

# NOTICE OF SPECIAL BOARD MEETING

November 23<sup>rd</sup>, 2010  
1:00 PM

**Location:** *Town Toyota Center  
Orchard View Room  
1300 Walla Walla  
Wenatchee, WA*



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Notice is hereby given, that the President of the Greater Wenatchee Regional Events Center Public Facilities District has called a Special Board Meeting November 23<sup>rd</sup>, 2010 at 1:00 pm at the Town Toyota Center, Orchard View Room, 1300 Walla Walla, Wenatchee, Washington.

## AGENDA

### Consent Items:

- Motion to approve agenda, vouchers, and minutes from prior meeting.

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

### Action and Other Items:

- 1) Motion to continue the Interlocal Agreement with the City of Wenatchee for Accounting and Other Services
- 2) General Manager Operating Report
- 3) General Manager Annual Review
- 4) PFD Board Member commitments and challenges
- 5) PFD Board Member term expirations
- 6) Motion to authorize Mark Miller to execute a contract with Robinson Research to conduct a Public Opinion Poll
- 7) Set date for December meeting
- 8) Other Business
- 9) Executive Session regarding potential litigation
- 10) Possible discussion and action related to issues associated with Licensee (Wenatchee Sports Partners)

Vouchers:

US Bank:

Claims from Town Toyota Operating Account for months of:

\$267,946.40	July
\$275,483.41	August
\$141,877.55	September
\$221,338.49	October

Claims from Town Toyota Box Office Account for months of:

\$13,750.00	July
\$60,000.00	August
\$28,750.00	September

Bond Anticipation Notes:

\$1,095,841.63

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call (509) 888-6230. Notification 72 hours prior to the meeting will enable the PFD to make arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title I).*

# Special Board Meeting Minutes



November 23rd, 2010

1:00 pm

Location: Town Toyota Center  
Orchard View Room  
1300 Walla Walla Ave  
Wenatchee, WA 98801

## **Board Members Present:**

Joe Jarvis (President)  
Doug Poole (Member)  
Dan Kelly (Member)  
Dawn Collings (Secretary)

**In Attendance:** DeAnn McDaniel; Mark Miller, Town Toyota Center General Manager, Michelle Hastings, and Numerous TTC Staff

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Joe Jarvis, Board President, called the Greater Wenatchee Regional Events Center Public Facilities District (GWPFDD) Special Board Meeting to order at 1:11 pm.

## **1. Consent Items:**

- Motion to approve agenda, vouchers, and minutes from prior meeting.
  - Motion by Board Member Kelly to approve agenda, vouchers, and minutes from prior meeting. Board Member Poole seconded the motion. Motion carried.

## **2. Public Comment**

No public comment was made.

## **Action and Other Items:**

### **1. Motion to continue the Interlocal Agreement with the City of Wenatchee for Accounting and Other Services (Joe Jarvis)**

- The interlocal agreement has a provision that every year the city council and the PFD board will review the agreement. President Jarvis asked the board to review the agreement and suggest any changes. No changes were suggested. Board member Kelly motioned to continue the Interlocal Agreement with the City of Wenatchee for the Accounting and Other Services. Board Member Poole seconded the motion. Motion carried.

### **2. General Manager Operating Report (Mark Miller)**

- Town Toyota Center General Manager Mark Miller gave the board a description of past events from the month. Miller gave the board an event calendar of upcoming events.

### **3. General Manager Annual Review( Joe Jarvis)**

- President Jarvis explained that in the governing policies require an annual review of the general manager. Jarvis asked for feedback from the board as how they would like to do this. It was determined that the annual review would be a full board discussion in an executive session during the December meeting.

**4. PFD Board Member commitments and challenges**

- o With upcoming challenges the PFD board will need to put in extra time and work on labor intensive projects. President Jarvis asks the board members to look at their calendars for this upcoming year and see if serving on the PFD Board fits into their schedule. Board member Poole asked that the board look ahead and schedule upcoming meeting so he can plan accordingly. The board concurred.

**5. PFD Board Member term expirations**

- o President Jarvis explained the terms that are up at the end of the year. President Jarvis expressed that he is interested in staying on the board, as did Board Member Kelly. Board Member Collings would like to have a conversation with Mayor Lacey. Board Member Kelly asked Allision Williams the process for the City to appoint PFD Board positions. She explained that the City advertises for all of their boards at the end of year. The city clerk will publish open positions then accept applications; the applications will be brought back to the board, which in turn will make a recommendation to the city council.

**6. Motion to authorize Mark Miller to execute a contract with Robinson Research to conduct a Public Opinion Poll**

- o Over the past few months there has been multiple discussions regarding how to finance the Town Toyota Center bond payments. It was determined that a 1/10<sup>th</sup> of a percentage tax is the solution. The first step to this would to perform a phone survey of all districts. Robinson Research has been recommended due to cost, past performances, and reputation. Board Member Kelly motioned to authorize Mark Miller to execute a contract with Robinson Research to conduct a Public Opinion Poll. Board Member Poole seconded the motion. Motion carries.

**7. Set date for December Meeting**

- o December 15<sup>th</sup> at 3 pm was agreed upon by the board.

**8. Other Business**

- o No other business was brought to the board


**9. Executive Session regarding potential litigation**

- o Went into session at 1:28 - 1:58pm, the Board then announced that the Executive Session would continue for an additional 30 minutes. At 2:28pm the Board announced that the Executive Session would continue for an additional 30 minutes. Executive Session concluded at 2:52pm

With no further business, the meeting was adjourned at 2:52 pm.

Respectfully Submitted:

Attest:

  
 Dawn Collings, Secretary

  
 Michelle Hastings, Administrative Assistant