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Kennewick Public Facilities District

Regular Meeting

March 27, 2014

Minutes

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**

Shelley Ellis called the roll.

Present: President, Barbara Johnson; Treasurer, John Givens, Kathy Blasdel; Secretary; Board Member, John Neill; Board Member, Calvin Dudney

A quorum was established.

Also Present: Corey Pearson, Executive Director; Shelley Ellis, Executive Assistant; Jude Strode, Marketing Manager; Steve Mallory, Arculus Design; Heather Breymeyer, Joseph Potts, Finance Director; Director of Sales, Rob Gierke, Operations Director; Robert Chapin, Food and Beverage Director; Roni Gierke, Event Manage; Kim Shugart, Tri-Cities Visitor and Convention Bureau; Dean Strawn, Former Board Member; Steve Peters, VenuWorks

Steve Peters led in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

John Givens moved to approve the agenda as presented; Kathy Blasdel seconded the motion. The motion carried.

**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 February 27, 2014 Board Meeting
- b) Minutes of March 18, 2014 Special Board Meeting
- c) Claims Roster dated February 2014 for \$ 92,132.18 (TRCC)  
Warrants: 12292-12357 Voids: none
- d) Claims Roster dated February 2014 for \$ 614,445.29 (TC)  
Warrants: 14732-14848 Voids: none
- e) Claims Roster dated February 2014 for \$ 9,409.59 (Box Office)  
Warrants: none written Voids: none  
Total February 2014 payroll paid out: \$ 228,902.97

John Givens reported that all warrants have been reviewed and accounted for.

John Givens moved to approve the Consent Agenda as presented; Kathy Blasdel seconded the motion. The motion carried.

**VISITORS**

President Barbara Johnson opened the floor to any visitors who wished to address the Board regarding matters that are not currently on the agenda.

## **NEW BUSINESS**

### **a) Toyota Center Time Lapse Video**

Rob Gierke presented a time lapse video completed to showcase the number of events and conversions in a short amount of time.

### **b) Toyota Center Yearend Financials**

John Givens presented the Toyota Center 2013 yearend financial report.

John Givens moved to approve the 2013 Toyota Center yearend financial report as presented; Calvin Dudney seconded the motion. The motion carried.

### **c) February Financials**

John Givens presented the February financial report.

John Givens moved to approve the Three Rivers Convention Center, Toyota Center and Toyota Arena February financials as presented; Kathy Blasdel seconded the motion. The motion carried.

### **d) Hotel Construction/Expansion Pricing**

Corey Pearson reported the first floor of the hotel has been poured and plans are moving forward smoothly. Expected completion date continues to be December 2014. Corey also mentioned that financial estimates for the attachment portion are coming in high. Corey will sit down with ALSC Architects and the hotel committee to discuss further plans.

### **e) Executive Director Report**

Corey Pearson mentioned the Baker Boyer Bank property that patrons currently use as additional parking is up for sale and they are placing barriers around the property to prevent people from parking.

### **f) TCVCB**

Kim Shugart reported 6 RFP's were issued since the last meeting. Kim also mentioned staff attended the Olympia Sales Blitz in which 50 sales calls were completed. A site inspections will take place next week and two new staff members are being added to the TCVCB team.

## **EXECUTIVE SESSION**

**Pursuant to RCW 42.30.110 (1) (d) – To review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause likelihood of increased costs.**

Barbara Johnson recessed the Regular Meeting at 6:10 pm to convene into an Executive Session. Barbara Johnson announced the Executive Session would last 30 minutes.

At 6:40 pm Barbara Johnson announced the Executive Session would extend 5 minutes to 6:45 pm.

At 6:45 pm the Executive Session was recessed and the Regular Meeting resumed.

## **BOARD COMMENTS/DISCUSSION**

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

John Givens reported that at the most recent TCRPFD meeting their Board agreed to go on cold stand-by; John stated that the KPFD is moving forward.

## **ADJOURNMENT/RECESS**

Meeting adjourned at 6:55pm

*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.*

Shelley Ellis  
Approved by the Board of Directors