

REGULAR PFD BOARD MEETING AGENDA

January 28, 2021, Noon



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

Zoom Meeting

<https://us02web.zoom.us/j/85019735259?pwd=RHBBT0JFWVRhNTlqa2dsVTRUSkZtQT09>

Meeting ID: 850 1973 5259

Passcode: 059329

Consent Agenda:

1. Approval of Meeting Agenda
2. Vouchers (December, 2020)
3. Minutes (December 28, 2020)

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

Agenda Items:

1. Manager's Report
 1. Staple Food Program
 2. Vaccination Program
 3. iFiber Rink
 4. Sales & Marketing Report
 5. Winter Ice Gala
 6. Financial Report and Cash Flow

PFD Board Regular Meeting Minutes

January 28, 2021, Noon
 Location: Town Toyota Center
 1300 Walla Walla Ave.
 Wenatchee, WA 98801



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Board Members Present:

Frank Kuntz (President)
 JC Baldwin (Member)
 Shon Smith (Member)
 Randy Agnew (Member)
 Jerrilea Crawford (Member)
 Marc Straub (Member)
 Tim Hollingsworth (Member)

In Attendance: Mark Miller, Town Toyota Center General Manager, Aaron Harvey, Cindy Herdt, Jennifer Bushong, Chanet Stevenson, Chris Berg - Town Toyota Center Staff. Guest: Tricia McCullough, Star Montgomery - August Edge, Pat Weinstein

President Frank Kuntz called the meeting to order at 12:00 pm and took a roll call of attendees.

Consent Items

1. Meeting Agenda for January 28, 2021
2. Vouchers December, 2020
3. Meeting Minutes December 28, 2020

Will contact board members to obtain signatures on all Meeting Minutes and Voucher Listings.

Motion was made and seconded to approve the agenda consent items. Motion Passed 7-0.

December 2020 Recap

US Bank - Facility Operating Account

EFT/ACH/Wire-4	-34,698.21
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Banner Bank - Facility Operating 711 (New)

Accounts Payable	17454-17498	-65,580.95
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Payroll	20795-20825	-38,075.20
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EFT/ACH/Wire - 3	-2,352.44
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Banner Bank - Facility Operating

No Activity

Total

\$	(140,706.80)
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Public Comment

No Public Comments

Action and Other Items:

1. Manager's Report

1. Staple Food Program

The staple food deliveries are expected to be extended for two months through March 31, 2021. This should be confirmed at Wenatchee City Council meeting this evening and at the East Wenatchee City Council meeting on February 2, 2021.

2. Vaccination Program

The vaccination rate started out with 1,300 the first week but is expected to steadily increase over the next few weeks. The process has run extremely efficient. We could run 5,000 per week through if the vaccine is available. This site is expected to be used for five months. We are charging the CDHD \$2,000 per day for rent plus direct labor costs, which consists mainly of overnight security. The program is running Monday through Friday but the location is available on Saturday if they need it. Jennifer is assisting the CDHD. Mark reported that KPQ has cancelled and Hell on Hooves is considering an outdoors event over multiple weekends. September may be the earliest we would hold a "typical" event but a 25% capacity and 100% expense will not be sustainable for the facility. Marc Straub mentioned Mark and the staff have done a tremendous job transitioning the facility's use over the past months.

3. iFiber Rink

iFiber Rink is open only for private ice rentals and has been steady since re-opening. Time is scheduled out through March. Staff has developed safety protocols according to guidelines provided by the Governor's office.

4. Sales & Marketing Report

Jennifer reported she is still maintaining ongoing conversations with our key sponsors. Chanet Stevenson has resigned her graphics position to accept employment with GWATA. Her last day is February 5, 2021.

5. Winter Ice Gala

The 2021 Winter Ice Gala will be a virtual event this year and will be held on February 5th. Numerica Credit Union will be sponsoring the event. The event will feature highlights from previous events from 2013 through 2020 and will possibly include live interviews from previous guest skaters. Vortex is working on the video. The goal is to raise \$20K for the Arena Youth Enrichment Fund. There will also be a grab-and-go style dinner on a pre-order basis. We have sold 50 of these so far and have a goal set at 70.

6. Financial Report and Cash Flow

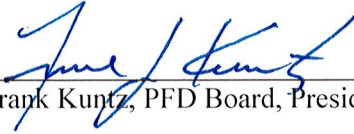
Revenue is still being received from our major sponsors, food distribution activities and rental/labor for the vaccine program. In addition, expenses have been drastically cut. With revenues and expenses at this level, we may not need to transfer any reserve funds until July or August. Frank Kuntz noted concern for key working employees. Minor technical difficulties kept Tricia offline but Mark started the financial report by briefly reviewing the budget vs the "un-normal" reality. He reiterated we will have a substantial ramp-up time period at some point in the future when it appears we will be able to re-open. Coordinating the costs and the timing will be crucial. This re-start period may take up to three months. JC noted that considering the many aspects that we have no control over, the staff has been doing a remarkable job. Shon mentioned that he was concerned about how long any re-

openings will last. When Tricia was back on, she noted that the incoming sales tax for 2020 compared to 2019 was incredible.

With no further business, the meeting was adjourned at 12:32 pm.

Respectfully Submitted:

Attest:



Frank Kuntz, PFD Board, President



Cindy Herdt – Administrative Assistant