

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

ITEM #1 TO ORDER

Board Chair Dickinson convened 832nd 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, Ryan Gallagher, Jennifer Kletke. District personnel attending virtually included Nic Lawrence, Andrew Dolan, Kay Riplinger, Melissa Coulter, Kaila Jones, Jose Angel. Guests attending in person included Andrew Brenner with Lydig, Justin Kobluk with West Coast Entertainment, and Scott Taylor from The Car Park. Guests attending virtually included Meg Winchester with Visit Spokane, Ry, an Nackers with Levy, Matthew Huelette with McCullers Sports, Ryan Harnetiaux with the USL, Dave Pier with Brett Sports and Entertainment, Tom Stebbins with Vision Marketing, and Andrea Pierce with Diamond Parking.

ITEM #3 CONSENT AGENDA

Board Chair Dickinson presented the Consent Agenda items.

- **Approval of Minutes for November 9, 2022**

Mr. Read moved to approve the November 9 minutes as presented, Mr. Bruya seconded and the motion was approved unanimously.

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

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

ITEM #4 Resolution 22-05 – WA State DRS Social Security Absolute Coverage

Ms. Kletke reviewed the Resolution and discussions with DRS. It is an opt in for coverage and the Resolution was created for the PFD by DRS. Once approved, DRS and Social Security will sign and return a fully executed copy to the PFD.

Mr. Read moved to approve Resolution 22-05 – WA State DRS Social Security Absolute Coverage. Mr. Bruya seconded and the motion was approved unanimously.

ITEM #4 DISTRICT BUSINESS

Committees:

Project:

Mr. Christiansen and Mr. Brenner presented Lydig Pay App #40 for October 2022 for ongoing acoustical work/treatments, halos, and throws cages in the amount of \$360,117.47. This work was previously approved by the Project Committee and PFD Board in 2022.

Mr. Bruya moved approve to Lydig Pay App #40 for October 2022, Mr. Read seconded and the motion was approved unanimously.

Operations:

USL: Board Chair Dickinson stated a formal board vote will take place on December 14. One final item remains outstanding to resolve. There are also several partners to respect throughout the process including the public, SPS, USL, and Brett Sports among many others.

Mr. Sladich added the immense work put into this agreement and the concurred December 14 remains firm.

Finance Committee

Board Chair Dickinson stated Vice-Chair Read will introduce the First Reading of the PFD 2023 Budget and then introduce Mr. Marsh to review the budget with focus on the Operating Budget. Both the Chair and Vice-Chair commended Mr. Marsh on his diligent work along with the CEO, DMT, and managers.

Mr. Marsh concurred and provided and overview of the PFD 2023 budget.

The December 14 (Second Budget Reading) will include Proformas for 2022, and estimates/expenses through October 2022.

Board Chair Dickinson added that this year the methodology of administration transfer is different. In addition, predicted capital expenses and needed equipment/services have been included. There are always unexpected items, however, diligent work has been done to anticipate all venue needs. 2022 and 2023 bond payments are accurate, and the PFD will be working with a (5) month operating reserve.

Vice-Chair Read added the PFD has completed work to accurately and appropriately create a 2023 budget.

Mr. Sladich stated that what would help moving forward is being able to see and expressed the need to review the capital budget in order to refer to the budget/capital expenses to determine if we're on track. Mr. Sladich expressed appreciation for the tools the PFD will run to be fiscally responsible.

Board Chair Dickinson communicated that for the December 14 meeting, Mr. Meyer and Mr. Christiansen will present a proposal for board approval stating that deposits for staging/flooring will come out of 2022 funds, as this equipment will take a year to procure. The remaining balance will derive from the 2023 budget and include amounts known at this time. That balance as well as the Convention Center ceiling grid, and PFD branding and signage are in the 2023 budget.

Mr. Meyer explained the unique process and partnership of ordering the staging and flooring. He reviewed revenue potential and added that these items are standard for the events coming to the Podium and Stadium and events coming are familiar with, and accustomed to renting this equipment.

Board Chair Dickinson added that in 2023 the PFD and Board will be tasked with addressing storage. Procuring needed chairs has been put on hold as storage is an issue.

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.

USL: The Finance Committee met this morning regarding the USL. The PFD will communicate with the USL as referred to earlier to in today's board meeting.

Parking RFP: Vendors have applied and presented. The RFP Committee sent out clarifying questions to parking vendors and the committee is currently reviewing responses. The Operations Committee will review prior to the 12.14 Board Meeting and then present to the board.

Podium: The track is back in The Podium. Mr. Christiansen stated the Reclaimed Spaces team was essential to the process. He added that the County funded Geiger Crew was integral to our conversions and at this time that program has not been available.

Events: At the Arena events for the remainder of 2022 include Monster Jam 12.9-11, Five Finger Death Punch 12.13, Snoop Dogg on 12.15. And, Chiefs play at home 12.28 and 12.30; Chiefs continue through March. There are a few holiday parties at the Convention Center.

Board Chair Dickinson expressed appreciation on behalf of the board for Ms. Curran as well as the entire PFD team for outstanding work in 2022 and working through challenges coming out of Covid.

ITEM #6 PUBLIC COMMENTS

Board Chair Dickinson opened the Board Meeting for Public Discussion.

Mr. Taylor inquired as to the decision date of the Parking RFP. Ms. Curran stated depending upon which vendor is awarded, there is a (60) day notice to be sent. The Board will address in December 14, 2022 meeting.

ITEM #8 ADJOURNMENT

There being no further business the Board adjourned at 1:08PM

Michelle McIntyre, Clerk of the Board

Approved by the Board of Directors