

Kitsap Sewer District #7  
June 19, 2018 Special Meeting Minutes  
Location: 2017 Belfair Ave. NE, Bainbridge Island, WA

Call to Order: The meeting was called to order at 7:02 pm by President Chris Dew. Commissioners Sarah Lee and Roger Tielman; and, District Manager Roan Blacker were present. Others in attendance were:

Construction Project Consultant Tina Gilbert, OTWB Inc.

Bainbridge Island Metropolitan Parks and Recreation District (“Parks”):  
Perry Barret, Senior Planner  
Dan Hamlin, Park Service Director

Friends of Fort Ward (“FFW”):  
Douglas Crist, Board Chair  
Candy Merifield, Board Member

Agenda Acceptance: the agenda was accepted with the modification to include “8. WSHS grant”, and “9. FFW agreement”.

Introduction to meeting: Commissioner Dew welcomed everyone and expressed his gratitude that representatives from the key parties involved with the bakery building renovation were able to attend.

Update on the bakery building renovation – construction: Perry Barret and Dan Hamlin stated that Parks was available to begin and oversee the renovation once the long-term lease was executed. They also stated that their work capacity was scheduled to become difficult in the Fall when other projects they have committed to become active.

Update on the bakery building renovation – funding: Douglas Crist provided an update in funding, stating that there were approximately \$134,000 of available funds for the renovation, and additional grant funds of approximately \$103,000.

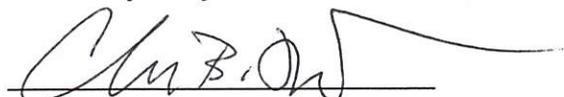
Discussion of MOU addendum: An amendment to the 2016 MOU between KCSD7 and Parks (the “Amendment”) was proposed to replace the Construction and Renovation Agreement (a tri-party agreement among KCSD7, Parks and FFW (the “Agreement”)) previously approved in form by the District pursuant to Resolution 2018-6. The Agreement had not yet been signed. Commissioner Lee proposed Resolution 2018-8 to execute the Amendment in place of the Construction and Renovation Agreement. Commissioner Tielman seconded the motion. Motion passed unanimously ( 3 – 0 ).

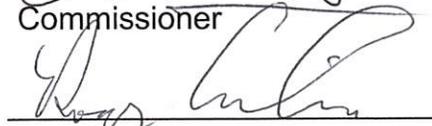
Discussion of Bakery Building's Long-Term Lease: To provide further clarity to KCSD7's intent to work with Parks on a long-term basis, Chris Dew motioned to enter into negotiations with Parks in the long-term lease referenced by the Amended MOU. Commissioner Tielman seconded the motion. Motion passed unanimously ( 3 – 0 ).

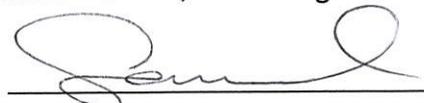
WSHS Grant: Roan Blacker explained that earlier in the day WSHS had forwarded a modified Attachment E (source of available funds) to the state capital grant. Pursuant to Resolution 2018-5 passed on May 10<sup>th</sup> which empowered the President to sign the documents, Chris Dew executed the WSHS grant agreement with the updated information.

Friends of Fort Ward Agreement: An agreement was proposed between KCSD7 and FFW to document the intent and understanding of FFW's funding role in the renovation of the bakery building. This documented understanding would replace the Construction and Renovation Agreement (a tri-party agreement among KCSD7, Parks and FFW (the "Agreement")) previously approved in form by the District pursuant to Resolution 2018-6. The Agreement had not been signed. Commissioner Tielman proposed Resolution 2018-9 to execute the memorandum of understanding with Friends of Fort Ward. Commissioner Lee seconded the motion. Motion passed unanimously ( 3 – 0 ).

Meeting adjourned at 8:19 pm. The next regular meeting was reconfirmed to be held on Thursday, July 12, 2018 at 7:00 pm at 2017 Belfair Ave. NE, Bainbridge Island, WA.

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner

Date: July 12, 2018