
The Kennewick Public Facilities District
Regular Meeting
Three Rivers Convention Center
Board Room

June 23, 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: Calvin Dudney, President; Ron Hue, Secretary; John Neill, Board Member; Austin Crawford, Board Member
A quorum was established.

Also, present: Corey Pearson, Executive Director; Joe Potts, Director of Finance; Rob Gierke, Director of Operations; Michelle Gustafson, Director of Food and Beverage; Laura Watkins, Visit Tri Cities

Calvin Dudney led in the Pledge of Allegiance.

Approval of Agenda

Ron Hue moved to approve the agenda. Austin Crawford 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 May 26, 2022, Board Meeting
- b) Claims roster dated May 2022 for \$444,083.13 (TC)
Warrants: 25327-25386 Voids: 25329, 25364, 25367, 25368, 25377
- c) Claims roster dated May 2022 for \$13.07 (Box Office)
Warrants: None Voids: None
- d) Claims roster dated May 2022 for \$175,048.40 (TRCC)
Warrants: 25161-25193 Voids: None
- e) Total May payroll paid out: \$252,763.49

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

Visitors

No Visitors

New Business

a) May 2022 Financial Reports

Joe shares that TRCC building did not have a bad month and the PT wage issue is not as strong as it is in the Toyota Center. The calendar looks solid but less total bodies which means less F&B dollars coming in.

The chart of accounts issue is still going to be affecting both buildings for a while until we figure out the bugs. We are seeing issues with entries that may not be going to correct lines, so we need time to figure those things out.

The Toyota center revenue is in good shape – up about \$70K MTD. For the year we still have a wage issue. We are hoping to cover labor costs this summer during shut down with CIP or recycling.

Ron Hue moved to approve the May 2022 Financials. Austin Crawford seconded the motion. The motion carried unanimously.

b) Visit Tri-Cities Report

Laura shares they had an open convention sales manager position that was recently filled. The new staff member will start July 18th.

We just attended WASA with a panel discussing how industry wide people are seeing more short-term bookings.

We are going after the military reunion market and were able to take 15 appointments from Spokane.

c) SpringHill Suites Report

No Report.

d) Executive Director Report

Corey Pearson shares that we will be doing a time study to ensure appropriate pricing vs staffing ratios.

We have been exploring the option of a 501c6 to help gain flexibility under the liquor licensing laws for in house events.

Today was the final walk walkthrough at the park for River of Fire. Sybil shares that Roni has done a great job coordinating with the city. This should be a really fun event – we have axe throwing, face painting and inflatable. Totally free event with the exception of food and beverage. A great family event to give back to the community.

We are in CIP mode right now:

Michelle shares that there will be some new things for the concourse with minor changes to the interior stands and more major improvements to the exterior stands.

Rob shares that the bleacher/flooring replacement project is underway. The flooring was torn out last week and the seats are about 1/3 of the way out.

We are looking at having HVAC software replaced in TRCC due to many HVAC issues and outages and the high cost of having Apollo come to service every time.

Sybil shares that we are seeing a lot of short-term bookings, some of which are significant business. We had a request for a 700-person wedding in August we are pushing to confirm. We are running out of dates – great problem to have.

Some clients are unsure of attendance and have a hard time gauging interest in attending events.

Corey shares that the fall calendar for Toyota Center is about 70% Latino right now – we are working to get someone in to help us better understand the Latin genres so we can ensure we are scheduling conflicting artists. Broadway is pausing for this year, and we have a letter going out to subscribers to let them know.

Americans' negotiations are next week.

We are still working through how to get more part time staff. Minimum wage is tied to CPI and will be going up again.

Board Comments/Discussion

Ron let everyone know how great they did at the Kennewick Man and Woman of the year banquet and the food was great. Keep up the good work!

Adjournment/Recess

Meeting adjourned at 5:57 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