

# BOARD MEETING MINUTES

Spokane Public Facilities District - Board of Directors Meeting via Zoom and  
at the Numerica Veterans Arena Boardroom | Wednesday, May 13, 2026 at 12:30 pm

## ITEM #1 TO ORDER

Board Chair Eakins convened the May 13<sup>th</sup> Board Meeting of the Spokane Public Facilities District at 12:30 PM.

## ITEM #2 ATTENDANCE

In attendance were Board Chair Cami Eakins and Vice Chair Jon Neill, along with Board Members Dan Rey-Bear and August Richardson. Paul Read attended virtually. District personnel attending in person included Jessica Deri, Mike Gaffaney, Paul Christiansen, Jennifer Kletke, Nic Lawrence, Melissa Couler, Ryan Gallagher, Matt Meyer, Rick Romero, Steve Marsh, Shaundra Scott, David Hefling, and Andrew Dolan

Guests attending in person included Chris Varallo with Kutak Rock, and Dave Pier from the Spokane Chiefs. Guests attending virtually were Mitchell Hansen and Lauren Hausner with Clark Nuber,

*Chair Eakins opened the PFD Board of Directors' meeting by calling the May 13th meeting to order.*

## ITEM #3 CONSENT AGENDA

**Chair Eakins presented the Consent Agenda items:**

- PFD Board Minutes from April 22nd.
  - *Mr. Neill has moved to approve the Consent Agenda as presented. Mr. Rey-Bear seconded, and the motion was approved unanimously.*

## ITEM #4 DISTRICT BUSINESS

**Clark Nuber + State Auditor's Findings Presentation**

- Mitchell Hansen and Lauren Hausner (with Clark Nuber) presented the results of the December 31, 2025 financial audit.
  - Ms. Hausner explained that the audit resulted in the highest passing score. No audit adjustments, recommended adjustments, internal control deficiencies, or material weaknesses were identified.
  - Mr. Hansen reported that no indications of fraud or noncompliance were found, and that all financial statements reflect appropriate transparency. He also reported that our organization has a positive current ratio, positive unrestricted equity, and a bottom line of approximately \$11 million for the year.

**Lodging Tax Request: Visit Spokane's Crave**

- The Board revisited a previously tabled \$50,000 lodging tax funding request for the Crave event scheduled for July 2026.
  - Board Member and Lodging Tax Allocation Committee's (LTAC) Chair, August Richardson, confirmed that Visit Spokane and LTAC want to move forward with the \$50,000 funding request and recommendation after being asked to reconfirm their intent at a previous board meeting.
  - Mr. Rey-Bear asked whether there were any concerns about the Eat Good Group litigation, and Mr. Richardson confirmed there were none and that the matter appeared resolved.
- The motion to approve \$50,000 for Visit Spokane's Crave passed unanimously.

**DOR Update**

- Ms. Curran briefed the Board on a newly received letter from the Washington State Department of Revenue regarding a 15-year extension of the state sales tax credit used to service SPFD debt, and we need to respond within 30 days.

- SPFD Contactor, Mr. Romero, clarified that the tax has been extended twice before (originally a 25-year window starting in 2002). The SPFD only receives the tax if it has debt, which incentivizes capital investment and borrowing.
- Mr. Marsh confirmed that he and Mr. Romero had already held a call with the SPFD's board advisor to explore refinancing options and run preliminary numbers.
- Mr. Varallo indicated that no board action is required at this time and that formal board authorization will be needed at the time of actual refinancing.
- Ms. Curran confirmed that the SPFD will send a letter to the DOR within 30 days stating our intent to use the tax credit extension.

## **ITEM #5 CEO UPDATE**

### **Facilities Condition Assessment RFP**

- Ms. Curran provided an update on plans to issue an RFP for a comprehensive facilities condition assessment across all SPFD buildings.
  - This is a top capital priority – identifying major maintenance and repair needs (HVAC, electrical, etc.) before pursuing new capital projects.
  - Mr. Romero will use the assessment results to prioritize the top financial needs and align them with the capital and debt planning process.

