This meeting was held via Skype teleconference to comply with physical distancing requirements due to COVID-19.

Board Members Present:
Dave Earling, Chair
Mark Beales, Vice Chair
Tim Menzies, Secretary / Treasurer
David Hambelton, Audit Officer
Mason Ruthledge, Public Records Officer

Staff Present:
Brad Cattle, Anderson Hunter Law Firm
Jan Hawley, Snohomish County Finance Department
Stacy Forte-Smith, Snohomish County Finance Department

Stakeholders Present:
Matt Keller, Edmonds Center for the Arts (ECA)
Joe McAlwain, Edmonds Center for the Arts (ECA)
Janet Pope, Lynnwood Convention Center
Corey Margolis, Angel of the Winds Arena (AOW)
Nick Landgraff, Snohomish County Airport and Future of Flight (FOF)
Christin Medlyn, Future of Flight (FOF)

Call to Order
Chairman Earling called the meeting to order at 3:08 p.m.
Roll was called.
Introductions were made.

OLD BUSINESS:
Chairman Earling asked for any public comment, there was none.
Chairman Earling asked Jan or Stacy if there has been any public correspondence, there was none.

Approval Items:
Minutes for October 15, 2021. Chairman Earling called for a motion to approve. Mark moved to approve; Tim second. No comments were made and passed unanimously.

Payment Voucher report Q4 2020 was presented for approval. Chairman Earling called for a motion to approve. Mark moved to approve; Tim second. No comments were made and passed unanimously.

PFD Financial Statement Q4 2020 was presented for review and approval. No discussion was had.
Chairman Earling called for a motion to approve. Mark moved to approve; Dave H seconded. The motion passed unanimously.

Budget Status report approval for 2021 Q1. Jan asked that the board review the 2021 budget report with nothing new to notice. Chairman Earling called for a motion to approve. Tim moved to approve; Mark second. No comments were made and passed unanimously.
NEW BUSINESS:
There was no New Business to discuss because it had been addressed in Old Business.

Facility Updates:

Edmond Center for the Arts, Matt Keller and Joe McAlwain;
ECA are finishing a remodel the main orchestra level to move the sound board back and create new ADA seating and much needed egress. Ultimately, they lose four seats on the main floor but gain much needed side to side access. They are very thankful for all this support they have seen from the community. They continue long term visioning and working on the next 3 to 5 year vision.

Angel of the Winds, Corey Margolis; Everett Public Facilities District
Operating Income: Unofficial year-end net operating loss is $1.12m.
District Income: Unofficial year-end income is $205k.
Combining both the Operating and District income, year-end loss is $916k. this is about $800k cash flow positive, however.
2021 calendar year budget shows a combined loss of $1.47m, with positive cash flow of $400k.

Operations Report:
- Our Community Ice Rink was mandated closed again in mid-November. On January 12 it reopened on a limited basis and pretty to similar to how we reopened back in June after the first closure. No hockey games are allowed right now, only practice and training sessions are.
- Juror orientation in the Edward D. Hansen Conference Center was paused in mid-November and is expected to continue in early February.
- Our Conference Center will be hosting a few small retail events over the next few weeks again after a pause since early November.
- We also hosted 4 days of blood drives in November with Bloodworks NW.
- We currently are working with the Snohomish Health District, plus a few other entities on setting up a large vaccination site.
- With large scale public attendance still further down the road, our team has worked to keep partners engaged and maintain relevance. After creating several free streaming concerts and events in the first 5 months of the pandemic, we have since promoted and sold tickets to higher profile streaming events with Colin Mochrie and Brad Sherman from Whose Line Is It Anyways? and KISS for their NYE show from Dubai.
- We also just announced a new self-produced national streaming comedy show taking place on February 14, called the “Saving Our Jobs Comedy Festival” presented by Stella Artois. This is being produced by our staff and Spectra management venues North America wide will be promoting the event and selling tickets for our event.
- The Everett Silvertips and the WHL are still working on trying to return to play for a shortened 24-game season. No clear sense of timing and location as they likely would do some sort of regional bubble. We are working to try to bring it to our facility and our local hotels if the league goes in that direction.
- The industry has optimism for returning to events with crowds in the fall and as such we are looking forward for the 2021-2022 Silvertips season and confirming several concerts.
SNOHOMISH COUNTY PFD MEETING MINUTES
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- We’re thankful to the County for providing us with a CARES Funding grant that we used to install active air purification devices to our HVAC system and fund other COVID-related improvements.
- When guests finally do return, they’ll come back to a building that has fully replaced its retractable seating, a new and greater capacity cooling tower for our ice plant, and cleaner air through higher grade filters and the purification devices mentioned.
- After the layoffs that were done at the end of September, our staffing level has remained as is.
- In the year-end federal funding bill, there was a Shuttered Venues Grant program created to be administered by the SBA. We believe the District is eligible for a grant of up to 45% of our gross losses compared to 2019 and are preparing to submit an application once the program is rolled out. They are in the process of discussing submitting to Snohomish County for CARES funding for HVAC updates, cleaning equipment and supplies and for other COVID related efforts. Edmonds and Lynnwood PFD are included in this discussion.

Lynnwood Convention Center PFD, Janet Pope;
The Lynnwood Public Facilities District (LPFD) ended fiscal year 2020 with a positive balance of $1,760,659. This was a variance of ($1,006,859) from the budget or 49%. Despite significant cuts to staffing and expenses, the Lynnwood Convention Center ended the year at ($1,034,216) which was a variance of ($1,129,393) from the budget. Average monthly losses were ($110,546). This was of course due to the impact of Covid 19. The LPFD transferred approximately $800,000 per our contract with operators ASM Global to cover operating losses.

The LPFD ended the year with a positive net income due to better-than-expected income from our interlocal agreements with the City and County from sales tax and hotel motel tax of approximately $2.2 million. In addition, we received $620,000 in net income from our tenants on the Convention Plaza property. However, our building properties, other than the Convention Center, are in disrepair and awaiting our redevelopment from our master planning efforts. Significant repair and maintenance costs occurred in 2020 and are expected to continue into 2021. Income from tenants is projected to diminish and then disappear temporarily once construction begins, anticipated in 2022. We should have an estimated cost for our master planning project by the end of 3rd quarter 2021.

The LPFD budgeted $2,421,157 in net income for 2021. This includes an expected operating loss of ($701,972) from the Convention Center.

Future of Flight, Christin Medlin;
Following state and federal COVID-19 safe indoor attraction operating standards, Boeing Future of Flight reopened for six weeks of successful operation from October 8 through November 16, 2020. Future of Flight hosted a Preview Day on October 5 for partners, friends and family. Due to corporate health and wellness policies, the Everett Factory Tour experience remained closed to the public. Although the building closed as of November 17, the Boeing Store continued to offer contactless pickup service for any retail purchases.

Building improvements continued during Q4, including:
Finalization of café remodel design (implemented Q1/Q2 2021)
Carpet replacement on Sky Deck landing
Branded hangar door “valance” installation
We will begin all meetings with a virtual sign in for attendance.

Good of the order - None

Chairman Earling adjourned the meeting at 4:12 p.m.

Next scheduled meeting: April 15, 2021 virtually via SKYPE with Board members optional in person at Angel of the Winds Arena

President Signature Date