

**BELLEVUE CONVENTION CENTER AUTHORITY
BOARD MEETING**

May 27, 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 Vice Chair Hofilena at 8:33 am.

II. ATTENDANCE: Ron Hofilena, Ann Kawasaki, Rick Carlson, John Christison

Others Present: Andrea Jutte, City of Bellevue; Lizette Flores, City of Bellevue

Staff: Tim Carr, CEO; Patrick McCluskey, CFO; Sara Waltemire, COO; Brad Jones, Visit Bellevue Executive Director

III. Consent Agenda:

Motion by Mr. Christison and a second by Mr. Carlson to approve the Consent Agenda. Motion carried 4-0.

IV. CHAIRMAN REPORT – No report

V. EXECUTIVE REPORT

Mr. Carr reviewed a memorandum dated May 22, 2025 regarding the BCCA Executive Report.

COMMITTEE REPORTS

A. *Meydenbauer Center Sales and Marketing Activity*

Ms. Waltemire reviewed a memorandum dated May 19, 2025, regarding Meydenbauer Center April Sales and Marketing Activity.

B. *Visit Bellevue*

Mr. Jones reviewed a memorandum dated May 20, 2025, regarding Visit Bellevue Executive Summary.

C. *Finance Report*

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

D. *Facilities Report*

Ms. Waltemire reviewed a memorandum dated May 14, 2025, regarding the May 2025 Facilities Update.

Ms. Waltemire reviewed a memo regarding Resolution 2025-09 to Enter into a Contract with Bargreen Ellingson for a Hobart Pot/Pan Washer

Motion by Mr. Christison, a second by Ms. Kawasaki to approve Resolution 2025-09 to Enter into a Contract with Bargreen Ellingson for a Hobart Pot/Pan Washer
Motion carried 4-0.

VI. EXECUTIVE SESSION - None

OTHER BUSINESS

IX. COMMUNICATIONS WITH THE PUBLIC - None

X. ADJOURNMENT

Vice Chair Hofilena adjourned the meeting at 9:31 am.

NEXT BOARD MEETING: Tuesday, June 24, 2025 @ 8:30 am
Bellevue, WA 98004
Meydenbauer Center Room 303 or online Via Zoom