

REGULAR PFD BOARD MEETING AGENDA

June 24, 2021, Noon



**Location: Town Toyota Center
Top Shelf Lounge (Upstairs)
1300 Walla Walla Avenue
Wenatchee, WA 98801**

Consent Agenda:

1. Approval of Meeting Agenda
2. Vouchers (May, 2021)
3. Minutes (May 27, 2021)

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

Agenda Items:

1. Manager's Report
 1. Potential Events
 2. Re-opening Timeline/Strategies
 3. Stimulus
 4. Sales Report
 5. Financial Report/Audit
2. Amend Resolution 2016-01
3. Cordell Neher Year End Financial Statements
4. Bond Refunding

PFD Board Regular Meeting Minutes



June 24, 2021, Noon
VIP Lounge
1300 Walla Walla Ave.
Wenatchee, WA 98801

Board Members Present:
Frank Kuntz (President)
Jerrilea Crawford (Member)
JC Baldwin (Member)
Tim Hollingsworth (Member) (12:11)
Randy Agnew (Member)
Marc Straub (Member)

In Attendance: Mark Miller, Town Toyota Center General Manager, Aaron Harvey, Cindy Herdt, Jennifer Bushong, Chris Berg, Brian Bolz - Town Toyota Center Staff Guest: Star Montgomery – August Edge, Jennifer Babcock, Sean Patton – Cordell, Neher & Company, PLLC, Dave Trageser – D.A. Davidson & Co., Lee Marchisio, Foster-Garvey

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

Consent Items

1. Meeting Agenda for June 24, 2021
2. Vouchers May, 2021
3. Meeting Minutes May 27, 2021

Motion was made and seconded to approve the agenda consent items. Motion Passed 5-0.

May, 2021 Recap

US Bank - Facility Operating Account

EFT/ACH/Wire-3	-30,541.49
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Banner Bank - Facility Operating 711 (New)

Accounts Payable

17704-17749	-67,232.91
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Payroll

221064-21162	-80,726.99
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EFT/ACH/Wire - 2	-2,366.44
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Public Comment

No Public Comments

Action and Other Items:

1. Manager's Report
 1. Potential Events

Brian Bolz has been hired as the Operations Manager. The previous Sales and Marketing position will be split into two separate positions going forward. We have received the \$131K ARP funds from the City of Wenatchee which will be used for our restart/recover re-opening process. The CDCH had previously taken over the WA DOH mass vaccination site and have now concluded their activities effective June 30, 2021. There may be some scaled

back COVID testing and vaccination activities provided by Lifeline but this needs to be confirmed. The Chelan-Douglas Community Action Council will remain on-site until August 26, 2021. The Columbia Valley Community Health held an employee training here on June 23, 2021. WA State Governor Jay Inslee visited the mass vaccination site on June 30, 2021. The US-Canada Border re-opening status remains the same. The Wenatchee World Wine Award will be held here on August 28, 2021. Grupo Firme will be on September 17, 2021 and Styx will be September 21, 2021. Grupo Firme is a rental event and Styx is a co-pro event. Both events are online ticket sales only. The Wenatchee Wild's home opening game is October 9, 2021. The Wenatchee Valley Skyhawks are operating as an "away" team only for this season. We have numerous inquiries for Hispanic events. The Town Toyota Center has an opportunity to host a basketball team 1 step under an NBA D League. It would require a new floor which will cost approximately \$250K (new). Staff will host a table at the Job Fair on June 23, 2021. This event is hosted by the Wenatchee Valley Chamber of Commerce and the Wenatchee Downtown Association. They are now looking at over 80 employers attending this event. To be competitive, we have also raised our basic, starting hourly rate to \$15 per hour. Mark noted the exemplary service provided by our F&B Department and reported they provided high-end services for CMI as they hosted the president and staff of Kroger Foods. Another event for Sprouts may be held as well.

2. Re-opening Timeline/Strategies

In September we will start installing the ice on the main arena and we will finish the cleaning of the building. We are continuing to fulfill the GBAC Certification program step. Currently, with the CDCH still on-site, masks are required in the building. This status may be updated after the Governor's update on July 1, 2021.

3. Stimulus

We have been awarded a \$30K Working Washington Round 4 Grant and have received the \$131K from the City of Wenatchee from their ARP Funds. Funds will be used for some of the requirement for re-opening which are estimated to be around \$450K.

4. Sales Report

The Loge seat are completely under agreement, renewed or sold at this time. The new rink naming rights with Weinstein Beverage is complete. The sign has been installed and a small COVID-restricted raising was held. Social media accounts have been updated regularly.

5. Financial Report/Audit

Tricia reported the Sales Tax revenues continue to be steady and Frank noted next month is as well. Labor is over expected due to the hiring of the COVID Mass Vaccination employees. This will be billed directly to the Chelan Douglas Health District. F&B COGS is high and they are still looking into what is happening with the accounting on this.

2. Amend Resolution 2016-01

Resolution 2021-01 is required to remove the current Sales/Marketing position off of the signature authority as she has resigned her position and is no longer eligible.

Marc Straub motioned to approve the Resolution 2021-01 to update the banking signature and financial authority. Jerrilea seconded the motion.

Motion passed 6-0.

3. Cordell Neher Year End Financial Statements

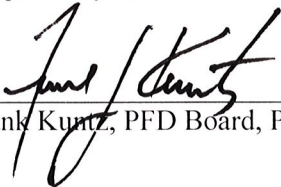
Sean Patton and Jennifer Babcock presented the Year End Financial Statements that their firm prepared. Sean explained that Tamara Dezelle who has prepared the statements for many years has retired and Jennifer Babcock is stepping into her place. Normal operations took place in 2020 only during the months of January and February. March 4, 2020 was our last event (Wild game) and the arena was shut down March 13, 2020 under WA State Governor Inslee mandates. Beyond that Sean touched on a few of the highlights of the reports. Page 5 shows Operating Revenues down \$121K, depreciation expense up \$37,617. Page 12 shows the Net Change in Cash & Cash Equivalents as \$643,873

4. Bond Refunding

Dave Trageser with D.A. Davidson and Lee Marchisio with Foster Garvey (via phone) presented discussions and options for refinancing the 2012A Bonds currently outstanding. The current bonds have a disadvantage of being unrated in the market. New bonds will be rated and therefore allow for interest cost savings, financial flexibility in the future, and better access to the bond market at present among other advantages. In addition, funds would be available that could alleviate operational risks to key components in a emergency situation. Current interest rate is 5.43% with a call-in date next year (September, 2022) and an outstanding balance of \$39.5M. Mr. Trageser and Mr. Marchisio explained some of the differences between refinancing as tax exempt and taxable including the various requirements and cost differences. The refinancing process will require proper documents, some additional information from staff and co-ordination between entities. Trageser and Marchisio offices will provide next presentation a next month's board meeting including the PFD Bond Resolution required.

With no further business, the meeting was adjourned at 1:05 pm.

Respectfully Submitted:



Frank Kuntz, PFD Board, President

Attest:



Cindy Herdt – Administrative Assistant