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

September 29, 2023

Minutes

3:00 p.m.

Call to Order

President, Calvin Dudney called the meeting to order at 3:02 pm.

Roll Call

Corey Pearson called the roll.

Present: Calvin Dudney, President; Ron Hue, Secretary; Renee Brooks, Treasurer

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; Hector Cruz, Visit Tri-Cities.

Calvin Dudney led in the Pledge of Allegiance.

Approval of Agenda

Ron Hue moved to approve the agenda. Renee Brooks 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 August 23, 2023, Board Meeting
- b) Claims roster dated August 2023 for \$920,473.73 (TC)
Warrants: 26532-26602 Voids: 26572, 26574
- c) Claims roster dated August 2023 for \$2,563.00 (Box Office)
Warrants: None Voids: None
- d) Claims roster dated August 2023 for \$231,330.01 (TRCC)
Warrants: 25822-25867 Voids: 25858
- e) Total August payroll paid out: \$285,908.96.

Renee Brooks moved to approve the consent agenda. Ron Hue seconded the motion. The motion carried unanimously.

Visitors

No Visitors.

New Business

a) August 2023 Financial Reports

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

TRCC budget is at \$80K and came in at \$210K. This building is looking solid through the rest of the year with great food and beverage numbers.

TC budget at \$177K and came in at \$300K actual revenue.

TC did well vs budget as well. This building has several expenses for repairs coming up.

Ron Hue moved to approve the August 2023 Financial Reports. Renee Brooks seconded the motion. The motion carried unanimously.

b) Visit Tri-Cities Report

Hector Cruize shared there were 7 leads last month. We had a lot of site visits and 3 lost decisions.

c) SpringHill Suites Report

No report.

d) Executive Director Report

Corey Pearson shared that we have the AMS agreement finished and signed. We are still working on finalizing the Toyota naming rights agreement.

We just finished the AWSPFD conference and the event went great.

Rob Gierke shared an update on the bathrooms.

Joe Potts shared that budgets for next year are coming up.

Sybil Young shared that our first bridal show is coming up in a few weeks. We just finished up with another successful Tattoo show.

Michelle Gustafson shared that we had a really successful hiring event and we are all ready for the upcoming hockey season.

Board Comments/Discussion

Adjournment/Recess

Meeting adjourned at 3:32pm

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.

Corey Pearson Approved by the Board of Directors