

MINUTES
Spokane Public Facilities District - Board of Directors Meeting
Via Webinar & at Spokane Veterans Memorial Arena Board Room
Wednesday, December 14, 2022 at 12:30pm

ITEM #1 TO ORDER

Board Chair Dickinson convened 833rd Meeting of the Spokane Public Facilities District at 12:30 PM.

ITEM #2 ATTENDANCE

In attendance was Board Chair Marty Dickinson, Vice Chair Paul Read, and Board Members Harry Sladich, and Ed Bruya. Board Member Nate Greene was excused. District personnel attending in-person included CEO Stephanie Curran, Matt Meyer, Steve Marsh, Mike Gaffaney, Paul Christiansen, Jennifer Kletke, Jessica Deri, Melissa Coulter, and Ryan Gallagher. District personnel attending virtually included Nic Lawrence, Kay Riplinger, Andrew Dolan, Kaila Jones, Holly Williams, and Tina Gallegos. Guests attending in person included Ryan Ford and Andrew Brenner with Lydig, Chris Varallo with Witherspoon-Kelley, Justin Kobluk with West Coast Entertainment, Dave Pier with Brett Sports and Entertainment, and Scott Taylor from The Car Park. Guests attending virtually included Andrea Pierce with Diamond Parking, Ryan Nackers with Levy, Matthew Huelette with McCullers Sports, and Ryan Harnetiaux with the USL.

ITEM #3 CONSENT AGENDA

Board Chair Dickinson presented the Consent Agenda items.

- **Approval of Minutes for November 30, 2022**

Mr. Sladich moved to approve the November 30 minutes as presented, Mr. Read seconded and the motion was approved unanimously.

- **Approval of Witherspoon-Kelley Invoices for October 2022**

Mr. Bruya moved to approve Witherspoon-Kelley October 2022 invoices, Mr. Read seconded and the motion was approved unanimously.

Committees:

Operations:

BSE: Mr. Sladich stated that (Brett Sports & Entertainment) BSE, the PFD, and Board Committee have been meeting and working towards an agreement regarding the Stadium.

Mr. Sladich moved to authorize CEO to proceed with and sign the BSE Stadium Agreement noting changes to 3d. Future meetings will include PFD Board Committee, and that committee will provide updates to the PFD Board Executive Committee. Mr. Bruya seconded and the motion was approved unanimously.

USL: Mr. Sladich reported the USL, PFD, and Board Committee has been working on a Term Sheet over the last several months and thanked the USL and PFD for diligent efforts.

Mr. Sladich moved to authorize the PFD CEO to proceed with work towards an executed agreement with the USL, Mr. Read seconded and the motion was approved unanimously.

Parking RFP:

Ms. Curran presented an overview of the Parking RFP process throughout the last several months resulting in two candidates; Diamond Parking and The Car Park. As parking is a critical component to events and guests, a great deal of thoughtful work and discussion has been put forth into this process. It is the recommendation of the Operations Committee to award the PFD Parking RFP to The Car Park.

Mr. Bruya added both proposals are appreciated and were very thorough.

Mr. Bruya moved to approve The Car Park and PFD partnership and authorize CEO to proceed with an executed agreement with The Car Park. Mr. Sladich seconded and the motion was approved unanimously.

Ms. Curran conveyed appreciation to Diamond Parking for their long partnership and service. In addition, appreciation was expressed to PFD's Ms. Coulter as she spearheaded the RFP process.

Project:

Mr. Christiansen and Mr. Brenner presented Lydig Pay App #41 for November 2022 for ongoing acoustical work/treatments, halos, and throws cages in the amount of \$58,349.60. There will be one additional Pay App. for final reconciliation. This work was previously approved by the Project Committee and PFD Board in 2022.

Board Chair Dickinson expressed appreciation to Lydig for the multiple year partnership in design and building of The Podium.

Mr. Bruya moved approve to Lydig Pay App #41 for November 2022 as presented, Mr. Read seconded and the motion was approved unanimously.

Finance Committee

Stageline Staging and Terraplas Flooring Proposal:

Mr. Meyer and Mr. Christiansen explained the need for and procurement process of staging from Stageline and Terraplas flooring for The Stadium. Deposit is needed in 2022 as procurement of equipment is one year. The Spokane Public Facilities District is requesting approval from the SPFD Board of Director's for purchase of staging from Stageline Mobile Stage Inc., and flooring from Terraplas for The Stadium.

