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

September 20, 2017

Agenda

5:00 p.m.

Call to Order

President, Barbara Johnson called the meeting to order at 5:03 pm.

Roll Call

Liz Lutz called the roll.

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

Also, present: Corey Pearson, Executive Director; Liz Lutz, Executive Assistant; Kim Shugart, Visit Tri-Cities; Joe Potts, Finance Director; Steve Mallory, Arculus Design; Andy See, Marketing Director.

Andy See, led in the Pledge of Allegiance.

Approval of Agenda

John Neill moved to approve the agenda as presented; 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 August 20, 2017 Board Meeting
- b) Claims roster dated August 2017 for \$0 (TC)
Warrants: Voids: none
- c) Claims roster dated August 2017 for \$0 (TRCC)
Warrants: Voids: none
- d) Claims roster date August 2017 for \$0 (Box Office)
Warrants: none written Voids: none
- e) Total August 2017 payroll paid out: \$0

John Neill reported that claims rosters and warrants have not been reviewed and will be approved at the October Board meeting. John Neill moved for approval of Consent Agenda as presented. Ron Hue 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) July Financial Reports

John Neill gave the financial reports for August. At the completion of his reports and after some discussion by the Board related to certain items, the Board decided to approve August financials at the October Board meeting.

b) Date Changes for November and December Board Meetings

Discussion was held about changing dates for November and December Board meetings due to falling on Holidays. Dates will be finalized at October Board meeting.

c) VenuWorks regarding Hermiston

Corey Pearson discussed VenuWorks would like to bid for the management contract for the Hermiston facility. The Hermiston facility is within the 175 mile non-compete radius that is stated in the contract between VenuWorks and the KPF; however, Steve Peters doesn't feel that there would be an issue with competition.

Discussion incurred

Calvin Dudney motioned to approve a onetime variance to the VenuWorks contract, and allow VenuWorks to bid for the management contract in Hermiston. Ron Hue seconded the motion.

Motion carried.

d) Community Work Force Agreement Renewal

Corey Pearson gave a refresher on the Community Work Force agreement with the local unions. Barbara Johnson made a motion to renew the agreement and Ron Hue seconded the motion. The motion carried unanimously.

e) Expansion Report

Corey Pearson gave an update on the educational campaign with open houses in the process.

f) Executive Director Report

Corey Pearson discussed upcoming events the campus had over the next couple of weeks.

g) Visit Tri-Cities Report

Kim Shugart gave an update on upcoming leads and he booked business for 2019.

h) SpringHill Suites Report

No one present at meeting.

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 6:04pm

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