

## Kitsap Public Facilities District

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### MINUTES of the Regular Meeting of the Board of Directors Monday, July 25, 2005 Eagles' Nest Conference Room, Kitsap Fairgrounds and Event Center

**Attendance:** Walter Draper, Chair; Linda Berry-Maraist, Vice-chair; Andrew Maron; Rick Smith; Cy Wyse; Warren VanZee. Staff: Anne Blair, Administrator.

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

#### **Report on Regional Projects**

**Kitsap Fairgrounds and Event Center.** The sink-hole near the ball fields has been repaired and the fields again are in use. There was a delay in opening the fields because the contractor putting in the fence posts punched holes in the water lines. Anne agreed to verify that there were as-built drawings of the Fairgrounds improvements in the County files. There will be an update from County staff about various construction-related concerns at the next board meeting. Due to possibility of litigation, this update may be provided in Executive Session with Legal Counsel present.

The PFD received a copy of the compaction report completed by the independent contractor. The board discussed the recommendations.

The new Facilities, Parks and Recreation Department Project Director will be responsible for Fairgrounds Phase II construction. Until that person is hired, Karen Ross will continue to manage the construction projects, including the bid and RFQ processes at the Fairgrounds. The new Project Director will be hired by the new Facilities, Parks and Recreation Director. It may be a few months until all these positions are filled.

There will be an updated report on the Fairgrounds facilities (especially ball fields and Pavilion) usage at the next PFD board meeting.

**North Kitsap Regional Event Center.** Provisions for the Master Planning contract with ARC Architects are agreed to and the contract will be written upon board approval of the financial terms.

**It was moved by Andy Maron, seconded by Warren VanZee and unanimously approved that Walt Draper be authorized to sign the agreement, once approved by KPFD Legal Counsel, with ARC Architects not to exceed \$115,000.00 for the NK REC Master Plan Project.**

Anne will contact the County, the City of Bainbridge Island, the Suquamish and SKlallam tribes about their participation in the master planning process. Discussion focused on their use of the NK facilities and their possible willingness to contribute financial, as well as stakeholder opinions in the process. Anne also will check with KRCC about the possible SR305 impacts of this regional facility. Legal Counsel is also preparing a Funding Agreement to reflect the financial commitments of the various funding partners. This will be modified as needed to reflect additional partners and their commitments.

The Strawberry Fields improvement grant application (ICC is funding agent) are proceeding. KPFD agreed to pay no more than \$1,000 to a professional draftsman/architect for drawings to accompany the final grant application. City of Poulsbo Parks Department Director Mary McCluskey is coordinating the application process and will advise on these drawings.

#### **Unfinished Business.**

**KPFD Fifth Anniversary Recognition.** This event is being heralded through advertisements published in the KITSAP SUN (as part of a special section acknowledging the newspaper's 70<sup>th</sup> anniversary) and in the six local/weekly newspapers. There will be a picnic at Battle Point Park on Bainbridge Island. Save the date emails and printed invitations have been mailed to the board members and spouses, as well as to elected

and appointed community representatives and their families from throughout the county, from each commissioner's district, the four incorporated cities, the tribes and the local newspapers.

**Statewide Public Facilities District meeting.** Board members received an announcement about this meeting scheduled in Lynnwood for late-October, 2005.

#### **Treasurer's Report**

**Consideration of current invoices.** In Treasurer Steve Stagner's absence, Walt reported that the vouchers supporting the blanket invoice distributed to the board were in order.

**It was moved by Cy Wyse, seconded by Linda Berry-Maraist and voted unanimously to approve payment of the invoices totaling \$3,842.97 as presented.**

**Financial Reports for May and June 2005.** The board reviewed the reports as distributed. It was noted that the revenue was uncannily in line with the annual budget projections to date. Anne continues to work with County Department of Administrative Services about separating the Debt Stabilization Fund and the Debt Service Fund (currently they are commingled in Fund #286.) She also will investigate the seemingly low earned interest to-date on Fund 286.

#### **Approval of Minutes**

**It was moved by Warren VanZee, seconded by Rick Smith and voted unanimously to approve the Minutes of the June 25, 2005 Board of Directors' Meeting as distributed.**

#### **Administrator's Report**

There was no report beyond the items discussed at the board meeting or those highlighted in the written report distributed to the board prior to the meeting.

#### **Public Comment**

1. Walt reminded the board that the Slate of Officers for 2006-08 was open to nominees. The election will be held in September, once Bainbridge Island representative Christine Rolfes has been seated on the board.
2. Rick Smith has been selected Citizen of the Year by the Silverdale Rotary.
3. Helen Miller volunteered to contact Larry Craze, a parent active with the NK Soccer Club, about the plans for the NK REC. She is confident he will be interested and will serve as a good conduit to other parents about information on that project. She also will contact Charles Melton, a recently hired reporter with the North Kitsap Herald she knows from his previous work with the KITSAP SUN about the NK REC project.
4. The Blue Jackets season is just slightly below 500. The community response has been overwhelmingly positive.
5. Cy asked the board to consider, and possibly discuss at a future meeting, the impact to, as well as the role and/or position of the KPFD with regard to the recently announced ISC/NASCAR plans.

**The meeting adjourned at 7:55 PM.**