



Approved Board of Directors Special Meeting Minutes
Fort Worden Lifelong Learning Center Public Development Authority (FWPDA)
Tuesday, May 9th, 2023 | 6:00 p.m.
Peninsula College Building 202 Room 204, Fort Worden
www.fwpda.gov

Remote access:

<https://us06web.zoom.us/j/82639260488?pwd=TGFBY3ExZ3B4TEZNVG5EbzBTY3ZWUT09>

Via dial-in:

+1 253 215 8782

Webinar ID: 826 3926 0488

Passcode: 323666

*9 to raise hand to speak

Special Meeting Agenda

I. Call to order (6:00 p.m.)

The meeting was called to order at 6:13 p.m.

II. Roll Call

Board: Brad Mace, David King, John Begley, Eva Weber, Rodger Schmitt

Staff: David Timmons, Becky Wagner, Meriden Vitale

Liaisons: Rob Birman, Owen Rowe (in place of Libby Wennstrom)

III. Special Business

A. Resolution 23-01 of the Board of Directors of the Fort Worden Lifelong Learning Center Public Development Authority amending Resolution No. 21-05, as previously amended by Resolution No. 22-16, relating to the Authority's Revenue Anticipation Note, 2021A (Taxable), to provide for a temporary increase to the aggregate not to exceed principal amount of the Note.

- i. Staff Presentation
- ii. Board Clarifying Questions
- iii. Liaison Clarifying Questions
- iv. Deliberations and Action

David Timmons said this resolution has been reviewed by the attorneys. It is for a temporary loan, to be paid back directly on receipt of grant funds. Becky Wagner submitted the paperwork.

Timmons said he has worked with Bri Mariani to identify accounts that will be paid in full once funds are approved. Questions included clarification on the timeline; Timmons said the Line of Credit (LOC) will revert back to \$250,000 at the end of year and the additional borrowing ability will end.

Proposed action: Motion to authorize Resolution #23-01.

John Begley made a motion to approve, Eva Weber seconded. **Unanimously approved.**

IV. Public Comment

No public comment at this time.

V. Adjourn (6:30 p.m.)

The meeting was adjourned at 6:19 p.m.

Following the special meeting, the board held a work session that was also noticed as a public meeting. There was no agenda for the work session. Attendance was the same except Brad Mace left after the special meeting.

Eva Weber gave an update on the position description and employment terms documents.

Rodger Schmitt asked about the communications contract with Jeannie McMacken and continuing her contract through June. Timmons said he would bring it up for discussion at the next board meeting. David King mentioned the ordinance governing the board has specific language about the board's role in regards to staff and contractor decisions.

Timmons said that there has not been broad representation at the Stewardship Council meetings. He said through the MOU it is an obligation to participate. He said invoices were sent out with a 10% admin fee and said there has been some pushback from partners. He suggested more involvement on a board to board level.

Timmons said Torie Brazitis has resigned from the board and that the application for new board members is available on the city of Port Townsend's website.

Discussion also included the ongoing work to unwind finances between the PDA and Hospitality and keeping the board informed on the complexities.

The work session was adjourned at 6:39 p.m.