

BELLEVUE CONVENTION CENTER AUTHORITY
BOARD MEETING

February 24, 2026
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 Hofilena at 8:32am.

- II. **ATTENDANCE:** Ron Hofilena, John Christison, Laurie Tish, Ann Kawasaki, Rick Carlson, Uzma Siddiqi, Dan Watson (Emeritus)

Others Present: Andrea Jutte, City of Bellevue; Ariel Taylor, Sound Transit

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

III. Consent Agenda:

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

IV. CHAIRMAN REPORT

V. COMMITTEE REPORTS

A. Executive Report

Mr. Carr reviewed a memo dated February 19, 2026 regarding the BCCA Executive Report.

B. *Finance Report*

Mr. McCluskey reviewed a memorandum dated February 16, 2026, regarding the January 2026 Unaudited Financial Statements and Reserve Fund Report.

C. *Meydenbauer Center Sales and Marketing Activity*

Ms. Thornton reviewed a memorandum dated February 16, 2026, regarding Meydenbauer Center January Sales and Marketing Activity.

D. *Visit Bellevue*

Mr. Jones reviewed a memorandum dated February 18, 2026, regarding Visit Bellevue Executive Summary.

E. *Facilities Report*

Ms. Waltemire reviewed a memorandum dated February 18, 2026, regarding the BCCA Facilities Report.

VI. RESOLUTIONS

Mr. Jones reviewed a memo regarding Resolution 2026-05 to Extend our service agreement with Circuit Transit for the execution of BellHop transportation program for Q2-Q4 of 2026.

Motion by Mr. Carlson, a second by Ms. Siddiqi to approve Resolution 2026-05 to Extend our service agreement with Circuit Transit for the execution of BellHop transportation program for Q2-Q4 of 2026. Motion carried 6-0.

Ms. Waltemire reviewed a memo regarding Resolution 2026-02 to Enter into a contract with Bayley Construction, LP for Construction Services.

Motion by Mr. Christison, a second by Ms. Siddiqi to approve Resolution 2026-02 to Enter into a contract with Bayley Construction, LP for Construction Services. Motion carried 6-0.

Ms. Waltemire reviewed a memo regarding Resolution 2026-04 to Enter into a contract with Meng Analysis for a Facility Condition Assessment.

Motion by Ms. Siddiqi, a second by Mr. Christison to approve Resolution 2026-04 to Enter into a contract with Meng Analysis for a Facility Condition Assessment. Motion carried 6-0.

VII. STUDY SESSION

Sound Transit 2 Line Crossing – Ariel Taylor, Executive Director of Government and Community Relations, Sound Transit.

OTHER BUSINESS

IX. COMMUNICATIONS WITH THE PUBLIC - None

X. ADJOURNMENT

Chair Hofilena adjourned the meeting at 10:08 am.

**NEXT BOARD MEETING: Tuesday, March 24, 2026 @ 8:30 am
Bellevue, WA 98004
Meydenbauer Center Room 303 or online Via Zoom**