

REGULAR PFD BOARD MEETING AGENDA



September 24, 2020, Noon

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

Cindy Herdt is inviting you to a scheduled Zoom meeting.

Questions: Please email cherdt@towntoyotacenter.com or call Cindy at 509.669.0654

Join Zoom Meeting

<https://us02web.zoom.us/j/81040585600?pwd=dEh3RjJzUUxWNHhRaWNiaTRibidsZz09>

Meeting ID: 810 4058 5600

Passcode: 808005

Consent Agenda:

1. Approval of Meeting Agenda
2. Vouchers (August, 2020)
3. Minutes (August 27, 2020)

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

Agenda Items:

1. Manager's Report
 1. Food & Beverage
 2. Re-Open Procedure/Plan
 3. 3 Day Bridgeport Fire Relief Supplies Drive & Delivery
 4. Serve Wenatchee/County Hospitality
 5. Drive-In Movies
 6. COVID Mobile Testing in October
 7. BCHL
 8. Our Major Sponsors
 9. Financial Report

PFD Board Regular Meeting Minutes



September 24, 2020
Noon

Location: Town Toyota Center
ZOOM Conference Meeting
Meeting ID: 810 4058 5600
Passcode: 808005
1300 Walla Walla Ave.
Wenatchee, WA 98801

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

In Attendance: Mark Miller, Town Toyota Center General Manager, Aaron Harvey, Cindy Herdt, Jennifer Bushong, Chanet Stevenson, Katie Atkinson, France Bedard - Town Toyota Center Staff. Guest: Tricia McCullough, Star Montgomery - August Edge

President Frank Kuntz called the meeting to order at 12:00 pm and took a roll call of attendees.

Consent Items

1. Meeting Agenda for September 24, 2020
2. Vouchers August, 2020
3. Meeting Minutes August 27, 2020

Will contact board members to obtain signatures on all Meeting Minutes and Voucher Listings.

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

August 2020 Recap

US Bank - Facility Operating Account		
	EFT/ACH/Wire - 4	-15,593.18
Banner Bank - Facility Operating 711 (New)		
Accounts Payable	17262-17308	-68,570.41
Payroll	20641-20668	-29,633.99
	EFT/ACH/Wire - 2	-2,288.80
Banner Bank - Facility Operating		
	No Activity	
		-116,086.38

Public Comment

No Public Comments

Action and Other Items:

1. Manager's Report

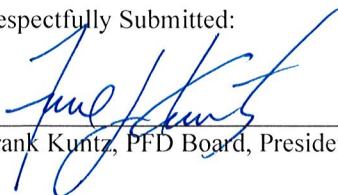
1. Food & Beverage
The F&B Department continues to provide outside catering services. They are also coordinating food services with Chelan/Douglas Counties and Serve Wenatchee Valley.
2. Re-Open Procedure/Plan
Our re-opening plan has been submitted to the Chelan-Douglas Health District. We currently do not have a set re-opening date or schedule for ice installation. Our plan will call for an estimated 28-29 hours from user groups or approximately \$5,200 rental ice time revenue per month. Initial opening would be user groups only and we would not be open to the public. Our goal is to move towards prepaid ice time usage. We have COVID-19 contingency plans in place. The Building Maintenance position has returned to work at reduced hours.
3. Day Bridgeport Fire Relief Supplies Drive & Delivery
Staff to a multi-vehicle trip to Bridgeport to drop off food supplies for the fire relief efforts.
4. Serve Wenatchee/County Hospitality
The Community Action Council is still using the main arena area for their food distribution program and the regular COVID food daily distribution program is ongoing.
5. Drive-In Movies
We currently have three drive-in movies scheduled through third parties. Two are with Wenatchee Parks & Recreation and one is with Confluence Health.
6. COVID Mobile Testing in October
This program will take place drive-through style in the main parking lot. Scheduling is new and details are currently pending.
7. BCHL
BCHL is planning for games with no fans/spectators. All plans/details are very tentative and subject to change frequently. Much is dependent on being able to cross the Canadian border. We may need to consider some amendments to the STPF agreement for this season.
8. Our Major Sponsors
Weinstein, Toyota and iFiber continue to honor support of their respective sponsorships. Staff is contacting suite owners and loge holders when appropriate. It is expected that on a case by case basis, we will need to review agreements at such time the arena fully re-opens.
9. Financial Report
Transactions from the previous month were reviewed. We are currently in the middle of our 2019 state financial audit. The audit process is going very smoothly considering it is 100% remote. A draft of the 2020 budget is being compiled.

Other Discussions –

- Any claim with Enduris for Business Interruptions due to COVID-19 are out at least one year.
- Board discussed bond payment and reserve transfers for survival needs.
- Shon asked about event deposits/tickets – those were all refunded shortly after the arena closed down in March. We do have to suite holders who have paid in advance that may need adjustments after we re-open.
- A local venue meeting was held yesterday.
- Marc S. thanked the staff for coordinating the deliver of food to Bridgeport and Mark M., shared that our staff even shared their prepared lunches with the obviously exhausted volunteer staff in Bridgeport.

With no further business, the meeting was adjourned at 12:37 pm.

Respectfully Submitted:



Frank Kuntz, PFD Board, President

Attest:



Cindy Herdt – Administrative Assistant