
The Kennewick Public Facilities District
Regular Meeting
Three Rivers Convention Center
Meeting Room A/B

August 26, 2021

Minutes

5:00 p.m.

Call to Order

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

Roll Call

Corey Pearson called the roll.

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

Also, present: Corey Pearson, Executive Director; Joe Potts, Finance Director; Michelle Gustafson, Food and Beverage Director; Rob Gierke, Director of Operations; Heather Breymeyer, Director of Sales; Kim Shugart, Visit Tri Cities

Approval of Agenda

John Neill moved to approve the agenda. Ron Hue seconded 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 July 2021 Board Meeting
- b) Claims roster dated July 2021 for \$77,561.51 (TC)
Warrants: 21892-21928 Voids: None
- c) Claims roster dated July 2021 for \$0.00 (Box Office)
Warrants: None Voids: None
- d) Claims roster dated July 2021 for \$94,078.90 (TRCC)
Warrants: 17880-17924 Voids: None
- e) Total July payroll paid out: \$110,030.95

Barbara Johnson moved for approval of Consent Agenda as presented. John Neill seconded the motion. The motion carried unanimously.

Visitors

- No visitors were present

New Business

a) July Financial Reports

Joe Potts gave the financial reports for July covering the Toyota Center and Three Rivers Convention Center. Both buildings are performing better than budgeted due to VenuWorks receiving the PPP grant. The grant will expire in September. A motion to accept the financials was made by Barbara Johnson and was seconded by John Neill. The motion passed unanimously.

b) Visit Tri-Cities Report

Kim Shugart shared Visit Tri Cities is continuing to see events starting to return. Sports and business travel has steadily been on the rise.

c) SpringHill Suites Report

No one was present as Jerry Beach has left as the Regional and General Manager. It is expected a new GM will be named soon.

d) Executive Director Report

Corey Pearson reported the fall events are still scheduled but there has been a slowing of ticket sales as some Covid uncertainty caused ticket buyer to 'wait and see'. Corey's new Executive Assistant, Megan Caldwell, will start Monday August 30. Two job fairs have been held and staffing levels for part time staff are 30% of where we would typically be this time of year. Joe Potts and Corey will be presenting the Finance Committee with a Credit Card policy for their review prior to the next meeting.

Board Comments/Discussion

General comments from the Board were given expressing appreciation to the staff as they continue to step up and make events happen with a reduced staff.

Adjournment/Recess

Meeting adjourned at 5:46 pm

The KPFD 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.

Corey Pearson

Approved by the Board of Directors