



Virtual Meeting of the Board of Directors *
Monday, February 28, 2022
Webinar ID – 82982544070 Passcode – 513968

AGENDA

1. Call to Order / Comments Board Chair Jagodzinske

CONSENT AGENDA

- A. January 24, 2022, Meeting Minutes
 - B. Blanket Voucher # 06-FEB 2022 96968 Operating Expenses
 - C. Blanket Voucher # 07-FEB 2022 96977 PERC Project Invoices
 - D. Blanket Voucher # 08-FEB 2022 96977 SKCEC Project Invoices
 - E. Executive Director Report – FEB 2022
 - F. Regional Facilities Report – FEB 2022
-

- 2. Public Comment** –If you wish to ask a question of the panelists, you will have a maximum of 3 minutes. Within Zoom, use the “Raise Hand” option, or put a message in the Chat Box and the host will ask the question for you.
- 3. Approval of Consent Agenda**
Note: If a Board Member wishes to discuss any item, it may be pulled from the Consent Agenda for further dialogue and individual board vote of approval
- 4. Facility Progress Report** – Port of Bremerton Circuit of the Northwest – Port of Bremerton COO, Mr. Jim Rothlin
- 5. New Business**
 - A. KPFD WA State Audit Results - Exec Director Shiplet
 - B. Potential Board Retreat Discussion – Chair Jagodzinske
- 6. Financial Reports**
 - A. 2021 End of the Year Report – Ms. Susan Veatch
 - B. JAN 2022 Report – Ms. Susan Veatch
 - C. JAN 2022 Rebate Summary Report – Exec Director Shiplet
- 7. Ongoing Business**
 - A. KPFD Business Credit Card – Exec Director Shiplet & Director Morrissey

Meeting Adjournment

***NOTE:** This meeting will be recorded and will be available on the Kitsap Public Facilities District website: www.kitsap-pfd.org and the KPFD YouTube channel.

Next Meeting: March 28, 2022, at 5:30 pm

Location: Virtual Zoom Webinar

Topics: General Business, City of Poulsbo – Poulsbo Events & Recreation Center (PERC) Project



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Kitsap Public Facilities District

Minutes of the Virtual Board of Directors Webinar

Monday, January 24, 2022

Attending: Vice-Chair Patrick Hatchel, Treasurer Walt Draper, Director Erin Leedham, Director John Morrissey, Director Tom Bullock, Director Phil Havers,

Staff: Executive Director Russ Shiplet, Attorney Brian Lawler, Construction Consultant Cindy Rogers

Absent: Chair Daron Jagodzinske

1. **Call to Order:** Vice-Chair Hatchel called the meeting to order at 5:30 PM.

Consent Agenda: Vice-Chair Hatchel presented the Consent Agenda, asking if any Director wanted to discuss any items within the agenda.

2. **Public Comment:** Private citizen Mr. Anderson asked about pre-registration requirements to join the Zoom meeting as in the past, as well as the abbreviated agenda not found on the KPFD website 24 hours prior to the meeting. In addition, Mr. Anderson inquired about the detailed agenda and its posting 24 hours prior to the meeting as well. Executive Director Shiplet answered his questions and reassured Mr. Anderson that the required posting will be within 24 hours of each Board meeting moving forward.
3. **Approval of Consent Agenda:** The purpose of the Consent Agenda was explained by Executive Director Shiplet. Treasurer Draper moved to accept the Consent Agenda as proposed. Director Leedham seconded the motion. No discussion. The motion was approved unanimously.
4. **Project Progress Report:** City of Port Orchard – **South Kitsap Community & Events Center (SKCEC)** – Mayor Rob Putaansuu.
 - Mayor Putaansuu spoke to the closing of purchase between the City of Port Orchard and the Kitsap Bank building and land located on Bay St.
 - Schematic design of the interior and exterior of the SKCEC were presented to the Board.
 - Next phase is to work with Rice Fergus Miller on the development design, which includes the electrical and mechanical needs to fit the proposed layout.
 - Mayor Putaansuu spoke about two stakeholder groups that are working on the site development surrounding the SKCEC.
 - The mayor also shared the floor plans for levels 1 & 2, as well as exterior renderings.
 - Mayor Putaansuu recognized Director Morrissey for his committee contributions to the project as well.

5. **New Business:**

A. **Resolution & Policy Review Committee** – Executive Director Shiplet

- The Resolution & Policy Review Committee made up of Chair Jagodzinske, Director Havers, as well as the Executive Director, and Mr. Lawler met for the first time via

Zoom. Executive Director Shiplet created an index of all KPFD bylaws, amendments, policies, and resolutions from 2000 to current. The index was presented and discussed in detail during the meeting. The intention of the index is to provide a list and link each bylaw, amendment, policy, and resolution for retrieval review through a common drive that is shared by the Board of Directors, and the public via the KPFD website.

- Director Havers commented that a separate column would be added to the index, linking the Board meeting minutes to each resolution.

B. Project Invoice Review Report – Executive Director Shiplet

- Executive Director Shiplet and Barker Creek Consultants Mr. Thompson and Ms. Rogers met with each project lead to discuss the information necessary on invoices, along with additional documentation to support project progress and timelines. Each project lead complied with the new requirements, and invoices submitted from November and December 2021 were submitted to the Board for approval of payment.
- In addition, Ms. Rogers put together a running chart of each project, which includes the original ILA funding agreement, invoices to date, invoiced paid, and remaining commitment funds. Thanks to Ms. Rogers for keeping track of all project invoices.
- Director Leedham asked the question about paying only \$144,000 to the Port of Bremerton each February, rather than paying by invoices. Director Morrissey spoke to the question stating that the KPFD had agreed in a previous Board meeting to only pay \$144,000 per year for 10 years, fulfilling the ILA obligation of \$1.4M towards the project.
- Mr. Lawler discussed previous conversations with the Port, with the understanding that the KPFD had the discretion to pay any amount at any time.

C. Email Migration to Office 365 – Executive Director Shiplet

- All KPFD Board member emails have now transitioned over to Office 365. This will allow all Board members the ability to retrieve their KPFD email with the Outlook app on their PC/Mac, phone, or tablet. They can also retrieve their email remotely by going to office.com and logging in with their username (email address) and password.
- In addition to email, KPFD has established a One Drive that will allow Board members to review and download KPFD documents, such as project folders, Board minutes, resolutions, bylaws, and District policies. When a Board member logs into office.com, they can retrieve email or connect to the KPFD One Drive.

6. Financial Reports – Executive Director Shiplet

- This is no report this month, due to a lack of data retrieval from the County. With the County switching over to Workday, financial reports have been slow in coming. This will be resolved by the February meeting, and our accountant, Susan Veatch will have our end-of-the-year and January 2022 reports completed.

- The Executive Director will contact the County to retrieve the monthly rebate amounts and send it to the Board for review.

7. Ongoing Business

- Director Morrissey asked how the 3-year state audit was progressing. All document requested has been submitted to the auditor, and the exit results of the audit will be presented on Tuesday, February 1, 2022. Board members and Mr. Lawler are invited to attend.

Meeting adjourned @ 6:34 PM.

Next Meeting of the Board: Zoom webinar on February 28, 2022, at 5:30 PM

Topics: General Business, Project Progress Report, New Business, End-of-the-Year Financials & Ongoing Business.

