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

Board Members Present:
Dave Earling, President
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 McIalwain, 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 January 21, 2021. Chairman Earling called for a motion to approve. Dave H moved to approve; Mason second. No comments were made and passed unanimously.

Payment Voucher report 2021 Q1 (yellow) was presented for approval. Chairman Earling called for a motion to approve. Dave H moved to approve; Mason second. No comments were made and passed unanimously.

Jan noted that tier two payments will be made in April. Amounts of tier two payments are on the purple sheet by venue and she pointed out that 2020 revenue increased in 5.5% over the previous year and original projections were set at 3.6%. Remarkable given the year we had.

PFD Financial Statement 2021 Q1 (blue) was presented for review and approval. No discussion was had. Chairman Earling called for a motion to approve. Dave H moved to approve; Mason second. No comments were made and passed unanimously.
Budget Status report approval for 2021 Q1. Chairman Earling called for a motion to approve. Dave H moved to approve; Mason second. No comments were made and passed unanimously.

**New Business:**

Chairman Earling opened up the floor to New Business and there was none.

Discussion was had about a Seattle Times op ed concerning an update on COVID Relief for venues called Shuttered Venue Operators Grant (SVOG). ECA gave an update on their experience.

As you may have heard, the opening of the application process for the Shuttered Venue Operators Grant (SVOG) program yesterday, April 8, was nothing short of a disaster. Of the tens of thousands of applicants who attempted to submit their information yesterday (including ECA), not one of them was able to complete the process and actually apply for assistance. The Small Business Administration is responsible for administering the program. The platform they developed with a third-party vendor melted down the minute it went live. We are all simply waiting now for the SBA to announce a new date and time for the application process to restart. As a reminder, when we are able to submit our application, the ECA ask is for $710,000 (the maximum amount we are eligible for, which is equal to 45% of our total earned revenue in a normal operating year). This NY Times article provides more detail.

In the meantime, ECA have also submitted a formal written request to Mayor Nelson and Edmonds City Council asking them to consider providing EPFD/ECA with $300,000 of the $9.2 Million they will be receiving from the Federal Government through the American Rescue Act. This amount is equivalent to the amount we requested from the Paycheck Protection Program but were ineligible to receive due to our status as a municipal entity. We know that there will be many competing interests that the City of Edmonds will have to weight. We are hopeful that they will make this important and desperately needed investment, however, in one of their crown jewels.

** update from ECA as of May 6, 2021: The portal reopened two weeks later and ECA was able to submit our request. 10,000 venues have submitted applications. Another 12,000 applications are in process but not yet submitted. There are three distinct funding tiers (phases). Unfortunately, our organization will not be considered until the third phase. The timing of decisions and distribution of funds is still unclear.

Chairman Earling asked that each of you compile the necessary information to apply. He is going to reach out to Senators Murray and Cantwell to advocate for support for the PFD to receive their applied for amounts. He is recommending that each venue also reach out, claiming "the more the better" when it comes to enlisting the support of the Senators.

Corey (AOW) noted that additional relief funds may be available through WA state, possibly via the cities, to the PFD's in support of lost revenue relief. No official details have been released at this time.

**Facility Updates:**

Edmond Center for the Arts, Matt Keller and Joe McAlwain;

The new life and energy of spring is starting to permeate our team's perspective on the future. Faces are a little brighter (even on Zoom), our path forward is a little more clear and spirits are up. And while we have a long way to go, the continued distribution of vaccines, the opportunity for relief funds, and an organized plan for a safe and steady reopening are helping us see what the end of this long journey
might look like. Marketing has an exciting list of presentations to promote over the summer, thanks to Programming. And Development is bringing into focus a fundraising event and celebration of the re-emergence of ECA and its service to the community. All systems may not be “go” quite yet, but we’re getting there, and that feels amazing.

PLEASE MARK YOUR CALENDARS for SPARK! on May 19. This event is designed to celebrate all that ECA is and means to the Edmonds community, what our future holds, and how our patrons and donors can help bring the organization back stronger than ever. We will have new initiatives to announce, and we will demonstrate that ECA is not just going to pick up where we left off, but we will take our work to a new level.

*Angel of the Winds, Corey Margolis; Everett Public Facilities District*

Operating Income:

YTD through March we have a $197k operating loss which is $312k worse than last year.

District Income:

The District’s income was $226k YTD which is $90k lower than same period last year.

Combined bottom line YTD through March is $28,230 which is $400k worse than last year in the same period.

Operations Report:

The Community Rink reopened after its November closure on January 12. Given the current guidelines, other than requiring all users to wear masks, our operations are fairly normal and have all been going well with the Everett Youth Hockey season just wrapping up.

Juror orientation in the Edward D. Hansen Conference Center has resumed on Mondays.

Since March, Tuesday-Saturday, we have operated a vaccination site with Snohomish Health District. We are a J&J site so unfortunately closed this week until further notice. We had been vaccinated about 600 people per day.

