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

September 25, 2018

Minutes

5:00 p.m.

Call to Order

President, Calvin Dudney called the meeting to order at 5:03 pm.

Roll Call

Erica Thornton called the roll.

Present: Calvin Dudney, President; Barbara Johnson, Board Member; John Neill, Treasurer; Renee Brooks, Board Member; Not Present: 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 Gierke, Operations Manager; Lara Watkins, Visit Tri-Cities; Jerry Beach, SpringHill Suites; Steve Mallory, Arculus Design.

Rob Gierke led in the Pledge of Allegiance.

Approval of Agenda

Barbara moved to approve the agenda apart from moving item F to the top of the list; Renee Brooks 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 August 23, 2018 Board Meeting
- b) Claims roster dated August 2018 for \$382,264.66 (TC)
Warrants: 19922-19972 Voids: none
- c) Claims roster dated August 2018 for \$59,986.63 (TRCC)
Warrants: 16207-16246 Voids: none
- d) Claims roster date August 2018 for \$168.09 (Box Office)
Warrants: Voids: none
- e) Total August 2018 payroll paid out: \$228,340.00

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

Visitors

Calvin Dudney 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

f) SpringHill Suites Report

Jerry Beach introduced himself as the new General Manager of the SpringHill Suites. He shared his report on room pick-ups for August and September.

a) August Financial Reports

John Neill gave the August financial reports for the Three Rivers Convention Center. John Neill moved to accept the reports as presented. Renee Brooks seconded the motion, the motion carried unanimously.

John Neill gave the August financial reports for the Toyota Center. Renee Brooks moved to accept the reports as presented. Barbara Johnson seconded the motion, the motion carried unanimously.

b) Toyota Center Budget Approval for the City

After some discussion by the board, John Neill moved to recommend submitting a budget of \$425,000 to the City of Kennewick, to be allocated from whichever account the City deems suitable. This is contingent on the City's approval of a new Ice Plant for the Toyota Center.

c) EB-5 Approval

Corey Pearson explained the amount needed from the KPFD to support EB-5 would be \$25,000. The Board agreed they would need more concrete numbers about the benefits of this project and decided to table this agenda item for the time being.

d) Executive Director Report

Corey Pearson spoke about the opening weekend of the Tri-City Americans season at the Toyota Center, as well as upcoming concerts and events. He also boasted about a successful 9th annual Tattoo Convention at the Three Rivers Convention Center. Mr. Pearson did point out that increased patrons to the Three Rivers Campus has put a strain on dated furniture and supplies, as well as the problems associated with limited parking space. He plans to bring these issues forward to the City of Kennewick.

e) Visit Tri-Cities Report

Laura Watkins updated the Board on the number of leads generated in August. She also discussed plans to attend a trade show in Seattle, WA to attract more positive business.

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 6:45 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