Deposits to derive from 2022 Funds:

- Stageline staging (30%) deposit (*before taxes*) is in the amount of \$483,696.00.
- Terraplas flooring (50%) deposit (*before taxes*) is in the amount of \$649,200.
- Deposits will derive from 2022 funds.

Remaining expected balances will derive from the 2023 budget:

- The remaining expected balance (*before taxes*) for Stageline staging is expected in the amount of \$1,128,484.00.
- The remaining expected balance (*before taxes*) for Terraplas flooring is in the amount of \$649,200

Totals for 2022 and 2023 (*before taxes*)

- Staging: 1,612,120.00
- Flooring: 1,298,400.00

Vice Chair Read inquired to storage for the flooring. Mr. Christiansen responded flooring will be stored at the PNQ warehouse in conjunction with the storage partnership the PFD has with PNQ.

Mr. Read moved approve 30% deposit of staging and 50% deposit of flooring within 2022 funds and as presented. Mr. Bruya seconded and the motion was approved unanimously.

Second Reading of the 2023 PFD Budget:

Mr. Marsh remarked 2022 as an exceptional year and above expectations. 2023 Operating Budget 2023 is projected as \$19,767,000; approximately 10% lower than 2022. Total expenses excluding depreciation and amortization expected at \$18.9m which is about 5% lower than 2022 and reflects an increase in labor of approximately 8%.

Vice Chair Read added the PFD budget is quite complex and the PFD is ending the year higher than expected even with significant expenditures.

Mr. Read moved approve the 2023 PFD budget as presented, Mr. Bruya seconded and the motion was approved unanimously.

SPFD Board Elections & Committee Appointments effective January 1, 2023:

- 2023 Board Chair: Marty Dickinson (*Year two of two*)
- 2023 Board Vice-Chair: Paul Read (*Year two of two*)

Executive Committee: Comprised of Board Chair and Vice-Chair. Marty Dickinson and Paul Read.

Finance Committee: Vice Chair Paul Read & Board Member Harry Sladich

Operations Committee: (Board Chair Dickinson & Board Member Ed Bruya

Project Committee: (Board Members Ed Bruya & Harry Sladich

Other: **Art & Marketing Committee:** Chair, Marty Dickinson

Board Chair Dickinson noted the PFD Board of Director's will have a vacancy for a City appointment at the end of the year. Information and applications will be posted on the City of Spokane website shortly and this board member is appointed by the City.

Nate Greene has resigned his appointment as a PFD Board Member creating the vacancy. The PFD and Board expressed appreciation to Mr. Greene for his many years of service to the PFD Board.

Mr. Read moved approve the SPFD Board of Director's Elections and Committee Appointments as presented.
Mr. Sladich seconded and the motion was approved unanimously.

ITEM #5

CEO Update

Spokane Sports: Ashley Blake has been named CEO of Spokane Sports.

Visit Spokane: The CEO search for Visit Spokane is ongoing and there are great candidates in que.

Branding: Work is ongoing regarding branding with Ms. Curran, Mr. Meyer and Power Marketing. Board Chair Dickinson will be an integral part of this process.

Staff: Ms. Curran expressed appreciation to the PFD staff for their diligent hard work and support, and dedication while navigating through Covid and after.

Board Chair Dickinson conveyed appreciation for all PFD staff, and addressed each DMT member, noting each for their specific contributions. In addition, Board Chair Dickinson stated that Ms. Curran is a wise CEO, is an outstanding steadfast leader, is working with a new board, is taking the PFD from three venues to five, and balancing the best interest of the PFD, PFD partners, and community.

ITEM #6 PUBLIC COMMENTS

Board Chair Dickinson opened the Board Meeting for Public Discussion.

ITEM #8 ADJOURNMENT

There being no further business the Board adjourned at 1:34PM

Michelle McIntyre, Clerk of the Board

Approved by the Board of Directors

The SPFD Board's minutes are intended to be a reasonable summary of the Board's deliberations and actions. The minutes are not a verbatim record of everything said at the meeting. The minutes include all actions taken by the Board.