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Kennewick Public Facilities District

Regular Meeting

June 27, 2013

Minutes

5:00 p.m.

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**CALL TO ORDER**

President Barbara Johnson called the meeting to order at 5:08 pm.

**ROLL CALL**

Shelley Ellis called the roll.

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

Excused: Treasurer, John Givens

A quorum was established.

Also Present: Corey Pearson, Executive Director; Heather Breymeyer, Sales 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; Fritz Smith, Food and Beverage Director; Cathy Smith, Food and Beverage Manager; Rob Gierke, Director of Operations

Cathy Smith led in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Kathy Blasdel moved to approve the agenda as presented; Calvin Dudney 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 May 30, 2013 Board Meeting
- b) Claims Roster dated May 2013 for \$ 362,349.41 (TRCC)  
Warrants: 11581-11685 Voids: 11588, 11610
- c) Claims Roster dated May 2013 for \$ 342,632.54 (TC)  
Warrants: 13831-13960 Voids: 13849-13851, 13877-13886, 13934
- d) Claims Roster dated May 2013 for \$ 815.52 (Box Office)  
Warrants: none written Voids: none  
Total May 2013 payroll paid out: \$ 276,855.62

Barbara Johnson reported that all warrants have been reviewed and accounted for.

Kathy Blasdel moved to approve the Consent Agenda as presented; 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.

Steve Mallory, Arculus Design mentioned the Vista Field Airport will close December 31, 2013. Steve also noted the design of the building being constructed next to the marquee.

## NEW BUSINESS

### a) Financials

Joe Potts presented the May financials for the Three Rivers Convention Center, Toyota Center and Toyota Arena.

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

### b) Resolution 110-13: A Resolution Authorizing the Issue of Business Credit Cards

Joe Potts presented Resolution 110-13.

Calvin Dudney moved to approve Resolution 110-13 as presented; Kathy Blasdel seconded the motion. The motion carried.

### c) Revised Resolution 109-13: A resolution providing for the submission of a proposition to the qualified voters of the Kennewick Public Facilities District imposing a 1/10 of 1% sales and use tax for the purpose of funding the expansion and improvement to the Three Rivers Convention Center; and requesting that the Benton County Auditor place the proposition on the November 5, 2013 ballot

Joe Potts presented Resolution 109-13. It was noted the revision was the ballot title.

Kathy Blasdel moved to approve revised Resolution 109-13 as presented; Calvin Dudney seconded the motion. The motion carried.

### d) Expansion and Bond Update

Corey Pearson mentioned a conference call was held with the bond council; recommendations were made on how to move forward and the PFD's bonding authority was discussed.

### e) Marquee

Corey Pearson reported delivery for the marquee is scheduled for July 6<sup>th</sup>; permitting has been completed in order to block traffic as necessary.

### f) Executive Director Report

Corey Pearson mentioned the compressors and ice floor in the Toyota Center will be replaced. Corey, along with city staff met with The Tri-City Figure Skating Club. Russ Ferguson, VenuWorks Vice President of Food and Beverage will be visiting in July.

### g) TCVCB

Kim Shugart reported the TCVCB issued four RFP's since the last meeting. Kim also mentioned VCB and TRCC staff attended the Order of Eastern Stars conference in Yakima to promote the Tri-Cities. Sight inspections have also taken place since the last meeting.

## **BOARD COMMENTS/DISCUSSION**

General comments from the Board were given expressing thanks and appreciation to the staff for a job well done. The Board commended Cathy Smith for a job well done during her time at our facility and wished her the best in her new endeavors in Atlanta.

## **ADJOURNMENT/RECESS**

Meeting adjourned at 6:19PM

*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.*

Shelley Ellis  
Approved by the Board of Directors