NOTE:

- 1) **Future meetings may be in-person when a public site becomes available.**
 - 2) **There may be other location or format changes at meeting dates in 2022.**
- Please check the website for updates.**


BLANKET VOUCHER APPROVAL
FUND: 96968.00968
BV# 06-FEB 2022

We, thus undersigned of Kitsap Public Facilities District, Kitsap County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers are approved for payment in the amount of \$ 12,538.36 on this 28th day of February 2022

Daron Jagodzinske
Daron Jagodzinske, Chair

Patrick Hatchel
Pat Hatchel, Vice-Chair

Walter S Draper IV
Walter Draper IV, Treasurer

Tom Bullock
Tom Bullock

Phil Havers
Phil Havers

Erin Leedham
Erin Leedham

John Morrissey
John Morrissey

VENDOR		AMOUNT
	Spend Category	
Reoccurring items:		
JPC Legal Services – (JAN 2022)	5419	\$ 1,980.82
Accountability Plus- Bookkeeping (JAN 2022)	5419	\$ 900.00
Comcast – Phone & Internet Service (JAN 2022)	5311	\$ 272.41
BKAT Recording KPFD BOD Meeting (JAN 2022)	5311	\$ 210.00
Visit Kitsap Peninsula – Rent (FEB 2022)	5451	\$ 1,250.00
Visit Kitsap Peninsula – Advertising (FEB 2022)	5419	\$ 2,000.00
Help Desk Calvary Monthly IT Service (FEB 2022)	5311	\$ 259.00
WA State Auditor’s Office (FY18-FY20 Audit)	5311	\$ 4,818.15
Other items:		
Help Desk Calvary Office 365 Premium purchase	5311	\$ 386.97
MWalton Reimbursement for Adobe Subscriptions (DEC-FEB 2022)	5311	\$ 199.41
MWalton Reimbursement for Zoom Webinar Subscription (DEC-FEB 2022)	5311	\$ 261.60
PAGE TOTAL		\$ 12,538.36



TEL (206) 292-1994

FAX (206) 292-1995

801 Second Avenue, Suite 700

Seattle, WA 98104

TAX I.D. #91-1627039

Pay On Line: (no fee to pay on line)

<https://secure.lawpay.com/pages/jbsl/operating>

February 4, 2022

Kitsap Public Facilities District
Attn: Mike Walton
9230 Bayshore Dr. NW, Suite 101
Silverdale, WA 98383

Invoice # 131899 BEL
Client Matter # L1022 01000
Billing through 01/31/2022

General Advisory

Professional Services

01/06/2022	BEL	Review of pending questions from Russ S. Start responses on PRA, records retention, and website. Review Russ S reply on PRA issues.	0.80 hrs.	220.00
01/10/2022	BEL	Review email re email migration. Email regarding director compensation.. Follow up.	0.30 hrs.	82.50
01/11/2022	BEL	Email exchange regarding board compensation. Emails re resolution committee. Follow up.	0.20 hrs.	55.00
01/18/2022	BEL	Review several emails from weekend.	0.10 hrs.	27.50
01/19/2022	BEL	Review Russ S emails re resolution project. Follow up with office on locating hard copies. Further communications regarding same.	0.30 hrs.	82.50
01/19/2022	TBW	Review original KPFD binder and scan bylaws and resolutions.	0.60 hrs.	135.00
01/20/2022	BEL	Follow up historical docs. Prep for call. Call re various issues including unemployment.	0.60 hrs.	165.00
01/21/2022	BEL	Review resolution index. Prepare for meeting. Zoom meeting on resolutions. Review Monday agenda.	1.70 hrs.	467.50
01/24/2022	BEL	Review agenda and information regarding consent agenda. Review draft minutes. Review current OPMA requirements. Provide update. Participate in zoom meeting.	1.60 hrs.	440.00
01/25/2022	BEL	Research payment provisions in Port of Bremerton ILA. Then review Board May 2021 decision process for annual payments. Draft memo re same. Further emails regarding same.	0.60 hrs.	165.00
01/26/2022	BEL	Review email re ILA payments to Bremerton.t Follow up with client.	0.10 hrs.	27.50

01/31/2022	BEL	Review and reply to emails re Audit Exit Interview. Review Exit Recommendations. Draft comments email. More emails on audit issues.	0.40 hrs.	110.00
				<hr/>
				\$1,977.50

Expenses

01/31/2022	Postage.		3.32
			<hr/>
			\$3.32

Billing Summary

Total Professional Services	\$1,977.50
-----------------------------	------------

Total Expenses	<hr/> \$3.32
----------------	--------------

Total Of New Charges For This Invoice	\$1,980.82
---------------------------------------	------------

Previous Balance	\$2,763.75
------------------	------------

02/03/2022 Payment - Thank you, Check # 3830666	<hr/> (\$2,763.75)
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Total Balance Due	<hr/> \$1,980.82 <hr/>
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BALANCE DUE UPON RECEIPT IN U.S. DOLLARS.

LATE CHARGE OF 1% PER MONTH WILL BE ADDED ON PAST DUE BALANCES. THIS STATEMENT MAY NOT INCLUDE EXPENSE ITEMS SUCH AS COSTS ADVANCED, FOR WHICH WE HAVE NOT YET BEEN BILLED, NOR ACCOUNT ACTIVITY NOT ENTERED AS OF THE LAST DAY OF THE MONTH.

CLOSED FILES MAY BE DESTROYED AFTER 7 YEARS. CLIENT IS RESPONSIBLE FOR REMOVAL OF THEIR FILES BEFORE THAT TIME.



Accountability Plus, Inc.

Accounting Design & Training
Business Consulting

BILL TO

KPFD
9230 Bay Shore Dr NW, Suite 101
Silverdale, WA 98383

DATE

1/31/2022

INVOICE #

KPFD-Jan-22

DESCRIPTION**QTY****RATE****AMOUNT**

Accounting Services for the Month of January 2022

20

45.00

900.00

Daily Details Available Upon Request
1800 Kitsap County 9.0%

9.00%

0.00

Total

\$900.00

Payments/Credits

\$0.00

Balance Due

\$900.00

It is an honor to partner with your business. Your innovation and courage in business is inspiring!

13285 Spruce Run Drive #102, North Royalton, OH 44133
(360) 509-5445 * suziejoveach@gmail.com

COMCAST BUSINESS

Kitsap Public Facilities

Account number
8498 36 001 1712908

For service at:
9230 BAYSHORE DR NW
STE 101
SILVERDALE WA 98383

Thanks for choosing Comcast Business

Need help?
Visit business.comcast.com/help or
call 1-800-391-3000

Ready to pay?
Visit business.comcast.com/myaccount

RECEIVED FEB 07 2022

Bill date Jan 28, 2022
Services from Feb 03, 2022 to Mar 02, 2022

Page 1 of 3

Your monthly account summary

Previous balance	457.71
Payment - Thank You Jan 04, 2022	-187.26 cr
Balance forward	270.45
New charges	
Comcast Business services	244.89
Other charges and credits	17.30
Taxes and fees	10.22

Balance forward	\$270.45
New charges due Feb 24, 2022	\$272.41
Total amount due	\$542.86



! Your account is past due

You have an unpaid balance on your account that is now due. To maintain your services and avoid an additional \$10.00 late fee, please pay the unpaid balance immediately.

➔ Manage your services online

Your Comcast Business account online is the one-stop destination to pay your bill and manage your services. Visit business.comcast.com/myaccount.

Service updates

See the "additional information" section for upcoming service updates.

Detach the bottom portion of this bill and enclose with your payment

Please write your account number on your check or money order

COMCAST BUSINESS

9602 S 300 W, STE B SANDY UT 84070-3302
8633 0440 NO RP 28 01292022 NNNNNYNN 01 000104 0001

KITSAP PUBLIC FACILITIES
ATTN MIKE WALTON
9230 BAY SHORE DR NW STE 101
SILVERDALE, WA 98383-9162

Account number **8498 36 001 1712908**
Balance forward \$270.45 - **PAY**
New charges due Feb 24, 2022 \$272.41

Please pay

~~\$542.86~~

Amount enclosed

\$ **272.41**

Make checks payable to Comcast
Do not send cash



COMCAST
PO BOX 60533
CITY OF INDUSTRY CA 91716-0533



849836001171290800542860

Services from Feb 03, 2022 to Mar 02, 2022

Your new charges in detail

Comcast Business services **\$244.89**

Comcast Bundled Services

Ultimate Business	414.80
Package Includes: Business Internet 300 Plus, 1 Mobility Voice Line, Security Edge, and Connection Pro.	
Bundle Discount	-229.81 cr
Equipment Fee	29.95
Voice and Connection Pro.	

