
The Kennewick Public Facilities District
Regular Meeting
Toyota Center
Charter Lounge

October 27, 2016

Agenda

5:00 p.m.

Call to Order

Secretary, John Givens called the meeting to order at 5:00 pm.

Roll Call

Liz Lutz called the roll.

Present:; John Neill, Treasurer; John Givens, Secretary; Calvin Dudney, Board Member; Ron Hue, Board Member; Barbra Johnson, President, Excused.

A quorum was established.

Also, present: Corey Pearson, Executive Director; Elizabeth Lutz, Executive Assistant; Joe Potts, Finance Director; Kim Shugart, Visit Tri-Cities; Rob Gierke, Operations Director; Jen Newton, SpringHill Suites;

Liz Lutz, led in the Pledge of Allegiance.

Approval of Agenda

Ron Neill moved to approve the agenda as presented; Calvin Dudney 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 September 22, 2016 Board Meeting
- b) Claims roster dated September 2016 for \$454,881.29 (TC)
Warrants: 17829-17917 Voids: none
- c) Claims roster dated September 2016 for \$ 163,125.93(TRCC)
Warrants: 14566-14627 Voids: none
- d) Claims roster date September 2016 for \$0 (Box Office)
Warrants: none written Voids: none
- e) Total September 2016 payroll paid out: \$207,208.58

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

Visitors

John Givens opened the floor to any visitors who wished to address the Board regarding matters that are not currently on the agenda. No visitors present.

New Business

a) Financial Reports- September 2016

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

b) Approval of 2017 TRCC and TC Budgets

Ron Hue moved to approve operating budget as presented, authorizing regular operational expenses of \$2,428,000 for the period of January 1 to December 31, 2017, Three Rivers Convention Center. John Neill seconded the motion. The motion carried unanimously.

Calvin Dudney moved to approve the Toyota Center and Toyota Arena budget as presented, authorizing regular operational expenses of \$3,110,150 for the period of January 1 to December 31, 2016 and to formally recommend the adoption of it to City of Kennewick for inclusion in its overall operating budget. John Neill seconded the motion. The motion carried unanimously.

c) Expansion Update

Corey Pearson gave a quick update on the expansion, plans for more discussion at next KPFM Meeting.

d) Executive Director Report

Corey Pearson discussed new shows coming this holiday season and a reveal party in November for name changes to The Windermere Theater.

e) Visit Tri-Cities Report

Kim Shugart went over RFP's for the upcoming 2017 and 2018 year of potential leads for conferences.

f) SpringHill Suites Report

Jen Newtonson gave an update on recent sale blitz in Seattle, many RFP's were requested and tours for the upcoming year.

EXECUTIVE SESSION

Pursuant to RCW 42.30.110 (1) (g) – To discuss pending litigation

John Givens recessed the Regular Meeting at 5:42 pm to convene into an Executive Session. John Givens announced the Executive Session would last no more than 15 minutes and no anticipated action would come out of it.

At 5:52 pm the Executive Session was adjourned and the Regular Meeting was reconvened.

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 5:54pm

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.

Elizabeth Lutz

Approved by the Board of Directors