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

April 26, 2017

Agenda

5:00 p.m.

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### **Call to Order**

President, Barbra Johnson called the meeting to order at 5:05 pm.

### **Roll Call**

Liz Lutz called the roll.

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

A quorum was established.

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

Teleconference, Lee Kerr, Attorney;

Renee Brooks, led in the Pledge of Allegiance.

### **Approval of Agenda**

Ron Hue 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 March 23, 2017 Board Meeting
- b) Claims roster dated March 2017 for \$786,692.83 (TC)  
Warrants: 18524-18677      Voids: none
- c) Claims roster dated March 2017 for \$228,771.33 (TRCC)  
Warrants: 14964-15061      Voids: none
- d) Claims roster date March 2017 for \$0 (Box Office)

- Warrants: none written          Voids: none  
e) Total March 2017 payroll paid out: \$295,248.42

John Neill reported that claims rosters and warrants have been reviewed and accounted for and moved for approval of Consent Agenda as presented. Ron Hue 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

## **EXECUTIVE SESSION**

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

Barbara Johnson recessed the Special Meeting at 5:49 pm to convene into an Executive Session. Barbara Johnson announced the Executive Session would last no more than 20 minutes and no anticipated action would come out of it.

At 6:09 pm the Executive Session was adjourned and the Special Meeting was reconvened.

## **New Business**

**a) March Financial Reports**

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

**b) Expansion Report**

Corey Pearson had nothing to report at this time.

**c) KPF D Committee Appointments – Tri Cities Regional Public Facilities District Appointment recommendation to City of Kennewick, Finance Committee, Benton County PFD Meeting, Association of WA State PFD**

Members of the Board were appointed to each committee, Ron Hue Tri Cities Regional PFD, Barbara Johnson Finance committee, Renee Brooks Benton PFD, John Neill Association of Washington PFD.

**d) Executive Director Report**

Corey Pearson discussed the upcoming yearend report to the City of Kennewick on May 9<sup>th</sup>, the Regional PFD meeting in September.

**e) Visit Tri-Cities Report**

Kim Shugart gave an update on current leads and the overall success of the current sales blitz in Olympia last month.

**f) SpringHill Suites Report**

Kathy Moore discussed room blocks for the last couple weeks with conventions and the overall room pickups.

**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 6:16pm

*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