

# ***Kitsap Public Facilities District***

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

Monday, May 24, 2010

Eagle's Nest, Kitsap Fairgrounds and Event Center  
Bremerton, WA

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

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

**Absent:** None.

1. **Call to Order.** A quorum being present, Chair Emily Parsons called the meeting to order at 6:32 PM.
2. **Meeting Minutes** – Minutes from the Regular Meeting of the 26th of April were distributed electronically before the meeting and were submitted by the ED.

**Walt Draper moved to accept the Minutes of April 26<sup>th</sup> as submitted. Teresa Osinski seconded the motion and the Motion was unanimously approved.**

### 3. **Finance Reports**

- A. **March Report** – Reflecting February retail sales, the April revenue of \$72.4K was down double digits again from the previous year (-12%) and did not cover debt service for the second month. Expenses were modest, resulting in a decrease in cash position by about <\$12K> to almost \$862.7K.
- B. **Sales Tax Rebate Revenue by Month Report** – Board received the new tax rebate revenue report through April 2010, the month down by double digits from previous year.
- C. **Current Invoices** – The Blanket Voucher request of only \$772.10 was submitted to the Chair for review and summarization for the Board members - the largest item was \$243 to IKON Office Solutions for the copier rental/service agreement. (It was corrected after the approval to \$705.87 after the withdrawal of the \$66.23 expense report for M Walton.)

**Walt Draper moved that the blanket voucher in the corrected amount of \$772.10 be approved for payment. Teresa Osinski seconded and the motion was passed unanimously.**

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

- A. **Kitsap Fairgrounds and Event Center** – Frank Abbott was present from Parks, financial report was reviewed.
  1. **Gordon field:** Bruce Dees & Assoc selected for design project, and is proceeding. First steering committee meeting held, initial design concept looks good.
  2. **Video/Audio Project** – Bids received, Mike & Doug to review bids and make recommendation.

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

### 5. **Executive Director's Report:** (A written report was submitted to the Board.)

Babe Ruth Age 13 World Series awarded to North Kitsap for 2012; needs to raise \$75-80K to hold (more later). PFD is to receive an award at VCB Annual Meeting on May 27<sup>th</sup>, Board is invited to attend.

### 6. **Ongoing Business:**

- A. **Proposed Scoreboards** – Steve Polillo returned to answer any remaining questions about warranties and the Board proposed a motion to pursue purchase.

**Walt Draper made a motion to fund the purchase from the 386 fund, with a recommendation for Parks not to exceed \$32k for purchase. Seconded by Teresa Osinski and passed unanimously.**

7. **New Business:**

- A. **EventFund Proposal** – Babe Ruth World Series, Russ Barker, NK Commissioner  
Russ made a presentation about the 2012 World series bid and the need for funding - \$5K now, and \$5K per year for the next two years until the event. There was some discussion about the need to fund all \$15K up front. (Decision to be made at the June meeting.)
- B. **Lobe Field Improvements** – Parks Dept., Frank Abbott  
Frank presented information about several improvements to field maintenance – replacing the infield material with a mix that improves playability and reduces maintenance; an outfield roller that would reduce lumps and depressions in the outfields; and spraying to reduce a bug infestation.

**Emily Parsons made a motion to approve the purchase from the 386 fund of the outfield roller and the installation of the infield dirt upgrade, but not the spraying. Teresa Osinski seconded the motion and it passed with an abstention from Rick Smith.**

8. **Public Comment** none

9. **Announcements:** none

**Next Regular Meeting of the Board is Monday, June 28<sup>th</sup>, 2010, 6:30 pm, Eagles Nest.**

**Meeting adjourned at 8:35 pm,**