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

January 25, 2018

Agenda

5:00 p.m.

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### **Call to Order**

President, Barbara Johnson called the meeting to order at 5:09 pm.

### **Roll Call**

Liz Lutz called the roll.

Present: Barbra Johnson, President; Calvin Dudney, Board Member; John Neill, Treasurer;  
Not present: Ron Hue, Secretary; Renee Brooks, Board Member;  
A quorum was established.

Also, present: Corey Pearson, Executive Director; Liz Lutz, Executive Assistant; Joe Potts, Finance Director; Steve Mallory, Arculus Design; Heather Breymeyer, Sales Director; Rob Gierke, Director of Operations; Rob Chapin, Food and Beverage Director; Kathy Moore, SpringHill Suites; Lara Watkins, Visit Tri-Cities;

Kathy Moore, led in the Pledge of Allegiance.

### **Approval of Agenda**

Calvin Dudney moved to approve the agenda as presented; John Neill second the motion.  
The motion carried unanimously.

### **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 21, 2017 Board Meeting
- b) Claims roster dated November 2017 for \$948,223.18 (TC)  
Warrants:19196-19297      Voids: none
- c) Claims roster dated November 2017 for \$248,913.67 (TRCC)  
Warrants:15533-15619      Voids: none
- d) Claims roster date November 2017 for \$0 (Box Office)  
Warrants: none written      Voids: none
- e) Total November 2017 payroll paid out: \$319,601.79

- f) Claims roster dated December 2017 for \$452,373.20 (TC)  
Warrants: 19298-19347      Voids: none
- g) Claims roster dated December 2017 for \$1,185,220.73 (TRCC)  
Warrants: 15620-15654      Voids: none
- h) Claims roster date December 2017 for \$0 (Box Office)  
Warrants: none written      Voids: none
- i) Total December 2017 payroll paid out: \$276,711.96

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

### **Visitors**

Barbra Johnson opened the floor to any visitors who wished to address the Board regarding matters that are not currently on the agenda. No Visitors were present.

### **New Business**

**a) November and December Financial Reports**

John Neill gave the financial reports for November and December. At the completion of his reports and after some discussion by the Board related to certain items, John Neill moved to accept the November financial reports as presented. Calvin Dudney seconded the motion, the motion carried unanimously.

**b) Executive Director Report**

Corey Pearson discussed the report for the BFPFD and that we were awarded \$60,000 for new lighting in the Convention Center. He also discussed new bookings coming for 2018.

**c) Visit Tri-Cities Report**

Lara Watkins gave an update on booked and lost business for upcoming months.

**d) SpringHill Suites**

Kathy Moore discussed past room blocks booked with convention next door. She is looking forward to the upcoming 2018 year.

### **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 6:04pm

*The KPPD 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