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

August 25, 2016

Agenda

5:01 p.m.

Call to Order

President Barbara Johnson called the meeting to order at 5:01 pm.

Roll Call

Elizabeth Lutz called the roll.

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

A quorum was established.

Also present: Elizabeth Lutz, Executive Assistant; Joe Potts, Finance Director; Kim Shugart, Visit Tri-Cities; Heather Breymeyer, Director of Sales; Jude Strode, Marking Director;

Calvin Dudney, led in the Pledge of Allegiance.

Approval of Agenda

John Neill moved to approve the agenda as presented; Calvin Dudney second 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 July 28, 2016 Board Meeting
- b) Claims roster dated July 2016 for \$649,037.75 (TC)
Warrants: 17677-17755 Voids: none
- c) Claims roster dated July 2016 for \$116,058.16 (TRCC)
Warrants: 14425-14483 Voids: none
- d) Claims roster date July 2016 for \$0 (Box Office)
Warrants: none written Voids: none
Total July 2016 payroll paid out: \$179,323.53

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 unanimously.

Visitors

Barbara Johnson 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- July 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 motioned to accept the June financial reports as presented. John Givens seconded the motion, the motion carried.

b) Expansion Update

Barbara Johnson discussed we move this topic to next Board meeting as Executive Director, Corey Pearson wasn't present or Board Member, Ron Hue. Next Board meeting will discuss plans for expansion project.

c) Change November Board Meeting Date

Barbara Johnson motioned to move November Board meeting from November 24th to November 22nd, due to Thanksgiving. All members in favor, the motion carried unanimously.

d) Visit Tri-Cities Report

Kim Shugart reported on six leads for the month of August, with two new conventions booked for 2017 and 2018.

e) SpringHill Suites Report

Rebecca Williamson was excused from meeting, report next Board Meeting.

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 6:14pm

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