
Kennewick Public Facilities District

Regular Meeting

November 24, 2015

Minutes

5:00 p.m.

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; Secretary, Kathy Blasdel; Treasurer, John Neill;
Board Member, Calvin Dudney

Excused: Board Member, John Givens

A quorum was established.

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

Kathy Moore led in the Pledge of Allegiance.

APPROVAL OF AGENDA

John Neill moved to approve the agenda as presented; Kathy Blasdel 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 October 22, 2015 Board Meeting
- b) Claims roster dated October 2015 for \$552,973.49 (TC)
Warrants: 16714-16854 Voids: 16628, 16738, 16686
- c) Claims roster dated October 2015 for \$135,281.08 (TRCC)
Warrants: 13785-13882 Voids: 13683, 13833
- d) Claims roster dated October 2015 for \$1,523.72 (Box Office)
Warrants: none written Voids: none
Total October 2015 payroll paid out: \$ 246,757.56

John Neill reported that all claims rosters and warrants have been reviewed and accounted for. John Neill moved to approve the Consent Agenda; Kathy Blasdel 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.

NEW BUSINESS

a) Financials

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

Kathy Blasdel moved to approve the Three Rivers Convention Center, Toyota Center and Toyota Arena financials as presented; Calvin Dudney seconded the motion. The motion carried.

b) 2016 Budget

Joe Potts presented the 2016 Three Rivers Convention Center, Toyota Center and Toyota Arena budgets.

John Neill moved to approve the Toyota Center and Toyota Arena 2016 budget to be submitted to the City of Kennewick as presented, Kathy Blasdel seconded the motion. The motion carried.

Calvin Dudney moved to approve the Three Rivers Convention Center 2016 budget as presented; John Neill seconded the motion. The motion carried.

c) Expansion

Corey Pearson reported that renderings from ALSC have been received. Corey also stated that when we move on a potential vote needs to be determined. Current trade shows such as the Potato and WAWGG conference are watching us closely and are pressuring us to inform them of what we are doing in order to decide where they will hold their event in future years. If we cannot expand they will need to look elsewhere, these events along with many others are growing. We need to grow with them.

d) Appointment of John Neill to the Association of WA State PFD Board

Kathy Blasdel moved to approve the appointment of John Neill to the Association of WA State PFD Board; Calvin Dudney seconded the motion. The motion carried.

e) Executive Director Report

Corey Pearson reported that the Association of WA State PFD annual conference will be May 5, 2016 and will be held in Spokane. We are working on the 2016-2017 Broadway series, it is looking to be a great lineup. The SpringHill Suites grand opening event was a success. We look forward to our continued partnership and many great opportunities that are ahead.

f) Visit Tri-Cities Report

Lara Watkins reported six RFP's were issued since the last meeting. Site tours have taken place since the last meeting, and the Visit Tri-Cities annual meeting held at the Three Rivers Convention Center was a success. Lara thanked all those that were involved. It was asked by the board that the report include a conversion rate. Lara mentioned this would be provided at the next meeting.

g) SpringHill Suites Report

Kathy Moore thanked everyone for all their help with the grand opening event. Kathy also mentioned that she and staff will be more aggressive and work together with the convention center staff to bring in more events.

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 6:01pm

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