

REVISED DRAFT AGENDA
Board of Directors
Fort Worden Public Development Authority
Commons B, Fort Worden

SPECIAL Board Meeting: Wednesday, January 28, 2014 9:00 a.m. – 12 p.m.

- I. Call to Order**
- II. Roll Call & Staff Introductions**
- III. Public Comment**
- IV. Changes to the Agenda**
- V. Consent Agenda**
 - A. Review and approval of Board Meeting Minutes, December 17, 2014
 - B. Review and approval of Board Meeting Minutes, January 14, 2015
- VI. Board and Staff Training on Open Public Meetings Act and Public Records Act**
 - Review MRSC info on Open Public Meeting Act—John Watts
 - Board & Staff Discussion
- VII. Review of a master policy directive for the purpose of establishing and delineating the administrative authority of the Executive Director.**
 - Staff Report
 - Board Discussion
 - Public Comment

Action: *Approve Resolution No. 15-02 and Exhibit A outlining the master policy directive on the administrative authority for the executive director*
- VIII. Review and Discussion of Finance Team Project**
 - Staff Report: Review of 2014 P&Ls and YTD Financials
 - Board Discussion
 - Public Comment
- IX. Review of Partner Lease Extensions for 2015**
 - Staff Report
 - Board Discussion
 - Public Comment

Action: *Move to authorize executive director to negotiate and extend expired leases to Feb. 1, 2016*
- X. Board Discussion of 2014 Year-end Report and 2015 New Initiatives**
 - Staff Presentation
 - Board Discussion
 - Public Comment

X. Staff Report

- Staffing Plan and Atrio Update—Todd Gubler
- Building 202—Dave Robison
- Public-Private Partnership Conference

Motion: *Approve out-of-state travel for executive director and board member to attend conference in Dallas, Texas*

- 2015 Budget—Jill DeCianne
- Board Retreat (Schedule TBD)

XI. Board Member Reports

- PDA/Partner “Culture” Workshop—Norm Tonina
- Capital Projects—Bill Brown & Gee Heckscher

XII. Possible Board Motion to hold Executive Session for personnel matters or to review lease terms and conditions in accordance with RCW 42.30.110(c).

XIII. Public Comment

XIV. Schedule Special February Meeting (TBD)

- Regular Board Meeting, Wednesday, February 25, 2014

XIV. Adjourn