

PFD BOARD REGULAR MEETING AGENDA



February 22, 2024, Noon
Location: Town Toyota Center
1300 Walla Walla Avenue
Wenatchee, WA 98801

Consent Agenda:

1. Approval of Meeting Agenda
2. Vouchers (December 2023)
3. Minutes (January 25, 2024)

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

Agenda Items:

Manager's Report

1. Manager's Report

- a. Events & Activities
 - i. Wenatchee Wild
 - ii. BNCW Home Show
 - iii. Youth Hockey Tournaments
 - iv. KPQ Home & Garden Expo
 - v. Special Olympics
 - vi. Locker Rooms
- b. Sales & Marketing Reports
- c. Financial Reports – December, 2023
- d. Security

2. Sales Tax Report – Submitted by Cordell, Neher & Co., PLLC

PFD Board Regular Meeting Minutes



February 22, 2024, Noon

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

Board Members Present:
Jerrilea Crawford (President)
Randy Agnew (Vice-President)
James Fletcher (Secretary)
JC Baldwin (Member)
Marc Straub (Member)
Tim Hollingsworth (Member)
Mike Poirier (Member)

In Attendance: Mark Miller, Town Toyota Center General Manager, Aaron Harvey, Town Toyota Center Assistant General Manager, Cindy Herdt, Dave Mann, Jamie Goodman, Anna Warsinske, Lindsay Rey, Chris Berg - Town Toyota Center Staff. Guest- David Rayfield, Wenatchee Wild.

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

Consent Items

1. Meeting Agenda for February 22, 2024
2. Vouchers December, 2023
3. Meeting Minutes January 25, 2024

Motion was made and seconded to approve the agenda consent items with the follow addition:

Addition of Circus Animals as an agenda item.

Motion Passed 7-0.

December, 2023 Recap

Banner Bank - Facility Operating 711 (New)

Accounts Payable	20257-20340	-\$256,140.18
Payroll	Paychex Entries	-\$212,442.51
	EFT/ACH/Wire -15	-\$184,624.01
Total		<u>-\$653,206.70</u>

Public Comment

Kris Cameron (Wenatchee) spoke on the topic of use of animals at Town Toyota Center events. Ms. Cameron noted that several others had wished to attend today's meeting but are out sick or have other conflicts. She provided the Board with a letter from Cindy Volyn. She suggests when the six-month moratorium comes up for review today, the Board will ban the use of ALL circus animals at the arena. The group with animal welfare concerns has also approached both the City of East Wenatchee and the City of Wenatchee asking them to ban the use of circus animals within their jurisdictions. The petition that has been circulating has collected over 375 signatures in less than one month. Support has been requested through businesses, the Wenatchee World, KPQ and social media outlets.

Keith Kissler (East Wenatchee) approached the Board asking for additional ways to make public skating more affordable for families for open night skating. He would like us to consider annual, monthly or even day passes.

Agenda Items:

Added Item: Circus Animals

The Board discussed various aspect of the topic including definition of circus animals, the December motion approved, other events at the Town Toyota Center that have live animals, potential input from the promoter and how this affects future booking of events. The Board has noted that the discussions highlight the difficulty and importance of not using vague language. This is a simple question with complicated details for the Board members to answer. Ultimately the Board made the following motion:

Motion was made by Tim Hollingsworth to reassert and codify the motion approved in December to place a six-month moratorium on live circus animals at the Town Toyota Center. The Board further clarified that circus animals do not include dogs, cats, horses/ponies, buffalo or camels. Randy Agnew seconded the motion. Motion passed 5-2. Yeas: Marc Straub, Mike Poirier, Randy Agnew, Tim Hollingsworth, James Fletcher. Nays: Jerrilea Crawford, JC Baldwin.

1. Manager's Report

a. Shows/Events

- i. Wenatchee Wild – the team has six remaining games prior to the playoffs. The move to the WHL has seen average ticket sales go from 1,350 to 1,950. The installation of the laser light show has improved the “event” atmosphere for the public.
- ii. BNCW Home Show – event went smoothly and they are in for next year.
- iii. Youth Hockey Tournaments – we have seen a substantial increase in youth tournaments.
- iv. KPQ Home & Garden Expo – Scheduled for March 8-10, 2024
- v. Special Olympics - Opening ceremonies are on Friday, March 1, 2024 and skating events are on Saturday, March 2, 2024.

- vi. Locker Rooms - Need for additional locker rooms have become apparent with the increase need/use for the WHL, female skaters/players and safe sports rules. Youth teams in Canada have already banned use. Steps we are currently taking include gathering information, arena comparisons, and putting together a team consisting of the arena and members of user groups. We have a RFQ out for an architect to draw up plans for permanent lockers. There is no financial commitment yet but will be proposed when the project becomes feasible. It's estimated an initial six months for research. Temporary lockers room will be considered in the meantime and we are looking for cost for units plus permits, utilities, etc. A ROI on potential investment will be calculated.
- b. **Sales & Marketing** – Lindsay reported nightly rentals are full, Wild season playoffs are upcoming and we have waitlists for seating. Several sales proposals are out and sponsorship negotiates are underway for the Hell on Hooves Rodeo. New this year at the Hell on Hooves Rodeo is the “Western Market” which has been well received by vendors. Jamie noted that social media platforms have exceeded 55K impressions.
- c. **Financial Statements – December, 2023** – Dave Mann reported on the financial activities for the month of December. There were six Wild games, Cirque Dreams, private Christmas catered events, WFSC Christmas Show, NAC Basketball. Rink revenues are up. There were three pay dates in December. Interest was \$115,163 and sales tax was \$779,942. Dave reviewed the sales tax spreadsheet.
- d. **Security** – Mark reported there have been six interactions with homeless that are concerning. Through discussions with the Wenatchee Police Department, we will continue to take these steps:
- Our staff will not confront, we will call 911. We will also encourage parents, kids and users to do the same.
 - We will encourage all employees and guests not to be a victim by leaving valuable items visible in vehicles.
 - The Town Toyota Center will roam through the parking lots during events with flashing lights.
 - Security cameras were added inside the building after COVID and will now be extended to the exterior and parking lots. Seven cameras and signage will be added initially.
 - Doors – all locks and latches will be inspected and ALL will be instructed not to leave doors propped open.
 - Attractive nuisance areas outside will be assessed. Landscaping in problem areas will be trimmed, the football turf will be leaving, fence repairs will be made. Flood lights will be added to the corners of the parking lots.

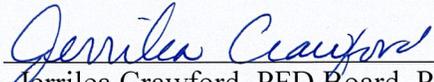
Other:

Cindy reported the bank signature cards are in and there is no need for a new PFD Resolution as this has been taken care of through PFD 2021-01.

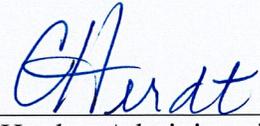
With no further business, the meeting was adjourned at 1:20 pm.

Respectfully Submitted:

Attest:



Jerrilea Crawford, PFD Board, President



Cindy Herdt – Administrative Assistant