Comcast Business Voice

Phone number:	
(360) 698-1885 (360) 698-6898	
Mobility Voice Line	24.95
Business Voice.	
Voice Mail Service	5.00

Other charges and credits **\$17.30**

Late Fee	01/28	10.00
Federal Universal Service Fund		1.35
Regulatory Cost Recovery		0.95
Directory Listing Management Fee		2.00
Voice Network Investment		3.00

Taxes and fees **\$10.22**

911 Fees	1.90
Sales Tax	7.84
988 Fee	0.48

New charges **\$272.41**

Additional information

Price Change Notice: Effective January 1, 2022, the lease equipment fee for modems used with Comcast Business Internet and Voice services will increase to \$19.95 per month, excluding tax. To learn more about Comcast Business fees, please visit <https://business.comcast.com/understand-your-bill> or call us at 800-391-3000.

The Regulatory Cost Recovery fee is neither government mandated nor a tax, but is assessed by Comcast to recover certain federal, state, and local regulatory costs.

View Voice taxes and fees details at business.comcast.com/myaccount

Hearing/Speech Impaired - Call 711

Universal Service Fund: The FCC modifies the rate that voice providers pay into the USF on a quarterly basis. USF is assessed on applicable voice services as the Federal Universal Service Fund at the FCC's approved rate. See: fcc.gov/encyclopedia/contribution-factor-quarterly-filings-universal-service-fund-usf-management-support. A new rate becomes effective January 1, 2022.

Your Franchise Authority's Name And Address Is:
Kitsap County, 619 Division St, Port Orchard, WA 98366. Your FCC Community Unit Is: WA0198. Please Do Not Mail Payments To Your Franchise Authority.



9230 Bayshore Dr. NW, Suite 101
Silverdale, WA 98383

Visit Kitsap Peninsula

Kitsap Public Facilities District
9230 Bayshore Drive NW
Silverdale, WA 98383

RECEIVED DEC 14 2021

	Due Date		Date	Invoice #
	1/29/2022		1/29/2022	11405
Description		Qty	Rate	Amount
Sub-lease Rent February			1,250.00	1,250.00

Visit Kitsap Peninsula
9230 Bayshore Dr. NW, Suite 101
Silverdale, WA 98383

Contract Funding Invoice

Bill To

Kitsap Public Facilities District
9230 Bayshore Dr. NW, Suite 101
Silverdale, WA 98383



800-337-0580
office@visitkitsap.com

RECEIVED DEC 14 2021

Date	Invoice #
1/29/2022	11407

Description	Amount	
Kitsap PFD Contract 2022- Month of February	2,000.00	
<i>Thank You for you continued support of Visit Kitsap Peninsula working to create economic benefits through tourism and events.</i>		
	Total	\$2,000.00
	Payments/Credits	\$0.00
	Balance Due	\$2,000.00



Help Desk Cavalry, LLC

Bill To

Kitsap Public Facilities District
Attention: Russ Shiplet
9230 Bay Shore Dr NW, Suite 101
Silverdale, WA 98383

1676 NE McWilliams Rd
Bremerton, WA 98311
360-9306990

[Click here for W-9](#)

Invoice Number	Invoice Date	Account
33538	3/1/2022	Kitsap Public Facilities District
Billing Terms	PO Number	Reference
Due Upon Receipt		Monthly Billing for March

Agreement Information

HDCav Managed Service Agreement

Additional Details	Unit Price	Quantity	Total Amount
Managed User Security Services	\$150.00	1	\$150.00
Taxable Network Location/Site	\$100.00	1	\$100.00

Due to vendor control on product, if payment is not received in 15 days of invoice, Help Desk Cavalry may need to adjust pricing. Please use the link emailed with this invoice to make a secure one-time payment online. If you do not wish to pay online, please make checks payable to Help Desk Cavalry, LLC.

Subtotal	\$250.00
Tax	\$9.00
Invoice Total	\$259.00
Payments Applied	\$0.00
Total Amount Due	\$259.00

Invoice Voucher

Remit To: State Auditor's Office
PO Box 40021
Olympia, WA 98504-0021
Federal ID No. 91-6001098



Page: 1 of 1
Invoice No.: L146942
Invoice Date: 02/11/2022
MCAG No.: 2770
County: Kitsap

Kitsap Public Facilities District
Attn: Mike Walton, Executive Director
9230 Bayshore Dr NW Ste 101
Silverdale, WA 98383

Now accepting electronic payments
Send to: Washington State Auditor's Office
Routing: 123000848 Account: 153911801147
Account type: Checking
Please include invoice number



(Return this portion with your payment)

State Auditor's Office

(Detach and retain for your records)

Entity Name: Kitsap Public Facilities District
Invoice No.: L146942
Invoice Date: 02/11/2022

Audit No.: 50640		Audit Period: 18 - 20		Purchase Order:		
Month/Year	Work Performed	Bill Rate	Hrs	Amount	Travel/Other Expenses	Total
01/22	Accountability Audit	\$116.10	41.5	\$4,818.15	\$0.00	\$4,818.15
Sub Total:			41.5	\$4,818.15	\$0.00	\$4,818.15
Total Due This Invoice:			41.5	\$4,818.15	\$0.00	\$4,818.15
(Hrs rounded to nearest tenth)						

JV Number: 230146

**FULL PAYMENT DUE
IN 30 DAYS**

I hereby certify the amount listed herein is a
proper charge for services rendered:

By: Janel M. Roper, Director of Administrative Services

For questions, please call (564) 999-0933 or (564) 999-0941 fax (360) 586-3105 or e-mail accreceivable@sao.wa.gov



Help Desk Cavalry, LLC
1676 NE McWilliams Rd
Bremerton, WA 98311
(360) 930-6990

Bill To:
Kitsap Public Facilities District Attn: Russ Shiple 9230 Bay Shore Dr NW, Suite 101 Silverdale, WA 98383 United States

Date	Invoice
02/01/2022	33354
Account	
Kitsap Public Facilities District	

Terms	PO Number	Reference
Due Upon Receipt		Monthly Billing for February

Managed Services Details	Quantity	Price	Amount
Agreement KPF - M365 Monthly Product			
O365 CSP Monthly, 365 Business Premium	9.00	\$20.00	\$180.00
O365 CSP Monthly, 365 Business Premium - Prorated for 01/07/2022-01/31/2022	2.00	\$15.48	\$30.96
O365 CSP Monthly, 365 Business Premium - Prorated for 01/07/2022-01/31/2022	9.00	\$15.48	\$139.32
Dropsuite Business Backup - Prorated for 01/13/2022-01/31/2022	1.00	\$1.74	\$1.74
Dropsuite Business Backup	1.00	\$3.00	\$3.00
Total Managed Services Details:			\$355.02
RECEIVED JAN 28 2022	Invoice Subtotal:	\$355.02	
	Sales Tax:	\$31.95	
	Invoice Total:	\$386.97	
	Payments:	\$0.00	
	Credits:	\$0.00	
Balance Due:		\$386.97	

Due to vendor control on product, if payment is not received in 15 days of invoice, Help Desk Cavalry may need to adjust pricing.

