
The Kennewick Public Facilities District
Regular Meeting
Three Rivers Convention Center
Boardroom

January 26, 2017

Agenda

5:00 p.m.

Call to Order

President, Barbara Johnson called the meeting to order at 5:08 pm.

Roll Call

Liz Lutz called the roll.

Present: Barbara Johnson, President; John Neill, Treasurer; Calvin Dudney, Board Member; Ron Hue, Board Member; Not present, John Givens, Secretary;
A quorum was established.

Also, present: Corey Pearson, Executive Director; Liz Lutz, Executive Assistant; Kim Shugart, Visit Tri-Cities; Kathy Moore, SpringHill Suites; Heather Breymeyer, Director of Sales; Joe Potts, Finance Director; Rob Chapin, Food and Beverage Director; Steve Mallory, Arculus Design;

Kim Shugart, led in the Pledge of Allegiance.

Approval of Agenda

John Neill moved to approve the agenda as presented; Ron Hue second the motion.
The motion carried unanimously.

ELECTION OF OFFICERS

Barbara Johnson read the rules and procedures explaining how the vote will proceed. Barbara Johnson was elected President, John Neill was elected Treasurer and Ron Hue was elected Secretary.

Consent Agenda

All matters listed within the Consent Agenda have been distributed to each Board Member of the Public Facilities District for reading and study, are considered to be routine, and will be enacted by one motion of the Board with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

- a) Minutes of December 15, 2016 Board Meeting
- b) Claims roster dated November 2016 for \$500,509.87 (TC)
Warrants: 18055-18187 Voids: none

- c) Claims roster dated November 2016 for \$105,042.54 (TRCC)
Warrants: 14690-14763 Voids: none
- d) Claims roster date November 2016 for \$0 (Box Office)
Warrants: none written Voids: none
- e) Total November 2016 payroll paid out: \$273,775.63
- f) Claims roster dated December 2016 for \$997,367.16 (TC)
Warrants: 18188-18309 Voids: none
- g) Claims roster dated December 2016 for \$1,146,945.27 (TRCC)
Warrants: 14765-14837 Voids: none
- h) Claims roster date December 2016 for \$0 (Box Office)
Warrants: none written Voids: none
- i) Total December 2016 payroll paid out: \$271,236.43

John Neill reported that all claims rosters and warrants have been reviewed and accounted for and moved for approval of Consent Agenda as presented. Calvin Dudney seconded the motion. The motion carried unanimously.

Visitors

Barbara Johnson opened the floor to any visitors who wished to address the Board regarding matters that are not currently on the agenda. No visitors present.

New Business

a) November and December Financial Reports

Joe Potts gave the financial reports for November and December. At the completion of his reports and after some discussion by the Board related to certain items, John Neill moved to accept the November financial reports as presented and December financials would be approved at the February Board Meeting. Calvin Dudney seconded the motion, the motion carried unanimously.

b) Expansion Report

Corey Pearson gave an update on the possibility of going back out this year. At this time, no decisions have been made.

c) Executive Director Report

Corey Pearson discussed the overall success this last year has been and how busy the upcoming 2017 year will be for all buildings.

d) Visit Tri-Cities Report

Kim Shugart reported on upcoming conference that will be coming to the Tri-Cities this year and that many RFP's have been sent out for future clients.

e) **SpringHill Suites Report**

Kathy Moore gave a quick report on the SpringHill's success over the past year and how many block rooms have been picked up by these conventions next door.

Board Comments/Discussion

General comments from the Board were given expressing thanks and appreciation to the staff for a job well done.

Adjournment/Recess

Meeting adjourned at 6:02pm

The KPFD Board's minutes are intended to be a reasonable summary of the Board's deliberations and actions. The minutes are not a verbatim record of everything said at the meeting. The minutes include all actions taken by the Board.

Elizabeth Lutz

Approved by the Board of Directors