

BELLEVUE CONVENTION CENTER AUTHORITY
BOARD MEETING

March 25, 2025
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 8:31 am.

II. ATTENDANCE: Laurie Tish, Ron Hofilena, Ann Kawasaki, Roger Anderson, Rick Carlson, John Christison, Uzma Siddiqi

Others Present Andre Jutte, City of Bellevue, Lizzete Flores, City of Bellevue

Staff: Tim Carr, CEO; Patrick McCluskey, CFO; Sara Waltemire COO, Brad Jones, Visit Bellevue Executive Director; Tracy Thornton, Director of Sales & Marketing; Nate Brown, Director of Facilities

III. Consent Agenda:

Motion by Mr. Hofilena and a second by Ms. Siddiqui to approve the Consent Agenda. Motion carried 7-0.

IV. CHAIRMAN REPORT – No report

V. EXECUTIVE REPORT

Mr. Carr reviewed a memorandum dated March 21, 2025, regarding the BCCA Executive Report.

COMMITTEE REPORTS

A. *Meydenbauer Center Sales and Marketing Activity*

Ms. Thornton reviewed a memorandum dated March 20, 2025, regarding Meydenbauer Center February Sales and Marketing Activity.

B. *Visit Bellevue*

Mr. Jones reviewed a memorandum dated March 21, 2025, regarding Visit Bellevue Executive Summary.

C. *Finance Report*

Mr. McCluskey reviewed a memorandum dated March 19, 2025, regarding the February 2025 Unaudited Financial Statements and Reserve Fund Report.

D. *Facilities Report*

Mr. Brown reviewed a memorandum dated March 25, 2025, regarding the March 2025 Facilities Update.

Mr. Brown reviewed a memo regarding Resolution 2025-06 to Enter into a Contract with Lawson Contracting LLC dba Wright Roofing for Roofing Services.

Motion by Mr. Anderson, a second by Mr. Christison to approve Resolution 2025-06 to Enter into a Contract with Lawson Contracting LLC dba Wright Roofing for Roofing Services. Motion carried 6-0.

Ms. Waltemire reviewed a memo regarding Resolution 2025-07 to Enter into a Contract with LMN Architects with Architectural Design Services.

Motion by Mr. Hofilena, a second by Mr. Anderson to approve Resolution 2025-07 to Enter into a Contract with LMN Architects with Architectural Design Services. Motion carried 6-0.

VI. EXECUTIVE SESSION - None

OTHER BUSINESS

IX. COMMUNICATIONS WITH THE PUBLIC - None

X. ADJOURNMENT

Chair Tish adjourned the meeting at 9:35 am.

NEXT BOARD MEETING: Tuesday, April 22, 2025 @ 9:10 am
Bellevue, WA 98004
Meydenbauer Center Room 303 or online Via Zoom