Please use the link emailed with this invoice to make a secure one-time payment online. If you do not wish to pay online, please make checks payable to Help Desk Cavalry, LLC.



Adobe Inc.
345 Park Avenue
San Jose CA 95110-2704
United States
Federal Tax ID: 77-0019522

ORIGINAL

Invoice Information

Invoice Number	1548401241
Invoice Date	14-DEC-2021
Payment Terms	Credit Card
Purchase Order	AB00025213459CUS
Order Number	7043865110
Customer Number	156036510
Currency	USD

Bill To

William Walton
Kitsap PFD
7850 NE Hackamore Ct
WA 98311

INVOICE

Item Details

Service Term: 14-DEC-2021 to 13-JAN-2022

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65235931	Creative Cloud All Apps with 100GB	1 EA	39.99	39.99	9.00%	3.60	43.59

Invoice Total

NET AMOUNT (USD)	39.99
TAXES (SEE DETAILS FOR RATES)	3.60

GRAND TOTAL (USD)	43.59
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Comments:

Billing Contact

<https://helpx.adobe.com/contact.html>

Thank you for your business!



ADOBE INC.
345 Park Avenue
San Jose CA 95110-2704
United States
Federal Tax ID: 77-0019522

ORIGINAL

Invoice Information

Invoice Number	1559122680
Invoice Date	30-DEC-2021
Payment Terms	Credit Card
Purchase Order	ADD051069783
Order Number	7016527065
Customer Number	156036510
Currency	USD

Bill To

W M Walton
Kitsap Public Facilities District
7850 NE Hackamore Ct
WA 98311-3811

INVOICE

Item Details

Service Term: 30-DEC-2021 to 29-JAN-2022

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65183249	InDesign	1	EA	20.99	20.99	9.00%	1.89	22.88

Invoice Total

NET AMOUNT (USD)	20.99
TAXES (SEE DETAILS FOR RATES)	1.89

GRAND TOTAL (USD)	22.88
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Comments:

Billing Contact

<https://helpx.adobe.com/contact.html>

Thank you for your business!



Adobe Inc.
345 Park Avenue
San Jose CA 95110-2704
United States
Federal Tax ID: 77-0019522

ORIGINAL

Invoice Information

Invoice Number	1569406997
Invoice Date	14-JAN-2022
Payment Terms	Credit Card
Purchase Order	AB00025213459CUS
Order Number	7043865110
Customer Number	156036510
Currency	USD

Bill To

William Walton
Kitsap PFD
7850 NE Hackamore Ct
WA 98311

INVOICE

Item Details

Service Term: 14-JAN-2022 to 13-FEB-2022

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65235931	Creative Cloud All Apps with 100GB	1	EA	39.99	39.99	9.00%	3.60	43.59

Invoice Total

NET AMOUNT (USD) 39.99

TAXES (SEE DETAILS FOR RATES) 3.60

GRAND TOTAL (USD) 43.59

Comments:

Billing Contact

<https://helpx.adobe.com/contact.html>

Thank you for your business!



ADOBE INC.
345 Park Avenue
San Jose CA 95110-2704
United States
Federal Tax ID: 77-0019522

ORIGINAL

Invoice Information

Invoice Number	1580344319
Invoice Date	31-JAN-2022
Payment Terms	Credit Card
Purchase Order	ADD051069783
Order Number	7016527065
Customer Number	156036510
Currency	USD

Bill To

W M Walton
Kitsap Public Facilities District
7850 NE Hackamore Ct
WA 98311-3811

INVOICE

Item Details

Service Term: 30-DEC-2021 to 29-JAN-2022

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65183249	InDesign	1	EA	20.99	20.99	9.00%	1.89	22.88

Invoice Total

NET AMOUNT (USD)	20.99
TAXES (SEE DETAILS FOR RATES)	1.89

GRAND TOTAL (USD)	22.88
-------------------	-------

Comments:

Billing Contact

<https://helpx.adobe.com/contact.html>

Thank you for your business!



Adobe Inc.
345 Park Avenue
San Jose CA 95110-2704
United States
Federal Tax ID: 77-0019522

ORIGINAL

Invoice Information

Invoice Number	2106860344
Invoice Date	14-FEB-2022
Payment Terms	Credit Card
Purchase Order	AB00025213459CUS
Order Number	7043865110
Customer Number	156036510
Currency	USD

Bill To

William Walton
Kitsap PFD
7850 NE Hackamore Ct
WA 98311

INVOICE

Item Details

Service Term: 14-FEB-2022 to 13-MAR-2022

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65235931	Creative Cloud All Apps with 100GB	1	EA	39.99	39.99	9.00%	3.60	43.59

Invoice Total

NET AMOUNT (USD)	39.99
TAXES (SEE DETAILS FOR RATES)	3.60

GRAND TOTAL (USD)	43.59
-------------------	-------

Comments:

Billing Contact

<https://helpx.adobe.com/contact.html>

Thank you for your business!



ADOBE INC.
345 Park Avenue
San Jose CA 95110-2704
United States
Federal Tax ID: 77-0019522

ORIGINAL

Invoice Information

Invoice Number	1580344319
Invoice Date	28- FEB-2022
Payment Terms	Credit Card
Purchase Order	ADD051069783
Order Number	7016527065
Customer Number	156036510
Currency	USD

Bill To

W M Walton
Kitsap Public Facilities Ditrict
7850 NE Hackamore Ct
WA 98311-3811

INVOICE

Item Details

Service Term: 30-DEC-2021 to 29-JAN-2022

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65183249	InDesign	1	EA	20.99	20.99	9.00%	1.89	22.88

Invoice Total

NET AMOUNT (USD)	20.99
TAXES (SEE DETAILS FOR RATES)	1.89

GRAND TOTAL (USD)	22.88
-------------------	-------

Comments:

Billing Contact

<https://helpx.adobe.com/contact.html>

Thank you for your business!

Invoice

zoom

Zoom Video Communications Inc.
55 Almaden Blvd, 6th Floor
San Jose, CA 95113

Invoice Date: Dec 6, 2021
Invoice #: INV121678048
Payment Terms: Due Upon Receipt
Due Date: Dec 6, 2021
Account Number: 119302675
Currency: USD
Account Information: Kitsap Public Facilities District

Federal Employer ID Number: 61-1648780

Sold To Address: 9230 Bay Shore Dr NW, suite 101
Silverdale, Washington 98383
United States

Purchase Order Number:

Tax Exempt Certificate ID:

[Zoom W-9](#)

mwalton@kitsap-pfd.org

Bill To Address: 9230 Bay Shore Dr NW, suite 101
Silverdale, Washington 98383
United States

mwalton@kitsap-pfd.org

Charge Details

CHARGE DESCRIPTION	SUBSCRIPTION PERIOD	SUBTOTAL	TAXES, FEES & OTHER CHARGES	TOTAL
Charge Name: Webinar 500 Monthly PROMO				
Quantity: 2 Unit Price: \$40.00	Dec 6, 2021-Jan 5, 2022	\$80.00	\$7.20	\$87.20

Subtotal \$80.00

Total (Including Tax) \$87.20

Invoice Balance \$0.00

Taxes, Fees & Other Charge Details

CHARGE NAME	TAX, FEE OR SURCHARGE NAME	JURISDICTION	CHARGE AMOUNT	TAX, FEE OR OTHER CHARGE AMOUNT
Webinar 500 Monthly PROMO	Sales Tax	County	\$80.00	\$2.00

Invoice

zoom

Zoom Video Communications Inc.
55 Almaden Blvd, 6th Floor
San Jose, CA 95113

Invoice Date: Jan 6, 2022
Invoice #: INV126514749
Payment Terms: Due Upon Receipt
Due Date: Jan 6, 2022
Account Number: 119302675
Currency: USD
Account Information: Kitsap Public Facilities District

