
Kennewick Public Facilities District

Regular Meeting

September 25, 2014

Minutes

5:00 p.m.

CALL TO ORDER

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

ROLL CALL

Shelley Ellis called the roll.

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

A quorum was established.

Also present: Corey Pearson, Executive Director; Shelley Ellis, Associate Director; Jude Strode, Marketing Manager; Robert Chapin, Food and Beverage Director; Kim Shugart, Visit Tri-Cities; Steve Mallory, Arculus Design; Joseph Potts, Finance Director; Heather Breymeyer, Sales Director; Jamie Kincaid, Accounting Assistant

Jude Strode 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 August 28, 2014 Board Meeting
- b) Voids: 15367 (TC)

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

John Givens moved to approve the Consent Agenda; John Neill 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. Steven Mallory inquired about the design of a Chicago hotel he recommended Barbara Johnson visit while traveling.

NEW BUSINESS

a) August Financials

John Givens presented the financial report for the Three Rivers Convention Center, Toyota Center and Toyota Arena. Joe Potts clarified that the Toyota Center negative cost of goods sold for Food and Beverage is due to a large credit from an end of season unused beer return. Barbara Johnson asked Joe Potts to provide an updated TRCC

forecast at October's meeting. It was also mentioned the loss of the Jehovah's Witnesses conference after the budget was completed reflected on the rental income for August.

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

b) Toyota Center 2015 Budget

Joe Potts presented a draft of the 2015 budget for the Toyota Center and Toyota Arena. Barbara Johnson stated her concerns with overstating income based on previous year trends and began the conversation of projecting the 2015 budget to be more realistic to how 2014 is thus far. John Givens commended Toyota Center staff for doing their part in lowering expenses as much as possible, but believes that expenses can only be cut so much before the building begins to suffer. Barbara Johnson and Kathy Blasdel stated that the KPFD needs to have a conversation with the City Council regarding the expectations. John Givens asked that the City Council be presented with a budget that the Toyota Center and Toyota Arena can reasonably meet.

c) November and December meeting dates

Barbara Johnson mentioned that the meeting dates for November and December fall on holidays. Barbara requested that those dates be moved to November 20, 2014 and December 18, 2014. It was unanimously agreed upon.

d) Hotel Construction/Expansion

Corey Pearson reported that he had a walk-through with the Hotel Group and it was stated that the opening of the hotel will be mid-December. It was also noted that the Grand Opening celebration is slated for April. Corey Pearson reported that the connection between the hotel and the convention center should be completed by mid-November.

e) Executive Director Report

Corey Pearson informed the board that the WHL facilities assessment of the Toyota Center was completed and the report will be sent once it is finalized. As negotiations of the contract continue, the Tri-City Americans have been pushing for capital improvements in the Toyota Center and the WHL report is expected to reflect the same. Corey would like to visit other WHL facilities to see how we compare. Corey Pearson reported that the Three Rivers Entertainment District Master Plan was presented to the Vista Vision Task Force and the presentation was well-received by most. Corey also mentioned TCAHA has had to relinquish their operations of an adult hockey league. In order to keep the league running and to enhance use of the facilities, the Toyota Arena has joined USA Hockey and has taken over the adult hockey league program. The flat rate rental system previously set up for TCAHA has been changed to an hourly rate and the adult league players will now pay the Toyota Arena directly. Corey also stated that due to the recent sale of the vacant lot, used by many patrons for event parking, staff has been added during events to assist with directing patrons to alternate parking locations.

f) TCVCB

Kim Shugart reported that 5 RFP's were issued since the last meeting. Kim mentioned the rebranding introduction presentation was well attended. It was also stated that the TCVCB has change their name to "Visit Tri-Cities". The rebranding of the Tri-Cities will also be presented at the Visit Tri-Cities annual meeting November 6th at the TRCC. New commercials and a website will also be launched in 2015. Kim also thanked Corey for his help when the TCVCB's scheduled boat and driver had to cancel for their rebranding photo shoot.

BOARD COMMENTS/DISCUSSION

General comments from the Board were given expressing thanks and appreciation to the staff for a job well done. Barbara Johnson stated that she will not be able to attend the October meeting, so Kathy Blasdel will be presiding.

ADJOURNMENT/RECESS

Meeting adjourned at 6:21pm

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.

Jamie Kincaid
Approved by the Board of Directors