

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, April 24, 2017

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

Attending: Daron Jagodzinske, Chair; Walt Draper, Treasurer; Rick Smith; Teresa Osinski., and Adrienne Breznau.

Staff: Mike Walton, Executive Director

Absent: Patrick Hatchel, Vice-Chair and Tom Bullock

1. **Call to Order:** A quorum being present, the Chair called the meeting to order at 5:34 PM.
2. **Meeting Minutes:** Minutes from the Meeting on the 27th of February were distributed electronically before the meeting.
A motion was made to approve the Minutes as submitted by Walt Draper. The motion was seconded by Adrienne Breznau and approved unanimously.
3. **Regional Facilities:**
 - A. **Kitsap Conference Center** – Monthly report distributed electronically before the meeting.
 - B. **Kitsap Fairgrounds and Event Center** – sent electronically
Monthly reports indicated revenue and events were done, probably related to weather. Ongoing discussions about the CKSD planned investment in the Fairgrounds ballfields, and their desire to manage and schedule the fields.
 - C. **NKREC update -**
ED, Daron met with Jason, new facilities and athletic directors, at User group meeting. Bleachers and soccer nets were discussed and it was agreed that NKSD could proceed to purchase and ED would transfer the funds to reimburse them. After discussion, the Board, except Teresa & Rick, was still receptive to examining storm water projects, but need more concrete cost and timing data to make a decision to re-activate the 2012 storm water funding set aside of \$137K.
4. **Financial Reports:**
 - A. **Monthly Financial Reports** – The ED summarized from the February and March financial reports which are now stated in QuickBooks format.
February tax revenue was \$147.3K, up 4.6% over 2016. Debt service transfer to 286 was <\$70.2K>. Expenses were <\$12.0K> and net to cash was \$65.3K. made \$20K xfer to 968.
March tax revenue was \$105.9K, up 9.3% over 2016. Debt service transfer to 286 was <\$70.2K>. Expenses were <\$4.6K> and net to cash was \$31.1K.
Board asked where these transactions showed up – were still not clear on new formats.
 - B. **Sales Tax Rebate Revenue by Month Report** – March data was in – sales tax rebate was \$105.9K (from Jan sales), first March over \$100K.
 - C. **Current Invoices** –
A Blanket Voucher of invoices in the amount of \$6,609.15 for April was submitted for approval.
A motion was made by Teresa Osinski to approve the Blanket Voucher for \$6,609.15. The motion was seconded by Walt Draper and passed unanimously.
5. **Ongoing Business:**
 - A. **Executive Director's Report:** Submitted electronically and summarized by the ED
He highlighted the resignation of Patty Graf-Hoke from the VKP, and the need to work with the eventual replacement in regard to the KPFDF priorities our funding dictates.

B. PFD Legislation Update –

The Kitsap suggested language change was amended to the House Bill 1201, so it was in the version passed by the House and Senate. It is on the Governor’s desk for signature. If signed, we will need to research how to best make use of the added time and revenue stream for possible bonding. A strategy for allowing consideration of other new projects for SK and Bainbridge will also need to be developed.

6. New Business:

A. **Strategy Session Planning** – The ED proposed a “formal” project replacement process for discussion. The reception was generally good, but thought to be too long – up to three years. The ED explained it was flexible, that if someone came in with a “shovel-ready” project, it would be much faster. But for major projects, it could take at least that long, from inception to planning and formal approval of project and funding, concluding with the reimbursement for actual construction. The Board asked for the plan to be drawn up and could be voted on at the next meeting, in June.

7. Public Comment/Announcements: None

Meeting was adjourned at 7:05 pm

The next Regular Meeting of the Board will be on June 26th, 2017 at 5:30 pm in the East Bay Room at the Silverdale Beach Hotel, to hear and consider *EventFund* applications.