

# PFD BOARD MEETING AGENDA

February 24, 2022, Noon

Location: Town Toyota Center  
1300 Walla Walla Avenue  
Wenatchee, WA 98801



## Consent Agenda:

1. Approval of Meeting Agenda
2. Vouchers (January, 2022)
3. Minutes (January 27, 2022)

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

## Agenda Items:

### 1. Manager's Report

1. Vaccine/Mask Mandates
2. Sales & Marketing Report
3. Wenatchee Wild
4. Future Shows/Events
5. Capital Items
6. Public Records Request
7. Financial Statements

2. Sales Tax Report – Submitted by Cordell, Neher & Co, PLLC

3. State Audit

# PFD Board Regular Meeting Minutes



February 24, 2022, Noon  
Town Toyota Center  
1300 Walla Walla Ave.  
Wenatchee, WA 98801

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

**In Attendance:** Mark Miller, Town Toyota Center General Manager, Aaron Harvey, Cindy Herdt, Katie Atkinson, Traci Myers - Town Toyota Center Staff. Guest: Tricia McCullough, Star Montgomery – August Edge

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

## Consent Items

1. Meeting Agenda for February 24, 2022
2. Vouchers January, 2022
3. Meeting Minutes January 27, 2022

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

January, 2022 Recap

US Bank - Facility Operating Account

EFT/ACH/Wire-6	-33,243.88
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Banner Bank - Facility Operating 711 (New)

Accounts Payable	18250, 18289-18369	-209,598.05
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Payroll	22019-22152	-73,688.97
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EFT/ACH/Wire - 11	-36,657.24
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## Public Comment

No Public Comments

## Action and Other Items:

### 1. Manager's Report

Mark introduced our Box Office Manager Traci Myers.

1. Masks/Vaccine Mandates

The vaccine card mandate will go out of effect on March 1, 2022 and the mask mandate will be dropped effective March 21, 2022. These come through Washington State Proclamations from the Governor's Office. With the relaxation of these mandates, the arena staff will now move from "survival mode" to a "ticket & revenue generating" mode. It may take some time to determine how fast guest will turn around and return to the building for Wild games and/or our events.

2. Sales & Marketing Report

Katie reported two suite holders have returned, two loge seat holders are back and she expect others to also return. There are at least fifty contacts out for potential suite rentals for all remaining Wild games. Hell on Hooves has collected \$5K and is looking for an additional \$45. This process is just starting. Hell on Hooves has been rescheduled to May 6-7 after the Apple Blossom Committee definitively cancelled the carnival at our location. The Wenatchee Valley Skyhawks plan to play. Katie reported that her husband has accepted an employment related transfer which necessitates their moving from the area. As a result, Katies employment will end March 31, 2022.

3. Wenatchee Wild

The Wild team is playing well and we expect them to be participating in the playoff round. We are looking for attendance at the games to increase by then.

4. Future Shows/Events

KPQ Home Expo will be March 11-13, 2022. The Jordan World Circus will be March 31-April1, 2022. The Republican Convention will be June 4-5, 2022 (in part with the Convention Center). Hell on Hooves has been rescheduled to May 6-7, 2022 after the carnival cancelled. We are currently looking for events for spring and fall. Oktoberfest will be held here on September 30-October 1, October 7-8 and October 14-15 (3 weekends)

5. Capital Items

We are going to be revisiting and prioritized our capital projects, both for the near future and long term. We would like to plan a meeting with one or two board members for input and ideas. This meeting mostly likely will take place after April 15, 2022.

6. Public Records Request

We have received a public records request that will take some time and energy to gather responsive documents for our reply. We have enlisted the help of legal to make sure we can fulfill this request to the best of our ability.

7. Financial Statements

The sales tax revenues are strong and expected to remain so. One correction is the .02% is \$240K not \$480K as presented. This will be adjusted to reflect correctly as we go forward. The Natural Gas expense is up substantially due to freezing weather that caused numerous sprinkler heads to freeze. Leaving the heat on during repair period increase therm usage. We have discussed the LGIP option with Brad Posenjak with the City of Wenatchee but no decision has been made at this time.

**2. Sales Tax Report – Submitted by Cordell, Neher & Co, PLLC**

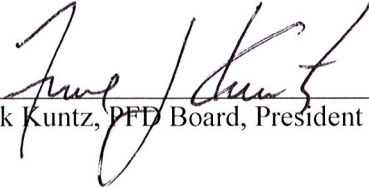
The Bond payments and transfers information from Cordell, Neher was included in the meeting information packet. It was reviewed but the Board posed no questions about the presentation.

**3. State Audit**

The 2020 State Audit is complete and the Audit Exit Meeting was held virtually January 31, 2021. We expect the practice of catering to be included in the management letter.

With no further business, the meeting was adjourned at 12:39 pm.

Respectfully Submitted:



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Frank Kuntz, PFD Board, President

Attest:



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Cindy Herdt – Administrative Assistant