

---

The Kennewick Public Facilities District  
Special Meeting  
Toyota Center  
Hapo Hangout

---

October 23, 2025

Minutes

5:00 p.m.

---

### **Call to Order**

President, Calvin Dudney called the Regular meeting to order at 5:00 pm.

### **Roll Call**

Megan Caldwell called the roll.

Present: Calvin Dudney, President; Kim Shugart, Board Member; Austin Crawford, Board Member, Ron Hue, Secretary

Absent: Renee Brooks, Treasurer;

A quorum was established.

Also, present: Corey Pearson, Executive Director; Joe Potts, Director of Finance; Rob Gierke, Director of Operations; Michelle Gustafson, Food & Beverage Director; Hector Cruz, Visit Tri-Cities; Gabi Lopez, Springhill Suites.

### **Approval of Agenda**

Ron Hue moved to approve the agenda. Austin Crawford seconded the motion. The motion carried unanimously.

### **Consent Agenda**

- a) Minutes of August 21, 2025, Special Board Meeting
- b) Claims roster dated August 2025 for \$114,026.03 (TC)  
Warrants: 28506-2855 Voids: 28513  
Claims roster dated August 2025 for \$78.24 (Box Office)  
Warrants: None Voids: None
- c) Claims roster dated August 2025 for \$138,251.04 (TRCC)  
Warrants: 27106-27153 Voids: 27107
- d) Claims roster dated August 2025 for \$1,421,324.37 (TRCCX)  
Warrants: 5027-5030 Voids: None  
Total August payroll paid out: \$242,208.12
- e) Claims roster dated September 2025 for \$298,595.69 (TC)  
Warrants: 28556-28622 Voids: None  
Claims roster dated September 2025 for \$92.61 (Box Office)  
Warrants: None Voids: None
- f) Claims roster dated September 2025 for \$206,009.77 (TRCC)  
Warrants: 27154-27215 Voids: 27181, 27155, 27183, 27196, 27211
- g) Claims roster dated September 2025 for \$ (TRCCX)  
Warrants: 5031-5035 Voids: None

Total September payroll paid out: \$396,123.41

Kim Shugart moved to approve the consent agenda. Ron Hue seconded the motion. The motion carried unanimously

## **Visitors**

No Visitors.

## **New Business**

### **a) August and September 2025 Financial Reports**

Joe Potts reviewed the financial reports for the Three Rivers Convention Center, Toyota Center, and Toyota Arena. Joe shared that personnel costs are up across campus due to new hire trainings in all departments.

Austin Crawford moved to approve the August and September 2025 Financial Reports. Kim Shugart seconded the motion. The motion carried unanimously.

### **b) Approval to use the MSRC for Project Purchases.**

Corey Pearson shared that we are members of the MSRC roster and this is a good opportunity to take advantage of it for project purchases.

Ron Hue moved to approve the use of the MSRC roster for project purchases. Austin Crawford seconded the motion. All were in favor. The motion carried unanimously.

### **c) Washington State PFD Conference Update**

Kim Shugart updated the AWSPFD Conference in September and shared that there was a lot of good conversation on leadership structure and the bylaws.

Corey Pearson shared that our lobbyist has now been paid for all his hard work.

### **d) November and December Meeting Schedule Update**

Calvin Dudney shared that both November and December regularly scheduled board meetings will fall on holidays.

The November meeting was rescheduled to November 25<sup>th</sup> and the December meeting was rescheduled for December 18<sup>th</sup>.

### **e) Expansion Update**

Corey Pearson reviewed the observation report prepared by Lawrence Barney and gave an overview of project updates.

f) Visit Tri-Cities Report

Hector Cruz reviewed the RFP tracking report and shared that the Visit team attended the TEAMS conference in Columbus, OH. The conference was very successful with a lot of meetings with a lot of interest in our building in the cheer/dance industries.

g) SpringHill Suites Report

Gabi Lopez reported that the last 2 nights were sold out, with 70-80% occupancy for August and September.

h) Executive Director Report

Corey Pearson shared that he will be out of the office the week of November 10<sup>th</sup>. The Toyota Center should see a record setting week in November with Zach Top 2 sold out shows and hockey. The Convention Center saw a few cancellations due to the government shut down. The bond payment for the expansion is coming due and will be larger for 2025/2026. Rob Gierke shared some new signed to go up in the Toyota Center. Michelle Gustafson shared that we are officially cashless at the Toyota Center and we are going through a few staffing changes.

## **Board Comments/Discussion**

## **Adjournment/Recess**

Meeting adjourned at 6:08 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