

Capital Area Regional Public Facilities District Annual Board of Directors Meeting Minutes

Tuesday, September 5, 2023

2:00 PM

Council Chambers and Online

To hear the full discussion of a specific topic, or the complete meeting, watch the recorded meeting available on the City of Lacey's Public Meeting Portal:

<https://cityoflacey.org/government/public-meetings/>

1. Call to Order

President Clauson called the meeting to order at 2:00 p.m.

2. Roll Call

Board Members

Nancy Clauson, President, Regional Representative

Ken Parsons, Secretary/Treasurer, Thurston County Representative

David Brine, City of Olympia Representative

John Grausam, Regional Representative

Chris Leicht, Regional Representative

David Nicandri, City of Tumwater Representative

Spencer Zeman, City of Lacey Representative (remote)

City of Lacey

Jen Burbidge, Parks, Culture and Recreation Director

Troy Woo, Finance Director

Alix Turcotte, Senior Accountant

Elissa Fontaine, City Clerk

Regional Athletic Complex Representative

Sue Falash, Recreation Manager, City of Lacey

Hands on Children's Museum Representative

Patty Belmonte, Chief Executive Officer, Hands on Children's Museum

3. Approval of the Agenda

Board Member Leicht moved to approve the agenda. Board Member Brine seconded. Motion carried.

4. Approval of Meeting Minutes

A. August 30, 2022, CAR-PFD Annual Meeting Minutes

Board Member Leicht moved to approve the August 30, 2022, meeting minutes. Board Member Brine seconded. Motion carried.

5. Public Comment

No public comment was received.

6. President's Report

- A. David Nicandri, City of Tumwater Representative
Appointed to 1st term (February 21, 2023 - March 1, 2027)
- B. Spencer Zeman, City of Lacey Representative
Appointed to 1st term (January 19, 2023 - March 1, 2027)
- C. David Brine, City of Olympia Representative
Re-appointed to 4th term (February 13, 2023 - March 1, 2027)

7. Annual Financial Report

- A. 2022 Annual Financial Report
Alix Turcotte, Senior Accountant, City of Lacey

City of Lacey staff presented the 2022 Annual Financial Report.

CAR-PFD funds are accounted for by the City of Lacey in an Agency fund, a separate fund within the financial system of the City. Sales tax revenues are received from the State of Washington by the City on behalf of the CAR-PFD and distributed to the two approved projects based on the proportionate share determined by the interlocal agreements between the CAR-PFD and the cities of Olympia and Lacey.

Secretary/Treasurer Parsons reviewed the full report and recommended approval.

Secretary/Treasurer Parsons moved to approve the 2022 Annual Financial Report. Board Member Grausam seconded. Motion carried.

8. Regional Athletic Complex

- A. Regional Athletic Complex Annual Update
Sue Falash, Recreation Manager, City of Lacey

City of Lacey staff presented an update on the Regional Athletic Complex. The presentation included highlights on the following topics:

- League and Tournament Play
- Shelter Reservations



- Special Events
- Economic Impact
- Improvements

Staff confirmed that the Regional Athletic Complex is gaining usage and revenue since the down turn experienced by the Covid-19 pandemic.

9. Hands on Children's Museum

A. Hands on Children's Museum Annual Update

Patty Belmonte, Chief Executive Officer, Hands on Children's Museum

Patty Belmonte, Chief Executive Officer of Hands on Children's Museum, presented an update on the Hands on Children's Museum. The presentation highlighted the following:

- Quality Programming
- Special Events
- National Publicity
- State and National Features
- Visitor Remarks
- Economic Impact
- Expansion Planning

It was highlighted that the Hands on Children's Museum is gaining usage and revenue since the down turn experienced by the Covid-19 pandemic.

10. 2023-2024 Election of Officers

A. President

B. Secretary/Treasurer

President Clauson and Secretary Parsons highlighted a need to review the officer descriptions to determine if any changes are needed. A meeting will be scheduled in early 2024 to discuss recommendations.

Board Member Brine moved to nominate Board Member Parsons to serve as the Secretary/Treasurer in 2024-2025, and to nominate Board Member Grausam as President in 2024-2025. Board Member Nicandri seconded. Motion carried.

11. Term Expirations

A. Nancy Clauson, District-Wide Appointee

Term Expiration: March 1, 2024



Nancy Clauson, District-Wide Representative, has a term expiration of March 1, 2024. Board Member Clauson notified the Board that she would not be seeking reappointment.

12. Adjourn

President Clauson adjourned the meeting at 2:54 p.m.

Approved on November 14, 2025

