
The Kennewick Public Facilities District
Regular Meeting
SpringHill Suites
Vista Field Meeting Room

January 23, 2020

Minutes

5:00 p.m.

Call to Order

Secretary, Ron Hue called the meeting to order at 5:01 pm.

Roll Call

Erica Thornton called the roll.

Present: Barbara Johnson, Board Member; Renee Brooks, Board Member; Ron Hue, Secretary; John Neill, Treasurer.

Excused Absence: Calvin Dudney, President

A quorum was established.

Also present: Corey Pearson, Executive Director; Erica Thornton, Executive Assistant; Joe Potts, Finance Director; Heather Breymeyer, Sales Director; Rob Gierke, Director of Operations; Rob Chapin, Food & Beverage Director; Lara Watkins, Visit Tri-Cities; Alan Bernal, SpringHill Suites.

Barbara Johnson led in the Pledge of Allegiance.

Approval of Agenda

Barbara Johnson moved to approve the agenda; Renee Brooks second the motion. The motion carried unanimously.

Election of Officers

Ron Hue read the rules and procedures explaining how the vote will proceed. Calvin Dudney was elected President, Barbara Johnson was elected Treasurer and John Neill was elected Secretary.

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 December 19, 2019 Board Meeting
- b) Claims roster dated December 2019 for \$255,452.81 (TC)
Warrants: 21194-21248 Voids: none
- c) Claims roster dated December 2019 for \$84,039.98 (TRCC)
Warrants: 17311-17345 Voids: none

- d) Claims roster dated December 2019 for \$123.46 (Box Office)
Warrants: Voids: none
- e) Total December 2019 payroll paid out: \$325,519.12

John Neill reported that claims rosters and warrants have been reviewed and accounted for and Barbara Johnson moved for approval of Consent Agenda as presented. Ron Hue seconded the motion. The motion carried unanimously.

Visitors

No visitors were present

New Business

- a) December Financial Reports
Barbara Johnson presented a draft of the year end financials for the Three Rivers Convention Center, Toyota Center and Toyota Arena. No action was taken. The final December financials will be presented at February's board meeting for final approval.
- b) Adopt 2020 Board Meeting Dates
Corey Pearson presented the 2020 board meeting dates. Barbara Johnson moved to approve the calendar as presented. Ron Hue seconded the motion. The motion carried unanimously.
- c) Executive Director Report
Corey Pearson shared his proposed Capital Improvement Budget for the Three Rivers Convention Center, totaling \$869,000. No action was taken, as this was only a reference sheet of what might be requested from the board this upcoming year. Mr. Pearson also thanked his staff for a successful 2019 on the Three Rivers Campus.
- d) Visit Tri-Cities Report
Lara Watkins relayed the number of requests for proposals this past month, totaling 17. She also shared Visit Tri-Cities and the Three Rivers Convention Center are working together to bring a large conference of travel bloggers to the Tri-Cities that would have a huge impact on the local tourism.
- e) SpringHill Suites Report
Alan Bernal shared the number of rooms booked in the month of December.

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 5:48 pm

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.

Erica Thornton

Approved by the Board of Directors