

# PFD BOARD REGULAR MEETING AGENDA



**August 22, 2024, Noon**

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

## **Consent Agenda:**

1. Approval of Meeting Agenda
2. Vouchers (July 2024)
3. Minutes (July 25, 2024)

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

## **Agenda Items:**

### **1. Manager's Report**

#### **a. Events & Activities**

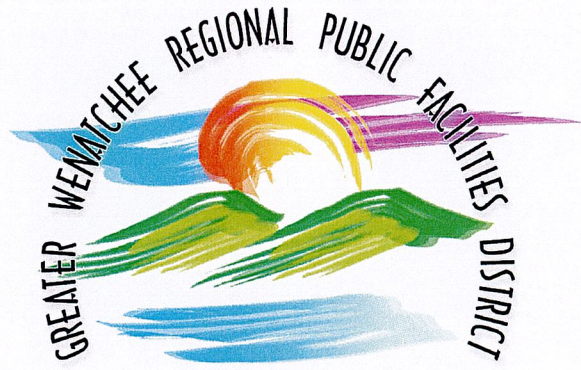
- i. Ice In
- ii. Composting
- iii. NCW Quilt Show
- iv. Apple Ice Classic
- v. Wenatchee Wine Awards
- vi. Metal Detectors/Clear Bag Entry Policy
- vii. Wild Exhibition Game
- viii. Alabama
- ix. The Black Crowes
- x. Disney Jr. Live
- xi. Jeff Dunham
- xii. Imagine Dragons
- xiii. IAVM Conference
- xiv. Fire Alarm System
- xv. Job Openings
- xvi. WAHA Schedule
- xvii. Locker Rooms
- xviii. Sales & Marketing Reports
- xix. Finance
- xx. State Audit

### **2. Board Chair Report**

### **3. PFD Promotion Hosting Policy**

### **4. Sales Tax Report – Submitted by Cordell, Neher & Co., PLLC**

# PFD Board Regular Meeting Minutes



August 22, 2024, Noon

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

Board Members Present:  
Jerrilea Crawford (President)  
Randy Agnew (Vice-President)  
Mike Poirier (Member)  
Marc Straub (Member)

**In Attendance:** Mark Miller, Town Toyota Center General Manager, Cindy Herdt, Michael Cole, Lindsay Rey - Town Toyota Center Staff.

President Jerrilea Crawford called to order at 12:00 pm.

## Consent Items

1. Meeting Agenda for August 22, 2024
2. Vouchers - July 2024
3. Meeting Minutes July 25, 2024

**Motion was made and seconded to approve the agenda consent items.**

## Motion Passed 4-0.

July, 2024 Recap

Banner Bank - Facility Operating 711 (New)			
Accounts Payable	20864-20983		-\$347,986.13
Payroll	Paychex Entries		-\$171,994.43
	EFT/ACH/Wire -6		-\$8,661.55
Total			-\$528,642.11

## Public Comment

\*Dorothy Ferguson, Wenatchee noted these items: PFD Meetings are not held via ZOOM and she request consideration for this, PFD Meeting Minutes are not on the website, PFD Board needs to have at least one “average person” who is not a politician.

\*Kris sent in a letter regarding the composting issue that the Board members will receive. She also noted that the Rotary is doing “hybrid” meetings in the lounge on Wednesdays.

## Agenda Items:

1. **Manager’s Report**  
Events & Activities

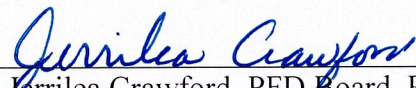
- i. Ice In – The main arena ice will be going in on August 7<sup>th</sup>. First training camp is the following week.
- ii. Composting – This is a state requirement based on amount of waste produced. They have been running a pilot/test program in the back of house kitchen and will move forward to composting on a regular basis.
- iii. NCW Quilt Show – This event was held on August 9-10.
- iv. Apple Ice Classic – this year's event had over 100 participants.
- v. Wenatchee Wine Awards – the 12<sup>th</sup> annual Wenatchee World Wine Awards will be August 24<sup>th</sup>. Participation is down a bit but is expected to be a great event this year.
- vi. Metal Detectors/Clear Bag Entry Policy – effective with the Wild Exhibition Game on September 7<sup>th</sup>, all ticketed event will employ the new metal detector and clear bag policy.
- vii. Wild Exhibition Game – the second WHL season for the Wenatchee Wild begins with the Exhibition game on 9/7. Expected attendance is about 3,000.
- viii. Alabama – event will be on September 15<sup>th</sup>. Ticket sales are at 1,900 now. Ticket sales goal is 3,000.
- ix. The Black Crowes - this event was scheduled for November 22<sup>nd</sup> has been cancelled due to the cancellation of the Aerosmith tour. The band's promoters could not partner with another promoter in the Pacific Northwest. All tickets will be refunded.
- x. Disney Jr. Live – this event is scheduled for December 10<sup>th</sup>.
- xi. Jeff Dunham – this comedy show is scheduled for April 25, 2025. Tickets will go on sale October 10<sup>th</sup>.
- xii. Imagine Dragons – scheduled for June 21, 2025.
- xiii. IAVM Conference – staff members will attend this conference on July 31 – August 3.
- xiv. Fire Alarm System the fire alarm system had some issues and City of Wenatchee staff assisted with determining the issue and a replacement panel has been ordered.
- xv. Job Openings – Zach Hendricks has been hired as Operations Director and Jessica Manzano has been hired to take the Administrative Assistant position. She will start on Monday.
- xvi. WAHA Schedule – fully scheduled for the upcoming season
- xvii. Locker Rooms – we expect to receive cost estimates around September 16<sup>th</sup>. We are currently discussing needs with the user groups.
- xviii. Sales & Marketing Reports – Lindsay reported Columbia Distributing was renewed for a five-year term. In Jamie's absence she reported that she's working with Allied, R&M Winery signage and suites/loge. F&B is working on a new PSL menu. Mayor Poirier asked if Lindsay could list opportunities on the website.
- xix. Finance – Michael Cole presented the financial activities for the prior month. He noted the Weinstein Beverage Rink was closed to 10 days in July for repairs. F&B revenue included some fire meals. Bond payment is coming up September 1<sup>st</sup>.
- xx. State Audit – Annual audit is in process now. No results available at this point.

2. **Board Chair Report** – Discussion regarding the November and December PFD Board Meetings. These are usually rescheduled do to the holidays in both months. The November meeting will be rescheduled from November 28<sup>th</sup> (Thanksgiving Day) to November 21<sup>st</sup>. The December meeting will be rescheduled from December 26<sup>th</sup> to December 19<sup>th</sup>. Jerrilea asked if there was anything they could assist with in recruiting for the accounting positions. Several options were discussed.
3. **PFD Promotion Hosting Policy** – No additional meetings or discussions were taken up regarding this issue.
4. **Sales Tax Report – Submitted by Cordell, Neher & Co., PLLC** – The sales tax report for the month on July from Cordell, Neher was presented. The board did not raise any questions or concerns.

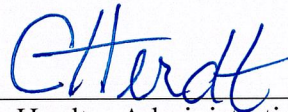
With no further business, the meeting was adjourned at 12:54pm.

Respectfully Submitted:

Attest:



Jerrilea Crawford, PFD Board, President



Cindy Herdt – Administrative Assistant