

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, December 8, 2014

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

Attendance: Jeff Braden, Chair; Patrick Hatchel, Vice-Chair; Teresa Osinski, Rick Smith; and Daron Jagodzinske.

Staff: Mike Walton, Executive Director

Absent: Anita Albright; Treasurer

1. **Call to Order:** A quorum being present, the Chair opened the meeting at 5:30 PM.
2. **Meeting Minutes:**– Minutes from the Regular Meeting on the 10th of November were distributed electronically before the meeting.
A motion to approve the minutes of the Regular Meeting on November 10th was made by Rick Smith. It was seconded by Jeff Braden and passed with 3 votes for and one abstention.
3. **Ongoing Business:**
 - A. **Lobe Field discussion** – Matt Akers was present to offer additional information about the proposed improvements to Lobe Field, as an option to the Press Box project. His proposal was focused on altering the configuration behind home plate, building a concrete slab from dugout to dugout and reducing the distance behind home plate to approx. 30 feet. The expense for doing this was estimated to be between as little as \$40K, for just the slab and backstop barrier, to as much as \$750K, including a new press box and artificial turf on the infield. The consensus of the Board was to take no further action at this time until the proposals coalesced into a concrete proposal or plan to request funding.
 - B. **Funding proposal from VKP** –
The Board continued the discussion about the VKP line item in the budget and after some discussion about the Bremerton City Council and no funding awarded to VKP, the Board did not want to send a message to the Council that they were going to make up for their lack of a marketing plan for the Conference Center.
Teresa Osinski moved to keep the funding for VKP at the current level of \$15K, with the provision that VKP can come back to the Board for any additional special funding for facility marketing and they would be receptive. The motion was seconded by Patrick Hatchel and passed unanimously.
 - C. **2015 Budget Approval** –
The ED presented the proposed budget, with the adjustment to the VKP line item, and also adjusted the Operating Income target to \$141K from \$150K.
Patrick Hatchel moved to accept the 2015 Budget as amended. It was seconded by Teresa Osinski and passed unanimously.
4. **Financial Reports:**
 - A. **Monthly Financial Reports** –
The ED summarized from the November financial reports. Revenue in Nov (from Sept sales tax) was \$113.6K, up 11% over 2013 and highest since 2007. After the 286 transfer of \$68.1K (adjusted for year-end interest accumulation), the expenses were below average at \$4.5K and the net was an \$40.8K addition to cash. A \$20K transfer to the 96968 operations account was made in December using the new online CT system.
 - B. **Sales Tax Rebate Revenue by Month Report** – The report through November was available and showed Oct revenue at \$113K, and a total of \$1.1 Million year-to-date. I expect over \$1.2M for the year, up about \$65-70K over last year. The ED also noted the transfer from the 286 fund of \$700K for the year-end principle and interest debt service payment.

C. **Current Invoices** –A combined Blanket Voucher of invoices from November was submitted for \$1,713.85. This included the VKP invoice for \$1250. The ED also noted a second BV under only his signature for several small invoices totaling \$378.82. This included the CenturyLink and Ricoh contracts that would incur late charges.

A motion to approve the Blanket Voucher for \$1,713.85 was made by Daron Jagodzinske. It was seconded by rick Smith and passed unanimously.

5. **Regional Project Reports:**

- A. **KFEC** – A discussion about what the reporting requirements are to be would be discussed during the planned Study Session, which was reset to follow the January meeting.
- B. **NKREC ILA update** – Next discussion meeting is January 15th, no further action until after that discussion.

6. **New Business:**

A. **Resolution 3-2014 – 2015 Meeting Schedule:**

Rick Smith moved to accept Resolution 3-2014, 2015 meeting schedule as presented. It was seconded by Teresa Osinski and passed unanimously.

7. **Executive Director's Report:** No report this month.

8. **Public Comment:** None

9. **Announcements:** ED mentioned the EventFund Round I application period at January meeting

A Study & Strategic Planning Session will be held following the next regular meeting.

Because the strategic planning study session did not come off as planned, it was decided to hold it following the January Regular Meeting. It is still planned to address coming up with a funding plan for the benefit of our partners and the benefit of the community. It would also address possible long-term funding alternatives – 1) what happens in 13 years; 2) the WSPFD proposal for extended the rebate period and 3) possible voter approval of a tax increase to allow funding of other locations.

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

Meeting was adjourned at 7:17 pm