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Kennewick Public Facilities District

Regular Meeting

April 25, 2013

Minutes

5:00 p.m.

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**CALL TO ORDER**

President Barbara Johnson called the meeting to order at 5:04 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; Heather Breymeyer, Sales 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; Fritz Smith, Food and Beverage Director; Jeff Kossow, City of Kennewick; Vijay Patel, A-1 Kennewick

John Neill led in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Calvin Dudney 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 March 28, 2013 Board Meeting
- b) Claims Roster dated March 2013 for \$ 130,580.35 (TRCC)  
Warrants: 11421-11510 Voids: 11426, 11430, 11438, 11448, 11488, 11495
- c) Claims Roster dated March 2013 for \$ 1,051,163.81 (TC)  
Warrants: 13588-13729 Voids: 13661, 13662
- d) Claims Roster dated March 2013 for \$ 10,134.64 (Box Office)  
Warrants: none written Voids: none  
Total March 2013 payroll paid out: \$ 246,805.01

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.

## **NEW BUSINESS**

### **a) March Financials**

John Givens presented the March Financials for the Three Rivers Convention Center, Toyota Center and Toyota Arena.

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

**b) Resolution 109-13:** A resolution providing for the submission of a proposition to the qualified voters of the Kennewick Public Facilities District imposing a 1/10 of 1% sales and use tax for the purpose of funding the expansion and improvement to the Three Rivers Convention Center; and requesting that the Benton County Auditor place the proposition on the November 5, 2013 ballot.

Corey Pearson mentioned that he and Shelley Ellis met with the Benton County Auditor office. A resolution was put together with the help of Lee Kerr as per the requirements to be placed on the ballot for the November election. It was also mentioned the KPFDF will need the City of Kennewick's approval prior to proceeding. The board agreed we need to get the process in motion and continue with the proper steps.

John Givens moved to approve Resolution 109-13 as stated; Calvin Dudney seconded the motion. The motion carried.

### **c) Pro and Con Committee Application**

A draft was presented to the board, no action taken.

### **d) KPFDF Committee and Regional Convention Center Advisory Board Nominations**

Board members were appointed to various committees to fill vacant positions.

### **e) Approval of the Master Planning Services**

Calvin Dudney approved the ALSC Master Planning Services for the Three Rivers Convention Center; Kathy Blasdel seconded the motion. The motion carried.

Barbara Johnson asked that ALSC revise the completion date.

### **f) Proposed Ground Breaking for the Hotel and Connection**

Kathy Blasdel reported the recently proposed ground breaking date has been postponed due to the reworking of the mechanical, engineering and plumbing.

### **g) Tri-Cities Regional Public Facilities District Report**

John Givens reported the pro and con committee members have been selected. It is expected that the TCRPFDF board will vote at the May meeting to move forward with a proposition on the August ballot.

**h) Association of WA State Public Facilities District Report**

No discussion.

**i) Appointment of a Board Member to Serve on the Association of WA State Public Facilities District Board**

Discussed under item d.

**j) Marquee**

Corey Pearson received an updated design of the marquee; Corey will verify if there is any cost difference.

**k) Executive Director Report**

Corey Pearson reported staff participated in the HeartChase event, a fundraiser for the American Heart/Stroke Association. Staff will also be participating in Habitat for Humanity's Impact Day on May 18<sup>th</sup>.

Corey also mentioned he and the board had the opportunity to visit the Hult Center, a performing arts center in Eugene, Oregon. They toured the venues and met with staff to discuss the building and operations of a performing arts center. They also had the opportunity to meet with representatives of the endowment group.

**l) TCVCB**

Kim Shugart reported the TCVCB issued six RFP's since the last meeting. Kim also reported the WA Horticulture Association has chosen the Three Rivers Convention Center and Toyota Center to host their event in 2014. They have rotated between Wenatchee and Yakima for over 100 years.

**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 6:44 PM

*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