

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, February 24, 2020

City Hall, 280 Madison Ave., Bainbridge Island, WA

Attending: Daron Jagodzinske, Chair; Bill Mahan, Vice-Chair; Walt Draper, Treasurer; Erin Leedham; Rick Smith, Tom Bullock and Patrick Hatchel

Staff: Mike Walton, Executive Director

Absent: Brian Lawler, Attorney

1. **Call to Order:** The Chair called the meeting to order at 5:30 PM. He asked the Directors a question about “Goat Yoga” and if they have ever tried it, in reference to Director Rick Smith’s son, who operates a goat yoga business.
2. **Meeting Minutes:** The ED presented the Minutes of the January 20th meeting,
Erin Leedham moved to approve the Minutes as submitted. Bill Mahan seconded the motion and it passed unanimously.
3. **Public Comment:** (Limited to 3 minutes, otherwise not on Agenda)
 - A. **Sargent Mike Merrill** – Sgt. Merrill commented on the remarks by Port Commissioner Cary Bozeman at the January meeting about the Port’s willingness to bond for the cost of the construction of the EVOC Center and STEM Center and get re-paid by the KPFD over time. He emphasized that not prioritizing this phase of the CNW project at this time could mean that it doesn’t get built when the track is built over the next eighteen months and the 17 fire & police organizations would lose their training facility.
4. **EventFund Presentations:**
 - A. **Food Truck Fest** – Sunny Jack Events, Sunny Saunders.
Sunny described this new event as bringing the Food Truck phenomena to Kitsap County. The marketing funds would allow her to reach further into the NW region to attract different and unusual food trucks to the Kitsap peninsula for the culinary experience of 2-4000 attendees
 - B. **Funding Motion**
Erin Leedham moved to provide \$5000 in funding for the Food Truck Fest . It was seconded by Walt Draper and passed unanimously.
5. **Financial Reports:**
 - A. **Monthly Financials & Tax Rebate Summary** – the ED reported on results from January data. The PFD received \$150.3K in tax rebate revenue up 4.2% more than 2019; The amount of <\$70 K> was transferred to 286 for Debt Service; and there were <\$21.2K> in Expenses. The result was a Net to Cash of \$59.1K. The balance of the 96977 Fund at the beginning of 2020 remained at \$3.0 million,
 - B. **Blanket Voucher** – The ED submitted a Blanket Voucher of \$3,513.87 for various expenses from February to be paid.
Walt Draper moved to approve the Blanket Voucher in the amount of \$3,513.87. It was seconded by Erin Leedham and passed unanimously.
 - C. **Port of Bremerton (CNW) Blanket Voucher** – The ED submitted the Blanket Voucher for an overlooked portion of the POB/CNW Phase 2 project in the amount of \$153,675.00. (Several invoices had not been submitted to the KPFD on a timely basis.)
Bill Mahan moved to approve the Blanket Voucher for the final installment of the Phase 2 portion of the POB/CNW project in the amount of \$153,675. It was seconded by Rick Smith and passed unanimously.
6. **Ongoing Business:**
 - A. **Dept. of Commerce Feasibility Review Status**

The Chair summarized a conference call with Angie Hong, the Dept. Manager; Allan Johnson and Susan Musselman, a DOC contractor about the proposed review of the KPF D projects. The process and timeline were discussed, and the list of requested documents was also clarified in the discussion. There was some discussion about whether it would conclude in four months or would start in four months. The ED will call to clarify this and report back to the Board.

B. Discussion of Bonding & Financing Process

This was not on the Agenda, but the discussion arose from the DOC discussion. The Board discussed the timing of the discussion - Bill Mahan requested an earlier date than the scheduled April 27th date, when all seven Board members could be present to examine the best alternatives to financing 3 or more projects over the next 20 years – selling bonds or using the “allocated financing” methods suggested by Directors Mahan and Jagodzinske.. All seven Directors were present this evening, but the ED had not expected Tom Bullock to be present, so the discussion was not prepared. The Financial advisor and Legal counsel were not present. The plan is to proceed with the April 27th date.

C. Construction Consultant RFQ – the ED reported that the RFQ was posted on the KPF D website and published as a Public Notice in the Kitsap Sun. several other possible sites or individuals were mentioned as possible listing sites or contacts for references. The ED only one response had been received and it was decided that the time of submission could be extended in order to seek more submissions.

7. New Business:

A. ED activity Report - The Chair requested that the Directors read the reports on their own.

B. Regional Facility Reports –The report from the KCC was about breakeven, but with bookings promising another good year. The KFEC report showed better than budgeted performance.

8. Announcements:

The April 27th meeting main topic will be the plan for Bonding and/or Allocated Financing for the three ILA projects, including the possibility of financing more than those three projects.

9. Executive Session - began at 6:18

Returned at 6:35 pm

Meeting adjourned at 6:38 pm.

Next Regular Meeting of the Board, March 23rd, 2020 at 5:30 pm

Best Western/Silverdale Beach Hotel, Bucklin Hill Rd, Silverdale

NOTE: Change in location from original schedule of meetings

Topics: General Business

NOTE: This is a location change from previous meeting location. There will be location changes at each of the regular meeting dates in 2020. Please check the website for updates.