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Kennewick Public Facilities District  
Regular Meeting

September 26, 2013

Minutes

5:00 p.m.

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**CALL TO ORDER**

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

**ROLL CALL**

Shelley Ellis called the roll.

Present: President, Barbara Johnson; Treasurer, John Givens; Secretary, Kathy Blasdel; Board Member, John Neill; Board Member, Calvin Dudney

A quorum was established.

Also Present: Corey Pearson, Executive Director; Joseph Potts, Director of Finance; Kim Shugart, Tri-Cities Visitor and Convention Bureau; Shelley Ellis, Executive Assistant; Jude Strode; Marketing Manager, Steve Mallory; Arculus Design; Dean Strawn; Former Board Member

Dean Strawn led in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Barbara Johnson requested to add to the agenda as item h., reschedule November and December board meetings. Kathy Blasdel moved to approve the agenda as requested; John Neill seconded 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 August 22, 2013 Board Meeting
- b) Claims Roster dated August 2013 for \$ 74,685.62 (TRCC)  
Warrants: 11857-11915 Voids: 11886
- c) Claims Roster dated August 2013 for \$ 307,913.65 (TC)  
Warrants: 14100-14141 Voids: none
- d) Claims Roster dated August 2013 for \$ 5,104.63 (Box Office)  
Warrants: none written Voids: none  
Total August 2013 payroll paid out: \$ 154,543.33

John Givens reported that all warrants have been reviewed and accounted for.

John Givens moved to approve the Consent Agenda as presented; Calvin Dudney seconded the motion. The motion carried.

## **VISITORS**

President Barbara Johnson opened the floor to any visitors who wished to address the Board regarding matters that are not currently on the agenda.

Kirk Williamson voiced his concerns about publicly funded projects, suggesting that the region needs to think as a whole and not as three separate communities.

## **NEW BUSINESS**

### **a) Financials**

John Givens presented the August financials for the Three Rivers Convention Center, Toyota Center and Toyota Arena.

John Givens moved to accept the August financials for the Three Rivers Convention Center, Toyota Center and Toyota Arena; Kathy Blasdel seconded the motion. The motion carried.

### **b) Approval of Membership in the Cities Insurance Association of Washington**

Corey Pearson presented the CIAW Bylaws and Interlocal Agreement to be approved by the Board.

John Givens moved to approve membership in the Cities Insurance Association of Washington; Calvin Dudney seconded the motion. The motion carried.

### **c) Expansion**

Corey Pearson reported he has met with the Port of Kennewick, TCVCB, TRIDEC, Rotary Club, Tri-Cities Regional Chamber and Tri-City Herald editorial board. Kim Shugart spoke on behalf of the campaign committee.

### **d) Hotel**

Corey Pearson mentioned Vijay Patel was waiting for approval from the SBA, which is currently not processing loans due to the federal government shutdown.

### **e) Marquee**

Corey Pearson reported the roof of the base of the marquee is being reconstructed and a letter will be issued expressing the frustration with Daktronics progression of the project.

### **f) Executive Director Report**

Corey Pearson mentioned he attended the VenuWorks directors meeting in Cedar Rapids. The City of Kennewick is slated to start construction of a roundabout near the convention center in the spring of 2014 and there were no issues that arose during the PNNL testing at the Americans home opener game. Corey also presented new food and beverage offerings at the Toyota Center.

### **g) TCVCB**

Kim Shugart reported the TCVCB issued 6 RFP's since the last meeting; one is not on the list provided. Kim also mentioned staff changes and the TCVCB will be conducting a fall sales blitz in Olympia.

### **h) Reschedule November and December Board Meetings**

Barbara Johnson requested the November and December board meetings be rescheduled due to the holidays.

Kathy Blasdel moved to change the November meeting to November 21<sup>st</sup> and the December meeting to December 19<sup>th</sup>; Calvin Dudney seconded the motion. The motion carried.

### **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 5:59pm

*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.*

Shelley Ellis

Approved by the Board of Directors