

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, January 23, 2017

Silverdale Beach Hotel, East Bay Room, 3073 NW Bucklin Hill Rd, Silverdale, WA

Attending: Patrick Hatchel, Vice-Chair; Rick Smith; Tom Bullock, and Adrienne Breznau.

Staff: Mike Walton, Executive Director

Absent: Daron Jagodzinske, Chair; Walt Draper, Treasurer; Teresa Osinski.

1. **Call to Order:** A quorum being present, the Chair called the meeting to order at 5:44 PM.
2. **EventFund Presentations:**
 - A. Josephine's Redeemed Revival – Samantha Smith
Samantha asked for \$5000 to market and publicize her third Redeemed Revival at the Fairgrounds. She is getting good support from the Parks Dept. and despite lower than expected turnout because of the weather at the second one, she has a good chance of being self-sustaining after this.
 - B. Gut Check Wrestling Tournament – Todd Josal (was not present, Mike gave info)
This tournament was held in January, a couple of weeks before the Board meeting. I spoke to Todd and recommended that he request funding post-event. Patrick noted that the budget did not give enough detail to approve the request, Mike was directed to contact them to get a better breakdown of the budget for marketing and promotion.
 - C. Peninsula Film Festival – Scott Capestany
Scott gave a presentation via Skype from the Sundance Film Festival in Colorado. He is requesting a three-year commitment of \$5K per year to support his fledgling Film Festival. He hopes to launch it this summer. He has already received some commitments from film makers to participate.
3. **Meeting Minutes:** Minutes from the Meeting on the 5th of December were distributed electronically before the meeting.
A motion was made to approve the Minutes as submitted by Adrienne Breznau. The motion was seconded by Tom Bullock and approved unanimously.
4. **Financial Reports:**
 - A. **Monthly Financial Reports** – The ED summarized from the November and December financial reports which are now stated in QuickBooks format.
 1. November tax revenue was \$132K, up 8.3% over 2015 and highest Nov in KPFD history. Debt service transfer to 286 was <\$67.6K>, due to year end adjustment. Expenses were <\$13K> and net to cash was \$51.4K.
 2. December tax revenue was \$117.1K, up 6.1% over 2015 and continued the trend of the highest in KPFD history for the month of December. <\$70.2K> was transferred to 286 fund and the expenses were <\$7.6K>. Net to cash was \$39.3K.
 - B. **Sales Tax Rebate Revenue by Month Report** – Total revenue for 2016 was \$1.419 Million, the first time over \$1.4 million.
 - C. **Current Invoices** –
 1. A Blanket Voucher of invoices in the amount of \$3,199.13 for January was submitted for approval.
A motion was made by Tom Bullock to approve the Blanket Voucher for \$3,199.13. The motion was seconded by Adrienne Breznau and passed unanimously.

5. **Regional Facilities:**

- A. **Kitsap Conference Center** – reports were submitted electronically.
- B. **Kitsap Fairgrounds and Event Center** – Monthly reports were submitted electronically. The ED gave some updates on results from the Lobe Field project – some design errors and some construction errors led to overruns, Parks will not use RFM on a field project in the future, they'll stick with landscape architects like Bruce Dees.
- C. **NKREC update -**
Representatives from Poulsbo gave a presentation about several possible storm water improvements that are being considered for several areas between the main buildings and the fields and parking lots. Highest priority were approx.. \$200-250K; all projects would be perhaps \$1.5 M. Projects identified as #1, #6 and #7 would be approx.. \$500K
The Board was receptive, but needed more concrete cost and timing data to make a decision to re-activate the 2012 storm water funding set aside. ED, Daron Patrick to meet with Jason & Poulsbo engineers before next meeting.

6. **Ongoing Business:**

- A. **Executive Director's Report:** Not submitted this month
- B. **EventFund approvals –**
Redeemed Revival - Adrienne Breznau moved to approve \$5K for Redeemed Revival Event. Tom Bullock seconded and the motion passed unanimously.
Gut Check Wrestling - request was tabled until some clearer budget items were submitted.
Peninsula Film Festival – A motion was made by Adrienne Breznau to fund this year for \$5K, and make a commitment to fund 2 additional years, provided a report was made each year and progress justified the additional funding at \$5K per year. Tom Bullock seconded the motion and it was passed unanimously.
- C. **PFD Legislation Update –**
The letter drafted by Brian and the ED to the AWSPFD requesting that they include language provided by KPFDD to allow existing PFDs use existing tax revenue for new or additional projects in their jurisdictions was drafted and sent to the Spokane PFD to be submitted to the Executive Board of the AWSPFD for consideration. They agreed to put it on the agenda and were to meet during the week following the KPFDD Board meeting.

7. **New Business:**

- A. See item 5C.

8. **Public Comment/Announcements:**None

Meeting was adjourned at 7:28 pm

The next Regular Meeting of the Board will be on February 27th, 2017 at 5:30 pm in the East Bay Room at the Silverdale Beach Hotel.