

DRAFT OUTLINE MINUTES
Fort Worden Public Development Authority

Date: December 19, 2011 **Time:** 8:30 a.m. **Location:** Fort Worden--Building 204 **Scribe:** Robison

Attendees: Scott Wilson, Anne Murphy, Lela Hilton, Bill Brown, Gee Heckscher, Norm Tonina, Tim Caldwell

Absent: Cindy Finnie, Ted Springstead

Chair: Cindy Finnie

Staff: Dave Robison, Rick Sepler

Public: Ron Kubec, Tim Lawson, Erin Fristad. Michelle Sandoval, Peggy and Joe Ryan

Topic	Recommendation/Action	Follow-up (if needed)
III. Approval of Agenda:	Approved by consensus	
IV. Approval of Minutes:	None	
V. Action Items	None	
VI. Committee Reports	None	
VII. New Business		
A. Proposed Legislation	Dave Robison reviewed a memo on why legislation may be needed for the lifelong learning center that will resolve statutory lease issues. Dave discussed that he and Larry Fairleigh, Assistant Director, State Parks are working on draft legislation that both parties can support.	
B. Building 202 Project Update	Dr. Tom Keegan gave a presentation on the need for the Building 202 project at Fort Worden, the type of spaces considered in the predesign, amount of square footages, preliminary costs and funding secured. Dr. Keegan talked about the spirit and intent of the project—"we all own it" and how Peninsula College expects to share it with other users at the campus. Keegan discussed the need to obtain additional funding to complete the capital project. He discussed the need to prepare agreements with the PDA on subleases, M&O, and scheduling for Building 202 and its transition to PDA management. Keegan also suggested that the College and PDA could benefit from another MOU that describes a partnership where they would work together to facilitate new educational programming opportunities, cultural enrichment and facilitate the economic development goals of the community. Tom concluded by discussing the timeline: his transition in Feb; phase 1 demolition in July.	

VIII. Park Manager's Report	None provided. Kate Burke is on vacation.	
IX. Executive Director's Report	<p>Dave Robison gave an update on his recent meetings:</p> <ul style="list-style-type: none"> • Dec. 12—Met with Larry Fairleigh in Olympia to discuss proposed legislation • Dec. 13—Met with John Watts, City Attorney, to review a draft of the City/PDA operating agreement • Dec. 14—Dave, Kate and Scott Wilson met in Port Angeles with Dr. Keegan and Deb Frazier to discuss MOU for Building 202 • Dave also handed out a paper that described 10 fundamentals the Board should consider in making a decision about initiating a capital campaign for Building 202. 	
X. Public Comment	<p>Tim Lawson described how the Wood Working School could help in the renovation of the windows and exterior work for Building 202.</p> <p>Michelle Sandoval suggested the structural work include a bid with alternates to give the College the most flexibility. She also expressed that she was more worried about the short construction timeline than the gap in funding. Michelle suggested getting a loan and to raise the remaining funds over a longer period.</p> <p>Ron Kubec stressed the need for the PDA to get the word out about what it is doing in order to counter negative statements about its involvement at Fort Worden.</p>	

<p>XI. Public Meeting</p>	<p>Tom Keegan and Deb Fraizer would come back to review budget and timeline for Building 202. Larry Fairleigh has also been invited to participate in the Jan. 4th meeting. The meeting will be followed by several tours of partner organizations at Fort Worden.</p> <p>The Board committed to having two additional special meetings in January: on January 11th and 25th.</p>	
<p>XII. Adjourn</p>	<p>10:20</p>	