

BELLEVUE CONVENTION CENTER AUTHORITY
BOARD MEETING

October 24, 2023
8:30 AM

Meydenbauer Center
Bellevue, WA 98004
Room 303 and Online via Zoom

I. CALL TO ORDER

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

II. ATTENDANCE: Laurie Tish, Rick Carlson, Roger Anderson, John Christison, Uzma Siddiqi

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

Staff: Tim Carr, CEO; Patrick McCluskey, CFO; Brad Jones, Executive Director, VB, Sara Waltemire COO, Jeremy Heinrichs, Director of Facility Services; Tracy Thornton, Director of Sales & Marketing, Evan Mues, Theatre Services Manager

III. Consent Agenda:

Motion by Mr. Carlson and a second by Mr. Anderson to approve the Consent Agenda. Motion carried 5-0.

IV. CHAIRMAN REPORT – No report

V. Executive Report

Mr. Carr read a report dated October 20, 2023, regarding Meydenbauer Center governmental affairs and community engagement.

Mr. Mues gave a report dated October 19, 2023, regarding Meydenbauer Center Theatre's Q3 key performances metrics and marketing activity.

VI. COMMITTEE REPORTS

A. *Facilities Report*

Mr. Heinrichs reviewed a memorandum dated October 24, 2023, regarding the BCCA Facilities Report.

Ms. Waltemire reviewed a memo regarding Resolution 2023-13 to enter into a Contract with the Washington Department of Commerce to administer the Clean Building Energy Project funding appropriated by the Washington State Legislature.

Motion by Mr. Anderson and second by Ms. Siddiqi to approve Resolution 2023-13 to enter into a Contract with the Washington Department of Commerce to administer the Clean Building Energy Project funding appropriated by the Washington State Legislature.

Motion carried 5-0.

B. Meydenbauer Center Sales and Marketing Activity

Ms. Thornton reviewed a memorandum dated October 16, 2023, regarding Meydenbauer September Sales and Marketing Activity.

C. Visit Bellevue

Mr. Jones reviewed a memorandum dated October 20, 2023, regarding Visit Bellevue Executive Summary.

D. Finance Committee

Mr. McCluskey reviewed a memorandum dated October 12, 2023, regarding the September 2023 Unaudited Financial Statements and Reserve Funding Report.

Mr. McCluskey reviewed the BCCA 2022 WA State Auditor Exit Package. Mr. McCluskey reported that the 2022 audit found no findings or recommendations.

Mr. McCluskey reviewed the CBRE Forecast of Future TOT Revenues. The forecast in the report will be used to develop the 2024 BCCA Finance Plan

OTHER BUSINESS

VII. EXECUTIVE SESSION - None

XIII. COMMUNICATIONS WITH THE PUBLIC - None

IX. ADJOURNMENT

Chair Tish adjourned the meeting at 9:49 am.

**NEXT BOARD MEETING: Tuesday, November 14, 2023 @ 8:30 am
Bellevue, WA 98004
Hyrid meeting: Online Via Zoom or in person at
Bellevue City Hall Room E-112.**