

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, July 12, 2010

Eagle's Nest, Kitsap Fairgrounds and Event Center

Bremerton, WA

Attendance: Teresa Osinski; Jan Harrison; Anne Blair; Roy Runyon & Jim Heins.
Staff: Mike Walton, Executive Director, Brian Lawler, Legal Counsel; Bror Elmquist, Construction Consultant.
Absent: Rick Smith, Dee Coppola.

1. **Call to Order.** A quorum being present, Interim Chair Jim Heins called the meeting to order at 6:38 PM.
2. **Introduction of New Board Members:** Jan Harrison, Poulsbo; Anne Blair, Bainbridge island; Roy Runyon, Bremerton.
3. **Election of Officers:**
 - A. Dee Coppola was nominated for Board Chair and the nominations were closed.
Jim Heins moved that Dee Coppola be elected Board Chair; Roy Runyon seconded and the motion passed unanimously.
 - B. Teresa Osinski and Anne Blair were nominated for Vice-Chair and nominations were closed.
Jan Harrison moved that Teresa Osinski be elected Vice-Chair; Anne Blair seconded and the motion was passed unanimously.
 - C. Jim Heins was nominated for Treasurer and the nominations were closed.
Teresa Osinski moved that Jim Heins be elected Treasurer; Jan Harrison seconded and the motion passed unanimously.
 - D. In the absence of Dee Coppola, Teresa Osinski took the gavel and assumed the Chair of the meeting from Jim Heins.
4. **Meeting Minutes** – Minutes from the Special Meeting of the 12th of July were distributed electronically before the meeting and were submitted by the ED.

There was not a quorum of Members that attended that meeting, so the approval was tabled until the next meeting when a quorum would be present.

5. **Finance Reports**
 - A. **June Report** – Reflecting April retail sales, the June revenue of \$82.4K was up from the previous year (7%) but still down 7% from 2008 – June 2009 was the lowest revenue since April 2005! Expenses were higher than normal due to the inclusion of one of the twice yearly \$6.6K debt service draws, resulting in a decrease in cash position by about <\$2K> to almost \$865K.
 - B. **Sales Tax Rebate Revenue by Month Report** – Board received the new tax rebate revenue report through June 2010, revenue continues at approx 5% below 2009 levels.
 - C. **Current Invoices** – The Blanket Voucher request of only \$1816.34 was submitted to the Chair for review and summarization for the Board members - the largest item was \$1210 for Elmquist Associates, primarily for Gordon Field activities.

Anne Blair moved that the blanket voucher in the amount of \$1816.34 be approved for payment. Roy Runyon seconded and the motion was passed unanimously.

6. Report on Regional Projects:

- A. **Kitsap Fairgrounds and Event Center** – In absence of Parks personnel, ED summarized the report submitted.
- 1. Gordon field:** Bruce Dees & Assoc is preparing bid package for go out by end of the month. Project planned to start on the day after the Fair ends.
 - 2. Video/Audio Project** – Bids received, Mike & Doug to review bids and make recommendation.
- B. **North Kitsap Regional Event Center** – no activity. (A request from NK School District in later agenda item.)
7. **Executive Director's Report:** (A written report was submitted to the Board.)
Additional comments covered other items in the report.
8. **Ongoing Business:**
- A. **Resolution 03-2010 - Conflict of Interest Policy Proposal:**
ED submitted a revised draft of a the suggested Policy to address possible conflicts of interest among any Members of the Board. After considerable discussion among both new and old Members of the Board, suggesting some additional revisions, the Board decided to table the Policy for additional legal review and rewrite.
9. **New Business:**
- A. **Kitsap Soccer Club** – Ben Pecora, General Manager, and owner, Robin Waite, appeared before the Board to submit an emergency request for \$9000 in financial support for their successful bid to host the Quarter Final Playoffs of the Pacific Development League. If the team wins the playoff, they were requesting and additional \$9000 if they were successful in hosting the Semifinal Playoff in Kitsap. They will be using the Harborside Conference Center as their press headquarters and conducting their pre-playoff press conference there. The pros and cons were discussed by the Board.
- Anne Blair moved to award the Kitsap Soccer Club \$6000 in an EventFund grant for the Playoff, and an additional \$6000, on the condition that the KSC win the Quarter Final playoff and win the bid to host the Semifinal Playoff. The motion was seconded by Jim Heins and passed unanimously.**
- B. **North Kitsap School District** – Dave Dumpert of NKSD was present to explain the need for improvements to the path to the Strawberry Field complex from the NK Middle School parking area to meet ADA requirements. He estimated the cost at approximately \$36-40K. The discussion gravitated to what the remaining funds in the Phase I construction budget were and if it was sufficient to cover this cost. Dave indicated he thought it was, but was not sure. The Board suggested that if there were sufficient funds, that should be the funding for the project; and that some check should be made with Linda Berry-Maraist, who was also looking for those funds to provide some other trail work at NKREC.

10. **Public Comment** none

11. **Announcements:** none

Next Regular Meeting of the Board is Monday, August 23rd, 2010, 6:30 pm, Eagles Nest.

Meeting adjourned at 8:55 pm,