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Kennewick Public Facilities District

Regular Meeting

July 25, 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; Heather Breymeyer, Sales Director; Joseph Potts, Director of Finance; Kim Shugart, Tri-Cities Visitor and Convention Bureau; Shelley Ellis, Executive Assistant; Steve Mallory, Arculus Design; Fritz Smith, Food and Beverage Director

Heather Breymeyer led in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

John Givens moved to approve the agenda as presented; 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 June 27, 2013 Board Meeting
- b) Claims Roster dated June 2013 for \$ 131,595.18 (TRCC)  
Warrants: 11686-11776 Voids: 11689
- c) Claims Roster dated June 2013 for \$ 390,139.20 (TC)  
Warrants: 13961-14047 Voids: 13977-13979
- d) Claims Roster dated June 2013 for \$ 7.95 (Box Office)  
Warrants: none written Voids: none  
Total June 2013 payroll paid out: \$ 320,460.56

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

John Givens moved to approve the Consent Agenda as presented; Kathy Blasdel 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) Financials**

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

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

### **b) Tri-Cities Regional PFD Report**

John Givens reported that assuming a positive outcome in the August 6<sup>th</sup> election for the Aquatics Center project, the board unanimously agreed to issue a RFQ for a project manager.

### **c) Association of WA State PFD Report**

No report.

### **d) Expansion and Bond Update**

Corey Pearson reported John Givens and Barbara Johnson attended the City of Kennewick council meeting, at which Council voted to provide consent for the KPFD to issue new bonds for the expansion of the Three Rivers Convention Center. Corey Pearson and Joseph Potts have been in discussion with Dan Legard, City of Kennewick and Jeff Nave, bond council. There are unknowns related to the Wenatchee effect and the current non-voted debt capacity is \$12.3 million.

### **e) Marquee**

Corey Pearson reported the sign is 75% complete; currently the top of the sign is being constructed.

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

Corey Pearson thanked Joseph Potts and Kathy Blasdel for attending the Benton County PFD meeting. Vijay Patel and Corey Pearson will present to the Tri-Cities Visitor and Convention Bureau at their board meeting on August 27<sup>th</sup>. PNNL will be testing face recognition software this fall in conjunction with the Americans games. Patrons will have the opportunity to opt out.

Heather Breymeyer mentioned the sales team will conduct a holiday party sales blitz through the chamber mail list beginning August 1<sup>st</sup>.

### **g) TCVCB**

Kim Shugart reported the TCVCB issued five RFP's since the last meeting. Kim also mentioned the TCVCB is hiring a Sales Manager.

## **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 5:54PM

*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.*