

# **Kitsap Public Facilities District**

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

Monday, November 10, 2014

Silverdale Beach Hotel Cove Room, 3073 NW Bucklin Hill Rd, Silverdale, WA

**Attendance:** Jeff Braden, Chair; Anita Albright, Treasurer; Rick Smith; and Daron Jagodzinske.

**Staff:** Mike Walton, Executive Director

**Absent:** Patrick Hatchel, Vice-Chair; Teresa Osinski.

**1. Call to Order:** A quorum being present, the Chair opened the meeting at 5:35 PM.

**2. Meeting Minutes:** Minutes from the Regular Meeting on the 22nd of September were distributed electronically before the meeting.

**A motion to approve the minutes of the Regular Meeting on September 22<sup>nd</sup>, as amended, was made by Anita Albright. It was seconded by Rick Smith and passed unanimously.**

**3. Ongoing Business:**

A. **Lobe Field discussion** –Billie Schmidt reported that Jim Dunwiddie preferred an option that had previously been rejected, putting a new concession/press box building in the center of the clearing behind the fields. That may cost \$250K to \$400K to build. Billie introduced the new partner in the Bluejackets, Matt Akers, who had suggested other options. One of the principal suggestions was putting turf on the infields of Lobe Field and the other fields in the complex, that might be more productive in bringing events and revenue to the complex. The expense for doing this was estimated to be between \$400K and \$750K. The consensus of the Board was to take no further action at this time until the proposals coalesced into a concrete proposal or plan to request funding.

**4. New Business:**

A. **Funding proposal from VKP** – Patty Graf-Hoke.

Patty presenter her case for an increase in funding, because of the absence of any funding from the City of Bremerton in support of marketing the Kitsap Conference Center, and a cooperative plan with Arne Bakker of the KCC to work on more direct marketing for the KCC.

**Anita Albright moved to table the decision until the December meeting, when the budget is proposed and approved. The motion was seconded by Daron Jagodzinske and passed unanimously.**

**5. Financial Reports:**

A. **Monthly Financial Reports** –

The Treasurer and the ED summarized from the September financial reports. Revenue in Sept (from July sales tax) was \$105.4K, up 6% over 2013 and highest since 2007. After the 286 transfer of \$70.1K, the expenses were above average at \$15.9K, due to the \$.7.2K annual liability insurance and the net was \$19.4K addition to cash. The Treasurer noted that the insurance expense was over the budgeted amount for the year. A \$20K transfer to the 96968 operations account was made in November using the new online CT system.

B. **Sales Tax Rebate Revenue by Month Report** – The report through October was available and showed Oct revenue at \$107K, a continuing increase – up 7% over last year's amount, and a total of \$995.7K year-to-date. I expect near \$1.2M for the year, up about \$65-70K over last year.

C. **Current Invoices** –A combined Blanket Voucher of invoices from September was submitted for \$11,129.28. This included the \$5K EventFund award to Westsound FC and two months of VKP invoices for \$2500.

- A motion to approve the Blanket Voucher for \$11,129.28 was made by Anita Albright. It was seconded by Daron Jagodzinske and passed unanimously.**
- D. KCC Project Invoice – the final invoice for the KCC expansion project was submitted for \$25,674.  
**Anita Albright moved to approve the KCC project invoice from the City of Bremerton for \$25.674. It was seconded by Jeff Braden and approved unanimously.**

**6. Regional Project Reports:**

- A. **KFEC** – The September report were submitted electronically. A discussion about what the reporting requirements are to be would be discussed during the planned Study Session.
- B. **NKREC ILA update** – Next discussion meeting is January 15<sup>th</sup>, no further action until after that discussion.

**7. Ongoing Business:**

- A. **Update Construction Consultants Agreement:**  
**A motion was made to approve the updated Construction Consultants agreement by Rick Smith. It was seconded by Anita Albright and passed unanimously.**

**8. New Business:**

- A. **Budget Discussion:**  
Several minutes of discussion, primarily around the VKP proposal and the failure of Bremerton to properly fund its own marketing efforts and that of the KCC as well, ensued. The level of VKP funding was not set and would be decided at the budget approval session in December.
- B. **Strategic Planning Study Session –**  
After some discussion, it was decided to hold the strategic planning study session in a few hours prior to the December meeting, and after if necessary. It is desired to come up with a funding plan for the benefit of our partners and the benefit of the community. It would also address possible long-term funding alternatives – 1) what happens in 13 years; 2) the WSPFD proposal for extended the rebate period and 3) possible voter approval of a tax increase to allow funding of other locations.

**9. Executive Director's Report:** submitted electronically by the ED prior to the meeting. No additional special mentions were made.

**10. Public Comment:** None

**11. Announcements:** ED mentioned the EventFund Round I application period

**A Study & Strategic Planning Session will be held prior to the next regular meeting, beginning at 3 PM in the afternoon of December 8<sup>th</sup>. It may resume after the conclusion of the Regular Meeting at 5:30 pm.**

**The next Regular Meeting of the Board will be on December 8th at 5:30 pm in the Cove Room at the Silverdale Beach Hotel.      NOTE: This is a combined Nov-Dec meeting**

**Meeting was adjourned at 8:07 pm**