

# ***Kitsap Public Facilities District***

## **Minutes of the Board of Directors Regular Meeting**

Monday, September 26, 2011

Eagle's Nest, Kitsap Fairgrounds and Event Center

Bremerton, WA

**Attendance:** Teresa Osinski, Chair; Jim Heins, Treasurer; Rick Smith & Roy Runyon.

**Staff:** Mike Walton, Executive Director

**Absent:** Jan Harrison, Vice-Chair; Anne Blair; Dee Coppola.

1. **Call to Order:** A quorum was present, Chair Teresa Osinski called the meeting to order at 6:32 PM.
2. **Meeting Minutes:**– Minutes from the Regular Meeting of the 22<sup>nd</sup> of August were distributed electronically before the meeting and were submitted by the ED.  
**A motion was made by Roy Runyon to approve the Minutes of the August 22<sup>nd</sup> meeting. It was seconded by Jim Heins and passed unanimously.**
3. **Finance Reports:**
  - A. **August Reports** – Reflecting June retail sales, the revenue of \$93.1K was down 2% compared to the previous year. With exceptionally high expenses of \$24.1K, due to the yearly insurance charge of \$6.8K and the \$7K EventFund payment to the Pumas, so it resulted in a decrease in cash position of <\$10K> to arrive at \$806.3K.
  - B. **Sales Tax Rebate Revenue by Month Report** – The August revenue was reported, but the September figure was not received by meeting time. We are still essentially even with last year's revenue through three quarters of the year.
  - C. **Current Invoices** – Blanket Voucher request of \$2,171.53 was submitted by the Treasurer for review and summarization for the Board members - the largest item was \$1500 to the VCB.  
**Rick Smith moved that the blanket voucher in the amount of \$2,171.53 be approved for payment. Roy Runyon seconded and the motion was passed unanimously.**
4. **Report on Regional Projects:**
  - A. **Kitsap Fairgrounds and Event Center** – There was a current report submitted, but no 386 fund financial report.
    1. **Gordon field:** The Grand Opening ceremony was held on September 15<sup>th</sup>, former and current PFD Board members were present and Walt Draper spoke on behalf of the PFD. Commissioners Gelder and Brown were there and spoke, as did Jim Van Arsdale of FTFT. It was an excellent ribbon cutting, with about 100+ present and the ensuing exhibition games went well, especially the one under the lights at 7:30 pm!
  - B. **NKREC** – Steering committee met in August and had created a draft addendum to strengthen language regarding the “turf replacement fund” for consideration by the Board. There was some discussion and Chair Osinski had several suggestions for modification or clarification to go back to the Steering Committee. That revision will be sent to the PFD attorney for final draft.
5. **Executive Director's Report:** (A written report was submitted to the Board.)  
Additional comments covered any other items in the report not previously reported.
6. **Ongoing Business:** -
  - A. **NKREC ILA Addendum** – to be referred to the attorney for review and draft new language for ILA addendum.

7. **New Business:**

A. Promotional hosting policy requirement from Auditor's office.

**A motion was made by Roy Runyon to approve the ED to work with the attorney to draft a promotional hosting policy for the PFD and submit it to the Board for approval when complete. The motion was seconded by Jim Heins and passed unanimously.**

8. **Public Comment:** None

9. **Announcements:** -

**Meeting adjourned at 7:00 pm,**

**The next regular meeting of the Board will be at 6:30 pm on October 24<sup>th</sup> in the Eagles Nest.**

**NOTE: This is the 4<sup>th</sup> Monday of a five Monday month.**