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

August 21, 2024

Minutes

5:15 p.m.

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### **Call to Order**

President, Calvin Dudney called the regular meeting to order at 5:17 pm.

### **Roll Call**

Megan Caldwell called the roll.

Present: Calvin Dudney, President; Renee Brooks, Treasurer; Austin Crawford, Board Member

Excused: John Neill, Board Member; Ron Hue, Secretary

A quorum was established.

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

Joe Potts led in the Pledge of Allegiance.

### **Approval of Agenda**

Renee Brooks 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 July 23, 2024, Board Meeting
- b) Claims roster dated July 2024 for \$131,619.85 (TC)  
Warrants:27490-27551      Voids: None
- c) Claims roster dated July 2024 for \$0 (Box Office)  
Warrants: None      Voids: None
- d) Claims roster dated July 2024 for \$921,064.61 (TRCC)  
Warrants:26437-26474      Voids:
- e) Total July payroll paid out: \$303,276.12

Renee Brooks moved to approve the consent agenda. Austin Crawford seconded the motion. The motion carried unanimously.

## **Visitors**

### a) Proposal

Corey Pearson shared that a community member passed along a proposal to share with the board but was unable to present in person. The proposal has been provided in the board packet for the board to review.

## **New Business**

### a) July 2024 Financial Reports

Joe Potts reviewed financial reports for July 2024 for the Three Rivers Convention Center and the Toyota Center and Toyota Arena. Joe Potts also reviewed the exit interview from the Washington State Auditor.

Renee Brooks moved to approve the July 2024 Financial Reports. Austin Crawford seconded the motion. The motion carried unanimously.

### b) Expansion Update

Calvin Dudney reviewed updates on recent expansion meetings and where the project is at.

### c) TRCC CIP Update

#### a. Motion to Approve Chair Purchase

Corey Pearson reviewed the issue of deterioration of chairs and the need to purchase more to accommodate capacity at upcoming fall/winter events.

Austin Crawford moved to grant Calvin Dudney the authority to approve a chair purchase within budget. Renee Brook seconded the motion. The motion carried unanimously.

### d) Visit Tri-Cities Report

Hector Cruz reviewed the attached RFP tracking report. Hector shared the positive feedback from the Horseshoe event.

### e) SpringHill Suites Report

No Report.

### f) Executive Director Report

Corey Pearson updated the board on his meeting with the management group at the HAPO Center.

## **Board Comments/Discussion**

Renee Brooks shared the positive feedback at the event she attended in the building today.

## **Adjournment/Recess**

Meeting adjourned at 6:16 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