
The Kennewick Public Facilities District
Regular Meeting
Three Rivers Convention Center
Boardroom

September 26, 2019

Minutes

5:00 p.m.

Call to Order

President, Calvin Dudney called the meeting to order at 5:00 pm.

Roll Call

Erica Thornton called the roll.

Present: Calvin Dudney, President; Barbara Johnson, Board Member; Renee Brooks, Board Member; Ron Hue, Secretary; John Neill, Treasurer.

A quorum was established.

Also present: Corey Pearson, Executive Director; Erica Thornton, Executive Assistant; Joe Potts, Finance Director; Rob Gierke, Director of Operations; Rob Chapin, Food & Beverage Director; Kim Shugart, Visit Tri-Cities.

Barbara Johnson led in the Pledge of Allegiance.

Approval of Agenda

Barbara Johnson moved to approve the agenda; Renee Brooks second the motion. The motion carried unanimously.

Consent Agenda

All matters listed within the Consent Agenda have been distributed to each Board Member of the Public Facilities District for reading and study, are considered to be routine, and will be enacted by one motion of the Board with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

- a) Minutes of August 22, 2019 Board Meeting
- b) Claims roster dated August 2019 for \$120,231.65 (TC)
Warrants: 20864-20906 Voids: none
- c) Claims roster dated August 2019 for \$52,355.28 (TRCC)
Warrants: 17063-17101 Voids: none
- d) Claims roster dated August 2019 for \$1,445.94 (Box Office)
Warrants: Voids: none
- e) Total August 2019 payroll paid out: \$242,625.49

John Neill reported that claims rosters and warrants have been reviewed and accounted for. Ron Hue moved for approval of Consent Agenda as presented. Barbara Johnson seconded the motion. The motion carried unanimously.

Visitors

No Visitors were present.

New Business

a) August Financial Reports

John Neill gave the August financial reports for the Toyota Center and Toyota Arena. Calvin Dudney moved to accept the reports as presented. Ron Hue seconded the motion, the motion carried unanimously.

John Neill gave the August financial reports for the Three Rivers Convention Center. John Neill moved to accept the reports as presented. Renee Brooks seconded the motion, the motion carried unanimously.

b) Executive Director Report

Corey Pearson discussed measures being taken to improve part-time employee retention on campus. Part of the difficulty is tied to Washington's rising unemployment rate. Mr. Pearson also shared the Three Rivers Convention Center will be hosting two open houses, allowing the community to learn more about its public/private partnerships and expansion project. Open Houses will be held on September 30th and October 17th.

c) Appointment of Expansion Committee

Calvin Dudney suggested a couple board members consider meeting with members from the City of Kennewick and the developer to help shape the future of the Three Rivers Convention Center expansion project. No action was taken.

d) Visit Tri-Cities Report

Kim Shugart reported on the number of leads and bookings that occurred in the last month. She also shared Visit Tri-Cities is hosting their 50th annual luncheon at the Three Rivers Convention Center on November 12th.

e) SpringHill Suites Report

Corey Pearson delivered the room rental report for August, provided by SpringHill Suites Regional General Manager, Jerry Beach.

Board Comments/Discussion

The Board expressed concern to keep labor costs down while making sure the buildings are being maintained and updated accordingly.

Adjournment/Recess

Meeting adjourned at 6:03 pm

The KPF Board's minutes are intended to be a reasonable summary of the Board's deliberations and actions. The minutes are not a verbatim record of everything said at the meeting. The minutes include all actions taken by the Board.

Erica Thornton

Approved by the Board of Directors