

**RICHLAND PUBLIC FACILITIES DISTRICT
REACH, 1943 COLUMBIA PARK TRAIL, RICHLAND
THURSDAY, FEBRUARY 17, 2022 MEETING TIME: 5:30 P.M.**

The Richland Public Facilities District will meet remotely and only take action on necessary and routine matters or matters necessary to respond to the COVID-19 outbreak until regular public participation is possible. The public may attend this meeting remotely, by audio-only.

Join Zoom Meeting: <https://us02web.zoom.us/j/81608291012>

REGULAR MEETING: #02-22

MINUTES

CALL TO ORDER

President Dan Boyd called the meeting to order at 5:30.

ROLL CALL

MEMBERS

Dan Boyd, President	Present
Bill King, Vice President	Present
Shirley Long, Secretary/Treasurer	Present
Veronica Kenney	Present
Miriam Kerzner	Present

LIAISONS

City Council Liaison: Jhoanna Jones	Present
Reach Foundation: Steve Simmons	Absent

STAFF

Rosanna Sharpe, Executive Director	Present
Dianna Millsap, Executive Assistant	Present
Sherri Fluaitte, Finance Manager	Present

APPROVAL OF AGENDA

Ms. Long moved and Ms. Kenney seconded a motion to approve February 17, 2022, Richland PFD Agenda as presented

Motion Carried 4-0 Ms. Kerzner unavailable to vote

APPROVAL OF CONSENT AGENDA

Mr. King moved and Ms. Long Kenney seconded a motion to approve February 17, 2022, Richland PFD Consent Agenda as presented

Motion Carried 4-0 Ms. Kerzner unavailable to vote

Mr. King noted the revision to January 20, 2022, meeting minutes, emailed to members before the meeting, are included in the version approved: Page 2, under Committee/Liaison Comments

- Reach Foundation, first paragraph, first sentence. “Ms. Fluitte presented the 2022 Operations Budget to foundation members in more detail”.

COMMITTEE/LIAISON COMMENTS

- City Council – Jhoanna Jones

Ms. Jones was introduced as the new City Council Liaison, replacing Phil Lemley. Ms. Jones, newly elected to Richland City Council, shared that she is a revenue officer for the IRS and is a commercial realtor, and owns a commercial real estate company.

Mr. King brought forward the question in regards to the city council’s decision on the appointment of a new Richland PFD board member. Ms. Long’s term expired in July 2021, and the position vacant since. The Richland PFD board members appreciate anything Ms. Jones can do to help move the process forward.

- Reach Foundation – Steve Simmons not present

Mr. King reported that the Reach Foundation did not meet in February. Mr. Simmons communicated to foundation members that he has been distracted in recent months but he will reengage focusing on his role as president going forward. The foundation continues to look for interested parties to join the foundation, principally the fundraising role.

PUBLIC COMMENTS

Phinney Brown, Executive Director, Arts Center Task Force (ACTF), was present but had no comments, just observing and stating ACTF support for the REACH. Mr. Boyd noted the letter to Mr. Epperly following the Richland PFD discussion and decision regarding his proposal sent. There has not been a response from Mr. Epperly.

REPORTS AND CORRESPONDENCE

- Executive Director’s Report – Rosanna Sharpe

Ms. Sharpe provided highlights of the Executive Director’s Report:

- Governor Inslee’s communication regarding the pandemic included that the indoor mask mandate lifted soon.
- Benton County PFD met and approved our Set-Aside Funds maintenance proposal to help with everyday needs to cover the costs to maintain the facility. In our eighth year now, wear and tear on equipment requires more maintenance and replacement costs. The Benton County PFD paid the fourth quarter of 2021 by check, normally deposited directly into the 631 Funds account.
- A new admissions project to track our visitors by zip code has begun, to determine from where people are traveling. We will track closely over the summer as tourism opens up this will help in determining our operational plan after Labor Day.
- Ms. Sharpe and Ms. Schafer met with Trish Herron, PNNL, on February 3, to discuss the Battelle Corporate Membership. Ms. Herron proposed doing a promotion for their employees instead of providing the free admission passes they receive when they renew their membership every year. We will work with them to set the promotion up and track participation. Ms. Herron reported that the REACH Museum is the feature PNNL community project.

