

BELLEVUE CONVENTION CENTER AUTHORITY  
BOARD MEETING

February 28, 2023  
8:30 AM

Meydenbauer Center  
Bellevue, WA 98004  
Room 303

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I. CALL TO ORDER

Meeting was called to order by Chair Tish at 8:32 am.

II. ATTENDANCE: Laurie Tish, Ann Kawasaki, Ron Hofilena, Roger Anderson, John Christison

Others Present Deputy Mayor Jared Nieuwenhuis, Andre Jutte, City of Bellevue

Staff: Tim Carr, CEO; Patrick McCluskey, CFO; Brad Jones, Executive Director VB; Jeremy Heinrichs, Director of Facility Services; Tracy Thornton, Director of Sales & Marketing

III. Consent Agenda:

*Motion by Mr. Hofilena second by Mr. Anderson to approve the Consent Agenda.  
Motion carried 5-0.*

IV. CHAIRMAN REPORT – No report

V. EXECUTIVE REPORT

Mr. Carr reviewed a memorandum dated February 24, 2023, regarding the BCCA governmental affairs effort and updates to the BCCA Employee Handbook.

VI. COMMITTEE REPORTS

*A. Meydenbauer Center Sales and Marketing Activity*

Ms. Thornton reviewed a memorandum dated February 21, 2023, regarding Meydenbauer January Sales and Marketing Activity.

*B. Visit Bellevue*

Mr. Jones reviewed a memorandum dated February 23, 2023, regarding Visit Bellevue Executive Summary.

Mr. Jones reviewed a memo regarding Resolution 2023-06 to execute a contract with Madden Media for the execution of the Bellevue Destination Public Relations Campaign and Agency Services.

**Motion by Mr. Hofilena and second by Mr. Anderson to approve Resolution 2023-06 to execute a contract with Madden Media for the execution of the**

Bellevue Destination Public Relations Campaign and Agency Services. Motion carried 5-0.

Mr. Jones reviewed a memo regarding Resolution 2023-07 to execute a contract with Circuit Transportation to provide services for the BellHop Visitor Circulator Transportation Pilot Program.

**Motion by Mr. Hofilena second by Mr. Anderson to approve Resolution 2023-07 to execute a contract with Circuit Transportation to provide services for the BellHop Visitor Circulator Transportation Pilot Program. Motion carried 4 approval, 1 abstention.**

#### *C. Finance Committee*

Mr. McCluskey reviewed a memorandum dated February 20, 2023, regarding the January 2023 Unaudited Financial Statements and Reserve Funding Report.

Mr. McCluskey reviewed a memo regarding Resolution 2023-08 to Amend the 2023 Consolidated Fund Budget.

***Motion by Ms. Kawasaki and second by Mr. Christison to approve the Resolution 2023-08 to Amend the 2023 Consolidated Funds Budget. Motion carried 5-0.***

#### *D. Facilities Committee*

Mr. Heinrichs reviewed a memorandum dated February 21, 2023, regarding the BCCA Facilities Report.

### OTHER BUSINESS

VII. EXECUTIVE SESSION - None

XIII. COMMUNICATIONS WITH THE PUBLIC - None

IX. ADJOURNMENT

Chair Tish adjourned the meeting at 9:28 am.

**NEXT BOARD MEETING: Tuesday, March 28, 2023 @ 8:30 am  
Bellevue, WA 98004**

**In Person at Meydenbauer Center, Room 303 with online option**