Sold To Address: 9230 Bay Shore Dr NW, suite 101
Silverdale, Washington 98383
United States

mw Walton@kitsap-pfd.org

Bill To Address: 9230 Bay Shore Dr NW, suite 101
Silverdale, Washington 98383
United States

mw Walton@kitsap-pfd.org

Federal Employer ID Number: 61-1648780

Purchase Order Number:

Tax Exempt Certificate ID:

[Zoom W-9](#)

Charge Details

CHARGE DESCRIPTION	SUBSCRIPTION PERIOD	SUBTOTAL	TAXES, FEES & OTHER CHARGES	TOTAL
Charge Name: Webinar 500 Monthly PROMO				
Quantity: 2 Unit Price: \$40.00	Jan 6, 2022-Feb 5, 2022	\$80.00	\$7.20	\$87.20
Subtotal				\$80.00
Total (Including Tax)				\$87.20
Invoice Balance				\$0.00

Taxes, Fees & Other Charge Details

CHARGE NAME	TAX, FEE OR SURCHARGE NAME	JURISDICTION	CHARGE AMOUNT	TAX, FEE OR OTHER CHARGE AMOUNT
Webinar 500 Monthly PROMO	Sales Tax	County	\$80.00	\$2.00

Invoice

zoom

Zoom Video Communications Inc.
55 Almaden Blvd, 6th Floor
San Jose, CA 95113

Invoice Date: Feb 6, 2022
Invoice #: INV131854146
Payment Terms: Due Upon Receipt
Due Date: Feb 6, 2022
Account Number: 119302675
Currency: USD
Account Information: Kitsap Public Facilities District

Federal Employer ID Number: 61-1648780

Sold To Address: 9230 Bay Shore Dr NW, suite 101
Silverdale, Washington 98383
United States

mwalton@kitsap-pfd.org

Purchase Order Number:

Tax Exempt Certificate ID:

[Zoom W-9](#)

Bill To Address: 9230 Bay Shore Dr NW, suite 101
Silverdale, Washington 98383
United States

mwalton@kitsap-pfd.org

Charge Details

CHARGE DESCRIPTION	SUBSCRIPTION PERIOD	SUBTOTAL	TAXES, FEES & SURCHARGES	TOTAL
Charge Name: Webinar 500 Monthly PROMO				
Quantity: 2 Unit Price: \$40.00	Feb 6, 2022-Mar 5, 2022	\$80.00	\$7.20	\$87.20
Subtotal				\$80.00
Total (Including Taxes, Fees & Surcharges)				\$87.20
Invoice Balance				\$0.00

Taxes, Fees & Surcharge Details

CHARGE NAME	TAX, FEE OR SURCHARGE NAME	JURISDICTION	CHARGE AMOUNT	TAX, FEE OR SURCHARGE AMOUNT
Webinar 500 Monthly PROMO	Sales Tax	County	\$80.00	\$2.00



BLANKET VOUCHER APPROVAL

FUND: 96977.00977

BV# 07-FEB 2022

We thus undersigned of Kitsap Public Facilities District, Kitsap County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers are approved for payment in the amount of \$ 10,111.25 on this 28th day of February 2022

Daron Jagodzinske
Daron Jagodzinske, Chair

Patrick Hatchel
Pat Hatchel, Vice-Chair

Walter S Draper IV
Walter Draper IV, Treasurer

Tom Bullock
Tom Bullock

Phil Havers
Phil Havers

Erin Leedham
Erin Leedham

John Morrissey
John Morrissey

VENDOR	AMOUNT
Project Item – City of Poulsbo – Poulsbo Events & Recreation Center (PERC)	
Invoice GRNT #00864	\$ 1,575.00
Invoice GRNT #00870	\$ 8,536.25
PAGE TOTAL	\$ 10,111.25

CITY OF POULSBO
200 NE MOE STREET
POULSBO, WA 98370

PHONE: 360-394-9881x
FAX: - - x

CUSTOMER NO: 0000002630

KITSAP PUBLIC FACILITIES DISTRICT
9230 BAY SHORE DR. NW #101
SILVERDALE, WA 98383

INVOICE: GRNT000864 PAGE 1
DATE: Dec 08, 2021 OF 1

SERVICE: GRANT REIMBURSEMENT
CUSTOMER PO:
CUSTOMER PH: (360) 698-1885
TERMS: 30 DAYS

DUE DATE: Jan 07, 2022

SERVICE ADDRESS:

KITSAP PUBLIC FACILITIES DISTRICT
9230 BAY SHORE DR. NW #101
SILVERDALE, WA 98383

-----DESCRIPTION-----	QTY----	UNIT PRICE	-TOTAL PRICE-	TAX
PERC GRANT - NOVEMBER 2021	1.00	1,575.00	1,575.00	N

TOTAL CHARGES:	1,575.00
TOTAL TAX:	0.00
TOTAL INVOICE:	1,575.00
PAYMENTS:	0.00
ADJUSTMENTS:	0.00
TOTAL DUE:	1,575.00

Purchase Order # PO210011

Date Posted _____

CITY OF POULSBO PAYMENT FORM

Vendor Name: ARC Architects **Vendor #** 9086
Address: 119 S Main Street, STE200 **Phone #** (206)322-3322
Seattle, WA 98104-2579 **Fax #** _____
Date Submitted 11/22/21 **Email:** arcaccounting@arcarchitects.com

Comments: Professional Services 9.26-10.25.21, PERC Site Design & Concept Planning

DEPARTMENT PRE-AUTHORIZATION SECTION

Date Authorized _____ **Department:** Planning
Pre-Authorization _____
Signature _____ **Originator:** jRae

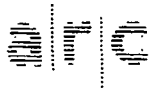
Invoice #	Invoice Date	ACCOUNT CODING INFORMATION				Amount
		Organization	Account	Project	Account	
2021009-6	10/31/21	00158000055860	50000410	00119810	50000410	1,575.00
	Description:	PERC Site Concept thru 10.25.21				
	Description:					
	Description:					
	Description:					
	Description:					
					Total	\$ 1,575.00

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the City of Poulsbo and that I am authorized to authenticate and certify to said claim.

Authorizing/Department
Head Signature:

Karla Boughton
Karla Boughton, PED Director

Date 11/22/2021



ARC Architects, Inc.
119 S Main St Ste 200
Seattle WA 98104-2579
206-322-3322

Karla Boughton
Planning & Economic Development Director
City of Poulsbo
200 NE Moe Street
2nd Floor
Poulsbo, WA 98370

October 31, 2021
Project No: 2021009.000
Invoice No: 0000000006

Project 2021009.000 Poulsbo Event and Recreation Center

Professional Services from September 26, 2021 to October 25, 2021

Phase 01 Site Design and Concept Planning

Fee

Total Fee 31,500.00

Percent Complete

95.00

Total Earned

29,925.00

Previous Fee Billing

28,350.00

Current Fee Billing

1,575.00

Total Fee

1,575.00

Total this Phase

\$1,575.00

Total this Invoice

\$1,575.00

Principal

Paul Curtis

CITY OF POULSBO
200 NE MOE STREET
POULSBO, WA 98370

PHONE: 360-394-9881x
FAX: - - x

CUSTOMER NO: 0000002630

KITSAP PUBLIC FACILITIES DISTRICT
9230 BAY SHORE DR. NW #101
SILVERDALE, WA 98383

INVOICE: GRNT000870 PAGE 1
DATE: Jan 13, 2022 OF 1

SERVICE: GRANT REIMBURSEMENT
CUSTOMER PO:
CUSTOMER PH: (360) 698-1885
TERMS: 30 DAYS

DUE DATE: Feb 12, 2022

SERVICE ADDRESS:

