

**MINUTES**  
**Spokane Public Facilities District**  
**Board of Directors - Via Webinar**  
**Wednesday, December 9<sup>th</sup>, 2020 at 12:30 PM**

**ITEM #1 TO ORDER**

Board Chair Larry Soehren convened the 790<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 Marty Dickinson, Travis Tramp, Nate Greene and Mick McDowell. District personnel included CEO Stephanie Curran, Mike Gaffaney, Monte Koch, Stephanie Huff, Brittany Garwood, Jessica Deri, Matt Meyer, Ryan Wilson, and Andrew Dolan. Guests included Andrew Brenner with Lydig Construction, Dave Pier with Brett Sports and Entertainment, Ryan Nackers with Levy, Justin Kobluk with West Coast Entertainment, Eric Sawyer and Ashley Blake from the Spokane Sports Commission, Intisar Surur from McBride Public Affairs, Stuart Boylan with Lilac City Decorators, and Tom Stebbins with Vision Marketing

**ITEM #3 CONSENT AGENDA**

Board Chair Soehren presented the Consent Agenda items.

Ms. Curran reviewed purchases in the SPFD CARES Act Purchases over \$ 25,000.00.

- Approval of Minutes from December 2, 2020
- SPFD CARES Act Purchases

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

**ITEM #4 DISTRICT BUSINESS**

**Finance Committee**

No report.

**Operations Committee**

No report.

**Project Committee**

No report.

**Sportsplex/The Podium:**

**GMP Amendment #6:**

Mr. Brenner outlined items within GMP #6 including divider curtains, credit of the unused contingency funds for the Northbank connector ramp work, additional needed floor boxes and electrical outlets, specialty wall padding at the end of sprint lanes, and time sensitive fire sprinkler design and electrical work.

Mr. Soehren added these items are financed with project funds already in the budget.

Mr. McDowell moved to approve GMP Amendment #6, Mr. Greene seconded and the motion was approved unanimously.

**West Coast Entertainment Agreement:**

Ms. Curran reviewed the West Coast Entertainment Agreement (WCE) explaining there is not a current agreement in place. This agreement would secure WCE as the District's exclusive Broadway show provider, and provide clarity on other terms.

Ms. Dickinson moved to approve the West Coast Entertainment Agreement, Mr. Tramp seconded and the motion was approved unanimously.

**CEO Update:**

**CHAS:**

Last weekend the Arena began hosting a drive-thru/drive-up Covid testing site for CHAS. Some CARES Act Funding has been secured for this.

**REI:**

As of December 1, the PFD has an MOU with REI regarding parking for their staff in the NW Arena Lot A.

**Live Streaming Events:**

There are two streamed events through the FICA (actually pre-recorded). Jim Brickman December 4 with a rebate to the PFD and the Hip Hop Nutcracker on December 19 with a percentage of gross sales to the PFD. Mr. Meyer added he has worked previously with these event management companies. They provide the tickets and the PFD schedules the dates. The PFD and TicketsWest have collaborated on similar events.

Ms. Curran added TicketsWest is offering a holiday program for guests to purchase gift cards to apply to future shows or as gifts. The District is promoting through FICA social media.

**CARES:**

There are a few last items to implement.

**2021:**

The District has focused on recovery of 2020 as much as possible. Quarters 1 - 2 of 2021 are event light and Quarters 3 - 4 are event heavy at the Arena and FICA with the possibility of two years of business in Q 3-4.

**Live Virtual All SPFD Meeting:**

Tuesday, December 8 the District held a Live Virtual All SPFD Meeting. The Department Directors provided an update of 2020 and review of 2021 for their respective departments.

**Vacation Roll-Over:**

The District has some staff members unable to take time off in 2020 that may potentially lose some vacation. The Employee Handbook will reflect revised verbiage for vacation roll over this year..

**ITEM #6 PUBLIC COMMENTS**

Mr. Soehren opened the Board Meeting for Public Discussion.

Mr. Kobluk expressed thanks to the Board, Ms. Curran, and Mr. Meyer for the WCE agreement and appreciation for the 30 year relationship.

Mr. Soehren offered thanks to District staff for efforts throughout the year.

The next SPFD Board Meeting of 2020 is scheduled next Wednesday, January 13, 2020 at 12:30p.m. via Webinar and not at the Spokane Veterans Memorial Arena.

**ITEM #7 ADJOURNMENT**

There being no further business the Board adjourned at 1:09PM.

Michelle McIntyre  
Clerk of the Board

Approved by the  
Board of Directors