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

January 24, 2019

Minutes

5:00 p.m.

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### **Call to Order**

Chairman, John Neill called the meeting to order at 5:13 pm.

### **Roll Call**

Erica Thornton called the roll.

Present: Calvin Dudney, President; Barbara Johnson, Board Member; Renee Brooks, Board Member; John Neill, Treasurer

Excused Absence: Ron Hue, Secretary

A quorum was established.

Also present: Corey Pearson, Executive Director; Erica Thornton, Executive Assistant; Joe Potts, Finance Director; Heather Breymeyer, Sales Director; Rob Chapin, Food & Beverage Director; Kim Shugart, Visit Tri-Cities; Jerry Beach, SpringHill Suites

Erica Thornton led in the Pledge of Allegiance.

### **Approval of Agenda**

Barbara Johnson moved to approve the agenda; John Neill second the motion. The motion carried unanimously.

### **Election of Officers**

Calvin Dudney read the rules and procedures explaining how the vote will proceed. Calvin Dudney was elected President, John Neill was elected Treasurer and Ron Hue 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 20, 2018 Board Meeting
- b) Claims roster dated December 2018 for \$587,900.24 (TC)  
Warrants:20202-20281      Voids: none
- c) Claims roster dated December 2018 for \$238,560.99 (TRCC)  
Warrants:16481-16549      Voids: none

- d) Claims roster dated December 2018 for \$1,919.01 (Box Office)  
Warrants:                Voids: none
- e) Total December 2018 payroll paid out: \$351,669.69

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. John Neill seconded the motion. The motion carried unanimously.

## **Visitors**

Calvin Dudney opened the floor to any visitors. No Visitors were present.

## **New Business**

- a) December Financial Reports  
John Neill gave the preliminary December financial reports for the Toyota Center and Three Rivers Convention Center.
- b) CH Johnson Contract  
Corey Pearson expressed a need to update our economic impact analysis for the Convention Center District. Barbara Johnson moved to allow Mr. Pearson to sign a contract for \$30,000 plus expenses to CH Johnson to perform the study. Renee Books seconded the motion. The motion carried unanimously.
- c) Executive Director Report  
Corey Pearson gave an update on the ice plant. Construction is already underway and should be completed mid-June. He also discussed a proposal to bring an indoor football arena team back to the Tri Cities. Mr. Pearson then asked for the board's support to fund a lunch to the government employees at the Tri-City Airport, who have been working unpaid for over a month, due to the government shutdown.
- d) Visit Tri-Cities Report  
Kim Shugart gave an update on the number of leads coming to the Three Rivers Convention Center and Toyota Center.
- e) SpringHill Suites Report  
Jerry Beach shared the number of blocked rooms, due to various events held at the Three Rivers Convention Center during the months of November and December. He said SpringHill Suites finished the year just over their occupancy budget.

## **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 6:13 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