting Room 601
Mr. Houg provided an update on the renovation of Arch Meeting Room 601 into a Tasting Room. Mr. Norwalk made a motion to approve Resolution #2026-4; Ms. Shigaki seconded, and the motion was carried by the unanimous affirmative vote.

Resolution #2026-5: Authorizing CEO to Execute GC Agreement for C-STAR Safety Hub

Mr. Houg provided an update on the C-STAR Safety Hub, to be developed at 810 Pike in a former retail space. Mr. Flowers made a motion to approve Resolution #2026-5; Ms. Shigaki seconded, and the motion was carried by the unanimous affirmative vote.

Resolution #2026-2: Authorizing CEO to Execute a major Seattle-based coffee retailer Master Licensing Agreement

Mr. Hendricks provided an update on the District's interest to introduce a flagship-level coffee concept for retail activation and guest experience. Mr. Flowers made a motion to approve Resolution #2026-2; Mr. Norwalk seconded. The motion passed by a vote of 5–1, with one dissenting vote.

Resolution #2026-3: Acknowledging termination of the Residential Unit Option Agreement
Mr. Hendricks provided an update acknowledging the termination of the Residential Unit Option Agreement and confirms that all rights in the residential Unit property have been extinguished, and that the parcel is now fully under the control of the District. Mr. Flowers made a motion to approve Resolution #2026-3; Mr. Norwalk seconded, and the motion was carried by the unanimous affirmative vote.

IV. **Board Governance** (Linda Willanger, COS)

Ms. Willanger provide an update on the 2026 Board Committee Cadence and an overview of strategic themes and goal priorities for 2026.

V. **Partner Update – Visit Seattle** (Linda Willanger, Tammy Canavan, Visit Seattle Pres & CEO, Kelly Saling, Visit Seattle SVP & Chief Sales Officer)

Ms. Willanger provided a contract overview and Tammy Canavan and Kelly Saling provided an update on the 2026 Sales & Marketing Plan.

VI. **2025 Win!** (Loni Syltebo, Director of Communications)

Ms. Syltebo provided an overview of the new SCC Web Site.

XI. **Executive Session**

Consistent with RCW 42.30.110(1)(i), as permitted by the Open Public Meetings Act, the purpose of the executive session was to discuss with legal counsel representing the agency's ongoing litigation. At 1:45 p.m., Mr. Schafer announced an executive session with all Board members present, Mr. Hendricks, and the SCC executive team for 10 minutes. At 1:55 p.m., the executive session concluded and the regular meeting reconvened.

XIII. **Adjournment**

Mr. Norwalk made the motion to adjourn January 27, 2026, Regular Meeting of the PFD Board of Directors at 1:57 pm. Mr. Flowers seconded, and the motion was carried by the unanimous affirmative vote.

Actions:

Resolution #2026-1
Resolution #2026-2
Resolution #2026-3
Resolution #2026-4
Resolution #2026-5