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Kennewick Public Facilities District

Regular Meeting

October 24, 2013

Minutes

5:00 p.m.

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**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; Board Member, John Neill; Board Member, Calvin Dudney

Absent: Kathy Blasdel; Secretary – Excused

A quorum was established.

Also Present: Corey Pearson, Executive Director; Joseph Potts, Director of Finance; Kim Shugart, Tri-Cities Visitor and Convention Bureau; Shelley Ellis, Executive Assistant; Jude Strode; Marketing Manager, Steve Mallory; Arculus Design; Rob Gierke, Operations Director, Heather Breymeyer; Sales Director; Rustin Hall, ALSC Architects

Rustin Hall led in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

John Neill moved to approve the agenda as requested; John Givens 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 September 26, 2013 Board Meeting
- b) Claims Roster dated September 2013 for \$ 303,811.59 (TRCC)  
Warrants: 11916-11983 Voids: none
- c) Claims Roster dated September 2013 for \$ 545,395.44 (TC)  
Warrants: 14142-14232 Voids: none
- d) Claims Roster dated September 2013 for \$ 3,485.68 (Box Office)  
Warrants: none written Voids: none

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) Financials

John Givens presented the September financials for the Three Rivers Convention Center, Toyota Center and Toyota Arena.

John Givens moved to accept the September financials for the Three Rivers Convention Center, Toyota Center and Toyota Arena; John Neill seconded the motion. The motion carried.

### b) Preliminary 2014 Budget

Joseph Potts presented the preliminary 2014 budget for the Three Rivers Convention Center and Toyota Center and Arena.

Barbara Johnson asked the board to review the 2014 budget presented and if they had any questions to discuss them with Joseph Potts or John Givens. Barbara asked the staff to present the 2014 budget at the November meeting for approval.

### c) Master Plan

Rustin Hall with ALSC Architects presented the final draft of the Master Plan. Rustin asked the board to review the plan and let him know if they had any questions or corrections. Barbara Johnson stated she would like to present the plan to the City of Kennewick for adoption.

### d) Expansion

Corey Pearson reported he has given informational presentations to service groups and organizations.

### e) Hotel

Corey Pearson mentioned he has a meeting with Vijay Patel tomorrow and permits are in hand, waiting on SBA for final approval. Once approval is given a ground breaking date will be determined.

### f) Executive Director Report

Corey Pearson mentioned John Neill, Calvin Dudney and himself attended the IAVM International Convention Center Conference. Staff met with NWAACC and WIAA representatives and there have been recent staff changes in an effort to meet some of the challenges of the three facilities. The new polar ice floor has been installed; labor will reduce because of the less amount of time it will take to install the new floor.

### g) TCVCB

Kim Shugart reported the TCVCB issued 8 RFP's since the last meeting. Kim also mentioned there has been an increase in the TPA fund from \$1.50 to \$2.00; this will be in effect beginning January 1, 2014. An estimated increase of \$280,000 in the first year will be realized. November 7<sup>th</sup> is the Annual Meeting and Tourism Showcase, which will be at the Three Rivers Convention Center. Staff will be attending the Olympia Sales Blitz and Hector Cruz and Shelley Ellis will visit the current home of the WIAA Volleyball Championship Tournament in Lacey, WA in the continual efforts to secure the Toyota Center for the 2014 location.

## 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 6:14pm

*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.*