

**RICHLAND PUBLIC FACILITIES DISTRICT  
REACH MUSEUM 1943 COLUMBIA PARK TRAIL, RICHLAND  
THURSDAY, MAY 22, 2025, MEETING TIME: 5:30 P.M.**

**REGULAR MEETING: #05-25**

**MINUTES**

**CALL TO ORDER**

President Steven Wiley called the meeting to order at 5:31 p.m.

**ROLL CALL**

**MEMBERS**

Steven Wiley, President	Present
Doug McMakin, Vice-President	Present
Ted Miller, Secretary/Treasurer	Present
Michael Wiemers, Board Member	Present
Evan Rosenberg, Board Member,	Excused

**LIAISONS**

City Council Liaison Jhoanna Jones	Present
Reach Foundation Liaison, Dan Boyd,	Present

**STAFF**

Rosanna Sharpe, Executive Director	Present
Sherri Fluaite, Finance Manager	Present
Pauline Schafer, Education Manager	Present
Patt Mosley, Communications & Marketing Manager	Present

**APPROVAL OF AGENDA**

Mr. Wiemers moved, and Mr. McMakin seconded a motion to approve the May 22, 2025, Richland PFD Agenda as presented.

Motion Carried 4-0

**APPROVAL OF CONSENT AGENDA**

Mr. Miller moved, and Mr. Wiemers seconded a motion to approve the May 22, 2025, Consent Agenda as presented.

Motion Carried 4-0

**COMMITTEE/LIAISON COMMENTS**

- City Council – Jhoanna Jones  
Nothing to report.

- Reach Foundation – Dan Boyd, Vice-President  
Mr. Boyd reported foundation updates from the May 19, 2025, meeting:

- Mr. Dunwoody reported on the Vanguard investments. The accounts are performing well, generating income for the REACH; 88% of the investment amount is in cash. At the end of April, the total value in the investment account was \$ 1,395,755. As of the meeting on May 29, it was \$1,405,000.
- The Vice President position remains vacant, but a potential foundation board member has committed to the position in the next few months.
- Ms. Lerch and Mr. Landers will attend the Richland PFD Strategic Planning Workshop on June 7.
- Discussion regarding planning for the Spuds n Suds fundraiser.
- Three new Patrons and one renewal at the Patrons' Spring Mixer on May 14. Fifty-one attended the event. Mr. Boyd is seeking 100% participation of board members in the Patron Program.
- The next Reach Foundation meeting is a quarterly in-person meeting on April 21.

## **PUBLIC COMMENTS**

None

## **REPORTS AND CORRESPONDENCE**

- Richland PFD President's Report – Steven Wiley
  - Meeting with Deputy City Manager Joe Schiessl to discuss the City Council workshop on April 22, to better educate the council members. The workshop was beneficial, and Mr. Schiessl was very accurate. There is still work to be done. Richland is undertaking a new strategic planning initiative. The Richland PFD wants to be a stakeholder in that new initiative. The Richland PFD will develop goals and explore opportunities at the strategic planning workshop on June 7, and explore how to integrate them. An initial request was sent during the planning process to integrate what we want to do in Columbia Park West, transitioning it into a formal process. A mechanism needs to be established to define roles and responsibilities, ensuring a clear understanding.
  - Formal invitations for the June 7 workshop are being sent to all City Council members, the City of Richland, the Reach Foundation, the Arts Center Task Force, the Children's Museum, Visit Tri-Cities, as well as TRIDEC. Mr. Wiley has arranged the facilitator for the workshop on June 7.
  - Mr. Wiley has been working with the Association of Washington State Public Facilities Districts. He is now a registered agent for the organization. Mr. Wiley reported that the 15-year extension on the sales tax rebate was signed by the Governor on Tuesday, providing much more financial resources for the REACH.
  - The invoice from the Benton County Auditor Elections Division was received. Mr. Wiley reported that the cost for the ballot measure is less than initially planned.
  - Work on the Richland PFD website and logo. Mr. Wiley has been working to establish a new Richland PFD website to provide a clear identity distinct from the REACH, ACTF, and the City, and to educate the public on the Richland PFD's activities.
- Executive Director's Report – Rosanna Sharpe
 

Ms. Sharpe shared highlights of the April REACH Museum Executive Director's Report.

  - Earth Day was a tremendous success with about 700 in attendance and 40 program partners. We received a \$5,000 sponsorship from Battelle, which enabled us to offer free admission.