Outside of court and vaccination activities, there are some retail events coming up in the conference center and lots of inquiries for meetings and banquets over the next several months.

We have still been producing steaming events including the “Saving Our Jobs Comedy Festival” in February which brought in over $13k in ticket sales and sponsorship revenue. We also created a sponsored Women’s Month streaming show with influential speakers from around the world participating.

The Everett Silvertips returned to play on March 20 with a modified 24-game season, playing only against the 4 other US Division teams. All games are being streamed but unfortunately given the capacity restrictions it hasn’t made sense to include any fans at games. The season concludes on May 7 and then we’ll all be working hard for a hopefully normal 2021-2022 season.

*Angel Of The Winds Arena will be home to all of the Seattle Storm’s 2021 home basketball games. Our team is working closely with the Storm and WNBA on all required league protocols and we are hopeful to welcome fans for their games at some point in the season that runs from May through September.*
This past weekend we hosted our first in person ticketed event since last March with the Xcel Gymnastics State Championships. We had 1,500 spectators into the building over the course of 7 sessions. Fans were all sold tickets in a distance manner and the event went great. Thank you to the Snohomish County Sports Commission for working to bring the event to the region and to the Snohomish County LTAC for providing support to event organizer to enable them to put on the event in Everett and fill hotels. I heard from many businesses in Everett how great it was to see so many new faces around town last weekend.

We have a similar State Wrestling event coming at the beginning of May and are hopeful to still have a full slate of graduations in June.

We are planning to apply for a SVOG through the SBA.

We are also tracking that the American Rescue Plan Act provided the Coronavirus State Fiscal Recovery fund which allocated $4.5b to Washington State to support, among things, tourism, travel and hospitality industries. We believe the State has been allocating money to the cities and counties and we are hoping there may be an opportunity to provide support to the PFD’s and appreciate any support this board may have.

_Lynnwood Convention Center PFD, Janet Pope_

In 1st quarter the Convention Center held 8 events with a gross income of $56,430. We had budgeted for 16 events and a gross income of $103K. CC are 64.7% below budget. We had a total attendance of 2,247 at our events.

Events booked to date tend to be smaller to accommodate the state mandate of 25% occupancy and now at 50%. We have had multiple blood drives for Bloodworks NW and other groups such as weddings and service group meetings.

To date the PFD has transferred $379,000 to the Convention Center operating needs. The CC has rehired a few extra staff now bringing our total to 7 employees down from 65 pre-pandemic. We are hiring temps for events. With these transfers the CC is operating in the black at $113,000 currently. However this $379,000 is half of what was budgeted for the entire year. We are really hoping for signs of improvement from the Convention Center operations.

The PFD income is fortunately better than budgeted due to stable rents and higher than expected sales tax income. First quarter gross income for the entire property was $859,503 or 45% ahead of budget. We do have the bulk of our expenses coming up in quarter 2 & 3.

We will be issuing a new RFP for a Convention Center operator in June as the current operator contract and extension expired in December 2020. We negotiated a one year interim contract with our current operators ASM Global. Any assistance in distributing the new RFP would be appreciated.

We also issued an RFP for a development partner for our master plan in April. This partner will assist with strategy, community relations and marketing, financing and new tenant acquisition. Some of the big questions still to be answered by market research are: Can Lynnwood support another hotel for easy access to the Convention Center? Where will the City place the new 194th Street and timeline? Will we update for fully expand the CC?
Future of Flight, Christin Medlin;

Q1 – Boeing Future of Flight Highlights

Reopened to the Public on Thursday February 18
Continuing with Thursday through Monday business operating schedule 9:30-5
Store continues with their Buy Online Pick up at Store service Tues/Wed
No tour operations at this time
April MTD is approximately 22% “recapture” rate compared to 2019 daily attendance
Limited regional travel and no international travel still impacting attendance overall

Facility Updates
Café remodel underway
Supported through tenant improvement $
Discussions with Lancer Catering (food/beverage) to resume operations hopefully in May

Programs and Projects in 2021
Pilot programs completed
Educational workshop on Robotics and Coding
Public Program in association with Women’s history month “Boeing’s Trailblazers”

Exhibit Enhancements
QR Codes added to Boeing exhibits - provides depth information on Boeing products and programs
“Passport to Learning” – Visitors receive a booklet with a scavenger hunt type activity
Drones and Robotics gallery experiences – increased to 10 hours of daily program time per day
New exhibit themed on Boeing’s Rosie the Riveters coming soon
Represents the contribution of women of diverse backgrounds contributing to the WWII effort
Connects to present day diversity and inclusion efforts of the Boeing company

Good of the order - None

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

We will begin all meetings with a virtual roll call for attendance.

Next scheduled meeting: July 15, 2021 virtually via SKYPE with Board members optional in person at Edmonds Center for the Arts.

President Signature: [Signature]
Date: 10.21.2021