
The Kennewick Public Facilities District

Regular Meeting

Three Rivers Convention Center

Board Room

Via Zoom:

<https://us06web.zoom.us/j/82547731059?pwd=SmRRaGp0MnpSVGk0bU9FS1FJTHdvdz09>

Meeting ID: 825 4773 1059 Passcode: 745513

March 24, 2022

Minutes

5:00 p.m.

Call to Order

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

Roll Call

Megan Caldwell called the roll.

Present: Ron Hue, Secretary; Renee Brooks, Board Member, John Neill, Board Member

Present Via Zoom: Calvin Dudley, President

A quorum was established.

Also, present: Corey Pearson, Executive Director; Rob Gierke, Director of Operations; Sybil Young, Director of Sales; Joe Potts, Director of Finance; Michelle Gustafson, Director of Food and Beverage; Kim Shugart, Visit Tri Cities; Cliff Reynolds, Springhill Suites

John Neill led in the Pledge of Allegiance.

Approval of Agenda

Ron Hue moved to approve the agenda. John Neill 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 February 24, 2022, Board Meeting
- b) Claims roster dated February 2022 for \$625,148.09 (TC)
Warrants: 25001-22378 Voids: None
- c) Claims roster dated February 2022 for \$46.74 (Box Office)
- d) Claims roster dated January 2022 for \$99.47 (Box Office)
Warrants: None Voids: None
- e) Claims roster dated February 2022 for \$152,626.55 (TRCC)
Warrants: 25001-25068 Voids: None
- f) Total February payroll paid out: \$324,321.29

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

Visitors

No Visitors.

New Business

a) January/February 2022 Financial Reports

Joe Potts shared the January and February finance reports for the Toyota Center/Arena and the Three Rivers Convention Center. Joe let the board know that there has still been a learning curve with the new reporting system, but the reports presented today will be the new format going forward. The reports for January and February will be period and month to date only as the budget has not yet been incorporated into the new system.

Joe shared that low event/attendance has caused lower food and beverage numbers – but we have budgeted a loss because we knew it would take a while to ramp attendance back up after COVID.

John Neill moved to approve the January 2022 and February 2022 Financial Reports. Renee Brooks seconded the motion. All were in favor. The motion carried unanimously.

b) Broadway Update

Corey Pearson reported that we had a 4 show Broadway season with 2 of those 4 shows cancelling. We have Beautiful scheduled for Tuesday the show almost cancelled due to the arena setting. As of now, the show will happen but will likely lose about \$40,000 due to many factors such as COVID protocols and labor costs.

Currently we have 3 Broadway holds for next season and we will be taking a closer look to see if we need to take a year off.

c) Visit Tri-Cities Report

Kim Shugart shared that we are very busy getting ready for the Olympia sales blitz next week. There is a lot of movement happening in the meeting industry right now. Sales trends are booking shorter – people booking 1 year out rather than 3-4 years.

6 leads have been issued and FFA will be moving to the convention center in May and out of Pullman for the first time.

d) SpringHill Suites Report

Cliff Reynolds shares that the hotel is benefitting from the convention and Toyota Center shows and events. Santa crew checked in today. The hotel has weekends sold out through April – May slows down a little bit and then weekends are sold out in June again due to sports in the area.

e) Executive Director Report

Corey shares that Heather has officially moved on and will be moving to Corpus Christy on Saturday. We have Sybil Young who has officially taken over her role as Director of Sales and Marketing.

City Council was here for a 2-day workshop – we gave them a tour of both buildings, showed them the locker room/dressing room conditions and put up the poster boards to explain the expansion project in detail.

Corey had a conversation with Rustin Hall who is the architect for the expansion – has was chosen for the Wenatchee expansion as well.

Right now, we are talking through and working on getting updated estimates for the expansion. Its currently at about \$36,000-\$40,000.

We are trying to figure out a solution to the labor issue we are having. We are paying labor ready more money for outside staff to come in and work events. We are trying to find a number to attract more of our current part time staff and bring that work back in house.

Next Month the JCAC meetings will resume and give a us a better picture of the expansion timeline.

We will be taking over River of Fire – Sybil and Roni have been taking the lead on coordinating the event.

Board Comments/Discussion

Ron Hue shared that he attended he Regional PFD meeting – all is on hold for the April Vote.

The board welcomed Sybil into her new role and gave their congratulations.

Adjournment/Recess

Meeting adjourned at 5:44 pm

The KPPD 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