

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, September 28, 2015

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

Attendance: Jeff Braden, Chair; Patrick Hatchel, Vice-Chair; Tom Bullock; Walt Draper and Rick Smith

Staff: Mike Walton, Executive Director.

Absent: Daron Jagodzinske, 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 Meeting on the 24th of August were distributed electronically before the meeting.
A motion was made by Patrick Hatchel to approve the Minutes from the August 24th meeting. It was seconded by Walt Draper and passed unanimously.
3. **Financial Reports:**
 - A. **Monthly Financial Reports** – The ED summarized from the August financial reports. Revenue (from June sales tax) was \$122K, up 11% over 2014 and highest ever in July. After the 286 transfer of \$70K, the expenses were average, at \$6K and the net gain was a \$46K addition to cash. A transfer of \$10K was made to the 968 Operations Fund.
 - B. **Sales Tax Rebate Revenue by Month Report** – The report through September was available and showed the total revenue for the year to be \$961.7K. It is anticipated that total revenue for the year will exceed \$1.3 million.
 - C. **Current Invoices** – A combined Blanket Voucher of invoices in the amount of \$6,284.96 for August was reviewed by the ED in the absence of the Treasurer and submitted for approval. This amount included \$1056 for additional legal support from JBSL and the reduced insurance premium of \$2,841.
Rick Smith moved to approve the Blanket Voucher of \$6,284.96. It was seconded by Walt Draper and passed unanimously.
4. **Regional Facilities:**
 - A. **Kitsap Conference Center** – no report submitted
 - B. **Kitsap Fairgrounds and Event Center** – report submitted electronically
The board was interested in the progress on the Lobe Field project and suggested inviting Jim Dunwiddie, if necessary, to get an update.
 - C. **NKREC update** – Performance Review proposal letter was submitted by the ED and some grammatical changes were suggested. The consensus was to proceed and send it to the three partners in the NKREC to start the process.
5. **New Business:**
 - A. **State Accountability Audit** – will begin on Wednesday Sept 30. Some Board participation will be invited.
6. **Ongoing Business:**
 - A. **Study & Strategy Session(s)**
As the Board wished, we will wait until after the first of the Performance Reviews is under way before resuming.
7. **Executive Director's Report:** Sent electronically.
8. **Public Comment:** None

9. **Announcements:** None

The next Regular Meeting of the Board will be on October 26th at 5:30 pm in the Cove Room at the Silverdale Beach Hotel.

Meeting was adjourned at 6:38 pm