

## Kitsap Public Facilities District

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### Minutes of the Board of Directors Meeting Monday, September 10, 2007 Eagle's Nest Conference Room, Kitsap Fairgrounds and Event Center Bremerton, WA

**Attendance:** Linda Berry-Maraist, Chair; Warren VanZee, Vice-chair; Trent England; Jim Heins; Rick Smith. Staff: Administrator Anne Blair.

**Call to Order:** A quorum established, Linda Berry-Maraist called the meeting to order at 6:30 PM. She announced that former KPFDF board member Cy Wyse was seriously injured in a fall last week. Currently, he is in Harborview Hospital; he is expected home soon. Board members signed a card conveying support, good wishes and a speedy recovery.

#### **Regional Projects**

**Fairgrounds and Event Center.** In response to the board request, Anne distributed a summary report about event and tournament bookings, as well as local community use of the Fairgrounds and Event Center. This booking report is the only summarizing information available because the County bookkeeping/records currently do not link revenue and expenses (staff or maintenance or equipment) to separate bookings.

Jim Heins reported that the local Babe Ruth tournament director had contacted him for assistance scheduling the Fairgrounds for the summer 2008 Babe Ruth western regional finals. The County staff was unable/unwilling to work with this man due to upcoming changes in the County facility fee schedule and calendar. Because hosting this multi-state tournament is a competitive enterprise, the Babe Ruth organization is very frustrated with the seeming disinterest by the County in helping bring the tournament to Kitsap County.

Noting that this is at least the third instance of County non-support for potential hosting of larger and regional sports tournaments at the Fairgrounds and that previous meetings with the department director and facility managers seemingly has had no effect, the board requested Anne arrange for board members to talk directly with the Board of Commissioners about this problem. Board members also asked that when making these arrangements, the BOCC be reminded of the Interlocal Agreement statements about the expectations and promises set forth when the KPFDF allocated funds to the refurbishment of the Fairgrounds into a regional special event center.

**County Parks Sustainability Task Force.** Due to her role with the KPFDF, Anne will serve on this recently appointed Task Force. Task Force recommendations for ways the Parks and Recreation Department might reorient their business practices to ensure adequate resources are available to sustain Kitsap County parks are due to the Board of Commissioners mid-October.

**North Kitsap Regional Event Center.** Linda described a series of meetings with individual commissioners and County staff to discuss release of a portion of the Debt Stabilization Fund now that it, again, has achieved the \$900,000 level set forth in the bond documents. This action would make available more money for the current KPFDF capital projects. Administrative Services Director Ben Holland was supportive of the request and suggested that, perhaps, the Debt Stabilization Fund could be dissolved all together and the KPFDF establish its own reserve and manage a reserve fund. Anne will work with legal counsel to draft resolutions for both the KPFDF board and the BOCC causing this to happen.

Linda also discussed the need for additional funds to complete both the NK Stadium and the Strawberry Fields Phase I construction at NK REC. The Steering Committee is developing a timeline that will enable bidding to occur in January, as well as a wider timeframe for the actual construction of the new ball fields.

It is everyone's belief that with a wider construction window, without a need for liquidated damages due to an impossible timeline, the bids will be lower.

### **On-going Business**

**Annual Planning Retreat.** Warren VanZee invited the board to meet at his home on Sunday, October 7 from 1-5. The major items on the agenda will be the work plans for 2008, the job description for the new Administrator and a timeline and search process outline for hiring that person.

**By consensus, the board agreed to cancel the regularly scheduled board meeting on Monday, October 8 and to establish the Sunday, October 7 meeting as a Special Meeting with a four hour timeframe to both conduct regular business and to plan for future KPF D activities.**

The board requested Anne arrange to have Olympic Resources Chair Jon Rose make a presentation to the board regarding that business' trail and open space plans in the North Kitsap area.

### **Finance Report**

The board reviewed the June and July 2007 reports as distributed. Warren noted that there were errors in the calculations on lines 48 and 60. Anne will work with the bookkeeper to correct these seemingly typographic errors and bring the reports forward at the next meeting of the board.

In Treasurer Walt Draper's absence, Linda reviewed the invoices and reported that they seemed in order and were accurately presented on the blanket voucher.

**It was moved by Rick Smith, seconded by Jim Heins and voted unanimously to approve payment of the invoices as presented and totalling \$11,482.06.**

### **Consideration of Minutes**

**It was moved by Warren VanZee, seconded by Rick Smith and voted unanimously to approve the August 13, 2007 Board of Directors' meeting Minutes as distributed.**

*Jim Heins abstained because he did not attend the meeting.*

**Public Comment:** There was none.

**Announcements:** None other than those covered during the meeting.

**The meeting adjourned at 7:45 PM.**