

---

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

May 25, 2023

Minutes

5:00 p.m.

---

### **Call to Order**

President, Calvin Dudney called the meeting to order at 5:03\_ pm.

### **Roll Call**

Megan Caldwell called the roll.

Present: Calvin Dudney, President; John Neill, Board Member; Ron Hue, Secretary  
Renee Brooks, Treasurer; Austin Crawford, Board Member

A quorum was established.

Also, present: Corey Pearson, Executive Director; Sybil Young, Director of Sales; Joe Potts,  
Director of Finance; Rob Gierke; Director of Operations, Michelle Gustafson, Director of  
Food and Beverage; Hector Cruz, Visit Tri-Cities.

Calvin Dudney 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 April 27, 2023, Board Meeting
- b) Claims roster dated April 2023 for \$482,699.68 (TC)  
Warrants:26244-26318      Voids:26314
- c) Claims roster dated April 2023 for \$56.85 (Box Office)  
Warrants: None      Voids: None
- d) Claims roster dated April 2023 for \$130,475.54 (TRCC)  
Warrants:25656-25696      Voids: 25687, 25689
- e) Total April payroll paid out: \$254,012.83

John Neill moved for approval of Consent Agenda. Renee Brooks seconded the motion. The  
motion carried unanimously.

## Visitors

No Visitors.

## New Business

a) April 2023 Financial Reports

Joe Potts gave an overview of the April 2023 financial reports for the Toyota Center and Arena and the Three Rivers Convention Center.

**Renee Brooks moved to approve the April 2023 Financial Reports Austin Crawford seconded the motion. The motion carried unanimously.**

b) Motion for Economic Development Fund Transfer

Calvin Dudney shares that the board is not prepared to discuss or make a motion at this time.

c) Motion for Offsite Operations Addendum

Corey Pearson shares that the River of Fire Agreement with the City of Kennewick only allows KPF/TC to operate on the Three Rivers Campus. Last year we had to get a separate insurance coverage to extend to the park for River of Fire. Will need to amend the agreement between the KPF and the City of Kennewick to extend operations to the park so the insurance policy can follow.

The insurance rate could increase due to increased attendance numbers.

**Austin Crawford moved to approve authorizing Calvin Dudney to negotiate and sign an offsite operations addendum to the KPF and City of Kennewick Agreement. Renee Brooks seconded the motion. The motion carried unanimously.**

d) Visit Tri Cities Report

Hector shares that the sales team will be attending the WSAE Conference in June. Visit Tri Cities will be sponsoring breakfast and the Keynote speaker. The 2024 conference will be hosted at TRCC.

We put in a bid to host The National Horeshoe Association World Championships. This will create \$2 Million in economic impact over the 2-week event. There will be a site visit in 2 weeks to show leadership of the event our facilities.

We have 2 new sales managers working on training and are sadly announcing that Lara Watkins will be leaving us in June.

e) SpringHill Suites Report

No Report.

f) Executive Director Report

Corey Pearson shares that we are winding down for the summer. We had a POS crash during REO.

Corey will be out of the office traveling to Minnesota for the board meeting next month. We will have a representative from Corporate in the building next week to help out with the F&B transition.

Rob Gierke shares that the shower demo will start on Tuesday and is scheduled to be finished by August 11. The summer project list including upgrades at the Convention Center will be ready to be presented next month.

Sybil Young shares we are working on River of Fire and making sure we keep the calendar full for the rest of the year.

Michelle Gustafson shares that our Chef Lyle Whitacre is retiring and there will be a rep from Corp in town to help with the transition. We are actively looking for new POS systems as Revel has been disappointing.

Joe Potts shares we are working thorough the Audit and informs the board that they could be contacted for interviews in the next few weeks.

### **Board Comments/Discussion**

Ron Hue shares that Steve Osborne's son was drafted to the Tri-City Americans.

Calvin Dudney shares is apologies for our technical issues during recent events.

### **Adjournment/Recess**

Meeting adjourned at 5:49 pm

*The KPPFD 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