- On April 29, at the Benton County PFD meeting, the board approved a voucher for \$38,104 for Quarter 1 of 2025. Ms. Sharpe reported on the previous year's funds received from Benton County PFD for comparison, showing healthy growth.
- Ms. Sharpe shared information on the Washington State Arts Fund, Community Accelerator Grant. The arts programming is more prominent this year in the rotating gallery, in addition to the outdoor stage, and visual education. Should be known by July to late August.
- Ms. Sharp reported on the Ponderay Tech, LLC assessment, looking at short-term, interim, and long-term exhibit repairs and upgrades. The comprehensive master interpretive plan outlines strategies for refreshing, enhancing, and delivering systems. Mid-term refreshing the Hanford Reach Monument Map and the Geologic Clock. In the following year, we will be evaluating the replacement of computers and platforms that deliver our content.
- A representative of the Washington State Health Care Authority presented to the staff. One of the questions asked related to the foundation's takeover of operations and how it would affect employee benefits. As long as the PFD remains in operation and an interlocal agreement is in place, we will be able to offer the same benefits package to employees.
- Ms. Sharpe is following up on leads from the Patron's Spring Mixer.
- The MC is secured for Spuds n Suds fundraiser, Monte Webb. We are preparing to start selling tickets on the website, and Ms. Mosely is working on press releases and other materials.
- The new "Rainier Remembered" 1850s to 1940s exhibit in the Hoch Gallery will open for visitors during the Memorial Day weekend. The exhibit features vintage memorabilia, photos, postcards, and magazines from over the years.
- Ms. Mosely reported an update on the Communications & Marketing: the REACH Membership Road Trip, data points, centralized social media platform, email campaign, and press releases.
- Ms. Schaffer provided an update on school programs and Earth Day. In the busiest time of year for school programs. Pleased with Earth Day and public engagement. The next date is on April 18, 2026.

- RPFDF Finance Committee Report

The committee met with Ms. Fluaitte to get a better understanding of the financial systems. A meeting was set with Brandon Allen from the city, but he did not show and will reschedule the meeting for June. The Richland PDS does not have access to accounts held by the city, which will be addressed. The current financial software used is adequate. The transition of roles regarding the move to the Reach Foundation is being addressed.

- RPFDF Transition Committee Report

Mr. McMakin has completed the transition white paper. The draft will be emailed to board members for review. Transition will be addressed at the Strategic Planning Workshop.

## **BUDGET**

None

## **NEW BUSINESS**

- Approval of Ballot Measure Fee – Steven Wiley

A copy of the 2025 February Special Election held on February 11, 2025, Invoice Number 3387, is included in the May 22, 2025, Richland PFD board meeting packets. Mr. Wiley presented the invoice to board members for approval of the payment. The invoice will be paid directly from the 631 Debt Service Fund to the Benton County Auditor in the amount of \$109,950.14 for the election fees.

Miller moved, and Mr. Wiemers seconded a motion to approve and authorize the City of Richland to make payment directly to the Benton County Auditor for \$109,950.14 from the 631 Debt Service Fund.

Motion Carried 4-0

- 631 Debt Service Transfer \$87,500 – Sherri Fluaite

Ms. Fluaite reported that, due to the current situation in the stock market, the Reach Foundation has been unable to meet the Richland PFD budget requirements for distribution. The next debt service transfer is scheduled for July 2025, in the amount of \$87,500. Current cash needs will not meet the upcoming expenses through June. Ms. Fluaite is requesting an advance of \$87,500.

Mr. Miller moved, and Mr. McMakin seconded a motion to approve an \$87,500 transfer from the 631 Debt Service Fund account to the Richland PFD in the first week of June 2025.

Motion Carried 4-0

## **OTHER BUSINESS**

- Richland PFD Strategic Planning Retreat June 7, 2025 – Steven Wiley  
Formal invitation to be sent to the June 7, 2025, Strategic Planning Workshop.

- Hanford Reach 25<sup>th</sup> Anniversary Celebration – Michael Wiemers  
Mr. Wiemers reported that, at this time, the August 6 date for the celebration is acceptable to Senator Murray. Senator Cantwell is invited but has not responded. Working on speakers for the August 6 event. Mr. Wiemers provided an update on kiosks.

## **NEXT MEETING**

The next Richland PFD board meeting is rescheduled to Wednesday, June 18, 2025.

## **ADJOURNMENT**

Mr. Miller moved, and Mr. McMakin seconded a motion to adjourn the Richland PFD meeting on May 22, 2025.

Motion Carried 4-0

President Wiley adjourned the Regular Meeting at 6:36 p.m.

Prepared by: Dianna Millsap

Reviewed by: