

PFD BOARD REGULAR MEETING AGENDA

October 26, 2023, Noon
Location: Town Toyota Center
1300 Walla Walla Avenue
Wenatchee, WA 98801



Consent Agenda:

1. Approval of Meeting Agenda
2. Vouchers (August and September 2023)
3. Minutes (September 28, 2023)

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

Agenda Items:

1. **Manager's Report**
 - a. Shows/Events
 - i. Wenatchee Wild
 - ii. Oktoberfest
 - iii. Mannheim Steamroller
 - iv. Cirque Dreams Holiday
 - v. WWE
 - b. Exempt Employees
 - c. Sales & Marketing
 - d. Live Animal Acts
 - e. Financial Statements
2. **Sales Tax Report – Submitted by Cordell, Neher & Co., PLLC**

PFD Board Meeting Minutes



October 26, 2023, Noon

Town Toyota Center
1300 Walla Walla Ave.
Wenatchee, WA 98801

Board Members Present:
Frank Kuntz (Chairman)
Jerrilea Crawford (Member)
Randy Agnew (Member)
Marc Straub (Member)
Tim Hollingsworth (Member)
Jim Fletcher (Member)

In Attendance: Mark Miller, Town Toyota Center General Manager, Aaron Harvey, Town Toyota Center Assistant General Manager, Cindy Herdt, Lindsay Rey, Dave Mann, Anna Warsinske - Town Toyota Center Staff. Guest – Kris Cameron

Meeting was called to order at 12:00 pm by acting Chairman Frank Kuntz

Consent Items

1. Meeting Agenda for October 26, 2023
2. Vouchers August & September, 2023
3. Meeting Minutes September 28, 2023

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

August, 2023

Recap

US Bank - Facility Operating
Account

EFT/ACH/Wire -1	-\$15,991.43
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Banner Bank - Facility Operating 711 (New)

Accounts	-
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Payable	19894-19980	\$363,009.56
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Payroll	Paychex Entries	\$251,320.04
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EFT/ACH/Wire -2	-\$5,567.72
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Total

\$635,888.75

September, 2023			
Recap			
US Bank - Facility Operating Account	EFT/ACH/Wire -1		<u><u>-\$4,635.47</u></u>
Banner Bank - Facility Operating 711 (New)			
Accounts			
Payable	19981-20067		-\$160,082.48
Payroll	Paychex Entries		-\$177,054.64
	EFT/ACH/Wire -9		<u><u>-\$41,153.35</u></u>
Total			<u><u>-\$382,925.94</u></u>

Public Comment

No Public Comments

Agenda Items:

1. Manager's Report

a. Shows/Events

i. Wenatchee Wild

The Wenatchee Wild has hired a new coach. Attendance is up from prior year from 1,000-1,200 to two games with 2,00-2,500. Weekday games are expected to hold at around 1,200 attending. Mark did not that youth sports attendance is up 15-18% from last year.

ii. Oktoberfest

Oktoberfest was a three-weekend event held primarily outdoors in the main parking lot. Attendance was down from the prior year but Projekt Bayern has requested a contract for 2024 and they would like to increase the time to four weekends.

iii. Mannheim Steamroller

Concert event scheduled for Sunday, November 26th. This event is a building rental.

iv. Cirque Dreams Holiday

The Cirque Holiday Dreams event is a PFD Promoted event that will be held on Friday, December 22, 2023.

v. WWE

This event is scheduled for Sunday, January 7, 2024.

Randy asked about the Gala which is a fundraising event for the Arena Youth Enrichment Fund. We have not had a Gala since 2018 with the exception of a "virtual" fundraiser during COVID. The fund currently has about \$17K available. There is no Gala event scheduled at this time. The event is labor intensive and ticket driven.

b. Exempt Employees

Changes made to align with the FMLA and WA ESD rules on salary exemptions. We have six salaried managers who will be reclassified as hourly employees effective November 1, 2023.

c. Sales & Marketing

Lindsay reported all suites have been full for the first four games and are also full for the next four games. She has numerous business she has contacted for signage sponsorships. In addition, she is working on our events with ticket sales and suites sales.

d. Live Animal Acts

At the previous PFD Board meeting, the Board indicated they would be willing to look at some potential policy language. Kris Cameron provided some draft language she has gathered from other sources. Randy Agnew voiced we have 80K in our district and 1 concern in front to the board. Marc Straub noted the Board does not have the credentials to determine level of animal care. He has respect for Kris' position but is concerned about determining legal access to the use of the building. Tim Hollingsworth thinks we should look into what "best practices" are for animal performances and adopt the minimum requirements but is unsure as to how we determine what those best practices are. Jim Fletcher believes the animal handlers are responsible and should be relied upon to provide proper care. Randy Agnew later echoed this sentiment. He also thinks we need to determine how to define events with small animals versus large animals. Jerrilea Crawford continues to agree that the board members are not the "experts" in this area but the discussion shows we need to do additional research. She does not agree with the "do nothing" approach but rather suggests we should reach out to animal experts and would like to see this issue continued to be considered until a good compromise is made. Frank noted that the board has given authority for event booking to the General Manager and he trusts the judgement there. He is concerned about moving that authority partially to the board. He asked about the possibility of the promoters presenting their events to the Board. He does not feel the board needs to be policing events and they can be booked as normal with the possibility of having the board approve events/acts that include large animals. Kris Cameron shared that the Animal Welfare Act oversees animal welfare and that Rodeos are exempt from the Act. The US Department of Agriculture is understaffed and animal care is not enforced. She agrees with the idea of board approval on a case-by-case basis. The idea of having legal draft a policy to review was discuss but not fully agreed to at this meeting. Randy Agnew felt this was not necessary right now as an actual need has not been determined yet. Marc Straub asked if Mark Miller would put some thought into how any potential changes would affect his bookings of these events and he would

like some input on how these events and the rodeos/jaripeo work in BOH. Tim Hollingsworth said that the issue has many parts as it is an important concern and the board members should take the next month to research individually at which point, he may entertain agreement for a policy draft. Jim Fletcher would also be agreeable to a policy draft and we would then be sharing expected levels of animal care in promoters well in advance of any large animal events.

e. Financial Statements

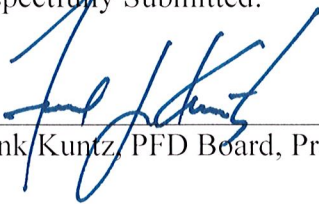
Dave reported that major activities included 3 Wild games, fire meals revenue, and the co-pro payment on Queensryche. Major expenses included lighting, the lift and HVAC. The Balance Sheet reflect the September bond payment. ARs reflect billing the suites and sponsorships in the full amount of the contracts. COGS are at 39%, ytd at 50%. Dave discussed the sales tax revenues but the spreadsheet was not attached to the financial statements. The Board asks about the bonds in regards to an early call and suggested an upcoming discussion on the issue. Banner Bank is paying 3.9% interest and the LGIP accounts are earning 5.35%.

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

The report from Cordell, Neher & Co. was included in the packet and the board did not have any questions or concerns.

With no further business, the meeting was adjourned at 1:01 pm.

Respectfully Submitted:



Frank Kuntz, PFD Board, President

Attest:



Cindy Herdt – Administrative Assistant