

PACAC Meeting (Tuesday, April 6, 2021) 3:30 – 5:00 p.m. (Lincoln Center - Room 208)

WELCOME - Marty Brewer

Superintendent Brewer welcomed the Port Angeles Capital Advisory Committee (PACAC) Members and once again thanked them for being on this committee. He shared that we are making progress to have this meeting in person today to carry out this important work.

Members present are highlighted below, along with Director of Finance and Operations, Kira Acker, Communications and Community Relations Coordinator, Carmen Geyer, and Executive Assistant to the Superintendent, Jennie Wilson.

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| Superintendent | Two School Board Members |
| One Certificated Stevens Middle School Staff | One Classified Stevens Middle School Staff |
| Stevens Middle School Principal | Maintenance and Operations Director |
| Four Community Members | |

- Marty Brewer
- Nolan Duce
- Sandy Long
- Sarah Methner
- Mike French
- Terra Horton
- Sean Worthington
- Steve Methner
- Kristen Lunt
- Kelsey Orgler
- Melissa McBride

DISCUSSION ON STATEMENTS OF QUALIFICATIONS FOR FIELD DESIGN – Marty Brewer, Kira Acker, and Nolan Duce

Maintenance and Operations Director, Nolan Duce, reviewed the two proposals for the statements of qualifications with the team. The two proposals came from **SiteWorkshop – Landscape Architecture** and **AHBL**. The members had discussions/questions/comments on the following items from both of the proposals:

- Timeline
- Construction Plans
- Consideration of the Monroe site
- Restrooms
- No fee proposal asked for yet
- Drain Fields/water runoff/retention pond
- Grass growth on field(s)
- Synthetic field replacement in future

The team came to the conclusion that both companies are qualified for the project. Nolan Duce will reach out to receive a statement of fees from each company that will be shared with the PACAC members by email.

Superintendent Brewer shared that PACAC will make a recommendation to the board of directors at the May 13, 2021 board meeting.

BUDGET REPORT (collected taxes/expenses) – Kira Acker

Director of Finance and Operations, Kira Acker, shared with the committee that \$400,000 in taxes has been collected, and that this month we should anticipate receiving \$5.3 Million. She said that there are no expenses to date.

COMMUNICATION TO COMMUNITY (Capital Facilities Communications Plan – PACAC feedback from suggestions made at last meeting) – Marty Brewer/Carmen Geyer

Superintendent Brewer and Communications and Community Relations Coordinator, Carmen Geyer, shared the draft levy flyer with the suggestions from the March meeting. The members had discussions/questions/comments on the following items from the flyer:

- Discussion on phases
- Check points
- .09 cents – change to 9 cents
- Remind community that they are saving money
- We want community to feel valued
- Media exposure of the Safety Vestibules at the Elementary Schools
- Timeline of projects – focus on when it will be completed
- Proposed tax rate (take out *) adds confusion
- Staying on target
- Suggestions on editing dates in flyer
- Team agreed that questions on back of flyer are informative
- Taxes – compare our taxes with similar district with updated facilities
- Invest in GOPRO to show progress of projects – attach high on pole to avoid vandalism

Superintendent Brewer wanted the team to view the flyer with a community perspective. He asked if this flyer is meaningful to you as a community member/tax payer. He said that investing in our community will hopefully bring new growth for Port Angeles. He asked the team to continue to bring forward feedback for the flyer and in May we will have the final edits in place for review. Target date to mail out brochures to community: on or before June 1st.

A new flyer with a consistent theme will come out each spring to update the community on progress being made.

There was discussion on having a Facebook page dedicated to the Levy. Carmen suggested creating an album that is connected to the District Facebook page that is just for Levy information. This way we can reach all of the followers of the established PASD Facebook page. She said that there will also be a tab on the district website for the Levy.

PACAC would like to see media coverage on the progress on the Levy projects, and maybe even invite the Governor or Rep. Derek Kilmer to visit the sites.

CLOSING COMMENTS – Marty Brewer

Superintendent Brewer thanked everyone for attending during Spring Break and said the next meeting will be on Tuesday, May 4, 2021 at 3:30 p.m. at the Lincoln Center. He said that at that meeting PACAC will formalize the recommendation to the Board of Directors for the May 13, 2021 regular scheduled board meeting.