
Kennewick Public Facilities District

Regular Meeting

September 24, 2015

Minutes

5:00 p.m.

CALL TO ORDER

In the absence of President, Barbara Johnson, Secretary, Kathy Blasdel called the meeting to order at 5:03 pm.

ROLL CALL

Shelley Ellis called the roll.

Present: President, Barbara Johnson (via conference call); Secretary, Kathy Blasdel; Treasurer, John Neill; Board Member, John Givens; Board Member, Calvin Dudney

A quorum was established.

Also present: Corey Pearson, Executive Director; Lara Watkins, Visit Tri-Cities; Joseph Potts, Finance Director; Heather Breymeyer, Sales Director; Rob Gierke, Director of Operations; Rob Chapin, Food and Beverage Director; Shelley Ellis, Associate Director; Jude Strode, Marketing Manager; Kathy Moore, SpringHill Suites

Calvin Dudney led in the Pledge of Allegiance.

APPROVAL OF AGENDA

John Neill moved to approve the agenda as presented; Calvin Dudney 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 27, 2015 Board Meeting
- b) Claims roster dated August 2015 for \$289,133.00 (TC)
Warrants: 16582-16631 Voids: 16502
- c) Claims roster dated August 2015 for \$121,923.02 (TRCC)
Warrants: 13670-13720 Voids: none
- d) Claims roster dated August 2015 for \$1,707.59 (Box Office)
Warrants: none written Voids: none
Total August 2015 payroll paid out: \$ 191,342.51

John Neill reported that all claims rosters and warrants have been reviewed and accounted for. John Neill moved to approve the Consent Agenda; John Givens seconded the motion. The motion carried.

VISITORS

Kathy Blasdel opened the floor to any visitors who wished to address the Board regarding matters that are not currently on the agenda.

NEW BUSINESS

a) Financials

John Neill presented the August financial reports for the Three Rivers Convention Center, Toyota Center and Toyota Arena.

John Neill moved to approve the Three Rivers Convention Center, Toyota Center and Toyota Arena financials as presented; John Givens seconded the motion. The motion carried.

b) TRCC Logo

Corey Pearson presented two samples of potential logos provided by the Visit Tri-Cities' graphic designer. These logos are similar to our current logo and would complement the Bigger, Bolder, Brighter branding of the community. This logo would only be used for local branding and local events, such as the Tattoo Convention, Wine Festival, Brew and Bacon Festival. We would like to show unity and be part of the community branding.

c) November and December Meeting Dates

The November meeting date was moved to Tuesday, November 24th. The December meeting date was moved to Thursday, December 17.

d) Executive Director Report

Corey Pearson reported on upcoming events and the start of the event season. Corey attended the VenuWorks Directors meeting and stated it was rewarding; he had the opportunity to meet new corporate staff and is looking forward to what each will bring to the team.

e) Visit Tri-Cities Report

Lara Watkins reported eight RFP's were issued since the last meeting. The Visit Tri-Cities Annual Meeting will be held at the Three Rivers Convention Center November 12th.

f) SpringHill Suites Report

Kathy Moore reported that new directional signage will be installed and the crosswalk across Young St. is in progress and is set to be complete soon. She also stated that the tentative date for the grand opening event for the hotel will be November 19th. The coffee shop, Cafe Three will open October 12th.

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 6:25pm

The KPF 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