

# ***Kitsap Public Facilities District***

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

Monday, April 26, 2010

Eagle's Nest, Kitsap Fairgrounds and Event Center

Bremerton, WA

**Attendance:** Dee Coppola, Vice-Chair; Walt Draper, Treasurer; Teresa Osinski; Brent Stenman; Rick Smith & Jim Heins.

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

**Absent:** Emily Parsons, Chair.

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

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

### 3. **Finance Reports**

- A. **March Report** – Reflecting January retail sales, the February revenue of \$71.8K was down double digits again from the previous year (-13%) and did not cover debt service for the month. Expenses were slightly higher, resulting in a significant decrease in cash position by about <\$22K> to almost \$874.4K.
- B. **Sales Tax Rebate Revenue by Month Report** – Board received the new tax rebate revenue report through March 2010, the month down by double digits from previous year.
- C. **Current Invoices** – The Blanket Voucher request of \$2,752.88 was submitted to the Chair for review and summarization for the Board members - the largest item was \$1320 to Elmquist & Assoc for Gordon Field project startup meetings.

**Jim Heins moved that the blanket voucher in the amount of \$2752.88 be approved for payment. Teresa Osinski seconded and the motion was passed unanimously.**

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

- A. **Kitsap Fairgrounds and Event Center** – Parks Director, Jim Dunwiddie, & Bruce Waterbury were present from Parks, financial report was reviewed.
  - 1.** Had another smaller “bout” utilizing the new floor and rental will bring in some income. There were some questions about liability and risk in off-site usage.
  - 2. Gordon field:** Bruce Dees & assoc selected for design project, and are negotiating the contract SOW and cost.
  - 3. Video/Audio Project** – Walkthrough scheduled for mid-May for the bidders.

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 Babe Ruth Director Field Review and community support meeting – prospects look very good for a World Series bid. Also attended the Rugby Championship weekend and was also well attended, but primarily by family/friends of participants, need more community support, advertising, etc.

### 6. **Ongoing Business:** none

7. **New Business:**

- A. Proposal for wrestling electronic scoreboards – Steve Polillo, CK Wrestling Coach  
Good presentation by Steve and Doug Dowell, Board will consider possible funding after getting some additional information about warrantees on equipment.
- B. Resolutions were proposed by the ED, to cover some financial items:
  - 1. 01-2010 Voucher approval for ED when timing is too short for regular meeting  
**Motion by Walt Draper, second by Rick Smith, passed unanimously.**
  - 2. 02-2010 Appoint ED Mike Walton as Investment Officer for PFD  
**Motion by Dee Coppola, second by Jim Hines, passed unanimously.**

8. **Public Comment** none

9. **Announcements:** none

**Next Regular Meeting of the Board is Monday, May 24<sup>th</sup>, 2010, 6:30 pm, Eagles Nest.**

**Meeting adjourned at 7:40 pm,**