KITSAP PUBLIC FACILITIES DISTRICT
9230 BAY SHORE DR. NW #101
SILVERDALE, WA 98383

-----DESCRIPTION-----	QTY----	UNIT PRICE	-TOTAL PRICE-	TAX
PERC GRANT - DECEMBER 2021	1.00	8,536.25	8,536.25	N

TOTAL CHARGES:	8,536.25
TOTAL TAX:	0.00
TOTAL INVOICE:	8,536.25
PAYMENTS:	0.00
ADJUSTMENTS:	0.00
TOTAL DUE:	8,536.25

Purchase Order # PO200013

Date Posted _____

CITY OF POULSBO PAYMENT FORM

Vendor Name: Berk Consulting **Vendor #** 2656
Address: 2200 Sixth Ave, STE 1000 **Phone #** (206)324-8760
Seattle, WA 98121 **Fax #** _____
Date Submitted 12/15/21 **Email:** _____

Comments: Professional Services - Market Analyst Task0, Aug-Nov 2021 - CN2020-050 PERC Market Analysis

DEPARTMENT PRE-AUTHORIZATION SECTION

Date Authorized _____ **Department:** Planning
Pre-Authorization _____
Signature _____ **Originator:** jRae

Invoice #	Invoice Date	ACCOUNT CODING INFORMATION				Amount
		Organization	Account	Project	Account	
10551-11-21	12/13/21	00158000055860	50000410	00119810	50000410	212.50
	Description:	MarketAnalystPERC-Nov2021				
	Description:					
	Description:					
	Description:					
	Description:					
					Total	\$ 212.50

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the City of Poulsbo and that I am authorized to authenticate and certify to said claim.

Authorizing/Department
Head Signature:

Karla Boughton
Karla Boughton, PED Director

Date 12/15/2021

PO210028
Purchase Order # PO20000

Date Posted _____

CITY OF POULSBORO PAYMENT FORM

Vendor Name: Perteet Engineering **Vendor #** 1520
Address: PO Box 1186 **Phone #** (452)252-7700
Everett, WA 98206 **Fax #** _____
Date Submitted 12/15/21 **Email:** _____

Comments: Professional Services 7-5-21 to 11-28-21: PERC, PM for Task 6 - Charges held for ILA Amendment Board Approval.

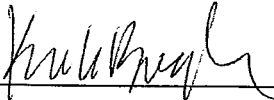
DEPARTMENT PRE-AUTHORIZATION SECTION

Date Authorized _____ **Department:** Planning
Pre-Authorization Signature _____ **Originator:** jRae

Invoice #	Invoice Date	ACCOUNT CODING INFORMATION				Amount
		Organization	Account	Project	Account	
20190195.0000-15	12/08/21	00158000055860	50000410	00119810	50000410	7,628.75
	Description:	PERC PM 7.5-11.28.21				
	Description:					
	Description:					
	Description:					
	Description:					
					Total	\$ 7,628.75

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the City of Poulsbo and that I am authorized to authenticate and certify to said claim.

Authorizing/Department
Head Signature:


Karla Boughton, PED Director

Date 12/15/2021

CITY OF POULSBO PAYMENT FORM

Vendor Name: Perteet Engineering **Vendor #** 1520
Address: PO Box 1186 **Phone #** (452)252-7700
Everett, WA 98206 **Fax #** _____
Date Submitted 01/10/22 **Email:** _____

Comments: Professional Services 11-29-21 to 12-31-21: PERC 2022 Scheduling, budgeting and admin costs

DEPARTMENT PRE-AUTHORIZATION SECTION

Date Authorized _____ **Department:** Planning
Pre-Authorization _____ **Originator:** Tsimmons
Signature _____

Invoice #	Invoice Date	ACCOUNT CODING INFORMATION				Amount
		Organization	Account	Project	Account	
20190195.0000 - 16	01/07/22	00158000055860	50000410			695.00
	Description:	Perteet PERC Task Schedule, budget and admin				
	Description:					
	Description:					
	Description:					
	Description:					
					Total	\$ 695.00

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the City of Poulsbo and that I am authorized to authenticate and certify to said claim.

Authorizing/Department
 Head Signature:

Heather Wright
 Heather Wright, PED Director

Date 1/10/22



BLANKET VOUCHER APPROVAL

FUND: 96977.00977

BV# 08-FEB 2022

We thus undersigned of Kitsap Public Facilities District, Kitsap County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers are approved for payment in the amount of \$ 1,443.58 on this 28th day of February 2022

Daron Jagodzinske
Daron Jagodzinske, Chair

Patrick Hatchel
Pat Hatchel, Vice-Chair

Walter S Draper IV
Walter Draper IV, Treasurer

Tom Bullock
Tom Bullock

Phil Havers
Phil Havers

Erin Leedham
Erin Leedham

John Morrissey
John Morrissey

VENDOR	AMOUNT
Project Item – City of Port Orchard – City of Port Orchard South Kitsap Community Events Center (SKCEC)	
Invoice 20200002.00-016	\$ 1,443.58
PAGE TOTAL	\$ 1,443.58



CODING_____



275 Fifth Street, Suite 100
Bremerton, WA 98337
(360) 377-8773

RECEIVED

By City of Port Orchard Finance Department at 3:30 pm, Jan 11, 2022

DEPARTMENT APPROVAL

CODING 001.04.575.50.40

City of Port Orchard
psaltsgaver@cityofportorchard.us
ap@cityofportorchard.us

Invoice number 2020002.00-016
Date 12/07/2021

Project **2020002.00 South Kitsap Community
Event Center**

Professional services through 11/30/2021

Description	Contract Amount	Total Billed	Remaining Contract	Current Billed
Phase 1A Conceptual Design	200,000.00	200,000.00	0.00	0.00
Phase 1B Schematic Design	200,000.00	200,000.00	0.00	1,443.58
Amendment 01 - Off Site Design	210,943.00	36,622.20	174,320.80	8,596.20
Amendment 02 - Additional Geotechnical Engineering	2,672.00	0.00	2,672.00	0.00
Amendment 03 - Additional Off Site Development North of Kitsap Bank	97,673.28	234.39	97,438.89	234.39
Total	711,288.28	436,856.59	274,431.69	10,274.17

Invoice total **10,274.17**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
2020002.00-016	12/07/2021	10,274.17	10,274.17				
	Total	10,274.17	10,274.17	0.00	0.00	0.00	0.00

Approved by: 

For any questions regarding this invoice please contact Hope Zorrozu at (360) 377-8773

EXECUTIVE DIRECTOR REPORT

TO: KPF Board of Directors
FROM: Russ Shippet, Executive Director
RE: Activity Report for FEB 2022

Project Updates:

All projects are proceeding; all are invoicing for contractor activity.

- **SKCEC:** The City of Port Orchard is requesting to change the name of the South Kitsap Community Events Center (SKCEC) to the Port Orchard Community Events Center (POCEC). An addendum to the ILA will need to be crafted and signed by the KPF Board Chair, and the City of Port Orchard Mayor. The Executive Director will be working with Mr. Lawyer over the course of the next few weeks to make the change official. In the meantime, the city has asked to speak to the KPF Board at the March 28, 2022 meeting.
- **PERC:** No interaction to report – Invoices are paid to date.
- **POB/CNW:** The annual check of \$144,000 was paid to the Port in February 2022, IAW the ILA, and the May 25, 2021 KPF BOD Meeting minutes reflecting approval of the annual payments over the course of 10 years – this being Year One.
- **PGFHP:** No interaction to report – Invoices are paid to date.

Other Organizations:

- Nothing to report this month.

Bonding & Funding:

- Updates will be provided during the JAN 2022 Financial Report.

