

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, July 23, 2018

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

Attending: Bill Mahan, Vice-Chair; Walt Draper, Treasurer; Rick Smith; and Erin Leedham.

Staff: Mike Walton, Executive Director

Absent: Daron Jagodzinske, Chair; Patrick Hatchel; Tom Bullock

1. **Call to Order:** The Vice-Chair called the meeting to order at 5:35 PM,
2. **Meeting Minutes:** Minutes from the Regular Meeting on the 25th of June. Erin noted a small correction on the second page.
Walt Draper moved to approve the Minutes as corrected. Erin Leedham seconded the motion and it passed unanimously.
3. **Financial Reports:**
 - A. **Monthly Financial Reports** – The ED summarized from the June financial report.
June tax revenue was \$133.1K up 17.5% over 2017. Debt service transfer to 286 was <\$70K>. Expenses were <\$19.8K> and net to cash was \$43.3K.
 - B. **Sales Tax Rebate Revenue by Month Report** – June revenue, was \$133.1K, as mentioned above, up 17.5% over last year. This is the fourth straight month of double-digit increases over last year's numbers, bringing the total received over the first six months at over \$800K, indicating we should receive more than \$1.6 million this year, an increase of \$100k over last year.
 - C. **Current Invoices** –
A Blanket Voucher of invoices in the amount of \$4,567.22 for July was submitted by the ED for approval. It included continued higher attorney costs for all the work being done for finding bonding partners and the Port MOU.
Walt Draper moved to approve the Blanket Voucher of \$4,567.22 as presented. It was seconded by Erin Leedham and approved unanimously.
4. **Regional Facilities:**
 - A. **Kitsap Conference Center** – June report, sent electronically, showed they now are caught up for the year, and June results showed continued improvement, with prospects of a better second half of the year.
 - B. **Kitsap Fairgrounds and Event Center** – the report for June was submitted electronically. It showed a continuing trend of slightly better results than forecasted.
 1. Billie Schmidt presented an update on the project for turf on Lobe Field #1. She is seeking several grants and still hoping for a major private donor to step up.
 - C. **NKREC** – no activity or discussions.
5. **Ongoing Business:**
 - A. **Executive Director's Report:** ED reported to the Board on his activities in July, much of what was involved with discussions and documentation relating to the Market Demand Study for the CNW project. ED also has scheduled meetings to present New Project info with County Parks, Poulsbo City Council and NK District School Board.
 - B. **Market Demand Study with The Joel Cohen Group LLC** – The ED has had congoing contact with Joel about the consulting contract and invoice. Now more about the timing for the delivery and the content of the report. The First draft should be available by mid-August, final draft by end August and presentation at Sept meeting.

6. New Business:

A. **Press Release for New Projects** –The ED has been interviewed and one article written about the funding for new projects has been printed. Some appointments were being arranged to make presentation to the city councils, chamber of commerce or other groups.

7. Public Comment/Announcements:

A. WEDA Summer Conference in Prosser, ED planning to attend, Bill M considering.

B. AWSPFD Conference in Seattle at WA State Convention Center on Sept 26 & 27th – ED attending, and several Board members expressed interest in attending.

Meeting was adjourned at 7:05 pm

The next Regular Meeting of the Board will be on September 24th, 2018 at 5:30 pm in the East Bay Room at the Silverdale Beach Hotel.