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

April 28, 2016

Agenda

5:00 p.m.

Call to Order

President Barbara Johnson called the meeting to order at 5:00 pm.

Roll Call

Elizabeth Lutz called the roll.

Present: President, Barbara Johnson; Treasurer, John Neill; John Givens, Board Member, Phoned in; Calvin Dudney Board Member; Ron Hue Board Member.

A quorum was established.

Also present: Corey Pearson, Executive Director; Heather Breymeyer, Sales Director; Elizabeth Lutz, Executive Assistant; Steve Mallory, Arculus Design; Rob Chapin, Food and Beverage Director; Kim Shugart, Visit Tri-Cities; Jude Strode, Marketing Manager; Rebecca Williamson, SpringHill Suites, Rob Gierke, Operations Manager. Tyler Borders, Consultant.

Kim Shugart, led in the Pledge of Allegiance.

Approval of Agenda

John Neill moved to approve the agenda as presented; Ron Hue second the motion.
The motion carried.

Election of Secretary

Elizabeth Lutz read the rules and procedures explaining how the vote will proceed. John Givens could be in discussion of who to elect but he may not cast a vote. John Givens was unanimously elected Secretary by the voting Board Members present.

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 24, 2016 Board Meeting
- b) Claims roster dated March 2016 for \$556,784.90 (TC)
Warrants: 17315 -17473 Voids: 17331

- c) Claims roster dated March 2016 for \$92,754.18 (TRCC)
Warrants: 14159- 14230 Voids: none
- d) Claims roster date March 2016 for \$97.12 (Box Office)
Warrants: none written Voids: none
Total March 2016 payroll paid out: \$290,603.51

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

Visitors

Barbara Johnson opened the floor to any visitors who wished to address the Board regarding matters that are not currently on the agenda. Nick Bumpaous, Randy Walli, and Justin Raffa were visitors in attendance. No requests to speak were made.

New Business

a) Financial Reports- March 2016

John Neill gave the financial reports. At the completion of his reports and after some discussion by the Board related to certain items Mr. Neill made a motion to accept the February financial reports as presented. Calvin Dudney seconded the motion which was unanimously carried.

b) Expansion Update Link

Tyler Borders made a presentation of the Link expansion project. At the completion of his presentation Mr. Borders recommended the Board adopt Resolutions 116-6 and 117-16 to place the Link expansion project on the August 2nd ballot.

c) Resolution 116-16: A resolution providing for the submission of a proposition to the qualified voters of the Kennewick Public Facilities District imposing a 2/10 of 1% sales and use tax for the purpose of funding expansion and improvements to the Three Rivers Campus; and requesting that the Benton County Auditor place the proposition on August 2, 2016 ballot.

Tyler Borders and Barbara Johnson presented Resolution 116-16. It was noted the revision was the ballot title.

John Neill moved to approve Resolution 116-16 as presented; Calvin Dudney second the motion. The motion unanimously carried. Mr. Givens mentioned by phone that while he could not vote by phone he was a supporter of the Link project.

d) Resolution 117-16: A resolution establishing Pro and Con Committee to develop ballot pamphlet statements.

Tyler Borders presented Resolution 117-16. Establishing pro and con committees required by law with Tyler Borders, Erik Van Winkle, and William C Smith representing

the pro committee and Davis Price and Elijah Stanfield representing the con committee. The statements by these committees will be placed on August 2nd ballot for Kennewick voters to view.

Ron Hue moved to approve Resolution 117-16 as presented. John Neill seconded the motion. The motion unanimously carried.

e) Community Work Force Agreement

Corey Pearson and Tyler Borders presented the Community Work Force Agreement MOU to the Board with recommendation to adopt. This agreement would keep a certain amount of the construction jobs local creating more work opportunities for our local labor workforce.

Calvin Dudney motioned to accept the MOU with the Community Work Force; Ron Hue second the motion. The motion carried unanimously.

f) KPFD Committee Appointments- Regional Convention Center Advisory Board, Tri Cities Regional Public Facilities District Appointment recommendation to City of Kennewick

John Givens was appointed to Tri Cities Regional Public Facilities District committee to fill the vacant position.

g) Executive Director Report

Corey Pearson discussed the Toyota Center Roof repairs with one bid coming in at \$115,000, which was less than expected.

Washington Association of Wine Grape Growers signed a five-year contract with the Convention Center. It is anticipated with possibilities the Link expansion may become a reality more conventions will sign longer contracts.

Heather Breymeyer discussed the addition of an additional holiday party with the possibility of 1,800 guests attending, which would be our third holiday party for the year.

h) TRCC Carpet Replacement

Corey Pearson presented the bid from Great Floors to replace the existing carpet in the Great hall of the Convention Center. Barbara Johnson motioned to accept the bid with Great Floors to purchase the carpet. Calvin Dudney seconded the motion. The motion carried unanimously.

i) Visit Tri-Cities Report

Kim Shugart discussed the recent west side Sales Blitz leading to 54 appointments and 12 bookings, which was considered very successful. The focus is creating interest in bookings over the next several years.

j) SpringHill Suites Report

Rebecca Williamson reported on Conventions coming to the area and using all block rooms. Their staff will be attending another sales blitz on May 9th looking to fill dates for the last quarter of this year.

Board Comments/Discussion

Board congratulated Barbara Johnson on being named Tri-Citian of the year.

The Board was reminded of the upcoming Washington State Public Facilities District meeting in Spokane which all Board members indicated they would like to attend.

Adjournment/Recess

Meeting adjourned at 6:26pm

The KPFDD 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