

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, February 25, 2008

Eagle's Nest Conference Room, Kitsap Fairgrounds and Event Center
Bremerton, WA

Attendance: Emily Parsons, Vive-Chair; Jim Heins; Trent England. Proposed new member Brent Stenman was also present. Staff: Executive Director, Mike Walton

Call to Order. Lacking a quorum to take any official action, Emily Parsons called the meeting to order at 6:40 PM.

- 1. EventFund Presentation:** The Olympic Premier Soccer Club had submitted a request for funding via email within the specified time frame, but it was not received in the PFD office due to some glitch in the email system to be presented with the other requests at the last meeting. ED Mike Walton introduced Glenn Cox, representing Olympic Premiere Soccer Club.

Glenn gave a report about the first of the seven tournaments they were seeking funding to support, that had been held the previous weekend. Participants pay their own travel costs and expenses. 16 teams participated with 10 members on each team. They paid \$100 as an entry fee and there were approximately 320 family members in attendance. The 2-day tournament cost \$800 per day for fields and officials. They estimated that 12-15 families may have stayed in local hotels.

- 2. Ongoing Business: 2008 Event Fund Allocation – (Continued)**

Jim Heins suggested that \$1500 in funding may be appropriate for the organization, as the success of their first tournament indicated that they may be off to a successful start. No action was taken for approval, due to lack of a quorum.

- 3. Report on Regional Projects:**

- 5. Kitsap Fairgrounds and Event Center -** Mike reported on meetings with representatives of Fields Today Fit Tomorrow (FTFT) and their proposals for getting a funding plan together in order to put synthetic turf and lights on one (or more) fields at Gordon Field. There will be a meeting with Chip Faver of Parks and Ben Holland of County Treasurer's office to discuss how this may be done. The Board indicated it was in favor of providing some portion of the remaining Phase II funds for Gordon Field, instead of 100% to maintenance.

- 6. North Kitsap Regional Event Center -** Mike and Jim Heins reported on the most recent NKREC meetings and the successful completion of the bid process that resulting in being able to get both turf and lights at Strawberry Field #8, as well as some improvements to the track at the Stadium. This was accomplished by the selection of Mondo as the turf supplier, who had aggressively bid their product to get a foothold in the West coast market. There were some considerations about turf fill, whether ground rubber or an alternative called Eco-Fill from Mondo should be considered. Don Campbell was to get some estimates to see if it were a viable alternative and how to consider it in the process.

The check to North Kitsap has been picked up and will be delivered to the NK School Board meeting on the 26th.

- 4. New Business**

- A. Allocation of Phase II Funds.** Parks staff has prepared a spreadsheet of costs and justification for a list of maintenance items that they wish the PFD to consider applying the remainder of the Phase II funds toward. Chip Faver, Director of Parks & Rec chose to go ahead and present his case, even though no action would be taken tonight.

The spreadsheet listed six projects in order of priority, totaling \$547,150, which exceeds the remaining Phase II funds, which were previously reported as \$532,000. Chip discussed the pros and cons of each item with the Board. There was some discussion about the baseball field net and poles – whether the PFD had already paid for one net replacement and was reluctant to pay for another, if Parks personnel were unable to take it down in the winter to keep it from getting damaged. Chip was going to try and verify if the net currently at Parks is the first or second net and if it was able to be put back up.

Elizabeth Ratliff reported that the Phase II funds number is \$510,000, but was unable to give a detailed explanation about where the discrepancy came from. This brought an immediate response from Jim Heins about previous inability of the Parks Dept to properly and adequately provide an accounting of the funds spent that are provided by the PFD and the taxpayers. Chip reiterated that this problem was being addressed and he would be prepared to make a monthly report in the future that provided as much detail as the PFD requested.

No action was taken to approve any spending requested by Parks at this time.

- B. **Fairgrounds Assessment Project.** Chip also discussed with PFD Board, a feasibility study to consider some of the recommendations of the Sustainability Task Force, in particular Recommendation #5, establishing the Fairgrounds as an “Enterprise Fund” as well as considering a management company to run the Fair itself. His goal is to achieve “Accreditation” which would take approximately 36 months. He would start with establishing Policies & Procedures for the Parks Dept.

Parks got a positive response from the Board to pursue getting quotes from some consulting companies to bring before the Board for funding, at a later meeting.

5. Finance Report:

5A. December 2007 Finance Report. ED Walton had not provided the monthly reports to the bookkeeper and the year end financial report was not available for review by the Treasurer, who was also absent.

5B. Current invoices. Without a quorum, the monthly invoices, in the amount of \$3,750, were unable to be reviewed and approved.

6. Meeting Minutes

Without a quorum, the minutes from previous meetings were tabled until the next Regular Meeting

7. Administrator’s Report: Was submitted in writing to the Board.

8. Public Comment: None at this meeting

9. Announcements: Next Regular Meeting of the Board is March 24, 6:30 pm.

The meeting was adjourned at 7:47 PM.