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

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November 25, 2025

Minutes

5:00 p.m.

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### **Call to Order**

President, Calvin Dudney called the Regular meeting to order at 5:02 pm.

### **Roll Call**

Megan Caldwell called the roll.

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

Excused: Ron Hue, Secretary

A quorum was established.

Also, present: Corey Pearson, Executive Director; Joe Potts, Director of Finance; Kevin Lewis, Visit Tri-Cities; Gabi Lopez, Springhill Suites; Lawrence Barney, Turner & Townsend Heery

### **Approval of Agenda**

Kim Shugart moved to approve the agenda. Austin Crawford seconded the motion. The motion carried unanimously.

### **Consent Agenda**

- a) Minutes of September 23, 2025, Special Board Meeting
- b) Claims roster dated October 2025 for \$1,396,2622.94 (TC)  
Warrants:28623-28737      Voids:28729,  
Claims roster dated October 2025 for \$60.84 (Box Office)  
Warrants: None      Voids: None
- c) Claims roster dated October 2025 for \$254,989.77 (TRCC)  
Warrants: 27216-27292      Voids:27219, 27220, 27221, 27252, 27269, 27280
- d) Claims roster dated October 2025 for \$4,977,987.95 (TRCCX)  
Warrants:5036-5039      Voids:5039  
Total October payroll paid out: \$560,135.87  
Total September payroll paid out: \$396,123.41

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

## **Visitors**

No Visitors.

## **New Business**

### **a) October 2025 Financial Reports**

Joe Potts reviewed the financial reports for the Three Rivers Convention Center, Toyota Center, and Toyota Arena.

Joe Potts also reviewed the proposed 2026 budgets for the Three Rivers Convention Center and Toyota Center/Arena. There is no action needed at this time for budgets.

Renee Brooks moved to approve the October 2025 Financial Reports. Kim Shugart seconded the motion. The motion carried unanimously.

### **b) Expansion Update**

Lawrence Barney reviewed the observation report and shared that the large truss will be installed in a few weeks. The board is invited to come tour and watch that happen if interested.

### **c) Visit Tri-Cities Report**

Kevin Lewis reviewed the RFP tracking report and shared that the Visit Tri Cities annual meeting is coming next week at the Convention Center.

### **d) SpringHill Suites Report**

Gabi Lopez shared that business has been slow at 50% occupancy but sold out for Zach Top. Gabi also shared that the Hilton across the street will be getting a remodel in 2026.

### **e) Executive Director Report**

Corey Pearson shared that Brew and Bacon tickets go on sale this Friday. Zach Top was a huge success with a lot of positive buzz from the community. The Toyota Center saw over 15,000 people from Friday through Sunday.

Bikes for Tikes will be next week and holiday parties will fill the rest of the weekends for December.

The Board Christmas dinner will be postponed until February to accommodate schedules.

## **Board Comments/Discussion**

Renee Brooks shared that she will be out of town for the February board meeting.  
Calvin reminded the board that the December board meeting will be December 18<sup>th</sup> .  
Kim Shugart requested to receive board packets sooner.

## **Adjournment/Recess**

Meeting adjourned at 6:00 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