

**RICHLAND PUBLIC FACILITIES DISTRICT  
REACH MUSEUM 1943 COLUMBIA PARK TRAIL, RICHLAND  
THURSDAY, FEBRUARY 20, 2025, MEETING TIME: 5:30 P.M.**

**REGULAR MEETING: #02-25**

**MINUTES**

**CALL TO ORDER**

President Steven Wiley called the meeting to order at 5:30 p.m.

**ROLL CALL**

**MEMBERS**

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

**LIAISONS**

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

**STAFF**

Rosanna Sharpe, Executive Director	Present
Sherri Fluaitte, Finance Manager	Present
Pauline Schafer, Education Manager	Present

**APPROVAL OF AGENDA**

Mr. Rosenberg moved, and Mr. McMakin seconded a motion to approve the February 20, 2025, Richland PFD Agenda as presented.

Motion Carried 4-0

**APPROVAL OF CONSENT AGENDA**

Mr. Rosenberg moved, and Mr. McMakin seconded a motion to approve the February 20, 2025, Consent Agenda as presented.

Motion Carried 4-0

**COMMITTEE/LIAISON COMMENTS**

- City Council – Jhoanna Jones

No comments.

- Reach Foundation – Dan Boyd, Vice-President

Mr. Boyd reported foundation updates from the February 10, 2025, meeting:

- Foundation members approved a change to their monthly meeting schedule to allow for more up-to-date financial reporting. The foundation meetings are now the third Monday of each month.
- The foundation's Patrons program has shown an increase in five-year commitments some previous Patrons have signed up for new commitments. Past Patrons have signed up for new commitments, new Patrons have been added, and a long-time Patron has increased their commitment.
- Elisabeth Holt, Manager, Baker Boyer Bank, was elected to the foundation board. The Vice President position remains vacant.

## **PUBLIC COMMENTS**

Blake Smith, Executive Director of the Arts Center Task Force, addressed Richland PFD directors and stated that on behalf of the ACTF board and staff, thank you for your support and for placing the performing arts center measure on the ballot. ACTF will continue to advocate for and assist in bringing important facilities like the performing arts center to the community.

## **REPORTS AND CORRESPONDENCE**

- Executive Director's Report – Rosanna Sharpe

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

- Ms. Sharpe reported a positive January for REACH Museum, significantly improving store sales, admissions, and membership.
- Bechtel sponsored education programs with \$10,000. The funds will be used for schools that cannot afford program fees. A joint press release is planned for the spring.
- Patt Mosely has been hired as the new Communications Marketing Manager. Ms. Mosely will attend the next Richland PFD meeting. Ms. Mosely is working on a marketing strategy plan.
- February 7th reception for the Manhattan Project National Park exhibit, "Migration to Community: Latinos/as at Hanford and the Tri-Cities" in the Hoch Gallery. The reception included a panel discussion led by Dr. Bauman, WSU TC, Frank Armijo, and Carlos Leon the first Latino reactor operator at Hanford in 1975.
- As part of the Hanford Reach National Monument 25<sup>th</sup> Anniversary, an ESD123 exhibit in March features student pre-school art "Through Young Eyes" impressions of scrub step habitat.
- "Rainier Remembered" exhibit of historical images of the Mt. Rainier, 1850s to 1940s" will open in May. PNNL will host their 60<sup>th</sup> Anniversary Exhibit in October. Hanford History Project has extended an invitation to collaborate in early 2026 on an African American History at Hanford exhibit.
- Ms. Sharpe reported that Benton County PFD issued their 4<sup>th</sup> quarter voucher, \$34,760, to be deposited into the 631 Debt Service Fund. Ms. Sharpe presented the \$46,000 maintenance proposal to Benton Co. PFD board, of which \$26,000 was funded. Ms. Sharpe met with staff about projects included in the proposal, one of the larger projects, floor refurbishing, is deferred.
- American Cruise Line visits start April 6. A volunteers' season kick-off is set for March 18.
- Current REACH Membership is 457. Planning for membership campaigns and addressing membership engagement is in process.

- RPPD Finance Committee Report

Mr. Rosenberg reported that he and Mr. Miller would meet with Mr. Boyd to schedule a time to meet to gather input from the historical perspective before meeting with the city.

- RPPD Transition Committee Report

Mr. McMakin has nothing to report; he will follow up on the white paper he sent to Transition Committee members for review.

