

**DRAFT OUTLINE MINUTES**  
**Fort Worden Public Development Authority**  
**BUSINESS MEETING**

**Date:** April 11, 2012

**Time:** 8:30 a.m.

**Location:** Cotton Building

**Scribe:** Robison

**Attendees:** Scott Wilson, Anne Murphy, Lela Hilton, Bill Brown, Gee Heckscher, Tim Caldwell, Cindy Finnie, Norm Tonina  
 Ted Springstead

**Absent:** None

**Chair:** Cindy Finnie

**Staff:** Dave Robison, Kate Burke

**Public:** Ron Kubec, Rick Zajicek, Rodger Schmitt, Alfred Chiswell, Gary Cummins, Kevin Alexander, Charlie Bermant, Erin Fristad, Bob Gray, Rick Sepler, Ted Shoulberg, Harvey Windle

Topic	Recommendation/Action	Follow-up (if needed)
<b>III. Approval of Agenda:</b>	Approved by consensus	
<b>IV. Consent Agenda/ Approval of Minutes:</b>	Gee Hecksher made a motion to approve the minutes as amended; Ann Murphy seconded. Minutes were unanimously approved for the following meetings: <ul style="list-style-type: none"> <li>a. Monthly Board Business Meeting, March 7, 2012</li> <li>b. Special Board Meeting, March 26, 2012</li> <li>c. Executive Committee, March 14, 2012</li> <li>d. Communications Committee, March 26, 2012</li> </ul>	
<b>V. Action Items</b>	A. After much discussion and suggested amendments to a draft resolution, the Board unanimously approved a motion by Scott Wilson, and seconded by Anne Murphy, to approve a Resolution, as amended, to support the Lifelong Learning Center vision and the process leading to the Fort Worden Public Development Authority to serve as the new managing entity at Fort Worden State Park	
<b>VI. New Business</b>		
A. Review Commission Meeting of March 28/29	Dave Robison reviewed the Substitute Requested Action for Item E-5 that the Commission approved at its March meeting. In addition, Dave reviewed the budget proviso that was adopted by the legislature on March 10.	

<p>B. Review Draft Scope of Work</p> <p>C. Commission May 24 Meeting</p> <p>D. Board Retreat</p>	<p>Dave Robison reviewed a draft scope of work for development of the business plan. The handout provided an outline of the tasks needed to be completed and a draft schedule between May and the end of the year. Scott Wilson remarked that the scope of work did not include enough public involvement and the language should be revised on how it addressed future meetings with park staff.</p> <p>Dave discussed the meeting where Cindy and he met with Larry Fairleigh in Olympia to develop next steps on moving forward with a new business plan and governance model. The Board discussed different management models, what the options could be, and how the use of historic tax credits could be affected by the different options to be considered. Scott Wilson recommended that one of the options be based on a small scale, incremental approach. Cindy Finnie noted that we needed to settle on a preferred option in order to move ahead with the business plan.</p> <p>The Board discussed the timing and need for a retreat and a fact finding trip to Fort Vancouver. After much discussion, the Board decided to cancel its regular May 2 board meeting and to schedule an all day retreat on May 7. If possible, the board suggested holding the retreat at Fort Worden.</p> <p>.</p>	
<p><b>VII. Committee Reports</b></p>	<p>A. Executive: Cindy Finnie quickly reviewed the two meetings from March.</p> <p>B. Operations: Ted Springstead provided a finance report and reviewed the First Federal bank statements and a spreadsheet prepared by the City on the PDA's financial activity since it was established.</p> <p>C. Communications: Scott Wilson reviewed a list of issues that he noted during the public input at the Commission meetings in March. Scott suggested that staff and the Communications Committee review those issues and prepare a response to them. Lela noted that the Committee would be working on a work plan and was hoping to expand its members.</p>	

	D. Capital Projects: Bill Brown gave an update on the Building 202 and noted his concerns with the project schedule. He stated that schematic drawings and a new cost estimate should be completed in June.	
<b>IX. Executive Director's Report</b>	Dave deferred his report to give meeting attendees more time for public comment.	
<b>X. Public Comment</b>	<p>Harvey Windle stated concern with leaving the word "entire" in the resolution that was adopted by the Board. He also suggested that the work plan should include opportunities for public input. He cautioned about Pike Place Market experience with tax credits. Harvey expressed his opinion that housing was a compatible use with the Learning Center vision, and that a more representative board of directors was needed.</p> <p>Ted Shoulberg stated that long-term leases were also "off the table." He remarked that democracy is a product and a process. Ted stated that he did not have much confidence in the methods the Board was using to communicate with the public. Ted suggested several ways the Board could take additional public input at its meetings and that it should have a time set aside for a public dialogue at its retreat. Ted remarked that state parks did not need a PDA to secure historic tax credits.</p>	
<b>XI. Next Meeting</b>	Board Retreat, May 7, 2012	
<b>XII. Adjourn</b>	10:35 am	