

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, January 25, 2016

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

Attending: Jeff Braden, Chair; Patrick Hatchel, Vice-Chair; Teresa Osinski, Treasurer; Tom Bullock.

Staff: Mike Walton, Executive Director.

Absent: Daron Jagodzinske, Walt Draper and Rick Smith

1. **Call to Order:** A quorum being present, the Chair called the meeting to order at 5:33 PM.
2. **Meeting Minutes:**– Minutes from the Meetings on the 7th of December were distributed electronically before the meeting.
A motion was made to approve the Minutes by Patrick Hatchel. The motion was seconded by Tom Bullock and approved unanimously.
3. **EventFund Proposals:**
 - A. **Redeemed Revival** – Samantha Smith, Josephine’s
Samantha explained how the repurposing and revival of antiques and other older items was a strong market all over the US and in the Farm Chicks market in Spokane. She is trying to establish a similar large event in Kitsap County, located at the KFEC. She is requesting \$5K for promotion and marketing of the event.
Teresa Osinski commented that she is very late in requesting assistance as the event is in four weeks. She has been working with Patty at the VKP in starting her marketing a couple of months ago, well before this meeting, and can get reimbursed for expenses to date.
 - B. **Viking Cup** – Laura Alikpala, North Kitsap Soccer
Laura explained the history of the Viking Cup in Poulsbo and how the North Kitsap Soccer Club hoped to re-establish the event, after several years of inactivity. They would start with the U9 and U10 divisions and build up over time, expecting 28-32 teams this year. NK Soccer is requesting \$5K for promotion and marketing of the event.
4. **New Business** – **USS Turner Joy** –
 - A. This is not an EventFund application, but a briefing on status of the USS Turner Joy and their desire to raise funds for a dry docking of the ship to remove sea-life, patch thin spots and repaint the hull. They are trying to make the case that they are closely linked with the Kitsap Conference Center in drawing, promoting and hosting naval reunions.
5. **Financial Reports:**
 - A. **Monthly Financial Reports** – The ED summarized from the November and December financial reports.
November revenue was \$121.1 K, up 8% over 2014 and highest ever for the month of November. Debt service transfer to 286 was <\$67.1K> and expenses were low at <\$4.8K>. Net to cash was \$49.2K.
Revenue for December was \$110K, up 10% over 2014 and highest ever in December. After the 286 transfer of <\$69.9K>, and the 2006 LTGO bond payment of <\$5.6K>) the expenses were higher than average at <\$15.1K> and the net gain was a \$20K addition to cash. A transfer of \$20K will be made to the 968 Operations Fund.
 - B. **Sales Tax Rebate Revenue by Month Report** – The report through December was available and showed the total tax revenue received as \$1.3 million at year-end, a 7.4% increase over 2014 revenue. Total revenue for the year exceeded \$1.3 million for the first time in PFD history. After deducting the Debt Service amounts, totaling \$837.5K, and expenses for the year of \$108.3K, the net to cash for 2015 was \$330K.

- C. **Current Invoices** – A Blanket Voucher of invoices in the amount of \$5,449.72 for December and January was submitted for approval. The largest invoices were for VKP at \$1500 and Sound Publishing at \$1098.75 for EventFund advertising.

A motion was made by Patrick Hatchel to approve the Blanket Voucher for \$5,449.72. The motion was seconded by Tom Bullock and passed unanimously.

6. **Regional Facilities:**

- A. **Kitsap Conference Center** – report for December submitted electronically. Arne will do the annual report at the February meeting.
- B. **Kitsap Fairgrounds and Event Center** – report submitted electronically
Lobe Field project due to start on Tuesday following the meeting and be completed by the end of February. Winning bid was \$138K by Olympic Peninsula Construction in Poulsbo. The Ed will transfer \$150K to 96966 KFEC Capital Project Fund for the project.
- C. **NKREC update** – see Ongoing Business 6A.

7. **Ongoing Business:**

- A. **Performance Review Agenda** – postponed until next meeting with more attendance.
- B. **Resolution 01-2016** – re: meeting dates for 2016
Teresa Osinski moved to approve Resolution 10-2016 re: Meeting date Schedule for 2016. It was seconded by Jeff Braden and passed unanimously.

8. **New Business:** (Con't.)

- A. **Resolution 02-2016:** Lost Salary and benefits for the ED for 2014 & 2015.
This item was withdrawn until more research was done with Payroll to determine best was to compensate the ED for lost wages and benefits.
- B. **Legislative Update** – It looked promising for HB 2296 to move out of Finance Committee to Rules Committee, now we'll see if it makes it to the floor.
- C. **EventFund Grant Approvals** –
1. **Redeemed Revival** – requested \$5K
Patrick Hatchel moved to award \$5K to Samantha Smith for the Redeemed Revival event. It was seconded by Tom Bullock and passed unanimously.
 2. **Viking Cup** – requested \$5K
Teresa Osinski moved to award \$5K to NK Soccer Club for the new Viking Cup soccer tournament. It was seconded by Patrick Hatchel and approved unanimously.

9. **Executive Director's Report:** Sent electronically.

- A. The ED quickly summarized his report.

10. **Public Comment:** None

11. **Announcements:** The WEDA Legislative Conference will be held on March 1st and 2nd at the Red Lion Olympia. The AWSPFD conference for 2016 will occur on May 16, in Spokane. Further details will be provided when they are available.

The next Regular Meeting of the Board will be on February 22nd at 5:30 pm in the Cove Room at the Silverdale Beach Hotel.

NOTE: This is the fourth Monday of a five Monday month.

Meeting was adjourned at 8:00 pm