

# REGULAR PFD BOARD MEETING AGENDA

September 23, 2021, Noon



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

## **Consent Agenda:**

1. Approval of Meeting Agenda
2. Vouchers (August, 2021)
3. Minutes (August 26, 2021)

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

## **Agenda Items:**

1. **Manager's Report**
  1. Stimulus/ARP Funds
  2. SVOG Funds
  3. Future Events
  4. Grupo Firme/STYX
  5. Wenatchee Wild Status
  6. Staffing
  7. Sales Report
  8. Financial Reports/Audit
3. **Bond Refunding**
4. **PFD Board Member Term Expirations**

# PFD Board Regular Meeting Minutes



September 23, 2021, Noon  
Town Toyota Center  
1300 Walla Walla Ave.  
Wenatchee, WA 98801

Board Members Present:  
Frank Kuntz (President)  
Jerrilea Crawford (Member)  
JC Baldwin (Member)  
Tim Hollingsworth (Member)  
Randy Agnew (Member)  
Shon Smith (Member)

**In Attendance:** Mark Miller, Town Toyota Center General Manager, Aaron Harvey, Cindy Herdt, Katie Atkinson - Town Toyota Center Staff Guest: Star Montgomery – August Edge, Pete Fraley – Ogden, Murphy, Wallace, Dan Kelly

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

## Consent Items

1. Meeting Agenda for September 23, 2021
2. Vouchers August, 2021
3. Meeting Minutes August 26, 2021

**Motion was made and seconded to approve the agenda consent items with the addition of an Executive Session added to today’s meeting agenda. Motion Passed 6-0.**

August, 2021 Recap

|  |                  |             |
|--|------------------|-------------|
| US Bank - Facility Operating Account       | EFT/ACH/Wire-6   | -57,939.71  |
| Banner Bank - Facility Operating 711 (New) |                  |             |
| Accounts Payable                           | 17841-17938      | -222,593.31 |
| Payroll                                    | 21294-21361      | -74,587.30  |
|  | EFT/ACH/Wire - 1 | -1,166.91   |

## Public Comment

No Public Comments

## Action and Other Items:

### 1. Manager’s Report

#### 1. Stimulus/ARP Funds

The funds paid and/or committed by the City of Wenatchee, the City of East Wenatchee, Chelan County and Douglas County from their ARP Funds were discussed. The City of Wenatchee has paid us their commitment of \$131K, the other three entities have ARP funds committed to assist the arena. These

payments and commitments were made when we believed we would not be eligible for an SVOG Award.

Representatives of the agencies noted that their deadline to spend their ARP Funds is 2024 and that if other concerns/issues arise between now and then, the request can be revisited.

**Jerrilea Crawford motioned to have the Town Toyota Center refund the City of Wenatchee's payment and to relieve the other entities of the commitment of their ARP Funds.**

**JC Baldwin seconded the motion.**

**Motion passed 5-0, Frank Kuntz abstained.**

2. SVOG Funds

The Town Toyota Center has been awarded a SVOG Supplemental Award of approximately \$876K. The original grant plus the supplement combined are \$2,630,140.88. The supplemental award will be transferred to the bank account with the original disbursement.

3. Future Events

Booking of events is down nationwide. Going forward, tickets for Holiday Dreams will not go on sale until we know what the upcoming state restrictions will entail. Holiday Dreams is scheduled for December 15, 2021. We have the Wenatchee World Wine Awards rescheduled for November 6, 2021 and a potential rap concert on November 20, 2021 as well. The Leavenworth Oktoberfest has been cancelled and the organizers had agreed in principle to move from Leavenworth to Town Toyota Center for 2022. This will be temporary until such time that the Leavenworth community and organizers work out new arrangements. Numerous logistical issues would need to be worked out for this event.

4. Grupo Firme/STYX

Grupo Firme turned out to be the highest guest attendance event for the arena. Attendance was close to 4,500. We expect to net around \$80K. The event took place with 25% of normal staff capacity and included all management employees working as well. Attendance for the STYX concert was about 1,450 guests. The STYX concert has +/- 300 "no shows". The STYX concert had guest masking complaints at the event and after the event. The opening band for the STYX concert had some COVID issues and were unable to perform. The STYX band very graciously agreed to perform a double set with an intermission. STYX will have an estimate loss of around \$10K. Masking at the Grupo Firme event was 25%, STYX was 95%. The building experienced water issues at both of these events and both were resolved without crisis or catastrophe. Signage is up regarding state mandated masking requirements. UPOs were in attendance and general staff is directed not to confront guests. Ticket refunds are processed without question for guests who are unhappy.

