

PFD BOARD REGULAR MEETING AGENDA

September 28, 2023, Noon
Location: Town Toyota Center
1300 Walla Walla Avenue
Wenatchee, WA 98801



Consent Agenda:

1. Approval of Meeting Agenda
2. Vouchers (July 2023)
3. Minutes (August 24, 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
 - vi. WVC Basketball Tournament
 - vii. WIAA Volleyball
 - b. Exempt Employees
 - c. Sales & Marketing
 - d. Financial Statements
2. **Sales Tax Report – Submitted by Cordell, Neher & Co., PLLC**

PFD Board Meeting Minutes

September 28, 2023, Noon

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



Board Members Present:
Frank Kuntz (Chairman)
Jerrilea Crawford (Member)
JC Baldwin (Member)
Randy Agnew (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, Jamie Goodman, Chris Berg - Town Toyota Center Staff. Guest – Mike Poirer, Kris Cameron

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

Consent Items

1. Meeting Agenda for September 28, 2023
2. Vouchers July, 2023
3. Meeting Minutes August 24, 2023

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

July, 2023 Recap

US Bank - Facility Operating Account	EFT/ACH/Wire -1	-\$3,654.20
--------------------------------------	-----------------	-------------

Banner Bank - Facility Operating 711 (New)

Accounts Payable	19822-19893, 19619-19626	-\$135,149.01
Payroll	Paychex Entries	-\$149,618.63
	EFT/ACH/Wire -5	-\$86,276.25

Total		<u><u>-\$374,698.09</u></u>
-------	--	-----------------------------

Public Comment

Kris Cameron presented her personal presentation and request to discontinue live animal acts at the Town Toyota Center. She was asked if she viewed acts such as the Hell on Hooves Rodeo the same as the Jordan Circus. She views them as the same when held at the arena as the facility is not set up to properly house and care for large animals. And generally, rodeos would be held at fairgrounds where there are better housed. Jerrilea noted that during her first year on the board

when the circus came up, she asked to meet with the managers and see the areas where the animals were kept. She said some, but not all, of her concerns were put to ease. Ms. Cameron noted that the animals experience severe confinement, standing for long time periods on improper ground, extended transportation issues and that eight states already have severe restrictions for such performances and several others are also considering the same. Since 1998 there have been 10 deaths and numerous injuries due to unpredictable animal behavior. Tim said that he would entertain a policy that supports best practices regarding any event that includes animals. It was suggested that all events or functions that include animals be brought to the board for approval in advance of scheduling. This discussion will be taken under further consideration and revisited at the October PFD Board Meeting. Ms. Cameron was asked if she would be willing to provide sample language which she agreed to.

Action and Other Items:

1. Manager's Report

- a. Shows/Events
 - i. Wenatchee Wild – The Wild played the Seattle team on Saturday, September 23, 2023 and fans from the opposing team filled sections 102 & 103. Per caps were at \$14. The laser light show debuted the first opening weekend. There was a power surge issue at the Friday game but did not reoccur Saturday night. Parking seemed to be a non-issue. The Wild have a Coach issue that the WHL is investigating. The arena is not involved. Suites and loge seats were sold out during the opening weekend. Rotary running the concession stands are working extremely well.
 - ii. Oktoberfest – This event takes place over three weekends on Fridays and Saturdays. It is a straight rental. Parking concerns are being minimized with the use of the Dovex parking lot and shuttle busses.
 - iii. Mannheim Steamroller – Scheduled for November 26, 2023. Tickets are on sale. This is a rental.
 - iv. Cirque Dreams Holidayze – Scheduled for December 22, 2023. This is a PFD Promoted event.
 - v. WWE – This event will be scheduled for January 7, 2024.
 - vi. WVC Basketball Tournament – This is the Native American Classic that is being organized by the Wenatchee Valley College and the Colville Tribes.
 - vii. WIAA Volleyball – We applied for this multi-year event but it has been awarded to Yakima. LTAC has awarded us \$35K per year and we will be working with them to see if we can replace the event with one that has the same requirements.
- b. Exempt Employees – we are working on transitioning non-exempt employees to hourly. An adjustment has been made for year to date pay and they will begin tracking work hours as of September 1st. We will also need to update the employee handbook.

- c. Sales & Marketing – Suites and loge seating are sold out. The nightly suites are filling up. We be focusing on selling signage now.
 - d. Financial Statements – The month of August was fairly slow. Events included the NCW Quilt Show and Jurassic Quest. The Food & Beverage inventory has not bee booked for the month. The interest and principle bond payment of \$2,144,884.07 was paid on September 1st. Dave noted he is working on reconciling the liability accounts. The monthly sales tax revenues were reported.
2. **Sales Tax Report – Submitted by Cordell, Neher & Co., PLLC** – The report was included in the meeting packet. No questions came up for the prior month being reported.


Other Items:

Expiring PDF terms for 2023 include the City of Wenatchee’s Frank Kuntz. Although his term expires in 2026, he is not authorized past his mayoral term which will end December 31, 2023. Other expiring members are Jerrilea Crawford for the City of East Wenatchee and Tim Hollingsworth for the City of Chelan. Letters will be sent to the three agencies.

November and December PFD Board Meetings will both be cancelled due to Thanksgiving and Christmas. Special Meetings will be called on November 16, 2023 and December 21, 2023.

With no further business, the meeting was adjourned at 12:46 pm.

Respectfully Submitted:



Frank Kuntz, PFD Board, President

Attest:



Cindy Herdt – Administrative Assistant