



APPROVED Minutes
Executive Committee Meeting
Fort Worden Public Development Authority (FWPDA)
Seminar Building 297, Fort Worden
October 16, 2018 | 9 a.m. to 11 a.m.

Regular Executive Committee Meeting:

I. Call to Order: 9:01 a.m.

II. Roll Call

Committee Members: Gee Heckscher, Norm Tonina, Jeff Jackson (by phone), Jane Kilburn

Immediate Past President: Cindy Finnie (by phone)

Staff: Dave Robison, Rufina Garay, Karolina Anderson, Larry Sammons

Public: David Goldman

III. Review of Draft October 19, 2018 Board Meeting Agenda

Staff and the Committee reviewed the board meeting agenda and made the following addition:

- Walking tour of building 305 at end of meeting (open to the public).

IV. Review and Approval of September 18, 2018 Executive Committee Minutes

Minutes will be reviewed and approved by Executive Committee on November 20, 2018

V. Makers Square Update

Gee Heckscher reviewed Makers Square budget phasing analysis. Staff and the committee discussed phasing options. Robison noted that it would be beneficial to complete at least phase 1-3 since buildings 305, 324 and 308 are eligible for Historic Tax Credits, which would result in up to a 20% rebate on the eligible construction cost. Robison reminded the committee that Makers Square needs to be completed and a certificate of occupancy received by June 30, 2020 in order to receive Historic Tax Credits. Staff and the Committee discussed design, construction, hazardous materials abatement, fundraising and administration costs (see budget phasing analysis). Robison stated that just over \$9,067,000 in secured funds has been raised towards the Makers Square project and an additional \$1,839,000 is pending. Staff and the Committee discussed risks (State Capital budget process, the economy, money yet to be raised) and the potential of recruiting new or existing partners who could complete the build out of buildings

308 & 324. The Committee discussed the phasing analysis, minimum base bids to complete three buildings, ADA accessibility and requirements for obtaining certificates of occupancy.

Robison discussed value engineering and noted that nearly \$11 million has been raised for Makers Square without a Capital Campaign staff and board/campaign committee. Staff and the Committee discussed fundraising that would need to occur if the board decides to move ahead with phase 2 or phase 3 of Makers Square (in addition to Phase 1) and the possibility of hiring a fundraising consultant. Staff and Committee discussed the benefits of new partners completing build outs of building 308 and 324 including keeping the space flexible to attract a greater variety of tenants. Robison stated that the total project cost of completing all phases comes to \$14,500,000 and discussed donor outreach. Staff and the Committee discussed scenario analysis, framing alternatives and presenting scenarios to the board.

Gee Heckscher reviewed the Makers Square schedule and noted that the project is still on schedule. Heckscher discussed permitting issues, final design, and review of the permit set. Robison stated that a grant for the geothermal heating system is proceeding to the second phase. Robison reported that he and Heckscher are working on value engineering with architects tomorrow and noted that the 100% construction drawing set is due by November 19. Staff and the Committee discussed the final cost estimate and the project going out to bid in January. Heckscher talked about the Makers Square windows project and noted the benefits of completing the window rehabilitation project prior to going out to bid in January since historic windows restoration needs additional support and tracking, is easier to manage separately and is hard for contractors to quantify.

VI. Staff Update

Robison reported that legislators will be touring Fort Worden tomorrow as part of a Legislative Fam Tour and that Fort Worden currently has about \$5 million pending in the State Parks Capital Budget. The Committee discussed the Fort Worden Foundation and the move out of building 305 - the PDA maintenance crew has been working hard assisting State Parks. Committee and staff discussed the financial impact of the maintenance transition in May and Robison noted that the PDA may not end the year in the black.

VII. Public Comment

David Goldman encouraged the Committee to ensure that the PDA can do what is being planned – noting that the market is unpredictable and non-linear and that some things can appear counterintuitive. Goldman stated that it's important to know the risks and be structured for success. Robison replied that external factors can be challenging – noting that the Makers Square was delayed in starting by 6 months because the state legislature did not pass the budget and that the National Parks Service design review process also took longer than expected.

VIII. Adjourned: 10:58 a.m.