

## Kitsap Public Facilities District

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### Regular Meeting of the Board of Director

Wednesday, May 23, 2007

KPFD Office: 9657 Levin Road NW, Silverdale, WA 98383

**Attendance.** Linda Berry-Maraist, Chair; Walter S. Draper IV, Treasurer; Emily Parsons; Rick Smith. Staff: Anne Blair, Administrator.

**Call to Order.** A quorum established, Chair Linda Berry-Maraist called the meeting to order at 11:06 A.M.

### **Regional Projects.**

**Kitsap Fairgrounds and Events Center.** There was no report. Facilities, Parks and Recreation Director Chip Faver will be invited to give an update on the Phase II capital projects at the next KPFD board meeting.

**North Kitsap Regional Event Center.** The discussion focused on funding options for this project. Linda cautioned that because the budget for the NK Stadium renovation was higher than expected and with the decision to allocate if necessary, a greater portion of the County contribution to on Phase I (NK Stadium) than originally anticipated, there was a risk of a funding shortfall for Phase II (Strawberry Fields) part of the project. A general comfort with the current plan based on the assumption that there would be additional KPFD funds available in 2008 and, with board approval, these could be allocated to the Phase II portion of the NK REC project.

**It was moved by Walt Draper, seconded by Rick Smith and voted unanimously that the KPFD recognizes the total funds currently available for the NK REC Phases I and II from Kitsap County through the ILA (KC197-07) is \$300,000. Further, KPFD acknowledges the initial intent was that of this total contribution, \$150,000 be allocated to Phase I and \$150,000 allocated to Phase II. In the spirit of this understanding, it is the desire of the KPFD that the \$150,000 initially allocated to Phase II not be reallocated or spent on Phase I without the concurrence of the KPFD Board of Directors representatives participating in the bid opening and award process, currently scheduled for June 21, 2007.**

Linda reported that the other three funding partners' governing boards all had signed the Funding Agreement. She recommends that KPFD sign the Agreement as presented. She also discussed the Use Agreement and model calendar and fee schedule being revised to incorporate the decisions made by all partners at the Steering Committee meeting on April 20, 2007. These changes to the calendar are being made, but the document will be finalized by week's end.

**It was moved by Emily Parsons, seconded by Walt Draper and voted unanimously to approve and authorize Linda Berry-Maraist to sign on behalf of the KPFD the ILA codifying the Funding Agreement for the North Kitsap Regional Event Center Phases I and II.**

**It was moved by Emily Parsons, seconded by Walt Draper and voted unanimously to approve and authorize Linda Berry-Maraist to sign on behalf of the KPFD the ILA codifying the Community Use Agreement provided Linda approves the corrections currently being made to Exhibit 2 and that Exhibit 3 is attached to the final documents.**

### **New Business.**

**Resolution 10-2007 regarding location of KPF D offices.**

**It was moved by Rick Smith, seconded by Emily Parsons and voted unanimously to approve Resolution 10-2007 establishing the KPF D offices at 9657 Levin Road NW, Suite 260, Silverdale, WA 98383.**

### **Finance Report**

The April 2007 financial summaries have not been received at this time. The report will be available for consideration at the June 11 meeting.

**Current invoices.** Walt reviewed the vouchers and supporting invoices, noting that the greatest expenditures were to purchase new office furniture and for the paid advertisements in local media for the 2007 Report to the Community. All were in order.

**It was moved by Rick Smith, seconded by Emily Parsons and voted unanimously to approve payment of the invoices totaling \$11,842.38 as presented on the blanket voucher.**

### **Approval of Minutes.**

Consideration of the April 23, 2007 Minutes was postponed.

### **Administrator's Report**

Anne welcomed the board to the new offices. She noted the benefits, such as ADA access, a copier on premise of this more professional setting. There were no questions about Anne's written Activity Update. She announced on-time receipt of five funding applications for EventFund Round II. Four of these will be presented to the board for consideration at the June 25, 2007 meeting. The fifth application, from the NK Babe Ruth to host a State Tournament in July 2007 is ineligible for consideration because it will be held at Snider Field, rather than at any of the three qualifying venues funded by KPF D. Anne has notified the applicant of this disqualification.

### **Public Comment**

- Helen Miller noted that the new office space was more appropriate for the work being done and the responsibilities the KPF D has for Kitsap County tax funds.

### **Announcements**

- The next board meeting will be at the Eagle's Nest, on June 11, 2007, as previously scheduled. The June 25, 2007 meeting also will be held at that location.

**The meeting adjourned at 12:05 PM.**