

**MINUTES**  
**Spokane Public Facilities District**  
**Board of Directors - Via Webinar**  
**Wednesday, November 11<sup>th</sup>, 2020 at 12:30 PM**

**ITEM #1 TO ORDER**

Board Chair Larry Soehren convened the 788<sup>th</sup> Meeting of the Spokane Public Facilities District at 12:30 PM.

**ITEM #2 ATTENDANCE**

In attendance via webinar was Board Chair Larry Soehren along with members Travis Tramp, Nate Greene and Mick McDowell. Board Member Marty Dickinson was excused. District personnel included CEO Stephanie Curran, Mike Gaffaney, Monte Koch, Stephanie Huff, Brittany Garwood, Jessica Deri, Matt Meyer, Ryan Wilson, Jene Iceberg, and Nicole Foley-Litz. Guests include Karen Mobley with the Spokane Arts Commission, Meg Winchester with Visit Spokane, Dave Pier with Brett Sports and Entertainment, Dusty Kurtz and Freddie Mercer with TicketsWest, Justin Kobluk with West Coast Entertainment, Ashley Blake with the Spokane Sports Commission, Stuart Boylin and Sandy Kates with Lilac City Decorators, Karen Corkins from Spokane County, Toby Hatley with Toby Hatley and Associates, and Melissa Luck with KXLY.

Board Chair Larry Soehren reviewed the Spokane Public Facilities District (SPFD) Board Meeting webinar, call-in process and technology. He added the previous SPFD Board Meeting minutes and current agenda are posted on [spokanepfd.org](http://spokanepfd.org).

**ITEM #3 CONSENT AGENDA**

Mr. Soehren presented the Consent Agenda items.

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

- Approval of Minutes from October 28, 2020
- Witherspoon-Kelley Invoices for September 2020

**ITEM #4 DISTRICT BUSINESS**

**Finance Committee:**

Ms. Garwood reported the 2019 PFD audit is in progress this week.

Our financial advisors have communicated a proposed schedule for the Bond Refunding of 2013 bonds, documents are to arrive by this Friday, November 13, and are scheduled to be complete by December 31, 2020.

The 2021 budget first reading will be at the December 2, 2020 Board Meeting.

**Operations Committee:**

Ms. Curran disclosed Witherspoon-Kelley is working on the F&B contract, and negotiations will begin shortly. Last week the F&B Selection Committee interviewed Director of Sales and Executive Chef candidates with final decision shortly.

**Project Committee:**

**Sportsplex/The Podium/Art Selection**

Ms. Curran explained the Art Committee is a subsidiary of the Project Committee.

The Art Committee has virtually interviewed art and artists submissions the last few weeks.

Ms. Mobley described the Art Committee process, noted the interviews consisted of three finalists out of fifty initial applicants, and reviewed an art rendition presentation.

Board Chair Soehren noted the art locations had been previously reviewed by the Project Committee.

Mr. Greene moved to approve The Podium Phoelem Art, Mr. McDowell seconded and the motion was approved unanimously.

Ms. Mobley continued the presentation with the Aspire concept created by Acrylicize, a collaborative group of artists.

Mr. Tramp moved to approve The Podium Aspire Art by Acrylicize, Mr. Greene seconded and the motion was approved unanimously.

### **Sportsplex/The Podium/Project Update:**

Mr. Brenner presented a slideshow of current work.

The priority is to enclose the building prior to inclement weather. Snow has caused a slight delay.

The wrap-around staircase is finished and will pour concrete steps shortly.

Lower level restrooms are progressing.

The black insulation board will be finished in a few weeks followed by the orange panel install.

Under the bleachers work has begun on water and gas piping, and large equipment is arriving including the cooling tower in the Mechanical Yard on west Cataldo.

Weatherproof work is progressing and there has been an addition of an emergency egress staircase.

The next update will include the initial work on the track area.

There have been zero Covid cases on the job site.

### **ITEM #4 MISCELLANEOUS**

Ms. Curran stated that due to Covid, and in the best interest of the PFD and its partners, a few agreements have been amended.

#### **TicketsWest Amended Agreement**

Ms. Curran reviewed the proposed amended agreement with TicketsWest for one year. Mr. Kurtz expressed appreciation to the District for this amendment and partnership.

Mr. Greene moved to approve the TicketsWest Amended Agreement, Mr. Tramp seconded and the motion was approved unanimously.

#### **Diamond Parking Amended Agreement**

Ms. Curran reviewed the proposed amended agreement with Diamond Parking noting negotiations began this past summer. In discussion about plowing, the PFD will utilize PFD staff and contractor Mathis Striping and Snow Plow when needed.

Ms. Curran noted details for Lot F need further review and will present that amendment, if needed, at the next Board Meeting.

Mr. Greene moved to approve the Diamond Parking Amended Agreement, Mr. McDowell seconded and the motion was approved unanimously.

#### **Visit Spokane Lease Agreement**

Ms. Curran chronicled the discussions that led to Visit Spokane moving into the Convention Center. They will utilize the Convention Center Administration Conference Room, a few cubicles in the Main Office opposite Event Managers, and some storage in the basement. This will also allow for closer partnership with VS, PFD Sales, and adjacent hotel partners. This agreement is one year and will be evaluated in 2021. Ms. Curran explained Levy will occupy the cubicle areas next to PFD Sales and the Levy GM has an office in the upper administration area.

Ms. Winchester agrees this move will increase collaboration, and Visit Spokane has support of its Executive Committee.

Mr. McDowell moved to approve the Lease Agreement with Visit Spokane, Mr. Tramp seconded and the motion was approved unanimously.

### **Marty Dickinson Reappointment to the SPFD Board**

Board Chair Soehren communicated the current board term for Ms. Dickinson expires December 31, 2020. Ms. Dickinson has accepted the SPFD invite for another four-year term, and paperwork is currently being processed at the County.

### **CEO Update:**

Ms. Curran expressed appreciation for the County Commissioners regarding CARES Funding for Community Recreation Programs in the Spokane Convention Center Exhibit Halls and Centennial Ballrooms. Programs are scheduled to begin next week and partners include Spokane Parks & Recreation Department, Evergreen Region Volleyball Association, and SYSA. Activities consist of volleyball, pickle ball, corn hole, line dancing, and skills and agility programs.

The Spokane International Airport is seeking GBAC certification. Hotels have their own certifications.

West Coast Entertainment and the Oak View Group agreements will be presented to the Board at an upcoming meeting.

The PFD Podium funding request is on GSI's Legislative Agenda and Ms. Curran is working with lobbyists to schedule meetings with legislators in the next few weeks.

Ms. Curran is working with a mental health consultant from Inland Northwest Behavioral Health on tools to work with and communicate to staff during Covid. A virtual staff meeting will be held in the next weeks.

As Covid cases spike, CHAS needs a central location for drive-up Covid testing and will utilize the Arena Parking Lot, similar to the testing site at the Spokane Fairgrounds. Potentially this will begin next week and will continue as long as needed.

### **ITEM #6 PUBLIC COMMENTS**

Board Chair Soehren opened the Board Meeting for Public Discussion and the meeting was open for all attendees.

The next SPFD Board Meeting is scheduled for Wednesday, December 2, 2020 at 12:30p.m., re-scheduled from Wednesday, November 25. The final SPFD Board Meeting of the year is December 9, 2020. Both meetings will be of a virtual nature and not at the Spokane Veterans Memorial Arena.

### **ITEM #7 ADJOURNMENT**

There being no further business the Board adjourned at 1:32PM.

Michelle McIntyre  
Clerk of the Board

Approved by the  
Board of Directors