

REGULAR PFD BOARD MEETING AGENDA

July 22, 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 (June, 2021)
3. Minutes (June 24, 2021)

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

Agenda Items:

1. **Manager's Report**
 1. Current Community Service
 2. Future Events
 3. Stimulus/ARP Funds
 4. Staffing
 5. Sales Report
 6. Financial Reports/Audit
2. **Bond Refinancing/Resolution No. 2021-02**

PFD Board Regular Meeting Minutes



July 22, 2021, Noon
Crunch Pak Room
1300 Walla Walla Ave.
Wenatchee, WA 98801

Board Members Present:
Frank Kuntz (President)
Jerrilea Crawford (Member)
JC Baldwin (Member)
Tim Hollingsworth (Member)
Randy Agnew (Member)
Shon Smith (Member)
Marc Straub (12:05pm)

In Attendance: Mark Miller, Town Toyota Center General Manager, Aaron Harvey, Cindy Herdt, Jennifer Bushong, France Bedard, Chris Berg, Brian Bolz - Town Toyota Center Staff Guest: Pete Fraley, Ogden, Murphy, Wallace, Tricia McCullough – August Edge, Dave Trageser – D.A. Davidson & Co., Marc Greenough, Foster-Garvey. Public -Conrad Johnson

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

Consent Items

1. Meeting Agenda for July 22, 2021
2. Vouchers June, 2021
3. Meeting Minutes June 24, 2021

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

June, 2021 Recap

US Bank - Facility Operating Account

EFT/ACH/Wire-5	-37,592.82
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Banner Bank - Facility Operating 711 (New)

Accounts Payable	17750-17794	-94,488.17
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Payroll	21163-21239	-64,877.68
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EFT/ACH/Wire - 8	-4,234.30
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Public Comment

Conrad Johnson addressed the Board to ask about additional Stick & Puck time in the public rink. The board asked if this was a scheduling issue or concern. Mark explained that the Stick & Puck sessions are currently scheduled like other user groups. They need to have the minimum 20 paying participants OR as group they can rent the ice for \$190 per hour without regard to number of participants. (Increasing to \$200 soon.)

Action and Other Items:

1. Manager's Report
 1. Current Community Service

The Chelan Douglas Community Action Council is working on relocating their items prior to the Wine Awards event on August 28, 2021. Ice is planned to go in as soon as the Wine Awards events ends. The Chelan County Sherriff's office is also relocating the PPE supplies that have been stored here and should be finished by next week. One half of the main arena was used as a cooling shelter during the extreme high heat weather. Jodi and Mandi in the Food and Beverage Department did a 2 hour turn around to provide 360 lunches for the firefighter personnel on the Red Apple Fire. The department then continued to provide meals for several days.

2. Future Events

We have the following events either tentative or scheduled: a Quinceanera, Grupo Firme on September 17, Styx on September 21 (marketing is contracted), Wenatchee Wild home opening game October 9, and a Cirque theatrical event on December 15. The Arena Youth Enrichment Fund still has a balance and we expect applications to come in later in August after school starts.

3. Stimulus/ARP Funds

To date, we have received a \$30K Working Washington Round 4 grant and payment from the City of Wenatchee of \$131K from the ask from Wenatchee/East Wenatchee/Chelan County/Douglas County from ARP Funding.

4. Staffing

Currently planning on starting our event staff hiring process. We have job postings out in numerous locations and are hoping to have enough staff hired to finish getting the building ready and train staff starting with the Wine Awards event on August 28, 2021. We also have job postings out for the Rink Manager position. France Bedard, our current Rink Manager, has notified us that she will be leaving her position as her husband is being transferred to a new location. We will have some turn over in the Security Department but these also are not COVID related. Cleaning for building reopening is being done by a local company. We may have them also do event cleaning but that and labor for concession stand operations neither of those options has not been finalized yet.

5. Sales Report

All Loge seat holders have been contacted and there has been no hesitation to continue or renewal agreements due to COVID concerns. One or two have not renewed for other reasons but the Loge seats do have a waiting list and these have been taken.

6. Financial Reports/Audit

Sales tax revenue for the month of June is down slightly from the month of May. Year to date is still up. Rink, Food and Beverage and Arena (non-event related) are still steady. Payroll is up due to COVID vaccine labor. June shows a tentative profit of \$23K. Net YTD loss is \$21K. Food and Beverage and August Edge have continued working with the COGS/Inventory but COGS are currently at 23% for June and 33% year to date. The new POS system (TOAST) will be capable of running an inventory module.

2. Bond Refinancing/Resolution No. 2021-02

Pete Fraley (Ogden, Murphy, Wallace), Marc Greenough (Foster Garvey), and Dave Trageser (D.A. Davidson) led the discussion on our bond refunding status/update. They noted the bond market is attractive at this time with low taxable fixed rate bond issues. Marc Greenough has

collected information regarding rating agencies – S&P and Moody’s are being reviewed. One will be chosen after rating is determined. The fees are comparable. The Bond balance is \$47M but all balances will be reviewed right up to the final bonding. Marc Greenough was bond council for the original 2012 Bonds. The resolution will be refunding of those outstanding bonds. The principal promises will be to bond holders first and that no additional debt will occur without showing significant and consistent historical sales tax revenues. The resolution will ask for the Board president and the General Manager to proceed within the agreed parameters without Board approval. On Exhibit A of the Resolution 2021-02 the following updates were requested or noted:

- (a) amend to add amount to capital reserve. Add the words “and the capital reserve”.
- (d) noted that interest rate is expected to be lower than stated.
- (f) noted that refunding will not extend beyond current maturity date.
- (g) indication right to pre-pay.

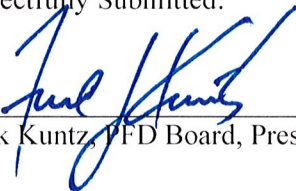
Much of the resolution is technical, legal requirements.

Pete Fraley, Legal Council for the PFD, noted the dramatic difference between the original issuance of the 2012 Bonds and the 2021 Bond Refunding. He noted the ability to continue to work with Marc Greenough and David Trageser. All transactions will be finalized by September, 2022. Most issues from the original Interlocal Agreement between the PFD and the City of Wenatchee will be relieved and a new amended and restated Interlocal Agreement between the two entities will be created. Frank Kuntz noted a few of the balances on the balance sheet (namely Accounts 11702, 11701 and 11704) which will go away and be replaced with the new funding balances. The capital reserve amount and the bond council fees will be added to the funded amount.

A motion was put forth by Marc Straub to approve Resolution 2021-02 as discussed and stated on the resolution as follows: relating to contracting indebtedness; providing for the issuance, sale, and delivery of limited sales tax improvement and refunding bonds to provide funds to refund the District’s outstanding limited sales tax bonds, to provide a debt service reserve, to provide a capital reserve, and to pay the cost of issuance and sale of the bonds and the administrative costs of the refunding; fixing or setting parameters with respect to certain terms and covenants of the bonds; appointing the District’s designated representative to approve the final terms of the sale of the bonds; amending Resolution No. 2017-07 of the District; and providing for other related matters. Jerrilea Crawford seconded the motion. Motion passed 6-0. (JC Baldwin dismissed prior to vote.)

With no further business, the meeting was adjourned at 1:10 pm.

Respectfully Submitted:



Frank Kuntz, PFD Board, President

Attest:



Cindy Herdt – Administrative Assistant