

Kitsap Public Facilities District

MINUTES of the Regular Meeting of the Board of Directors Monday, January 24, 2005 Eagle's Nest Conference Room, Kitsap Fairgrounds and Event Center

Attendance: Walter Draper, Chair; Linda Berry-Maraist, Vice-chair; Andy Maron; Cy Wyse. Staff: Anne Blair, Administrator.

Call to Order. A quorum being present, Chair Walt Draper called the meeting to order at 6:30 PM.

Report on Regional Projects

Kitsap Fairgrounds and Event Center. Cris Gears introduced Carolyn Siems as a new member of the Facilities, Parks and Recreation Department staff. She has a long career with the County in Administrative Services managing the funding for multiple special projects and construction. As of January 1 she has taken on those responsibilities for this department and will be managing all the finances for all the County construction projects, including those at the Fairgrounds.

Carolyn distributed a revised copy of the December 31, 2004 Project Financial Reports. From this time forward, she will be preparing these reports and will be available as needed to discuss them with the KPFDD board. She has streamlined and clarified the reporting format; she also reconciled and verified the internal balances for each line on the report. In addition to describing the new format, she explained how the numbers related to the project status. The board expressed appreciation for her thoroughness and courtesy with their numerous questions.

Cris assured the board that the current Fairgrounds improvements will utilize all the funds allocated for the project. If it should occur that the project goes over the budget, the County will make up the difference. The PFD is not responsible for any overages; the project will be completed as designed.

Andy expressed his confidence in the process saying that it appeared to him that all the PFD wanted accomplished would be accomplished. Cy asked about how the change-orders were being handled and paid for. Cris reminded him that the ILA agreed to and signed by the PFD and the County, the PFD does not have authority to decide smaller issues such as the change-orders.

Future improvement projects. The board discussed the Fair Board's perceived prioritization of a covered equestrian arena as the most important use of the additional improvement funds. There was speculation that if the Commissioners really wanted a covered horse arena, perhaps they would identify an additional \$250,000 to make the project possible. Were that to happen then the equestrian arena could be covered and there would still remain \$250,000 for other Phase II projects.

Andy and Linda requested more information about how a covered equestrian facility is consistent with a Special Event Center and how broadly the Kitsap community would be served by this investment. There was additional discussion about whether the PFD might better serve the interests of the community to finish the ballfields and Pavilion to the top quality level initially envisioned rather than starting off in another direction (i.e. the covered equestrian arena.)

Cris will bring additional information about the equestrian arena uses and income generation. He also will bring a prioritized list from his department for the remaining funds available for Phase II.

North Kitsap Regional Event Center.

Linda and Walt reported on their very positive reception at the Poulsbo City Council meeting. This presentation was televised on local access cable. The partnership discussions continue; the NKSD staff has both editorial changes to make to the draft RFP and concerns about the PFD expectation that the school district would be making any financial contribution to the planning process, let alone the capital improvement projects. The NKSD staff will work with Anne, Bror and Linda to address these questions and, if appropriate, to finalize the Master Plan RFP.

Unfinished Business

Publication of the 2005 Report to the Community. As requested, Anne distributed circulation number comparisons for the county's three major print media publications. The Report will be published in all three publications/news groups during the coming week.

Presentation of www.kitsap-pfd.org. Contractor Patricia Graf-Hoke reviewed the new KPF D website and gave a demonstration of the site. Patty responded to board members' suggestions for changes in wording on some of the photos by editing the site easily and promptly. The site is on-line as of today and is accessible through hotlinks at the county's site, as well as the City of Bremerton's site.

Kitsap Sports Council. The Board of County Commissioners will discuss the status of the Kitsap Sports Council at their February 14 Study Session. They are interested in reestablishing the working partnership among the County, the PFD and the VCB as collaborative leaders moving this concept forward. The VCB has requested a special funding allocation from the Commissioners in support of the Sports Council and this meeting will be an opportunity to discuss that request, as well as the leadership for the Sports Council. Walt asked that Rick, Linda and Anne represent the KPF D at this meeting. They will meet prior to the 14th to plan the PFD presentation.

New Business

Performance bonus versus merit pay increase. Discussion postponed.

Proposal that KPF D host State-wide meeting for WA State PFDs. Anne distributed a proposal, including a broad-brush budget, for a day-long meeting to be held at the Kitsap Conference Center in late-April, early-May.

It was moved by Andy Maron, seconded by Linda Berry-Maraist and voted unanimously to approve the concept of Kitsap PFD hosting a state-wide meeting for WA State PFDs and that Administrator Anne Blair spend the time necessary to survey the PFDs around the state about their interest in participating. If appropriate, she also would then coordinate the meeting.

Treasurer's Report

It was moved by Andy Maron, seconded by Linda Berry-Maraist and voted unanimously to approve payment of \$1,362.45 for the invoices supporting the blanket voucher as presented.

Administrator's Report

Anne distributed the form she will be using this year to report her time-on-task. The board agreed that this more detailed report would be helpful on a quarterly basis. She also reported that she had several conversations with Robyn Waite about bringing Division I soccer to Kitsap County. The presence of professional soccer in this area will depend upon development of a satisfactory stadium and playing field complex. Thunderbird Stadium has many of the needed elements, but the destruction derby use is incompatible with the artificial turf needed by the soccer teams. Anne is continuing to work with the various user groups around these issues.

Public Comment.

Helen Miller complimented the board on the decision to launch a website. She also encouraged the board to visit the new Tacoma Convention Center as soon as possible. She gave a very positive report on that facility.

The meeting adjourned at 8 PM.

The board and guests reconvened at the Pavilion for an informal tour of the new storage addition and the reconfiguration of the administrative spaces at the Pavilion. The board also viewed a demonstration of the new basketball standards.