
Kennewick Public Facilities District
Regular Meeting

September 24, 2009

Minutes

5:00 p.m.

CALL TO ORDER

President, Dean Strawn called the meeting to order at 5:04 pm.

Jeff Kossow led in the Pledge of Allegiance.

ROLL CALL

Roni Gierke called the roll.

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

Also Present: Corey Pearson, Executive Director, Fritz Smith, Food & Beverage Director; Kim Shugart, Tri-Cities Visitor and Convention Bureau; Roni Gierke, Executive Assistant; Jude Strode, Marketing Manager; Steve Mallory, Arculus Design; Adam Dyes, Sales Manager; Shelley Ellis, Operations Manager; Bob Dowle, Business Manager; Ben Bolander, Event Manager; Jeff Kossow, City of Kennewick, Brian Sandy; Tri City Americans, Craig West; Tri City Americans.

APPROVAL OF AGENDA

John Givens requested to remove item 5) a) August 2009 Financial Report, and item 5) f) 2010 Preliminary Budget Review and schedule a special meeting to review the August Financial Report and the 2010 Preliminary Budget.

John Givens moved to approve the agenda as amended; Calvin Dudney 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.

Dean Strawn requested to remove the Minutes of August 27, 2009 Board meeting from the Consent Agenda and place them on the Regular Agenda for discussion.

- a) Claims Roster dated August 2009 for \$214,630.26 (TRCC)
Warrants: 7363-7449 Voids: 7364,
- b) Claims Roster dated August 2009 for \$257,780.81 (TC)
Warrants: 7982-8068 Voids: 7982, 8036, 8037
- c) Claims Roster dated August 2009 for \$148.06 (Box Office)
Warrants: 5135
Total payroll paid out: \$142,984.44

John Givens reported that all the warrants in the Consent Agenda have been accounted for, and moved to approve the Consent Agenda as amended. Barbara Johnson seconded the motion. The motion carried.

Minutes of August 27, 2009 Board Meeting

Dean Strawn requested that two items of discussion during the August 27 Board meeting, be noted in the minutes.

A request that the financial reports include a report for, the Three Rivers Convention Center, one for the Toyota Center, one for the Toyota Arena, and one that combines the Toyota Center and Toyota Arena.

There was also a request that a comparison between the actual net income for food and beverage and what the net income would have been if food and beverage were still subcontracted out to Centerplate.

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.

Brian Sandy thanked the Board, the City of Kennewick, and staff for the new seating in sections A, B, and Z. Brian wanted to make sure everyone was aware that the Americans have heard one major complaint from their fans, the seats are too high.

Craig West invited the Board to tour the newly remodeled locker rooms.

NEW BUSINESS

Dean Strawn requested that the Executive Session be moved to agenda item 5) d). There were no objections

a) Attendance/Marketing Report

Adam reported the sales team booked 13 events in the month of August. Nine events were lost, three of which due to rental rates. Discussion incurred. The Board requested staff to review the current rental rates of surrounding facilities and present a recommendation of changes that should be made to the Convention Centers rates in order to prevent or minimize a loss of business.

The sales team attended five networking events and two marketing meetings.

b) Executive Director Report

Corey informed the Board that Teri Carr has taken over ownership of the Tri-Cities Fever. Corey and Teri are negotiating a 3 year contract. The Toyota Center CIP is on track with the seats complete, and a few will have to be lowered. The new scoreboard was installed and working very well. The rig for the Broadway set is scheduled to be in Nov. 1st.

The food and beverage department hosted a menu tasting for the suite holders, although attendance was low, it proved to be a very good training exercise for staff. The Heart concert went very well, the promoter has already scheduled another concert for November of this year.

c) TCVCB Report

Kim Shugart reported that the TCVCB issued twenty one leads since the last meeting and the Three Rivers Convention Center responded to all of them. TCVCB will be holding their Annual Banquet in November at the Three Rivers Convention Center.

TCVCB staff traveled to Olympia to meet with 12 potential clients. The meetings generated 5 leads for the Tri City area.

d) Executive Session

The Board adjourned for executive session at 6:02pm

The meeting reconvened at 6:42pm

BOARD COMMENTS/DISCUSSION

There will be a Special Meeting of the KPFD on October 8 at 5pm to discuss the August Financials, and the 2010 preliminary Budgets.

ADJOURNMENT/RECESS

Regular Meeting adjourned at 7:15 PM.

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.

Roni Gierke, Ex Officio Clerk
Approved by the Board of Directors