## **BUDGET**

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

Ms. Fluaite stated that there is an \$87,500 transfer on the budget for February and requested board approval of the transfer.

Mr. Rosenberg moved, and Mr. Wiemers seconded a motion to approve an \$87,500 transfer from the 631 Debt Service Fund account to the Richland PFD.

Motion carried 4-0

## **UNFINISHED BUSINESS**

- Shore Excursions of America \$11,376.22 Bad Debt Write Off – Sherri Fluaite

Ms. Fluaite presented information regarding the bankruptcy proceedings of the Horn Blower Company, Shore Excursions of America, and cruise line debt. She requested that she be allowed to write off the \$11,376.22 debt retroactive to December 31, 2024. The debt was earned in the summer of 2023 and has been sitting on the receivables for over a year.

Ms. Fluaite explained that in the usual accounting procedures, you write the debt off when you get the bankruptcy paperwork. Horn Blower, the parent company, filed for Chapter 11 bankruptcy and announced on July 3 that it had completed restructuring. Since then, we have not received notice that we will receive money. If we do, we can record it as new revenue. If we leave it on the books, the auditor will look at it negatively to the audit. Not writing the debt off could be seen as inflating our assets. There would be a negative impact on the next audit.

Mr. Wiemers moved, and Mr. McMakin seconded a motion to approve the write off \$11,376.22 Shore Excursions of America debt with an effective date of December 31, 2024.

Motion carried 4-0

## **NEW BUSINESS**

- Formalizing Relationships with Non-Profit Partners – Steven Wiley

Mr. Wiley brought forward the development of relationships with non-profit partners to create a mechanism to form an explicit relationship between the Richland PFD and the non-profits—a formal agreement with ACTF, Reach Foundation, and Children's Museum. Develop a strategy for Richland PFD and have a plan for how to execute it.

One of the issues is the proposed ACTF performing arts center. The Richland PFD had a consensus on our agreement with ACTF. Since the ballot measure did not pass, that relationship is gone.

The next step is a strategic planning retreat with the Reach Foundation to understand how the Richland PFD needs to move forward, as well as the model, the strategy, and the partners. Strategic planning will involve the stakeholders—Reach Foundation, ACTF, City Council, City Managers, and the public. The goal is to develop a formal strategy as we advance. Formalizing legal agreements between the Richland PFD and the non-profits to specify those relationships.

### **OLD BUSINESS**

- Ballot Measure Update – Steven Wiley

Mr. Wiley provided a report on the result of the ballot measure. Because the measure was on the ballot by itself, Mr. Wiley was able to gather data and information and learned much about why it did not pass. Voter demographics, voter turnout, timeframe, and misinformation on facility costs made public. The Richland PFD should take at least a year, if not longer, to consider returning to the voters, which will allow time to think, reflect, and apply the lessons learned. Viewed as a part of the strategic planning session, we are going forward with how to implement it so it is successful as an organization.

- AWSPFD Reorganization Update – Steven Wiley

Mr. Wiley provided the status of AWSPFD reorganization. An invoice for \$725 for the AWSPFD annual dues was received. The payments are made to the AWSPFD Chairperson's personal account because the association does not exist. Members have developed Bylaws, Policies, and Procedures to form a fundamental 501c6, voted on and ready to go forward, but the Chairperson is not cooperating. AWSPFD lobbyists work with the Washington state legislature to keep and extend the sales tax. Dues provide a pool of resources to pay the lobbyist to extend the tax. Dues also support the AWSPFD annual meeting, which is very educational.

### **OTHER BUSINESS**

Mr. Wiemers provided the update on the HRNM 25th Anniversary. Workshops with the National Park Service, Fish & Wildlife, the City of Richland, and the REACH have been held. The progress on the kiosks has been quite successful, and the design and build costs are \$4,000. The committee is working with Senator Murray's staffer; she is very interested, possibly in the first couple weeks of August, to coincide with her schedule. The committee is also reaching out to Senator Cantrell's office

### **NEXT MEETING**

The next Richland PFD board meeting is on March 20, 2025.

### **ADJOURNMENT**

Mr. Wiemers moved, and Mr. Rosenberg seconded a motion to adjourn the Richland PFD meeting on February 20, 2025.

Motion Carried 4-0

President Wiley adjourned the Regular Meeting at 6:44 p.m.

Prepared by: Dianna Millsap

Reviewed by

