

**MINUTES**  
**Spokane Public Facilities District**  
**Board of Directors**  
**Conference Call**  
**Wednesday, May 13, 2020**  
**12:30 PM**

**ITEM #1 TO ORDER**

Board Chair Larry Soehren convened the 779<sup>th</sup> Meeting of the Spokane Public Facilities District at 12:30 PM.

**ITEM #2 ATTENDANCE**

In attendance via conference call was Board Chair Larry Soehren along with members Marty Dickinson, Nate Greene, Travis Tramp, and Mick McDowell. District personnel included Stephanie Curran, Mike Gaffaney, Monte Koch, Stephanie Huff, Brittany Garwood, Ryan Wilson, and Matt Meyer. Guests included Mayor Nadine Woodward, Tim Sigler, and Tija Danzig from the City of Spokane. Mark Richard from Downtown Spokane Partnership, Peter Mounsey from Wonder Spokane, LLC, Stanley Schwartz from Witherspoon Kelley, Andrew Brenner from Lydig Construction, Sandy Kates with LCD Exposition Services, Mike Harrington from Upper Falls Condos, and Tom Stebbins from Vision Marketing.

**ITEM #3 CONSENT AGENDA**

Board Chair Larry Soehren reviewed the Board Meeting conference call process. Board and presenters via Agenda are open on the call. During Public Discussion, the conference call is open to all attendee's. The Board Chair asked for roll call.

Mr. Soehren reviewed the Consent Agenda items.

Mr. Tramp moved to approve the Consent Agenda, Mr. Greene seconded and the motion was approved unanimously, including the following:

- Approval of Minutes from April 8, 2020
- Approval of March 2020 Expenditures payroll vouchers: #3709-3741 + 2 WIRE TRANSFERS  
Accounts Payable Vouchers: #106523, #106851-106860, #106862-106886, #106904, #106907-106908, #106910-106913, #106915-106933, #106935-107016, #107018-107025, #107029-107195, #107198-107202, #107208-107288, #107290-107297. #107299-107307, #107310-107323, #107330
- Approval of Witherspoon-Kelley Invoices for March 2020

**ITEM #4 DISTRICT BUSINESS**

**Finance Committee**

Mr. Greene reviewed financials for March explaining that Covid had resulted in unanticipated results. Ms. Garwood and Ms. Curran have explored several solutions and are working with our financial advisors. Ms. Curran noted much is an educated guess at this point as tax revenue is two months behind. The end of May will bring more clarity in tax revenue. We will make our first bond payments of \$6.1 million. We need \$6.6 million for the December payment.

Current estimation results are 60% is expected for sales taxes, 20% is expected for hotel tax.

Spokane Public Facilities District Operating Reserve Policy #3.10 (First Reading)

Ms. Curran and Ms. Garwood provided an overview of this policy and its purpose to allow the District to respond to temporary changes in operation or due to unanticipated circumstances. Further, a brief description was provided in reference to appropriate use of funds, authority of use of funds, and reporting and monitoring.

**Operations Committee**

No Report

**Project Committee**

**Sportsplex:**

Lydig Pay Application for March #18

Mr. Koch reported the March Application previously approved by the Operations Committee is in the amount of \$1, 946, 345.80.

Included in this pay application is Norpac bleacher seating which is stored at an insured warehouse, 17,000 cubic yards poured concrete, design and engineering of the track, Apollo Mechanical Contractors for in-ground systems, and Piersol Excavation for civil work.

Mr. McDowell moved to approve the pay application, Mr. Greene seconded, and the motion was unanimously approved.

**ITEM #5 MISCELLANEOUS.**

Covid 19 Update

Ms. Curran provided a Covid 19 update of the PFD. All Spring 2020 events have moved to Fall 2020 or to 2021. There may be some Convention Center events later in the year based upon official mandates and proclamations.

Ms. Curran and Ms. Garwood worked with Scott Bauer at Northwest Municipal Advisors to modify projections.

There is ongoing work with several community leadership partners in regards to implementing safety protocols for return to work and the PFD is pursuing any financial assistance that is available.

Homeless Shelter Update:

Ms. Curran provided a review of how the shelter scenario came to fruition. Ms. Curran was contacted by the Mayor late last week explaining that the homeless shelter at the Spokane Downtown Library was being displaced due to the library's contracted construction beginning May 18. The library shelter will close after Friday, May 15. The shelter at the Spokane Veterans Memorial Arena is a temporary, 90-day shelter for a maximum of 105 individuals with social distancing measures implemented, beginning Saturday, May 16 and running through Thursday, August 13. The Arena shelter will be run by the Guardian Foundation who will staff the temporary shelter and provide security, enhanced with CSC.

Individuals may check-in at 4:30pm, are Covid screened prior to entrance and remain onsite through 7am. Most will stay onsite during the day hours due to services offered such as meals, health and wellness, security, and to maintain their personal assigned area. There has been no reported up-tick in crime at the library location.

