
The Kennewick Public Facilities District
Special Meeting
Three Rivers Convention Center
Board Room
Zoom: <https://us06web.zoom.us/j/82979816418>
Meeting ID: 829 7981 6418

January 27, 2022

Minutes

5:00 p.m.

Call to Order

President, Calvin Dudney called the meeting to order at 5:01 pm.

Roll Call

Megan Caldwell 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; Rob Gierke, Director of Operations;
Heather Breymeyer, Director of Sales; Michelle Gustafson, Director of Food and Beverage;
Kim Shugart, Visit Tri Cities; Cliff Reynolds, Springhill Suites

Ron Hue led in the Pledge of Allegiance.

Approval of Agenda

Ron Hue moved to approve the agenda. Renee Brooks seconded the motion. The motion carried unanimously.

Election of Officers

Calvin Dudney read the rules and procedures explaining how the vote will proceed. Calvin Dudney was elected President, Barbara Johnson was elected Treasurer and Ron Hue was elected Secretary.

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 December 15, 2021, Board Meeting
- b) Claims roster dated December 2021 for \$910,593.35 (TC)
Warrants: 22158-22271 Voids: 22188, 22201,
- c) Claims roster dated December 2021 for \$99.47 (Box Office)
Warrants: None Voids: None
- d) Claims roster dated December 2021 for \$1,614,556.99 (TRCC)
Warrants: 18054-18114 Voids: 18081, 18086

- e) Total December payroll paid out: \$287,075.27
- f) Total November payroll paid out: \$290,721.10

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

Visitors

- Marie Mosely, City of Kennewick

New Business

- a) December 2021 Financial Reports

Barbara Johnson gave an overview of the December 2021 financial reports for both the Toyota Center and Three Rivers Convention Center. These reports will not be approved tonight.

The Toyota Center had a good month from an income standpoint. Co-Pro revenue was up. The Toyota Arena's income mostly comes from public skates. We are reworking contracts so we can do more public skate.

Corey Pearson shared that he has a meeting with Dan Legard on Monday to see if there are more CI projects, we can pull into the OPS budget.

Barbara shares that we will have a better year end picture for financials at next month's meeting.

Barbara shared that the Three Rivers Convention Center financials are typically better but due to COVID cancellations we had a tough month. There were many holiday party cancellations.

Corey shared that we had \$274,000 worth of business come off the books in Oct/Nov due to health department opinions being shared.

- b) Adoption Revision of Resolution 120-17

Megan Caldwell shares that in working with Krystal at the City of Kennewick, we found that resolution 120-17 was missing some clarifying language regarding identifiable records. We are proposing to add language clarifying that records requests received will be subject only to the records that exist at the time the request is received and will not be an opened ended request.

Renee Brooks moved to adopt revisions to Resolution 120-17. Barbara Johnson seconded the motion. The motion carried unanimously.

- c) Water Follies and VenuWorks Contract

Corey Pearson explains that there has been turnover in the Water Follies office, and they are looking for a new director. We feel we have the best candidate for the position, and we are looking for more ways to keep staff busy and on the books over the summer. Corey reached out to Hector and discussed a partnership between the Water Follies and VenuWorks of Kennewick.

- d) Visit Tri-Cities Report

Kim Shugart gives an overview of the RFP report. We had 5 lost decision which were groups cancelling from 2020.

We did a sales meeting in November in Olympia WA and are reinstating Olympia customer event.

We are currently working on TBEX event.

e) SpringHill Suites Report

Cliff Reynolds shares that January has been a great month due to all the events at TRCC. We are looking forward to more events coming back to the area.

We hired a chief engineer who will be helping with getting things spruced up around the hotel.

We ended the year 13% higher than the Marriott brand.

f) Executive Director Report

Corey Pearson discussed COVID challenges with staff outages. We have fared well compared to other venues who have had to cancel events due to these same challenges.

We are looking at other ways for staff to stay busy over summer so we will work with River of Fire this summer. There will be a presentation to come on this as well.

Corey met with Benton PFD and made a presentation to ask for help from their discretionary account and were awarded \$40,000. Corey asked permission from the Board to write a letter of thanks sign by Calvin to send to them for their generosity.

We received a letter from the City of Kennewick that we have 3 appointees to the JCAC. We will be starting those meetings back up soon.

Brew and Bacon is coming up in the next few weeks and planning is coming along well. We have about 250 tickets left to be sold.

The Americans' new year's game was the largest attended game of the year.

We hope to have approval from the City for new seats this summer in the Toyota Center. New seats will include aisle lights as well as handrails. The Toyota Center will be closed from June 18 through early September for construction which will mean more work for our staff.

VenuWorks was served with a lawsuit – in 2018 there was a change in service charge laws. We are working our way through it. This is strictly a VenuWorks issue and the KPF was not named.

Board Comments/Discussion

The Board shared general comments of hoping to see a better year in 2022. Well done to staff for working with the City of Kennewick to move forward in a positive way.

Adjournment/Recess

Meeting adjourned at 6:09 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.

Megan Caldwell

Approved by the Board of Directors