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

February 28, 2019

Minutes

4:00 p.m.

Call to Order

President, Calvin Dudney called the meeting to order at 4:02 pm.

Roll Call

Erica Thornton called the roll.

Present: Calvin Dudney, President; Barbara Johnson, Board Member; Renee Brooks, Board Member; Ron Hue, Secretary; John Neill, Treasurer.

A quorum was established.

Also present: Corey Pearson, Executive Director; Erica Thornton, Executive Assistant; Joe Potts, Finance Director; Heather Breymeyer, Sales Director; Rob Chapin, Food & Beverage Director; Lara Watkins, Visit Tri-Cities; Steve Mallory, Arculus Design.

Calvin Dudney led in the Pledge of Allegiance.

Approval of Agenda

John Neill moved to approve the agenda; Renee Brooks second the motion. The motion carried unanimously.

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 24, 2019 Board Meeting
- b) Claims roster dated January 2019 for \$409,648.83 (TC)
Warrants: 20282-20383 Voids: none
- c) Claims roster dated January 2019 for \$231,083 (TRCC)
Warrants: 16550-16645 Voids: none
- d) Claims roster dated January 2019 for \$1,796.91 (Box Office)
Warrants: Voids: none
- e) Total January 2019 payroll paid out: \$277,576.26

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. Ron Hue seconded the motion. The motion carried unanimously.

Visitors

Calvin Dudney opened the floor to Billy Moffett, the manager of the Toyota Arena. The board congratulated him for his successful fiscal year at the arena.

New Business

- a) 2018 Year End Financial Reports
John Neill gave the 2018 Year End financial reports for the Three Rivers Convention Center. Barbara Johnson moved to accept the reports as presented. Ron Hue seconded the motion, the motion carried unanimously.
- b) 2018 Year End Financial Reports
John Neill gave the 2018 Year End financial reports for the Toyota Center and Toyota Arena. Barbara Johnson moved to accept the reports as presented. Ron Hue seconded the motion, the motion carried unanimously.
- c) January Financial Reports
John Neill gave the January financial reports for the Three Rivers Convention Center. Ron Hue moved to accept the reports as presented. Barbara Johnson seconded the motion, the motion carried unanimously.
- d) January Financial Reports
John Neill gave the January financial reports for the Toyota Center and Toyota Arena. Barbara Johnson moved to accept the reports as presented. Renee Brooks seconded the motion, the motion carried unanimously.
- e) Approval of land transfer back to City of Kennewick
Calvin Dudney asked for the boards approval to allow him to sign for the Board's approval for a land transfer back to the City of Kennewick, once the exact parcel is specified by the City. Barbara Johnson moved to accept the request. Ron Hue seconded the motion, the motion carried unanimously.
- f) Executive Director Report
Corey Pearson discussed the amount of effort it has taken to remove the snowfall from campus and the team effort to keep parking lots and sidewalks clear. Heather Breymeyer reported on the success of the 5th annual Brews and Bacon festival held at the Three Rivers Convention Center.
- g) VenuWorks Contract Committee
Calvin Dudney asked Barbara Johnson to join him for review and the renewal of the VenuWorks contract that is up in May 2019.

h) Visit Tri-Cities Report

Lara Watkins discussed the leads being sent to the Three Rivers Convention Center. She also discussed two upcoming conference she plans to attend in March.

i) SpringHill Suites Report

No one was present.

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 5:17 pm

The KPF 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.

Erica Thornton

Approved by the Board of Directors