

Kitsap Public Facilities District

Minutes of the Board of Directors Discussion Session

Monday, August 25, 2014

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

Attendance: Jeff Braden, Chair; Rick Smith.

Staff: Mike Walton, Executive Director

Absent: Patrick Hatchel, Vice-Chair; Anita Albright, Treasurer; Teresa Osinski; and Daron Jagodzinske.

1. Call to Order: A quorum not being present, the Chair opened the discussion at 5:35 PM.

2. Meeting Minutes: Minutes from the Regular Meeting on the 23rd of June were distributed electronically before the meeting. The minutes were not able to be approved.

3. Financial Reports:

A. **Monthly Financial Reports –**

The ED summarized from the July financial report. Revenue in July (from May sales tax) was \$99.6K, up 2% over 2013 and highest since 2007. After the 286 transfer of \$70.1K, the expenses were average at \$6.6K and the net was \$23K addition to cash. A \$20K transfer to the 96968 account will be made in September when the new CT system is operational.

B. **Sales Tax Rebate Revenue by Month Report –** The report through July was available and showed revenue at \$99.6K, a continuing increase – up 2% over last year's amount and a total of \$677K year-to-date.

C. **Current Invoices –**No general Blanket Voucher could be approved, so the ED presented a small voucher request under his signature of \$450.48 normal expenses to the Board members present. By Resolution 01-2010 the ED may sign for items of less than \$1000, if the Board is unable to process them in a timely manner.

4. Ongoing Business:

A. **Lobe Field discussion –** There was a discussion to request a “partner match” from the County of the remaining funds of ~\$90K to complete the funding of the project. The draft letter to the Commissioners requesting consideration of a “partner match” of funds to complete the project this year was discussed and approved by the Chair to be presented to the commissioners.

B. **Update Construction Consultants Agreement:** Tabled until the next month's meeting, Schedule A was submitted but could not be approved.

5. Regional Project Reports:

A. **KFEC –** No report expected until after the Fair at the September meeting.

B. **NKREC ILA progress –** There was significant discussion about the proposed ILA addendum language. Rick Smith was adamantly against the significant dilution of the previous ILAs language concerning 1) the requirement of the turf resurface accumulation fund; 2) no adjustment for the salary of the NKSD scheduler and 3) the relaxation or elimination of definition of the “Owner/Operator” bearing the expense of operation and maintenance of the facility through the new turf replacement provisions. Chair Braden had similar concerns but was willing to continue to negotiate to reach some further point of agreement on those issues.

6. New Business:

A. **KFEC Equestrian Center Project –** Parks has received a large (\$500K) grant for the construction of a roof over the larger of the two equestrian circles at the Fairgrounds. Because of its requirements of a “pass through” of a non-profit organization, Parks is requesting an

- award of \$10K from KPFM to fund that process. Both Board members were in support of making that award at the next meeting.
- B. **Move October meeting date** – The ED made the suggestion to move the October meeting date back one week to November 3rd, because of a significant conflict in his schedule that does not allow adequate time to prepare documents for the October 27th meeting. Both members present said they could be available for that meeting date. ED will check availability with the Hotel and the other Board members.

7. **Executive Director's Report:** submitted electronically by the ED prior to the meeting. No additional special mention was made.
8. **Public Comment:** None
9. **Announcements:** None

The next Regular Meeting of the Board will be on September 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.

Discussion was concluded at 7:00 pm