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

February 22, 2018

Agenda

5:00 p.m.

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### **Call to Order**

President, Barbara Johnson called the meeting to order at 5:02 pm.

### **Roll Call**

Liz Lutz called the roll.

Present: Barbra Johnson, President; Calvin Dudney, Board Member; John Neill, Treasurer; Ron Hue, Secretary; Renee Brooks, Board Member;  
A quorum was established.

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

Heather Breymeyer, led in the Pledge of Allegiance.

### **Approval of Agenda**

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

### **ELECTION OF OFFICERS**

Barbara Johnson read the rules and procedures explaining how the vote will proceed. Calvin Dudney 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 January 25, 2018 Board Meeting
- b) Claims roster dated December 2018 for \$411,255.49 (TC)  
Warrants:19348-19466      Voids: none
- c) Claims roster dated January 2018 for \$182,976.07 (TRCC)

Warrants:15655-15747      Voids: none

d) Claims roster date January 2018 for \$0 (Box Office)

Warrants: none written      Voids: none

e) Total January 2018 payroll paid out: \$238,668.66

John Neill reported that claims rosters and warrants have been reviewed and accounted for and Barbara Johnson moved for approval of Consent Agenda as presented. Renee Brooks seconded the motion. The motion carried unanimously.

### **Visitors**

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

### **New Business**

**a) December Financial Reports**

Joe Potts gave the financial reports for December. At the completion of his reports and after some discussion by the Board related to certain items, John Neill moved to accept the December financial reports as presented. Ron Hue seconded the motion, the motion carried unanimously.

**b) Capital Improvements- Lighting**

Corey Pearson and Rob Gierke discussed the new lighting for the TRCC. After discussion from the Board Barbara Johnson motioned to accept the bid for new lighting in the TRCC for \$278,000. Ron Hue seconded the motion. The motion carried unanimously.

**c) Executive Director Report**

Corey Pearson gave an update on new shows coming to the Toyota Center and upcoming Beer and Bacon fest at the Convention Center.

**d) Visit Tri-Cities Report**

Kim Shugart gave an update on lost and gained business for the Convention Center and expressed excitement for the upcoming 2018 Sales Blitz.

**e) SpringHill Suites Report**

Kathy Moore shared an update on blocks picked up in January and current pick up for the hotel.

### **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 6:24pm

*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