

REGULAR PFD BOARD MEETING AGENDA



September 26, 2019
Noon

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

Consent Agenda:

1. Approval of Meeting Agenda
2. Vouchers (August, 2019), Minutes (August 22, 2019)

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

Agenda Items:

1. **Manager's Report**
 1. **Past Shows**
 2. **Future Shows**
 3. **Capital Projects updates**
 4. **Sales and Marketing Report**
 5. **Financial Reports**
 6. **New Locker Room Update**

PFD Board Meeting Minutes

September 26, 2019
Noon
Location: Town Toyota Center
Crunch Pak Room
1300 Walla Walla Ave.
Wenatchee, WA 98801



Board Members Present:
Frank Kuntz (President)
Steve Lacy (Secretary)
Randy Agnew (Member)
Marc Straub (Member)
Kelly Allen (Member)
Shon Smith (Member)

In Attendance: Mark Miller, Town Toyota Center General Manager, Aaron Harvey, Town Toyota Center Assistant General Manager, Cindy Herdt, Shannon Grill, Jennifer Bushong, Chris Berg, Tony Van Loo - Town Toyota Center Staff. Guest: David Rayfield, Wenatchee Wild

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

Consent Items

1. Meeting Agenda for September 26, 2019
2. Vouchers August, 2019
3. Meeting Minutes August 22, 2019

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

August 2019 Recap

Banner Bank - Facility Operating Account

Payroll	Checks 117710-117895	\$ (95,132.11)
Accounts Payable	Checks 15142-15265	\$ (468,186.20)
Accounts Payable	EFT/ACH/Wire - 8	\$ (13,625.97)

Banner Bank - Box Office Account

EFT/ACH/Wire - 4 \$ (25,808.41)

US Bank - Facility Operating Account

EFT/ACH/Wire - 9 \$ (27,115.70)

Public Comment

No Public Comments.

Action and Other Items:

Mark introduced meeting guest David Rayfield who is with the Wenatchee Wild. Mark notified the board members that Shannon Grill, our Finance Director has submitted her notice to resign her position. She has been offered and has accepted a new position.

1. Manager's Report

1. Past Shows

- a. Wenatchee World Wine Awards, August 24, 2019, co-promoter event with the Wenatchee World. Will net approximately \$9K.
- b. REO Speedwagon/Great White, August 27, 2019, the event will lose approximately \$16K but loss will be split with co-promoter. Tickets sales were about 1,600.
- c. Jerry's Auto/Napa Customer Appreciation Night, September 12, 2019, large successful first-time event. The evening coordinated with Jerry's Auto joining forces with NAPA Auto so corporate employees attended.
- d. 1st Wild Home Game – September 13, 2019, 4 home games in September, first game was 9/13, attendance is running between 1,100-1,500.

2. Future Shows

- a. Jay Owenhouse, October 5, 2019, theatrical show is a facility rental.
- b. 4 Wild Home Games in October
- c. Jehovah Witness event, October 20, 2019, they are now holding two events each year. These are facility rentals.
- d. Sectionals Figure Skating Event, November 12-17, 2019 – six-day event is straight ice rental.
- e. Kenny G, December 5, 2019, considered our 2019 Christmas event. Tickets are on sale now.
- f. Two major Christmas events, the first two Saturdays in December.

3. Capital Projects updates

- a. Chelan County PUD Projects – All major projects are currently complete, invoiced and have been fully reimbursed by the Chelan County PUD. Chris Berg will be looking for other cost savings upgrades i.e.) backlits, etc.
- b. Jumbotron, Ribbon Boards, Scoreboard and related computers & software - Daktronics was on-site for first testing and to attend the first Wild game to use the new equipment. Daktronics said our system represented their fastest equipment turn around time and we appreciated their efforts to have this equipment, manufactured, shipped, installed and working to fit our time frame. David Rayfield with the Wenatchee Wild reported that feedback from Wild fans and the Wild AV staff has been positive.

4. Sales and Marketing Report – Jennifer reported marketing highlights including over 1,100 skaters and guests for the National Showcase, 3,500 for Jaripeo. As always, the sales department is working on selling suites and suit rentals. Other new marketing ideas are taking place including social media videos, blogs and Beyond Creations marketing programs. The first Venue Managers meeting had a very positive response and the next meeting will be scheduled in March, 2020.

5. Financial Reports – Shannon presented the new shorter version format of the financial statements. Sales tax revenues are up 4%. Frank asked to confirm the bond payment on September 1st. Shannon will contact US Bank to confirm monies have been transferred to correct accounts. Frank review some of the steps that usually occur with the funds received in September and noted we should check to see if there are any restrictive covenants as to where the money should be held now that the City of Wenatchee has been paid off in full with the 2019 payment.

6. New Locker Room – The Wenatchee Wild are adding a 3rd Junior team and with that comes the need for additional locker rooms. The City of Wenatchee Building Department and the local Fire Marshall have approved a partial modification of a hallway area for a portable/movable locker room area. Build will be starting soon. Randy asked about how growth will affect parking, especially with other business/housing growth in the immediate vicinity. Mark noted that events with an attendance of 2,200-2,400 will always have parking issues.

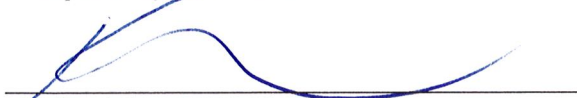
Other discussions:

Frank briefly discussed the bonds issue. They are 10-year call bonds and are currently at 7 years so we have three years to determine which direction to take. There are several options and each would have serious long-term consequences – some stable, some potentially risky. In addition, several market place changes could happen between now and when a decision needs to be made. Steve said he would like to see a “worse-case” scenario and his opinion is to receive that input from a neutral third party. Frank said he would follow-up on this issue.

With no further business, the meeting was adjourned at 1:00 pm.

Respectfully Submitted:

Attest:



Kelly Allen, PFD Board, Secretary



Cindy Herdt – Administrative Assistant