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

March 24, 2016

Agenda

5:01 p.m.

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

A quorum was established.

Also present: Corey Pearson, Executive Director; Heather Breymeyer, Sales Director; Joseph Potts, Finance Director; Elizabeth Lutz, Executive Assistant; Steve Mallory, Arculus Design; Rob Chapin, Food and Beverage Director; Gayle Carrasco, Accounting Assistant; Lara Watkins, Visit Tri-Cities; Kathy Moore, SpringHill Suites; Jude Strode, Marketing Manager; John Siehl, VenuWorks Corporate; Rebecca Williamson, SpringHill Suites.

Rebecca Williamson led in the Pledge of Allegiance.

Approval of Agenda

John Neill moved to approve the agenda as presented; John Givens 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 February 25, 2016 Board Meeting
- b) Claims roster dated February 2016 for \$727,159.68 (TC)
Warrants: 17193 -17314 Voids: none
- c) Claims roster dated February 2016 for \$175,889.34 (TRCC)
Warrants: 14069- 14158 Voids: none
- d) Claims roster date February 2016 for \$2,399.18 (Box Office)
Warrants: none written Voids: none
Total February 2016 payroll paid out: \$285,530.31

John Neill reported that all claims rosters and warrants have been reviewed and accounted for and motioned for approval of Consent Agenda as presented. John Givens 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) Financial Reports- February 2016

John Neill gave the financial reports and announced that food and beverage are currently bringing in the majority of revenue for the Toyota Center. The Brew and Bacon event held at the convention center grossed approximately \$40,000. John Neill made a motion to accept the February financial reports as presented. Calvin Dudney seconded the motion. The motion carried.

b) Expansion

Corey Pearson discussed meeting with the Visit Tri-Cities board and gaining support for The Link. Discussion was held on meeting with the Port of Kennewick Commissioners on April 26th, to give presentation on The Link. Corey brought up what a tremendous job Tyler Borders has done with campaigning with social media sites, radio ads, yard signs and window signs for businesses. The Board anticipates making a final decision whether The Link will be place on the ballet in August at the April board meeting.

c) Art Center Task Force MOU

Barbara Johnson discussed the MOU overview between the KPF and The Vista Arts Group. Steve Mallory is the design lead/ programming specialist for the Vista Art Center and discussed how they hope to complete the project in three years. John Neill motioned to accept the MOU and sign with the Arts Center Task Force. Kathy Blasdel second the motion. The motion carried.

d) VenuWorks Update

John Siehl discussed updates from VenuWorks including a new venue in Bloomington, Illinois, and how we will have a new in house production theatrical called Noel Ireland which will be coming Christmas of 2017. Steve Peters sends his warm wishes and hopes to be visiting soon.

e) Executive Director Report

Corey Pearson gave an update about the carpet samples, hoping to have approval from Board by next meeting. On May 16th, The Association of Washington State Public Facilities Districts Annual Membership Meeting will take place and the Board members were asked to attend. John Neill and Calvin Dudney will be going to represent the Board.

f) Visit Tri-Cities Report

Lara Watkins from Visit Tri-Cities reported on booked and lost events. They are working on their Olympia Sales Blitz and Customer Appreciation Luncheon.

g) SpringHill Suites Report

Kathy Moore brought Rebecca Williamson who does sales for SpringHill Suites. Williamson gave a sales report, discussing how we have six organizations who would like to come tour and during their recent sales blitz, 30% of questions were asked regarding expansion of the TRCC.

Board Comments/Discussion

The Board members thanked Kathy Blasdel for her 8 years of hard work and dedication with all the different perspectives she has brought to the Board and what a pleasure it was for her to be a part of the group. Barbara Johnson also thanked John Siehl for visiting from VenuWorks. Jude Strode discussed the update on Numerica entrance which will be complete on April 14th.

Adjournment/Recess

Meeting adjourned at 6:10pm

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