

# ***Kitsap Public Facilities District***

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## **Minutes of the Board of Directors Meeting**

Monday, March 22, 2010

Eagle's Nest, Kitsap Fairgrounds and Event Center

Bremerton, WA

**Attendance:** Emily Parsons, Chair; Walt Draper, Treasurer; Brent Stenman; & Jim Heins.

**Staff:** Mike Walton, Executive Director.

**Absent:** Dee Coppola, Vice-Chair; Teresa Osinski; & Rick Smith.

1. **Call to Order.** A quorum being present, Chair Emily Parsons called the meeting to order at 6:35 PM.
2. **Meeting Minutes** – Minutes from the Regular Meeting of the 22nd of February were distributed electronically before the meeting and were submitted by the ED.

**Walt Draper moved to accept the Minutes of February 22<sup>nd</sup> as submitted. Brent Stenman seconded the motion and the Motion was unanimously approved.**

### 3. **Finance Reports**

- A. **February Report** – Reflecting December retail sales, the February revenue of \$114.2K was UP from the previous year (+2%) and provided a much needed positive cash flow for the month. Expenses were about normal, resulting in a significant increase in cash position by about \$27K to almost \$896.8K.
- B. **Sales Tax Rebate Revenue by Month Report** – Board received the new tax rebate revenue report through Feb 2010.
- C. **Current Invoices** – The Blanket Voucher request of \$6,194.49 was submitted to the Chair for review and summarization for the Board members - the largest item was \$5500 to Peninsula Rugby for two EventFund grants.

**Jim Heins moved that the blanket voucher in the amount of \$5,270.29 be approved for payment. Brent Stenman seconded and the motion was passed unanimously.**

### 4. **Report on Regional Projects:**

- A. **Kitsap Fairgrounds and Event Center** – Bruce was present from Parks for the report.
  1. Roller Derby Invitational was a big success, 19 teams participated, hotel rooms in Silverdale were full and estimated economic benefit between \$500K and \$750K.
  2. **Gordon field:** Martha & the Parks staff have evaluated responses to a bid for a landscape architect to prepare a plan for the whole Gordon Field area, not just the one field. Steering Committee will select the RFQ winner after interviews.
  3. **Video/Audio Project** – The project has been referred to the County purchasing dept for specifications to be developed and a bid to be let for the project. Date for release still unknown.

B. **North Kitsap Regional Event Center** – No activity this month.

5. **Executive Director's Report:** (A written report was submitted to the Board.)  
Attended the Roller Derby Invitation and “the joint was jumping” – stands were full of screaming fans, the balcony was full and the beer garden was popular – it was a GIANT hit here in Kitsap.
6. **Ongoing Business:** none
7. **New Business:** Poulsbo has requested a letter of support from the PFD for the funding request to install sidewalks and other improvements along the streets adjacent to the Strawberry Field project. A

draft was submitted for consideration and endorsed by the Board.

**8. Public Comment**

A. From Linda Berry-Maraist for the sidewalk and trail project in Poulsbo, soliciting PFD support.

**9. Announcements: none**

**Next Regular Meeting of the Board is Monday, April 26<sup>th</sup>, 2010, 6:30 pm, Eagles Nest.**

**Meeting adjourned at 7:06 pm,**