5. Wenatchee Wild Status

The US side of the US-Canada border has not reopened. The next review is scheduled for October 21, 2021. The BCHL has rearranged the schedule to give the Wild 22 home games. We will have one visiting team coming down for 2-3 games. New schedule starts in November and is subject to additional modifications depending on changing WA State, US and Canada border crossing requirements. Town Toyota Center will be making appropriate adjustments to loge and suite holder agreements based on reduction of home games. This Saturday, the Wenatchee Wild will skate with kids on WILD KIDS' DAY.

6. Staffing

New Weinstein Beverage Rink Manager Alexis Blessing starts Monday. The position listing for the new Building Engineer is still open and is receiving applicants.

7. Sales Report

Katie Polson reported that sales are slow due mainly to COVID mandate uncertainties. She has sold 20 parking passes, confirmed \$400K in sales. There are eight suites open for either renewal or sale. Two loge seats are available but there is a wait list to go through first. A sponsorship with CW Painting has been signed.

8. Financial Reports/Audit

Star Montgomery reports that sales tax remittances are up 25%. The reported payroll amount is incorrect and should be \$17,690.

New banking accounts are being opened for the 2021 Bond refunding monies. Will be meeting with Pete on updating the bank account policy next week.

State Audit – Our audit is now expected to be complete by mid to late October. The City of Wenatchee will be unable to complete their audit until ours is done.

## 9. Bond Refunding

The 2021 Bond Refunding process is close to being completed. We will have the approved Capital Project and the Bond Debit Service monies deposited directly into the new bank accounts. Closing documents and closing call will be scheduled for later this month. After the process closes the .2% sales tax will be forwarded to us from the City of Wenatchee and will be deposited directly into a new account. The .1% and the .033% will be wire transferred directly to a pre-existing Town Toyota Center account and will be transferred internally to two separate new bank accounts set up specifically for these funds. Due to the timing of the refunding process, we will need to work with US Bank regarding the September sales tax remittances. Bonding covenants and restrictions will be modified through this process but the arena will be set for strong financial success for the next ten years.

## 10. PFD Board Member Term Expirations

Board representatives Marc Straub (Douglas County) and Shon Smith (Chelan County) are both serving terms that expire on December 31, 2021. Letters will be sent to these two entities next week. The board asked for a reminder review of the makeup of the PFD Board. Pete reported that it is a seven-member board with representatives from The City of Wenatchee, the City of East Wenatchee, Chelan County, Douglas County, City of Chelan, City of Cashmere, and one rotating member representing Entiat, Waterville and Rock Island. Three positions are appointed outright by the entity they represent. These are City of Wenatchee,

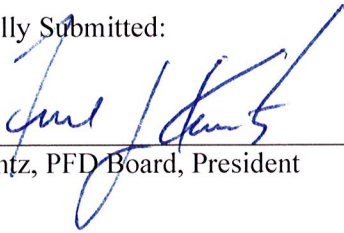
Chelan County and City of Cashmere. These members cannot be from a legislative branch, so no City Council Member, no elected County Commissioner. The other four members are appointed by community recommendations.

**Executive Session to Discuss Potential Litigation**

Board President Frank Kuntz called for a 15-minute Executive session to discuss potential litigation at 12:46pm. At 1:01, they requested an additional 5 minutes. At 1:06, they requested an additional 5 minutes. At 1:11, they requested an additional 5 minutes. At 1:16, the Executive Session was called to a close. No action was taken.

With no further business, the meeting was adjourned at 1:16 pm.

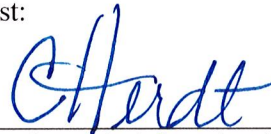
Respectfully Submitted:



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Frank Kuntz, PFD Board, President

Attest:



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Cindy Herdt – Administrative Assistant