### **PFD Rebranding Updated**

- Ms. Curran provided a status update on the SPFD rebranding initiative, which has been paused due to the prioritization of the Numerica Veterans Arena and the Spokane Tribe Convention Center rebrands.
- Mr. Rey-Bear raised the possibility of displaying some pieces from the Northwest Museum of Arts and Culture's (MAC) collection of Native Plateau art at SPFD facilities, particularly in connection with the rebranding of the Spokane Tribe convention center.
  - He noted that the MAC holds the largest collection of Native Plateau art in the world, much of which is in storage and not on display. He suggested it could be a win-win to display pieces at the convention center, directing visitors to the MAC for more.
  - Ms. Curran confirmed the prior email exchange with the MAC Director, who asked about available display cases and spaces. Security requirements for loaned artwork would need to be addressed.

### **IT Risk Management and Succession Planning Response**

- Ms. Curran outlined the steps the SPFD is taking to address the leading IT risks.
  - Rather than hiring a full-time IT Director, SPFD is in discussions with Structured (the company that manages SPFD's Wi-Fi infrastructure) about a consulting arrangement. A Structured staff member already has deep familiarity with SPFD facilities.
  - Leadership development is underway – strategic planning with directors is complete, quarterly meetings now include additional employees, and this year's focus is on department managers.

### **IAVM Region 4 Conference**

- Ms. Curran reported on SPFD's hosting of the International Association of Venue Managers (IAVM) Region 4 Conference that was held at the Spokane Convention Center.
  - The conference, spanning Alaska to Wyoming, was held in Spokane the prior week. Attendance was near or at record levels, sponsorship sales were at record levels, and food and beverage contractor Levy received strong praise.
  - Attendees were highly complimentary of Spokane's downtown, the convention center's riverfront location, and Riverfront Park.

### **Water Conservation Achievement**

- Ms. Curran reported that the SPFD received recognition from the City's WaterWise Spokane program for significant water savings.
  - The SPFD saved 12 million gallons of water in one season, with total savings equivalent to the water usage of 180 homes for one year.

- Mr. Gaffaney explained that the achievement was driven by the installation of internet-connected irrigation controllers and the work of our Grounds Supervisor, Corey Hoffman, who fine-tuned all sprinkler systems and timing across all facilities.

### **Best Places to Work in Washington Recognition**

- Ms. Curran announced that PSFD was officially recognized in the Best Places to Work in Washington survey.
  - The SPFD ranked #9 overall statewide and top 4 in the Northeast region, based on employee feedback.

### **Blessing in Disguise Music Festival Update**

- Mr. Meyer provided an update that the festival's planning is on track, and the financial budget is being refined using actual vendor numbers. The marketing momentum is building, and ticket sales are expected to accelerate in the final weeks.

### **Introduction of New Senior Facilities Manager**

- Mr. Gaffaney introduced David Hefling as SPFD's new Senior Facilities Manager.
  - Mr. Hefling has 18 years of facilities experience. He's been with the SPFD for two and a half weeks now and is already making a positive impact.

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

Chair Eakins calls for any public comments.

- No public comments.

### **ITEM #7 EXECUTIVE SESSION**

- At 1:36 PM, the Board Chair, Cami Eakins, announced that we were entering Executive Session, which was expected to last approximately 30 minutes.
  - The Executive Session was extended by 15 minutes one time.
- Ms. Eakins reopened the session at 2:21 PM, stating that they are ready to take action on Resolution 26-02, which authorizes an increase in compensation for the CEO of the SPFD.
  - *Mr. Neill has moved to approve Resolution 26-02 as presented. Mr. Rey-Bear seconded, and the motion was approved unanimously.*

### **ITEM #8 ADJOURNMENT**

There being no further business, the Board adjourned at 2:23 PM.

Shaundra Scott, Clerk of the Board

Approved by the Board of Directors at the following Board Meeting.