
The Kennewick Public Facilities District
Special Meeting
Three Rivers Convention Center
Board Room
Via Zoom:

<https://us06web.zoom.us/j/84608477212?pwd=Z0dQMjQwaDVIRkFLbG9YUSkMjN3QT09>

Meeting ID: 846 0847 7212 Passcode: 574991

February 24, 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: Barbara Johnson, Treasurer; Ron Hue, Secretary; Renee Brooks, Board Member

Present Via Zoom: Calvin Dudney, President

A quorum was established.

Also, present: Corey Pearson, Executive Director; Rob Gierke, Director of Operations;
Michelle Gustafson, Director of Food and Beverage; Kim Shugart, Visit Tri Cities

Ron Hue led in the Pledge of Allegiance.

Approval of Agenda

Ron Hue moved to approve the agenda. Barbara Johnson 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 January 27, 2022, Board Meeting
- b) Claims roster dated January 2022 for \$243,165.19 (TC)
Warrants: 22272-22402 Voids: None
- c) Claims roster dated January 2022 for \$99.47 (Box Office)
Warrants: None Voids: None
- d) Claims roster dated January 2022 for \$128,962.13 (TRCC)
Warrants: 18112-18177 Voids: None
- e) Total January payroll paid out: \$312,173.23

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

Visitors

No Visitors.

New Business

a) December 2021 Financial Reports

Barbara Johnson gave an overview of the December 2021 year end financials.

We saw a preliminary glance last month and not much has changed since.

The Toyota Center has a larger occupancy charge due to the insurance payment which is based on last years revenue. Next year we should see a lower payment. Revenue for Suites come in under budget due to an incomplete year of events.

The Three Rivers Convention Center did not do as well as the Toyota Center. Tax revenue saved the building and was up \$300,000 over budget. The building will be paid off in 2027.

Barbara Johnson moved to approve the December 2021 financials. Renee Brooks seconded the motion. The motion carried unanimously.

b) January 2022 Financial Reports

Barbara Johnson shares there was an update to the financial software system at VenuWorks and Joe is working with IT to get data into the system and into a better format.

The financials were not provided tonight due to the new system issues and they will not be approval until next month.

Joe Potts shares that revenue is where there is a disconnect looking at the calendar, revenue is promising – Americans is the only event that continues to lag.

c) Water Follies Update

Corey Pearson shares that we have had some changes in the last month and had a discussion with Hector that we will no longer be pursuing Water Follies.

Heather will be leaving the Three Rivers Convention Center for an opportunity she will be pursuing in Corpus Christi Texas.

d) Visit Tri-Cities Report

Kim Shugart shares that we have 2 leads since the last meeting. We bit directly with the customer for 1 of those leads. There were 2 leads with no decision made and 2 lost events.

Olympia event is coming up in March where we make sales calls and have a face-to-face customer luncheon.

TBEX coming up in April and hosted by Three Rivers Convention Center. Great event that allows much more social media exposure than we typically would get for the entire community.

e) SpringHill Suites Report

Kim Shugart shares hotels are doing well and pacing with 2019 levels. They are able to charge more due to lower room inventory levels.

f) Executive Director Report

Corey Pearson shares that his presentation to City Council went very well. City Council has a retreat scheduled at the Convention Center next week. We will be giving them a tour of the campus and walking through the expansion project.

March 1st vaccine mandates will go away, and March 21st mask mandates will go away.

Brew and Bacon went very well this month. Still working on financials for the event.

We have a few clients still cancelling due to COVID concerns but we are being very strict as the mandates are going away and numbers are declining. For the most part cancellations have slowed way down.

Seats are ordered for the Toyota Center, and we are hoping to have everything done by the end of September.

Pink ice went in today for hockey. We have Toby Mac on Saturday.

Chief Hohenberg's Retirement party is Friday night and the KPD awards banquet is Saturday night. There was an issue in getting steaks for both events but there were delivered at the last minute today.

VJ has executed and paid for the franchise for his hotel. There will be a bar on the roof top/5th floor. Rustin is working on last bid and budget projections for 2024.

Venue Connect will be in Phoenix July 18-23 this year. Need to start thinking about if we want to attend.

Board Comments/Discussion

Ron Hue shares he is hopeful we can get the accounting software issue resolved soon.

Adjournment/Recess

Meeting adjourned at 5:42 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.

Megan Caldwell

Approved by the Board of Directors