BUDGET COMMITTEE

None

NEW BUSINESS

- Richland Public Facilities District Board Vacancy Discussion

Mr. Boyd opened for discussion on the current vacancy on the Richland PFD board. Ms. Long's term expired in July 2021, she graciously accepted to remain on the board until the vacancy is filled. Mr. Boyd and Ms. Kerzner's terms expire July 15, 2022, pending Ms. Kerzner's decision to re-up in July, which could leave three positions to fill within five months. The decision to postpone the election of new officers was made until the vacancies are filled. The three vacancies, Positions 1, 2, and 3, are positions that require a written recommendation from a local organization.

Richland PFD board members were selected and appointed by City Council, to serve four-year terms. The status of the current vacancy is that the city is in the first phase, trying to solicit interested parties. Mr. Boyd is not aware of the applications submitted. Ms. Jones stated that she would inquire about the status at the city council workshop next week. She will also reach out to the community for possible candidates.

Ms. Sharpe stated that typically the Richland PFD board presents to the council regularly, which is overdue. Ms. Sharpe and Mr. Boyd will present to the council on the state of the REACH, provide an update on operations, finances, etc. Ms. Sharpe asked if Ms. Jones may guide us in the next few months to arrange the presentation, perhaps in a workshop or council meeting; a workshop provides more time. Ms. Jones stated yes, most definitely, especially because two individuals were newly elected this year that would learn more about the Richland PFD. Ms. Jones will approach Mr. Amundson as well.

OLD BUSINESS

None

UNSCHEDULED

Mr. Boyd provided detail on the letter sent to Mr. Epperly. Covered in the letter was the board members' discussion that our focus needs to be on our plan for the REACH Museum. Mr. Boyd informed members of the opportunity to refinance existing bonds in 2026, at that time three years of payments will remain; the bonds need refinancing at that time. City Council must agree to guarantee the bonds. Mr. Boyd's recommendation is to go for 5 million on the refinance; 1.6 million to pay off the current bonds, and 3.4 million remaining for continuing revenue to make bond payments and to support operations. This opportunity to refinance the bonds will keep that cash flow going to our 631 Debt Service Fund. This income ends when the bonds are paid. Mr. Boyd stressed this is the course we need to take in the future.

Mr. King agreed that as communicated to Mr. Epperly, a potential path forward for the Richland PFD. The Richland PFD board needs to start building the case for the refinance. Refresh the work we had previously planned, to be prepared to show why expanding the facility is the right thing. Ms. Kenney agreed and added the presentation to the city council is where to start.

Ms. Sharpe informed members that the Building for the Arts, a department of the State of Washington, Washington Arts Commission that lies within the Department of Commerce, would oversee the communications plan. The commission is trying to get more exposure for the program

to get rural communities to participate. Increasing revenues and getting matching dollars so the burden is less on smaller organizations. The timing would be perfect in regards to refinancing the bonds. Looking at a multi-layered approach; Building for the Arts, private dollars, and refinancing, to resurrect the ideas of the future of museums. Perfect timing in terms of Covid rebuilding and infrastructure of rural communities, how tourism is linked to their financial livelihood.

NEXT MEETING

The next meeting scheduled for March 17, 2022, will be a Zoom meeting only, in-person not offered.

ADJOURNMENT

Ms. Kenney moved and Ms. Long seconded the motion to adjourn the meeting

Motion Carried 5-0

President Boyd adjourned the Regular Meeting at 6:07

Prepared by: Dianna Millsap

Reviewed by *Approved as presented*
April 14, 2022
Richland Public Facilities District
Board Meeting DM