An agreement is yet to be signed.

Neighboring business have expressed concerns.

The shelter entrance will be at the gate on the SW corner of the Arena property on Lincoln, and there will be a fenced walking area for those individuals to the Arena security entrance.

Mayor Woodward stated that Covid 19 has created challenges to finding accommodations for our vulnerable population. Many sites have been explored and have not been able to provide all necessary resources. Shelters need access to restrooms and showers and have ample room for social distancing. The Mayor added this would provide an economic resource for the Arena and stressed this is a temporary, 90-day agreement.

Ms. Dickinson requested further clarification on how the Arena surrounding grounds will not become a homeless park.

Ms. Curran specified the city is installing security fencing in the Arena service yard lot separating an area for smoking, including a fenced walking path from the gate on Lincoln St. to the security entrance, and a fenced area for the SE portion of the of the service yard lot for staff.

Ms. Danzig with the City of Spokane added the shelter will be utilizing security cameras onsite and will install more cameras for site-line areas not currently covered. The intent is to encourage a 24 facility for individuals. Good Neighbor Agreements were instituted at downtown library and will be implemented here.

Board Chair Mr. Soehren, noted the four-day timeline between the current day and shelter implementation, and inquired if the PFD cannot accommodate, what happens at the end of 90 days if we're in a tight deadline again. Mr. Dowell asked what was the financial exposure and benefit for the PFD.

Ms. Curran explained that PFD costs associated with security, operating, rental, paper products, post-event cleaning will be reimbursed by the city.

Ms. Curran added the agreement includes covering the building for damages and requirement of insurance.

Ms. Curran reviewed a letter received from Peter Mounsey of Wonder Spokane LLC regarding Covid health concerns.

Mayor Woodward and Ms. Danzig reported that there have not been any Covid cases at library shelter, there is screening and temperature checks at the shelter entrance, and an isolation unit is onsite.

Ms. Danzig noted there will be a 24/7 Operations contact for reporting issues.

Mr. Sigler communicated there will be increased security patrols in and around the area and the security team will be working to eliminate loitering. Patrols will be circling the areas to keep tents from popping up and they will be cleaning any garbage.

Ms. Danzig explained that all the shelters have staggered opening times so individuals can be referred to other facilities when capacity is reached. The Arena location is the earliest opening time of 4:30pm. In addition, the Guardian Foundation staff are trained in de-escalation and any illegal activity is referred to police. Behavioral Health and Frontier Group are partners for needed cases.

Mayor Woodward added the city will respond to neighbors with any issues if the agreement is approved.

#### **ITEM #6 PUBLIC DISCUSSION**

Mr. Soehren opened the Board Meeting for Public Discussion and the conference call was open for all meeting attendees.

Mr. Richard with the Downtown Spokane Partnership, DSP, said downtown there has been a delay in reporting and follow-up, and asked if there will be onsite staff able to immediately respond. He stated when reporting in the evening, the response is the next day after reported individuals have already departed.

Ms. Danzig replied that the 24/7 Guardians Foundation Operations Manager will be onsite and available.

Mr. Mounsey expressed concerns with individuals not accessing the shelter congregating around surrounding properties, not social distancing with those at the shelter, and possible confrontations with individuals and property owners and guests entering business and garages.

Mayor Woodward explained the city is working on security inside and surrounding the Arena, increasing code enforcement, and noted there were no Covid cases in current shelters.

Mike Harrington, Upper Falls Condos inquired if the contract could instead be 30 days then renewed if needed, and if individuals are asked to move, where will they go.

Ms. Danzig stated that the city is tasked with finding a 90 day solution. Mr. Sigler and Mr. Gaffaney advised that the plans to mitigate any issues will be evaluated every day.

Mr. Ziegler advised the Arena agreement will end in 90 days regardless of an identified new shelter.

Ms. Curran shared that the agreement does include a 30 day cancellation clause without cause for either party and added that anchor tenant Spokane Chiefs will need access beginning in September.

Mr. Mounsey inquired if security costs incurred by the surrounding businesses will be reimbursed.

The Mayor stated the downtown library shelter did not result in issues with the River Park Square garage, the city cannot incur security costs for neighboring businesses, however, the city will be able to enforce no camping and no loitering. The city added weekly meetings will occur between neighbors, the Guardian Foundation, the City, and Arena.

Ms. Curran explained the Arena has 24 Hour security onsite, two security guards will be deployed outside, and the city is absorbing that cost.

Mr. Tramp moved to accept the agreement with the City of Spokane regarding temporary 90-day shelter at the Spokane Veterans Memorial Arena. Mr. Greene seconded and the motion was unanimously approved.

#### **ITEM #7 ADJOURNMENT**

There being no further business the Board adjourned at 2:10 PM.

Michelle McIntyre  
Clerk of the Board

Approved by the  
Board of Directors