

# REGULAR PFD BOARD MEETING AGENDA

August 26, 2021, Noon



**Location: Town Toyota Center  
Crunch Pak Room  
1300 Walla Walla Avenue  
Wenatchee, WA 98801**

## **Consent Agenda:**

1. Approval of Meeting Agenda
2. Vouchers (July, 2021)
3. Minutes (July 22, 2021, Special Meeting July 28, 2021)

**Public Comment:** (please state your name and address, and please limit to 3 minutes)

## **Agenda Items:**

1. **Manager's Report**
  1. Capital
  2. Future Events
  3. Stimulus/ARP Funds
  4. Staffing
  5. Sales Report
  6. Financial Reports/Audit
2. **Bond Refunding/Amended and Restated Interlocal Agreement**

# PFD Board Regular Meeting Minutes

August 26, 2021, Noon  
Town Toyota Center & ZOOM  
1300 Walla Walla Ave.  
Wenatchee, WA 98801



Board Members Present:  
Frank Kuntz (President)  
Jerrilea Crawford (Member)  
Marc Straub (Member)  
Tim Hollingsworth (Member)  
Randy Agnew (Member)  
Shon Smith (Member)

**In Attendance:** Mark Miller, Town Toyota Center General Manager, Aaron Harvey, Cindy Herdt, Katie Atkinson - Town Toyota Center Staff Guest: Pete Fraley, Ogden, Murphy, Wallace, Star Montgomery – August Edge, Marc Greenough, Foster-Garvey, Jason Throneberry – Weinstein Beverage, Emalee Fitzsimmons

President Frank Kuntz called the meeting to order at 12:00 pm.

## Consent Items

1. Meeting Agenda for August 26, 2021
2. Vouchers July, 2021
3. Meeting Minutes July 27, 2021

**Motion was made and seconded to approve the agenda consent items. Motion Passed 6-0.**

July, 2021 Recap

US Bank - Facility Operating Account

EFT/ACH/Wire-5	-26,083.19
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Banner Bank - Facility Operating 711 (New)

Accounts Payable	17795-17840	-80,892.39
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Payroll	21240-21293	-57,055.94
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EFT/ACH/Wire - 4	-2,367.31
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## Public Comment

No Public Comments

## Action and Other Items:

### 1. Manager's Report

#### 1. Capital

The refunding of the 2012 bonds will result in a capital reserve amount of \$6M. The board discussed this amount in light of the SVOG award and still agree to allow this amount in the refunding process.

2. Future Events

The Wenatchee World Wine Awards and the Women's Hockey Tournament have both been cancelled. The cancellations were both participant-driven. The next evaluation of the US side of the US-Canada border is scheduled for September 21. The BCHL feels this is too close to the first scheduled games and has rescheduled all four of the Wenatchee Wild home games originally scheduled for the month of October. The Quinceanera, Grupo Firme, Styx, and the Dog Show are still currently scheduled as planned. Per state guidelines masks will be required at all events.

3. Stimulus/ARP Funds

Our SVOG disbursement has been received. A new, separate account has been opened and these funds will be kept separate until the funds are expended. Management staff will be looking to the Board regarding projects/needs for the arena that this fund will be used for.

4. Staffing

The all-day Job Fair we held at the center on August 23 resulted in 6 applicants. We will continue to run job opening ads. Custodial work through 2022 has been contracted. Operations and Food & Beverage will continue looking for additional employees. Hiring for the Rink Manager is down to final four applicants.

5. Sales Report

Katie reported ten suites are either renewed or sold. Six suites remain available. Seventy-five of the seventy-nine loge seats are sold but loge seats have a waiting list with twelve requesters. Signage sales are at \$61K sold/renewed and \$150K proposals are out. Parking passes and upgrades will be available next week.

6. Financial Reports/Audit

Star Montgomery presented the financial reports for activities from the prior month. August sales tax numbers are up 10-15% over prior year. Frank noted that a refund request was presented to the Department of Revenue that will affect sales tax collections since the request was approved. The 1% taxes will be reduced approx. \$15K and the .033 taxed will be reduced around \$50K. This will show up on the September payment and this will be reported to Bond Counsel. Star compared the current month to budgets, YTD and same periods for prior year. F&B COGS is at 26% for July 2021 to Budget, prior year for July was 24%.

**2. Bond Refunding/Amended and Restated Interlocal Agreement**

Pete Fraley reiterated that the current bond refunding is a complete restatement of our financing. We are currently in the process of reforming the new agreement with all parties involved. The board made the following motion:

**Tim Hollingsworth motioned to authorize Mark Miller to act a representative on behalf of the Board and to sign necessary documents regarding the refunding of the 2012 Bonds. Jerrliea Crawford seconded the motion. Motion passed as follows: 5 years, 1 absent (JC Baldwin), 1 abstain (Frank Kuntz).**

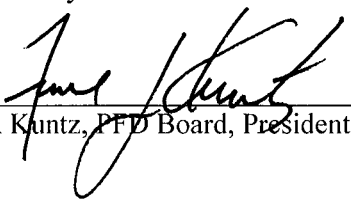
**Executive Session**

Board President Frank Kuntz called for an Executive Session to discuss potential litigation at 12:33pm for 15 minutes. At 12:48 the Board requested an additional 5 minutes. At 12:53 the Executive Session was called to an end. No action was taken.

With no further business, the meeting was adjourned at 1:00 pm.

Respectfully Submitted:

Attest:



Frank Kuntz, PFD Board, President



Cindy Herdt – Administrative Assistant