

# **PFD BOARD REGULAR MEETING AGENDA**

**October 27, 2022, Noon**

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



## **Consent Agenda:**

1. Approval of Meeting Agenda
2. Vouchers (September, 2022)
3. Minutes (September 22, 2022)

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

## **Agenda Items:**

1. Executive Session to Discuss Potential Litigation
2. Manger's Report – October, 2022
  - a. Sales & Marketing Report
  - b. Shows/Events
    - i. Oktoberfest
    - ii. Wenatchee Wild
    - iii. Basketball League
  - c. Financial Statements
  - d. Nashville Conference
3. LGIP Account and Transfers
4. Capital Projects Update
5. Sales Tax Report – Submitted by Cordell, Neher & Co., PLLC

# PFD Board Regular Meeting Minutes



October 27, 2022, Noon

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

Board Members Present:  
JC Baldwin (Vice-President)  
Jerrilea Crawford (Member)  
Randy Agnew (Member)  
Shon Smith (Member)

**In Attendance:** Mark Miller, Town Toyota Center General Manager, Aaron Harvey, Town Toyota Center Assistant General Manager, Cindy Herdt, Lindsay Rey - Town Toyota Center Staff. Guest: Tricia McCullough – August Edge, Pete Fraley – Ogden, Murphy, Wallace, PLLC

Vice-President JC Baldwin called the meeting to order at 12:00 pm.

## Consent Items

1. Meeting Agenda for October 27, 2022
2. Vouchers September, 2022
3. Meeting Minutes September 22, 2022

Discussed the fraudulent bank transactions listed on the September Voucher Listing report and the credit card chargebacks associated with the WWE Sunday Stunner event.

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

September, 2022 Recap

US Bank - Facility Operating Account		
	EFT/ACH/Wire-4	-45,294.64
Banner Bank - Facility Operating 711 (New)		
Accounts Payable	19013-19086	-257,084.01
Payroll	23268-23481, 23529	-149,031.61
	EFT/ACH/Wire - 5 Transactions, 4 Fraudulent transactions	-9,533.73
Banner Bank - Box Office Account		
	EFT/ACH/Wire - 2 Settlements, 2 Chargebacks	-81,275.25

## Public Comment

No Public Comments

## Action and Other Items:

Mark introduced our new Skating Director Ashley Tike to the Board.

## 1. Executive Session to Discuss Potential Litigation

At 12:10pm, JC Baldwin called for a 20-minute Executive Session to discuss potential litigation. At 12:30pm, the board requested an additional 15 minutes and at 12:45pm requested an additional 5 minutes. The Executive Session ended at 12:50pm. A discussion took place following the Executive Session. The Shoot the Puck Foundation (STPF)/Wenatchee Wild has raised issues regarding ticket accounting and recording dating back to 2013. The Town Toyota Center disputes the claims and has raised claims in response. STPF originally requested over \$350,000 to settle their claim. Informal discussions have taken place to settle the claim with no admission of wrong doing at \$275,000. The settlement includes a complete release of all claims since 2013 and may also include a non-disparagement clause. Legal council indicated PFD Board President is aware and is in agreement with proposal.

**Board Member Jerrilea Crawford motioned to authorize Board President, Frank Kuntz, to negotiate and sign a settlement agreement with Shoot the Puck Foundation in substantially the form as presented. Motion passed 4-0.**

## 2. Manger's Report – October, 2022

### a. Sales & Marketing Report

Currently, there are only two loge seats available. Four suites are available for ownership. The Wild had a great opening weekend and nightly suite rentals are starting to fill the schedule.

### b. Shows/Events

#### i. Oktoberfest

This three-weekend event will generate rent and admin tax. Expect this to amount to approximately \$120K. We are discussing a 2023 event with Projekt Bayern.

#### ii. Wenatchee Wild

The Wenatchee Wild has spent a substantial amount for light installations. The first two homes games took place on October 21 & 22.

#### iii. Basketball League

Negotiations/discussions are ongoing with the basketball team owners. This will be rent and all expenses. The season will run March – June and will include 12 home games. This is a new, local team in a existing league.

Also added that the Confluence Cheer event will be here this Friday. This event will host around 1,200-1,700 guests from Confluence.

### c. Financial Statements

Financial presented include the Wenatchee World Wine Awards, WWE Sunday Stunner and the Queensryche concert. Settlement for Wine awards is being processed. We expect a profit on WWE Sunday Stunner but a loss on the Queensryche concert. Same month, prior year we had the Groupo Firme and Styx concerts which skew the comparison.

### d. Nashville Conference

Mark reported on his attendance at the IBEA Conference in Nashville. He made direct contact with 9 promotors. In general, we are a small venue in a difficult demographic profile making attracting quality artist a challenge. There are some hopeful prospects that we will continue to pursue.

### 3. LGIP Account and Transfers

Cindy Herdt reviewed the process to date for reactivating our LGIP account and setting up the secondary bond account. The decisions regarding the positions to list on the Resolution and who to list on the authorization form have been discussed and approved at last months' PFD meeting. The transfer of the Capital funds and the Bond Debt Reserve funds – both in their entirety, \$6,000,000 and \$3,165,532.72 – have also been approved. As of this time all of the required paperwork has been submitted and our accounts are open for use. The treasury department is still working on setting up our online access and has advised that their IT department is a bit backlogged. Transfers can be made via phone requests at this time. The transfers have been made as of this date and request has been made to Banner Bank to close these two accounts that will no longer be used.

### 4. Capital Projects Update

The following capital projects and/or maintenance projects are in process with most of them being substantially completed. HVAC Compressors replacements, F&B ventless fryer, suite upgrades, chiller updates, converting Rink heaters from gas to electric, touchless bathrooms, interior painting, Rink roof leak repair, rubber flooring and rental skate purchase. NHL guidelines call for glass to be replaced with plexiglass for safety concerns. We have replaced both of our main arena ends with plexiglass and will now move forward with replacing the sides. Operations will be working on obtaining quotes for this project.

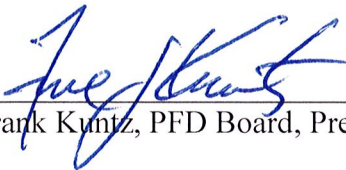
### 5. Sales Tax Report – Submitted by Cordell, Neher & Co., PLLC

The monthly sales tax accounts were provided by Cordell, Neher.

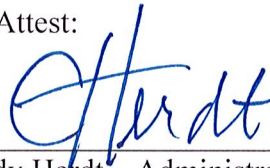
With no further business, the meeting was adjourned at 1:39 pm.

Respectfully Submitted:

Attest:



Frank Kuntz, PFD Board, President



Cindy Herdt – Administrative Assistant