
Kennewick Public Facilities District

Regular Meeting

April 24, 2014

Minutes

5:00 p.m.

CALL TO ORDER

President Barbara Johnson called the meeting to order at 5:04 pm.

ROLL CALL

Shelley Ellis called the roll.

Present: President, Barbara Johnson; Treasurer, John Givens; Kathy Blasdel, Secretary; Board Member, John Neill; Board Member, Calvin Dudney

A quorum was established.

Also Present: Corey Pearson, Executive Director; Shelley Ellis, Executive Assistant; Jude Strode, Marketing Manager; Steve Mallory, Arculus Design; Heather Breymeyer, Joseph Potts, Finance Director; Director of Sales, Rob Gierke, Operations Director; Robert Chapin, Food and Beverage Director; Kim Shugart, Tri-Cities Visitor and Convention Bureau

Jude Strode led in the Pledge of Allegiance.

APPROVAL OF AGENDA

Barbara Johnson requested the 10th Anniversary be added as item e.) under New Business. Calvin Dudney moved to approve the agenda as requested; John Neill 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 March 27, 2014 Board Meeting
- b) Claims Roster dated March 2014 for \$ 95,578.08 (TRCC)
Warrants: 12358-12432 Voids: none
- c) Claims Roster dated March 2014 for \$ 549,444.60 (TC)
Warrants: 14849-14992 Voids: none
- d) Claims Roster dated March 2014 for \$ 1,953.55 (Box Office)
Warrants: none written Voids: none
Total March 2014 payroll paid out: \$ 262,189.75

John Givens reported that all warrants have been reviewed and accounted for.

John Givens moved to approve the Consent Agenda as presented; Kathy Blasdel seconded the motion. The motion carried.

VISITORS

President Barbara Johnson opened the floor to any visitors who wished to address the Board regarding matters that are not currently on the agenda.

NEW BUSINESS

a) March Financials

John Givens presented the March financial report for the Three Rivers Convention Center, Toyota Center and Toyota Arena. John also mentioned the refinancing of the bond closed on April 8th. The Three Rivers Convention Center will realize a savings of \$250,000 over the life of the bond.

Kathy Blasdel moved to approve the Three Rivers Convention Center, Toyota Center and Toyota Arena March financials as presented; Calvin Dudney seconded the motion. The motion carried.

b) Hotel Construction/Expansion

Corey Pearson reported the status of the hotel; the contractors are currently framing the second floor and the first floor has past inspections. The opening of the hotel remains on schedule for December.

Corey also mentioned we will be receiving costs and scenarios of an expansion from ALSC Architects.

Corey stated that Dan Legard, Joseph Potts and himself will be meeting to discuss the best options on proceeding with a vote on an expansion.

c) Executive Director Report

Corey Pearson stated John Givens, John Neill and himself will be attending the Association of WA State PFD Annual Conference on Monday, April 28. A report will be provided at the next board meeting. The Broadway series can't be announced at this time as there is one more show to book. Once the final line-up is confirmed a reception will be held to announce the series as well as Windermere resigning the naming rights of the theatre. Corey also met with PNNL representatives; PNNL formally thanked Corey and the staff of the Toyota Center for their partnership.

d) TCVCB

Kim Shugart reported six RFP's were issued since the last meeting.

e) 10th Anniversary

Corey reported staff is working on two different events for the 10th anniversary of the convention center. There will be a private event and a free event open to the public. Kathy Blasdel will be working with staff on coordinating the events.

EXECUTIVE SESSION

Pursuant to RCW 42.30.110 (1) (d) – To review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause likelihood of increased costs.

Barbara Johnson recessed the Regular Meeting at 6:00 pm to convene into an Executive Session. Barbara Johnson announced the Executive Session would last 30 minutes.

At 6:30 pm Barbara Johnson announced the Executive Session would extend 15 minutes to 6:45 pm.

At 6:45 pm the Executive Session was recessed and the Regular Meeting resumed.

NEW BUSINESS

a) VenuWorks and KPFD Facilities Management Agreement Addendum

John Givens reported he and John Neill have negotiated with Steve Peters on behalf of the Board.

John Givens moved to have the President, Barbara Johnson sign the VenuWorks/KPFD Facilities Management Agreement Addendum if Lee Kerr, legal counsel, finds the addendum to meet all requirements of the law, city approval and bond capacity. Kathy Blasdel seconded the motion. The motion carried.

b) Contract for Connection Contractor

Corey Pearson will meet with Lee Kerr, legal counsel. Corey will bring back options to the Board. No action taken.

BOARD COMMENTS/DISCUSSION

General comments from the Board were given expressing thanks and appreciation to the staff for a job well done.

John Givens mentioned he will be participating in a panel discussion at the Association of WA State PFD conference.

Kathy Blasdel asked fellow board members to email her with anyone they may wish to be invited the 10th Anniversary celebration.

Barbara Johnson thanked everyone for their work on the Tri-Citian of the Year dinner at the Three Rivers Convention Center.

ADJOURNMENT/RECESS

Meeting adjourned at 6:58pm

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.

Shelley Ellis
Approved by the Board of Directors