
Kennewick Public Facilities District

Regular Meeting

May 29, 2014

Minutes

5:00 p.m.

CALL TO ORDER

President Barbara Johnson called the meeting to order at 5:00 pm.

ROLL CALL

Shelley Ellis called the roll.

Present: President, Barbara Johnson; Treasurer, John Givens; Secretary, Kathy Blasdel; 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, Sales Director; Joseph Potts, Finance Director; Rob Gierke, Operations Director; Robert Chapin, Food and Beverage Director; Kim Shugart, Tri-Cities Visitor and Convention Bureau

Joseph Potts led in the Pledge of Allegiance.

APPROVAL OF AGENDA

Kathy Blasdel moved to approve the agenda as presented; John Neill 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 April 24, 2014 Board Meeting
- b) Claims Roster dated April 2014 for \$ 147,057.06 (TRCC)
Warrants: 12433-12501 Voids: none
- c) Claims Roster dated April 2014 for \$ 441,047.96 (TC)
Warrants: 14993-15081 Voids: none
- d) Claims Roster dated April 2014 for \$ 173.46 (Box Office)
Warrants: none written Voids: none
Total April 2014 payroll paid out: \$ 190,004.60

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

John Givens moved to approve the Consent Agenda as presented; Calvin Dudney 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) April Financials

John Givens presented the April financial report for the Three Rivers Convention Center, Toyota Center and Toyota Arena.

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

b) Hotel Construction/Expansion

Corey Pearson reported the status of the hotel; the contractors are currently constructing the third floor. The hotel construction schedule is on time and the hotel is scheduled to open this December. It was also mentioned that the SpringHill Suites staff has completed 96 RFP's for the new hotel.

c) Executive Director Report

Corey Pearson reported that he, John Neill and John Givens attended the WA State PFD conference. At the conference it was mentioned that new revenue streams for PFD's passing in legislation in 2015 does not look positive.

Corey is working with the WA State Convention Center, along with the Spokane PFD on a traveling art exhibit. A call to artists in Washington State will take place; the focus will be agriculture. We are currently keeping track of consumable food and beverage purchased within the state of Washington as part of this project.

Corey Pearson also said he received a call from the Arts Center Task Force Chairman who would like to have a meeting to discuss future PAC plans and ideas. John Givens mentioned that he attended a reception the Arts Center Task Force held for consultants they hired. The consultants provided a scope of work that included a model of a stand-alone PAC that included costs to construct a \$30-\$90 million PAC.

Barbara Johnson mentioned the VenuWorks and KPFD agreement was executed and will be in effect as of June 1st, 2014. Barbara thanked John Givens and John Neill for their help in this endeavor.

d) 10th Anniversary

Shelley Ellis and Heather Breymeyer reported on the upcoming 10th anniversary celebrations. There will be two celebrations, the first event will be held on June 11th and the second is on June 14th. Everyone is welcome to attend the June 14th celebration; it will be a free, fun, family event.

e) TCVCB

Kim Shugart reported nine RFP's were issued and site tours took place since the last meeting. Kim also mentioned that the VCB board adopted a trade name. The VCB will now market itself as Visit Tri-Cities. In addition, the Excellence in Service Program has begun; this award is given to both individuals and companies. Kim asked the board and staff to send customers to the VCB website to nominate.

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 5:56 pm to convene into an Executive Session. Barbara Johnson announced the Executive Session would last 30 minutes.

At 6:26 pm the Executive Session was recessed and the Regular Meeting resumed.

NEW BUSINESS CONTINUED

a) Contract for Connection Contractor

No discussion took place.

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 6:30pm

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