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The Kennewick Public Facilities District  
Special Meeting  
Online via Zoom

<https://zoom.us/j/94582107874>

Meeting ID: 945 8210 7874

By Phone: 1(253) 215-8782

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May 28, 2020

Minutes

2:00 p.m.

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### **Call to Order**

President, Calvin Dudney called the meeting to order at 2:05 pm.

### **Roll Call**

Erica Thornton called the roll.

Present via Zoom: Calvin Dudney, President; Barbara Johnson, Treasurer; John Neill, Secretary; Ron Hue, Board Member; Renee Brooks, Board Member;  
A quorum was established.

Also, present via Zoom: Corey Pearson, Executive Director; Erica Thornton, Executive Assistant; Joe Potts, Finance Director; Heather Breymeyer, Sales Director; Rob Chapin, Director of Food & Beverage; Kim Shugart, Visit Tri-Cities; Eric Ferguson; Kerr Law, Craig Briggs; Kerr Law

### **Approval of Agenda**

John Neill moved to approve the agenda as presented; 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 May 7, 2020 Board Meeting
- b) Claims roster dated February 2020 for \$1,528,352.89 (TC)  
Warrants: 21342-21460      Voids: none
- c) Claims roster dated February 2020 for \$252,278.92 (TRCC)  
Warrants: 17412-17511      Voids: none
- d) Claims roster dated February 2020 for \$1,451.52 (Box Office)  
Warrants:                      Voids: none
- e) Total February 2020 payroll paid out: \$338,675.97
- f) Claims roster dated March 2020 for \$702,422.59 (TC)  
Warrants: 21461-21526      Voids: none
- g) Claims roster dated March 2020 for \$101,253.61 (TRCC)

- Warrants: 17513-17548      Voids: none
- h) Claims roster dated March 2020 for \$1,319.33 (Box Office)  
Warrants:                  Voids: none
- i) Total March 2020 payroll paid out: \$470,266.10
- j) Claims roster dated April 2020 for \$108,978.60 (TC)  
Warrants: 21527-21565      Voids: none
- k) Claims roster dated April 2020 for \$60,861.27 (TRCC)  
Warrants: 17551-17577      Voids: none
- l) Claims roster dated April 2020 for \$6,586.45 (Box Office)  
Warrants:                  Voids: none
- m) Total April 2020 payroll paid out: \$206,799.31

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

### **Visitors**

No visitors were present.

### **New Business**

- a) PDC update  
Calvin Dudney moved this item to down following all New Business for an executive session with the KPFDD attorneys.
- b) Public Records Search  
Erica Thornton asked the board members to produce any and all materials related to the public/private partnership with the City of Kennewick for an ongoing public records request.
- c) April Financial Reports  
Joe Potts gave the April financial reports for the Toyota Center and Three Rivers Convention Center. Renee Brooks moved to accept the reports as presented. Barbara Johnson seconded the motion, the motion carried unanimously.
- d) Executive Director Report  
Between the Three Rivers Convention Center and 2<sup>nd</sup> Harvest food bank, Corey Pearson reported 4,150 families have been served during our weekly food drives. Unfortunately, June 3, 2020 will be the last food distribution on campus, due to most of the staff being furloughed on June 12<sup>th</sup>. Until the campus can reopen, Mr. Pearson says he's exploring other option to fill the building and create revenue. Meanwhile, directors on staff are working diligently to create new maps and menus to make sure all facilities are meeting necessary health and safety guidelines, when the campus is reopened.

- e) Visit Tri-Cities Report  
Kim Shugart reported on the Visit Tri-Cities leads for the Convention Center this past month. She also shared that hotel occupancy is down roughly 50% from this time last year, due to Covid-19 and travel restrictions.
- f) SpringHill Suites Report  
No one was present to give a report.

## **Executive Session**

### **Pursuant to RCW 42.30.110(1)(i)(ii) – To discuss pending litigation**

Calvin Dudney recessed the Regular Meeting at 2:45 pm to convene into an Executive Session. He announced the Executive Session would last roughly 15 minutes and no anticipated action would come out of it.

At 3:00 pm Mr. Dudney stated they need more time and the regular meeting would reconvene at 3:15pm.

At 3:15 pm the Executive Session was adjourned, and the Regular Meeting was reconvened.

## **Board Comments/Discussion**

General comments from the Board were given expressing thanks and appreciation to the staff and ongoing efforts with 2<sup>nd</sup> Harvest Food Bank.

## **Adjournment/Recess**

Meeting adjourned at 3:24 pm

*The KPPFD 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