

# Kitsap Public Facilities District

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Minutes of the Board of Directors Meeting  
Monday, January 28, 2008  
Eagle's Nest Conference Room, Kitsap Fairgrounds and Event Center  
Bremerton, WA

**Attendance:** Warren VanZee, Chair; Walt Draper, Treasurer; Trent England; Jim Heins; Rick Smith.  
Staff: Executive Director, Mike Walton

**Call to Order.** A quorum being present, Warren Van Zee called the meeting to order at 6:32 PM.

**1. EventFund Presentations.** Two organizations who had filed applications for 2008 EventFund were present, the Kitsap Stingers Fastpitch and Tracyton Public House Senior Softball, and gave presentations to the Board.

Kathleen Simpson spoke for the Kitsap Stingers, described their organization and outlined the "May Day Madness" Tournament for which they wanted funding support. The tournament would have 18 U12 to U16 teams, 75% of which would travel to Kitsap from outside the County, bringing an estimated 175 families and as many as 350 room rentals. They were requesting \$2750 funding to pay for the umpire fees.

Bob Pedroza spoke for the Tracyton Senior Softball, describing their organization and the tournament they support. There currently no senior leagues in Kitsap with only 4 local teams; their tournament presently has 12 teams that have participated, but they want to advertising and promote to get that to 24 teams. The other 8-20 teams would come from outside Kitsap. Bob estimated that there may be only as many as 50 teams of 50+ Senior players in Western WA, so he would have to advertise more widely to draw teams from Eastern WA and Canada.

**Change in Agenda** – by consensus, the board agreed to vote on the funding requests for the 2008 EventFund while the presenting groups were still present at the meeting.

**It was moved by Walt Draper to approve funding for the Kitsap Stingers, the Tracyton Senior Softball and the WIAA Volleyball Tournament (previously approved at Dec meeting), a total amount of \$9,900; motion seconded and unanimously approved.** (Application by the KCBAR - funding assistance for their Annual Sports Award Banquet - was not funded due to any economic development impact from the event Mike to respond to the KCBAR with the decision.)

## **2. Regional Projects:**

**2A. Kitsap Fairgrounds and Event Center** - There is no capital facilities financial report available at this time. Mike will continue to work with County staff to track these project expenses.

Much discussion has occurred as a result of the fee schedule proposed by the Parks Dept, revised and then presented to the Board of Commissioners. Several user groups have complained that the combination of increased field costs, combined with new parking fees will cause them great financial hardship; to look elsewhere for their tournament/practice locations (if available); or potentially cease operations.

The possible impact on lost economic development activity from any lost tournaments or other frequent users will be closely watched by the Board and staff of the PFD. Discussion continues with the Parks Dept and Commissioners about the fee structure and to whom it will be applied.

Parks staff is preparing a Statement of Work, costs and justification for a list of maintenance items that they wish the PFD to consider applying the remainder of the Phase 1 funds toward. They were not prepared to present at this meeting, but may request to be on the agenda for the next meeting.

They have also discussed with PFD staff, a feasibility study to consider some of the recommendations of the Sustainability Task Force, in particular, establishing the Fairgrounds as an “Enterprise Fund” as well as considering a management company to run the Fair itself. They will be approaching the PFD Board for funding that study in the future.

**2B. North Kitsap Regional Event Center** - Mike and Jim Heins reported on the most recent NKREC meeting and that the Bid for the Strawberry Field modernization project would be let for bid on February 20. Jim remarked that there was a road-widening project on Noll Rd, but thought it would not have any impact on the project.

There was some discussion about the trails planning for the REC and what their design should be – 6 feet for normal traffic? Or 8 feet for HS Cross Country team and competition use? Donated materials (would take 2200 truck loads! There will be a series of trails subcommittee meetings to discuss and resolve these issues.

Environmental and health side effects from synthetic turf fields was also discussed and more research will be done to get what facts are available to be prepared for any public comments or resistance in the future.

**3. On-going Business: EventFund 2008.** Addressed earlier in the Agenda

**4. New Business: Recognition Event** – It was decided to hold a recognition event for Linda Berry-Maraist, for her outstanding leadership as Board Member and Chair, and for Anne Blair, in recognition of her five years of exemplary service as Administrator. WVZ would do some research on possible locations - although it would probably be best sited in the North, as both are from that area. Many Board members will be absent during the latter part of Feb and March, so the event may not be scheduled until early April. Linda and Anne will be asked for input to the invitee list.

#### **Finance Report:**

**5A. November 2007 Finance Report.** Walt reviewed the report and noted there was nothing unusual about the revenue or expenses during the month.

**5B. Current invoices.** Walt announced that he had reviewed the support materials for the invoices presented on the blanket voucher and all appears to be in order. He recommended payment.

**It was moved by Walt Draper, seconded and voted unanimously to pay the invoices presented on the blanket voucher and totaling \$6,935.07,**

**5C. 2008 Budget Reformat.** There was a minor reformatting of the 2008 budget that Mike was not able to present details on, it was agreed to be taken up at the next meeting.

#### **6. Meeting Minutes**

**It was moved by Trent England, seconded and voted unanimously to approve the December 10, 2007 Minutes as presented.**

#### **7. Administrator’s Report**

Mike reported that he was gaining knowledge of the requirements of the ED position, with help from Anne during the two week transition overlap, attending many of the NKREC and SPEC committee meetings and meeting the County staff with whom he would be interacting.

Mike also mentioned attending a follow-up meeting with Jon Rose and Sue Schroeder of Olympic Property Group and attending the public meeting in Poulsbo about the “String of Pearls” trails concept proposed by OPG at the December Board meeting. The response by the public at the meeting was very enthusiastic and

OPG will proceed with further discussions and action teams. PFD could be involved, if the trail system was linked to the NK REC trails.

Mike also mentioned that the Swimming Pool Task Force will be letting a bid for a consultant to study the NK and CK pools for recommendations of combining operations and activities for more efficient and successful “Metro Pool District” type of hybrid organization. Anne had previously indicated PFD could be a partner with NK through their ILA for the cost of this study and it would be presented to the Board at the next meeting.

**8. Public Comment:** None at this meeting.

**9. Announcements:** None at this meeting.

**The meeting adjourned at 8:18 PM.**