
Kennewick Public Facilities District

Regular Meeting

September 20, 2011

Minutes

5:00 p.m.

CALL TO ORDER

President Dean Strawn called the meeting to order at 5:03 pm.

ROLL CALL

Shelley Ellis called the roll.

Present: President, Dean Strawn; Secretary, Barbara Johnson; Treasurer, John Givens; Board Member, Calvin Dudney; Board Member, Kathy Blasdel

Also Present: Corey Pearson, Executive Director; Hector Cruz, Tri-Cities Visitor and Convention Bureau; Joe Potts, Director of Finance; Steve Mallory, Arculus Design; Heather Breymeyer, Sales Director; Shelley Ellis, Executive Assistant; Jude Strode, Marketing Manager; Fritz Smith, Food, Beverage and Operations Director; Ben Bolander, Associate Director

Heather Breymeyer led in the Pledge of Allegiance.

APPROVAL OF AGENDA

Calvin Dudney moved to approve the agenda as requested; Barbara Johnson 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 25, 2011 Board Meeting
- b) Claims Roster dated August 2011 for \$ 141,563.42 (TRCC)
Warrants: 9902-9999 Voids: none
- c) Claims Roster dated August 2011 for \$ 535,571.34 (TC)
Warrants: 11454-11551 Voids: none
- d) Claims Roster dated August 2011 for \$ 1124.88 (Box Office)
Warrants: none written Voids: none
Total August payroll paid out: \$ 214,862.64

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

John Givens moved to approve the Consent Agenda; Barbara Johnson seconded the motion. The motion carried.

VISITORS

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

NEW BUSINESS

a) Tri-Cities Regional Public Facilities District Report

John Givens reported no quorum was present at the last meeting and no actions were taken. The Board took comments from the public. It was discussed that the Board preferred to have the project chosen prior to the location of the project determined. The next meeting will be at Kennewick City Hall on October 12th.

b) Resolution 105-11 – A Resolution Authorizing the Issue of Business Credit Cards

No actions taken.

c) Financial Report

John Givens presented the August Financial Report for the Three Rivers Convention Center and the Toyota Center and Toyota Arena.

John Givens moved to accept the August Financial Report for the Three Rivers Convention Center and the Toyota Center and Toyota Arena; Calvin Dudney seconded the motion. The motion carried.

d) Executive Director Report

Heather Breymeyer mentioned events that have occurred since the last meeting. The Tattoo Show is this week and room rental and food and beverage sales are tracking well. Rent is currently down but food and beverage sales are up due to the sliding scale and new booking policy.

Jude Strode reported agreements have been resigned and considerations for re-naming rights for the Sunset Lounge are still a possibility.

Fritz Smith mentioned the 22 inch long hot dog has been a success and patrons get their pictures taken with a purchase. The Sunset Lounge has been reclassified as a service bar, there are no restricted areas for those underage. The Department of Energy event at the Three Rivers Convention Center was a huge success.

Corey Pearson mentioned that a ribbon cutting for the new elevator at the Toyota Center will occur on Friday, September 30th at 11:30am. A special board meeting is scheduled for October 13th to approve a new refinanced bond. Corey attended a Columbia Basin Badger Club forum. Matt Watkins spoke and answered questions in regards to the regional projects. Corey toured the Three Rivers Convention Center with Rustin Hall and staff with ALSC Architects. It was also mentioned that there are seat bottom replacements available to purchase for the seats at the Toyota Center.

e) TCVCB Report

Hector Cruz reported that the TCVCB issued 8 RFP's since the last meeting. TCVCB staff will be attending a number of events including the Olympia Sales Blitz in October and a Teams Conference for sports event owners.

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 6:45 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