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Kennewick Public Facilities District

Special Meeting

December 4, 2014

Minutes

5:00 p.m.

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**CALL TO ORDER**

Due to the absence of the President and Secretary, Executive Director, Corey Pearson called the meeting to order at 5:04 pm.

Corey Pearson called for a vote for a temporary chair. Calvin Dudney was voted to be the temporary Chair for the meeting.

**ROLL CALL**

Shelley Ellis called the roll.

Present: Treasurer, John Givens; Board Member, John Neill; Board Member, Calvin Dudney

Excused: President, Barbara Johnson; Secretary, Kathy Blasdel

A quorum was established.

Also present: Corey Pearson, Executive 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; Shelley Ellis, Associate Director;

Kurt Williamson led in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

John Neill moved to approve the agenda as presented. 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 October 23, 2014 Board Meeting
- b) Claims roster dated October 2014 for \$604,793.35 (TC)  
Warrants: 15493-15653      Voids: none
- c) Claims roster dated October 2014 for \$384,830.99 (TRCC)  
Warrants: 12890-12989      Voids: 12922
- d) Claims roster dated October 2014 for \$381.06 (Box Office)  
Warrants: none written      Voids: none

John Givens reported that all claims rosters and warrants have been reviewed and accounted for. John Givens moved to approve the Consent Agenda; John Neill seconded the motion. The motion carried.

**VISITORS**

Calvin Dudney opened the floor for visitors. President Barbara Johnson joined the meeting via conference call at this time.

## NEW BUSINESS

### a) **October Financials**

Joe Potts presented the October financial report.

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

### b) **Resolution 114-14:A RESOLUTION REGARDING CHANGES TO THE BY-LAWS AND INTERLOCAL AGREEMENT TO THE CITIES INSURANCE ASSOCIATION OF WASHINGTON (CIAW)**

Corey Pearson summarized the resolution; a resolution asking for the approval of changes to the renewal dates. John Givens moved to approve Resolution 114-4 as presented. John Neill seconded the motion. The motion carried.

### c) **Hotel Construction/Expansion**

Corey Pearson reported he had a meeting with the hotel contractor and the hotel and connection will be completed the first part of February. The hotel group currently has its grand opening scheduled for April. The board expressed that they would like a tour if possible.

### d) **Executive Director Report**

Corey Pearson mentioned he is booking events and Broadway for next season. There has been a promoter change in which a promoter has started his own company. This will provide us the opportunity to work with two separate promoters in addition to others to bring different shows.

### e) **Visit Tri-Cities Report**

Kim Shugart stated that there are eight new leads since the last meeting. Kim mentioned site tours took place this last month. Kim also shared recent news of the B Reactor/Manhattan Project potentially becoming a National Historic Park. This would have a large impact on securing conventions, adding another attraction to the community.

### f) **December 18th Meeting**

Corey Pearson mentioned the December meeting had been previously moved due to the holiday and it was currently set for December 18<sup>th</sup>. It was agreed to change the meeting to December 23<sup>rd</sup> to accommodate everyone's schedule.

## BOARD COMMENTS/DISCUSSION

General comments from the Board were given expressing thanks and appreciation to the staff for a job well done. John Givens stated he had a meeting with the Association of WA State PFD's. During this meeting the AWSPFD lobbyist reported that it will be a quite year in regards to extending the .033 percent sales tax. The lobbyist suggested that the PFD's go to Olympia and meet with legislators and educate them on the benefits of the extension.

## ADJOURNMENT/RECESS

Meeting adjourned at 6:04pm

*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