General:

- The 3-year (FY18-FY20) WA State Audit was completed, and there were no significant findings regarding the PFD's records. Our next audit will occur in FY24.
- All Board member emails should now be set up, and each Board member should have full access to our One Drive, where Board materials will be shared.
- We are looking to hold our first face-to-face Board meeting on March 28, 2022, at Poulsbo City Hall. The city is looking now to see if they can accommodate our request. The idea is to have the board members meet in person, with the public joining in via Zoom. More details to follow.



To: Mayor Wheeler

CC: Mike Riley
John Oppenheimer
Brian Flaherty

From: Tiffany Schenk

Date: February 21st, 2022

Month End Recap – for January 2022

As the world of hospitality was starting to emerge from the Covid-19 Delta variant, along came Omicron. We continue to handle this pandemic day-to-day, month-by-month. In January, we had a total of 5 large events cancel for the month of February, due to the spike in Omicron. These five events totaled over \$220k in revenue, making up our largest month on the books for 2022. Three out of five have re-scheduled for future dates, and the other two are working with their teams and hope to bring their business to us in 2022, possibly 2023. With \$31k in January revenues, we were able to make budget; a small victory to kick off 2022.

KCC Event Highlights

We hosted a total of 10 events in January. Among these events were two weddings, two birthday parties, Leadership Kitsap 20 under 40 awards and Kitsap Builder's Association. All clients were extremely pleased, and their praise spoke clearly through surveys and e-mail responses.

Appreciated Nathan's responsiveness!

Delicious! Thank you!

Thank you so much for a wonderful 20 Under 40 event! Thank you for sponsoring us and hosting our venue! Thank you for putting up with our rollercoaster of people coming, not coming, and just showing up at the door! Thank you for working with us to creatively and safely be in person and to show the community it can be done! Everyone is still talking about the charcuterie boards! They were beautiful!! Saw lots of snaps of them on social media!

Big thank you to you staff! What an awesome group of people you have working for you! Friendly, accommodating, and right there to help.

I know these past few years have not been easy. We so appreciate you!!



Operations & Team Member Updates

Operations:

January was a slow month for operations. With few events, we worked with mostly all full-time salaried team members, bringing in our hourly help for just a few hours. The ability to wear multiple hats and the willingness to jump right into all things needed, remains a must as we work to re-build business.

Team Member Updates:

Praising our team members and keeping them healthy remains a large focus as we head into 2022. We continue to update our Columbia Clean processes for both clients as well as team members. Communicating these processes is done through modern technology/apps; like our praise system where we can recognize one another for going above and beyond. Our team is loving the ability to high-five one another, and we have a growing wall of praise in our hallway that is quite the conversation starter. In January, our Operations Manager, Marty Connick worked hard to dust off old A/V equipment and lighting and brought them to life. His knowledge of Audio Visual has been a huge asset to us, and we are grateful to have Marty on our leadership team.



Sales

With Omicron spiking, we did experience significant cancellations for February and limited number of attendees for January events. We toured 8 clients in the month of January, each one of them booking future dates with us. We sent out contracts for 10 events, totaling almost \$53k in revenues for 2022. Booking windows remain much shorter than normal, a trend we saw hit in 2021, that will continue into 2022. Bookings for 2023 are starting to appear as people start to feel the end of the pandemic in sight.

Marketing

The marketing team continues to support us with menu updates online, social media presence and any collateral needed for things such as upcoming Wedding Shows, in-house events and more. We meet monthly to discuss new trends, as well as what our rebound strategy looks like post pandemic. Social media channels are a must in today's modern world, and we will continue to grow our presence on all channels with creative videos, posts, and photos.

Looking Ahead

Q-1 will be a soft start to the new year. Although we lost a significant amount of revenue for February, we are still on track to hit budget, and will do so for March as well. We have 98 total events on the books for 2022 in the first month of the year and will likely double that amount at minimum as we move forward. We will continue to offer "bleisure" (mixing business and leisure travel) ideas to all clients through our "Visit Bremerton" approach. Clients are expected to take a little extra time for leisure as a reward for extended months spent at home and off the road, and we have many wonderful ideas for them to do so here in beautiful Bremerton and beyond.

Financial Results

**Kitsap Conference Center
Consolidated Income Statement
For Period Ending 01/31/2022**

Current Month				Year to Date				
Actual	%	Budget	%		Actual	%	Budget	%
0	0.0% ▲	1,195	4.2%	Conference Services	0	0.0% ▲	1,195	4.2%
400	1.3% ▲	717	2.5%	Audio Visual	400	1.3% ▲	717	2.5%
17,669	56.4% ▲	14,340	50.3%	Food	17,669	56.4% ▲	14,340	50.3%
5,690	18.2% ▲	2,868	10.1%	Beverage	5,690	18.2% ▲	2,868	10.1%
4,150	13.3% ▲	4,123	14.5%	Room Rental	4,150	13.3% ▲	4,123	14.5%
3,401	10.9% ▲	5,271	18.5%	Miscellaneous	3,401	10.9% ▲	5,271	18.5%
31,309 ▲	100.0%	28,514 ▲	100.0%	GROSS REVENUE	31,309 ▲	100.0%	28,514 ▲	100.0%
				COSTS OF SALES				
715	9.0% ▲	2,313	20.5%	Conference Services	715	9.0% ▲	2,313	20.5%
5,231	29.6% ▲	3,442	24.0%	Food	5,231	29.6% ▲	3,442	24.0%
1,194	21.0% ▲	595	20.8%	Beverage	1,194	21.0% ▲	595	20.8%
7,140 ▲	22.8%	6,350 ▲	22.3%	TOTAL COST OF SALES	7,140 ▲	22.8%	6,350 ▲	22.3%
24,169 ▲	77.2%	22,164	77.7%	GROSS MARGIN	24,169 ▲	77.2%	22,164	77.7%
				DIRECT EXPENSES:				
2,748	8.8% ▲	5,713	20.0%	Conference Services Payroll Related	2,748	8.8% ▲	5,713	20.0%
51	0.2% ▲	0	0.0%	Conference Services Other Direct	51	0.2% ▲	0	0.0%
19,284	61.6% ▲	14,327	50.2%	Food & Beverage Payroll Related	19,284	61.6% ▲	14,327	50.2%
1,837	5.9% ▲	2,519	8.8%	Food & Beverage Other Direct	1,837	5.9% ▲	2,519	8.8%
23,920	76.4%	22,558 ▲	79.1%	TOTAL DIRECT EXPENSES	23,920 ▲	76.4%	22,558 ▲	79.1%
249 ▲	0.8%	(394)	-1.4%	DEPARTMENT PROFIT	249 ▲	0.8%	(394)	-1.4%
UNDISTRIBUTED OPERATING EXPENSES								
20,914	66.8% ▲	26,201	91.9%	Administrative & General	20,914	66.8% ▲	26,201	91.9%
11,549	36.9% ▲	11,407	40.0%	Sales & Marketing	11,549	36.9% ▲	11,407	40.0%
1,075	3.4% ▲	610	2.1%	Repairs & Maintenance	1,075	3.4% ▲	610	2.1%
6,061	19.4% ▲	5,110	17.9%	Utilities	6,061	19.4% ▲	5,110	17.9%
39,600 ▲	126.5%	43,328 ▲	152.0%	TOTAL UNDISTRIBUTED OPERATING EXPENSES	39,600 ▲	126.5%	43,328 ▲	152.0%
(39,351) ▲	-125.7%	(43,722)	-153.3%	INCOME BEFORE FIXED CHARGES	(39,351) ▲	-125.7%	(43,722)	-153.3%
				FIXED CHARGES				
939	3.0% ▲	855	3.0%	Capital Reserve	939	3.0% ▲	855	3.0%
470	1.5% ▲	428	1.5%	Incentive Management Fee	470	1.5% ▲	428	1.5%
464	1.5% ▲	375	1.3%	Insurance	464	1.5% ▲	375	1.3%
504	1.6% ▲	478	1.7%	Leases	504	1.6% ▲	478	1.7%
7,500 ▲	24.0%	7,500	26.3%	Management Fee	7,500 ▲	24.0%	7,500	26.3%
199	0.6% ▲	171	0.6%	Property & Other Taxes	199	0.6% ▲	171	0.6%
10,076 ▲	32.2%	9,807 ▲	34.4%	TOTAL FIXED CHARGES	10,076 ▲	32.2%	9,807 ▲	34.4%
80,736 ▲	257.9%	82,043 ▲	287.7%	TOTAL OPERATING EXPENSES	80,736 ▲	257.9%	82,043 ▲	287.7%
(49,427) ▲	-157.9%	(53,529)	-187.7%	NET OPERATING INCOME	(49,427) ▲	-157.9%	(53,529)	-187.7%





