

**MINUTES**  
**Spokane Public Facilities District**  
**Board of Directors**  
**Spokane Veterans Memorial Arena Board Room**  
**Wednesday, November 14, 2018**  
**12:30 PM**

**ITEM #1 TO ORDER**

Board Chair Nate Greene convened the 744th meeting of the Spokane Public Facilities District at 12:30 PM.

**ITEM #2 ATTENDANCE**

In attendance was Board Vice-Chair Larry Soehren along with members Nate Greene, Mick McDowell, Marty Dickinson and Travis Tramp. District personnel included Stephanie Curran, Stephanie Huff, Monte Koch, Dave Gebhardt, Matt Meyer, Michael Gaffaney, Jessica Deri, Holly Williams, Antwone Whaley, Betsy Hammond, Andrew Dolan, Kevin Twohig and Brittany Garwood. Guests included Eric Sawyer, Cajer Neely and Ashley Blake from the Spokane Sports Commission, TJ Hake and Ruth Fitzgerald from Visit Spokane, Joe Davis from Enduris, Toby Hatley from Washington Hospitality Association, Colin Anderson from Integrus Architecture, Doug Kelly from Avista Utilities, and Stanley Schwartz from Witherspoon Kelley.

Mr. Gebhardt introduced Doug Kelly from Avista Utilities. Mr. Kelly presented the Board with a rebate check for the lighting retrofit at the Spokane Convention Center in the Exhibit Halls in which the District's electrician installed more energy efficient lights.

**CONSENT AGENDA**

After questions, Mr. McDowell moved to approve the consent agenda, Ms. Dickinson seconded and the motion was approved unanimously, including the following:

- Approval of Minutes from October 24, 2018.
- Approval of Legal Invoices from September in the amount of \$6,303.70.

**ITEM #4 DISTRICT BUSINESS**

**Board Elections**

Mr. McDowell moved to approve the nomination of Larry Soehren as the new Board Chair with Marty Dickinson as the Vice-Chair, Mr. Tramp seconded and it was approved unanimously.

**3<sup>rd</sup> Quarter Sales Reports**

Ruth Fitzgerald gave the 3<sup>rd</sup> quarter sales report for Visit Spokane.

Jessica Deri acknowledged Matt Meyer's and Ryan Wittstruck's work for the FIC grand re-opening. Ms. Deri and Mike Gaffaney gave the 3<sup>rd</sup> quarter sales report for Spokane Convention Center.

Ashley Blake gave the 3<sup>rd</sup> quarter sales report for Spokane Sports Commission.

**Enduris Invoice**

After discussion Mr. McDowell moved to approve payment of the invoice for the District's annual renewal with Enduris in the amount of \$178,169, Mr. Greene seconded, and the motion was approved unanimously.

**Art Committee**

Nothing new to report.

**Finance Committee**

The 2017 audit started November 14. The budget will be presented for the first time at the November 24 meeting.

**LTAC Committee**

The Lodging-Tax Committee met on September 18 to hear partner funding requests from the Spokane Convention Center, Spokane Sports Commission, and Visit Spokane. After discussions and edits to the budget the Committee met again on November 1. Mr. Tramp and the Lodging-Tax Committee recommend that the final \$250,000 being set aside for the Sportsplex be set aside in three equal increments over the next three years and approve the partner funding requests. Ms. Dickinson moved to approve that recommendation, Mr. Greene seconded and, after discussion, the motion was approved unanimously.

**Operations Committee**

Mr. McDowell reported that the District Board's Operations Committee and key staff members will meet with Diamond Parking on Friday to discuss their contract renewal. Discussion followed about the transition from StaffPro to Contemporary Services Corporation.

**Project Committee**

FIC Renovation – Mr. Twohig recommended payment of Lydig invoice #9 in the amount of \$1,135,409.81. After discussion Mr. McDowell moved to approve the payment of the invoice, Mr. Tramp seconded and the motion was approved unanimously.

Sportsplex – Mr. McDowell recommended that the District move forward with Roen & Associates to complete a third-party estimate for the cost of the Spokane Sportsplex. After discussion Mr. McDowell moved to approve this recommendation, Ms. Dickinson seconded, and the motion was approved unanimously.

**ITEM #5 MISCELLANEOUS**

There was no miscellaneous business to discuss.

**ITEM #6 PUBLIC COMMENTS**

There were no comments.

**ITEM #7 ADJOURNMENT**

There being no further business the Board adjourned at 1:26 pm.

Brianna Scott  
Clerk of the Board

Approved by the Board of Directors