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

July 28, 2016

Agenda

5:02 p.m.

Call to Order

President Barbara Johnson called the meeting to order at 5:02 pm.

Roll Call

Elizabeth Lutz called the roll.

Present: President, Barbara Johnson; Treasurer, John Neill; Secretary, John Givens, Secretary; Calvin Dudney, Board Member; Ron Hue, Board Member, Excused.

A quorum was established.

Also present: Elizabeth Lutz, Executive Assistant; Joe Potts, Finance Director; Kim Shugart, Visit Tri-Cities; Rebecca Williamson, SpringHill Suites; Steve Mallory, Arculus Design;

Kim Shugart, led in the Pledge of Allegiance.

Approval of Agenda

Barbara Johnson asked to add an item to the agenda under new business, which was added Report from Regional Convention Center Advisory Board. John Givens moved to approve the agenda as amended; Calvin Dudney second 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 June 28, 2016 Board Meeting
- b) Claims roster dated June 2016 for \$177,174.26 (TC)
Warrants: 17617-17676 Voids: none
- c) Claims roster dated June 2016 for \$89,841.90 (TRCC)
Warrants: 14371-14424 Voids: none
- d) Claims roster date June 2016 for \$0 (Box Office)
Warrants: none written Voids: none
Total June 2016 payroll paid out: \$204,474.11

John Neill reported that all claims rosters and warrants have been reviewed and accounted for and motioned for approval of Consent Agenda as presented. John Givens seconded the motion. The motion carried unanimously.

Visitors

Barbara Johnson opened the floor to any visitors who wished to address the Board regarding matters that are not currently on the agenda. Justin Raffa, Executive Director of the Art Center Task Force discussed with the board his excitement for the upcoming proposition news and that they are excited to be involved with the project.

New Business

a) Financial Reports- June 2016

John Neill gave the financial reports. At the completion of his reports and after some discussion by the Board related to certain items. John Neill motioned to accept the June financial reports as presented. John Givens seconded the motion, the motion carried.

b) Carpet Installation Update

Barbara Johnson gave a quick update on the new carpet that was installed in the Great Hall. General comments from the Board expressing how nice it looked.

c) Visit Tri-Cities Report

Kim Shugart discussed the recent bookings for the rest of the year and the next three, lots of conventions booking.

d) SpringHill Suites Report

Rebecca Williamson reported on bookings for recent conventions coming through town, using most blocks booked by conventions.

e) Regional Convention Center Advisory Board Report

Calvin Dudney gave a quick summary from the RCCAB meeting. Discussion of the upcoming Link project was supported by both the Pasco PFD and Benton PFD.

Board Comments/Discussion

General comments from the Board were given expressing excitement of the upcoming Link proposition.

Adjournment/Recess

Meeting adjourned at 6:42pm

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