

# REGULAR PFD BOARD MEETING AGENDA



**October 15, 2018  
4:00 PM**

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

## **Consent Agenda:**

1. Approval of Meeting Agenda
2. Vouchers (September, 2018), Minutes (September 17, 2018)

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

## **Agenda Items:**

1. PFD Board Member Expirations/Renewals (2)
2. Manager's Report
  1. Past Shows
  2. Future Shows
  3. Preliminary 2019 Operating Budget
  4. Pending Fulbright Injury Claim
  5. Capital Projects
  6. Wenatchee Wild – 2018-2019 Season Home Game Opener
  7. Sales and Marketing Report
  8. Financial Reports

# Regular PFD Board Meeting Minutes



October 15, 2018  
 4:00 pm  
 Location: Town Toyota Center  
 Crunch Pak Room  
 1300 Walla Walla Ave.  
 Wenatchee, WA 98801

Board Members Present:  
 Frank Kuntz (Vice-President)  
 Randy Agnew (Member)  
 Marc Straub (Member)  
 Kelly Allen (Member)

**In Attendance:** Mark Miller, Town Toyota Center General Manager, Aaron Harvey, Town Toyota Center Assistant General Manager, Cindy Herdt, Shannon Grill, - Town Toyota Center Staff.

Vice-President Frank Kuntz called the meeting to order at 4:00 pm.

### Consent Items

1. Meeting Agenda for October 15, 2018
2. Vouchers September, 2018
3. Meeting Minutes September 17, 2018

Frank Kuntz moved to approve the consent items as listed. Motion Passed 4-0.

### September 2018 Recap

Banner Bank - Facility Operating Account		
Payroll	Checks 115177-115272	-66,413.95
Accounts Payable	Checks 14021-14096	-127,189.43
Accounts Payable	EFT/ACH/CC - 7	\$ (15,437.46)
Banner Bank - Box Office Account		
	No Activity	
US Bank - Box Office Account		
	1 Wires/Debits/ACH	\$ (8,755.27)
US Bank - Facility Operating Account		
	Wires/Debits/ACH	-14,968.15

### Public Comment

No Public Comments.

### Action and Other Items:

1. PFD Board Member Expirations/Renewals  
 Steve Lacey, representative for the City of East Wenatchee, is serving a term that expires on 12/31/2018. Steve had previously indicated his intent to remain on the Board and the issue was addressed at the East Wenatchee City Council Meeting on October 9, 2018. Item 6.a.

notes the carried motion approved by the City Council. Randy Agnew, representing the City of Rock Island, Town of Waterville and City of Entiat, is serving a term that also expires on 12/31/2018. Randy has indicated that he is willing to renew his position and we are waiting on confirmation from the three cities.

## 2. Manager's Report

### 1. Past Shows

- a. Wild Kid's Day, September 18, 2018, Wild kid's event.
- b. Jurassic Quest, September 28-30, 2018, returning event.
- c. TTC 10 Open House, October 5, 2018
- d. TTC 10 Banquet, October 9, 2018

The 10 Year Open House and the 10 Year Banquet were celebrations of the 10<sup>th</sup> Anniversary of the facility and both were well attended by general public and special guests.

### 2. Future Shows

- a. First Wild home game 2018-2019 Season, October 12, 2018
- b. Army Band, October 17, 2018
- c. Leann Rimes, November 30, 2018
- d. Private Christmas Parties in December, 2018
- e. High School Basketball Showcase, January 4, 2019
- f. Brian Regan, January 10, 2019
- g. PJ Masks, February 14, 2019
- h. The Illusionists, April 4, 2019

### 3. Preliminary 2019 Operating Budget

The preliminary 2019 budget was presented. A review of some line items included the effects of minimum wage increase, the portion of the budget that covers Wild activity based on the renewed agreement, 12% increase in liability insurance rate, the Chelan County Fire Assessment, Utilities and the renewals of benefit programs. The documents will be updated and emailed out to board members tomorrow.

### 4. Pending Fulbright Injury Claim

This claim is currently being managed by Enduris, our insurance agency, and legal representatives assigned by them.

### 5. Capital Projects

- a. Carpet/Flooring, we have received three local quotes that are being reviewed. We are fine tuning the details of the overall project.
- b. Chelan County PUD Projects, Chelan County PUD continues to work with us on energy savings projects – both large and small. We are currently looking at energy drapes, additional lighting projects and improvements to some mechanical/equipment areas.

### 6. Wenatchee Wild – 2018-2019 Season Home Game Opener. The season's opening game was Friday.

### 7. Sales and Marketing Report

Jennifer reported activity that has taken place since last month and reviewed the 10 Year Anniversary events. The 10 Year events raised \$18,300 in sponsorships. And the Wenatchee Valley Chamber of Commerce video that the Board had previously agreed to sponsor was premiered at the banquet. The center is no

longer selling Club Seats but we are selling parking passes and they have been well received by our guests.

8. Financial Reports

Shannon review the monthly financial statements and activities with the board members. The sales tax revenues are up approximately 10%. She noted we are currently working on year end projections. Frank inquired about the transfer to the reserve account and Mark requested we make that final decision at the December PFD Board Meeting.

With no further business, the meeting was adjourned at 4:54 pm.

Respectfully Submitted:



Steve Lacy, PFD Board, Secretary

Attest:



Cindy Herdt – Administrative Assistant