Virtual Meeting of the Board of Directors *
Monday, February 28, 2022
Webinar ID – 82982544070 Passcode – 513968

AGENDA

1. Call to Order / Comments Board Chair Jagodzinske

CONSENT AGENDA

- A. January 24, 2022, Meeting Minutes
 - B. Blanket Voucher # 06-FEB 2022 96968 Operating Expenses
 - C. Blanket Voucher # 07-FEB 2022 96977 PERC Project Invoices
 - D. Blanket Voucher # 08-FEB 2022 96977 SKCEC Project Invoices
 - E. Executive Director Report – FEB 2022
 - F. Regional Facilities Report – FEB 2022
-

- 2. Public Comment** –If you wish to ask a question of the panelists, you will have a maximum of 3 minutes. Within Zoom, use the “Raise Hand” option, or put a message in the Chat Box and the host will ask the question for you.
- 3. Approval of Consent Agenda**
Note: If a Board Member wishes to discuss any item, it may be pulled from the Consent Agenda for further dialogue and individual board vote of approval
- 4. Facility Progress Report** – Port of Bremerton Circuit of the Northwest – Port of Bremerton COO, Mr. Jim Rothlin
- 5. New Business**
- A. KPFD WA State Audit Results - Exec Director Shiplet
 - B. Potential Board Retreat Discussion – Chair Jagodzinske
- 6. Financial Reports**
- A. 2021 End of the Year Report – Ms. Susan Veatch
 - B. JAN 2022 Report – Ms. Susan Veatch
 - C. JAN 2022 Rebate Summary Report – Exec Director Shiplet
- 7. Ongoing Business**
- A. KPFD Business Credit Card – Exec Director Shiplet & Director Morrissey

Meeting Adjournment

***NOTE:** This meeting will be recorded and will be available on the Kitsap Public Facilities District website: www.kitsap-pfd.org and the KPFD YouTube channel.

Next Meeting: March 28, 2022, at 5:30 pm

Location: Virtual Zoom Webinar

Topics: General Business, City of Poulsbo – Poulsbo Events & Recreation Center (PERC) Project



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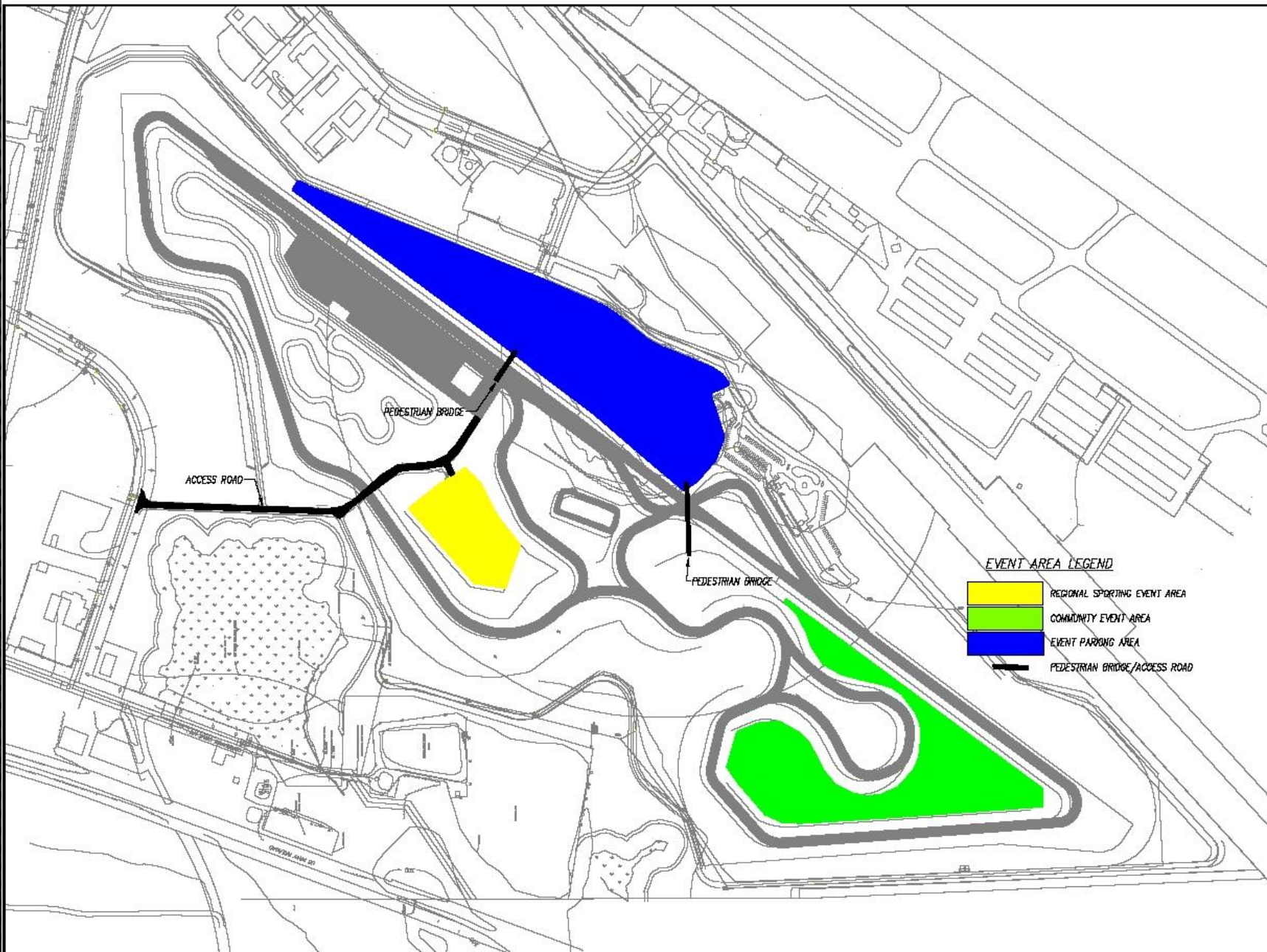
Location: Virtual Zoom Webinar

Topics: General Business, City of Poulsbo – Poulsbo Events & Recreation Center (PERC) Project



Public Event Centers

Design Development Design Review



EVENT AREA LEGEND

- REGIONAL SPORTING EVENT AREA
- COMMUNITY EVENT AREA
- EVENT PARKING AREA
- PEDESTRIAN BRIDGE/ACCESS ROAD

DATE: 8-12-16
DRAWN BY: G.D.
CHECKED BY: N.Y.

PROJECT FOR: DATE:
BY: COORDINATOR: 10-7-18

PROJECT #: _____
LOCATION: _____

KPFD Exhibit

Venue Review of Proposed Facilities

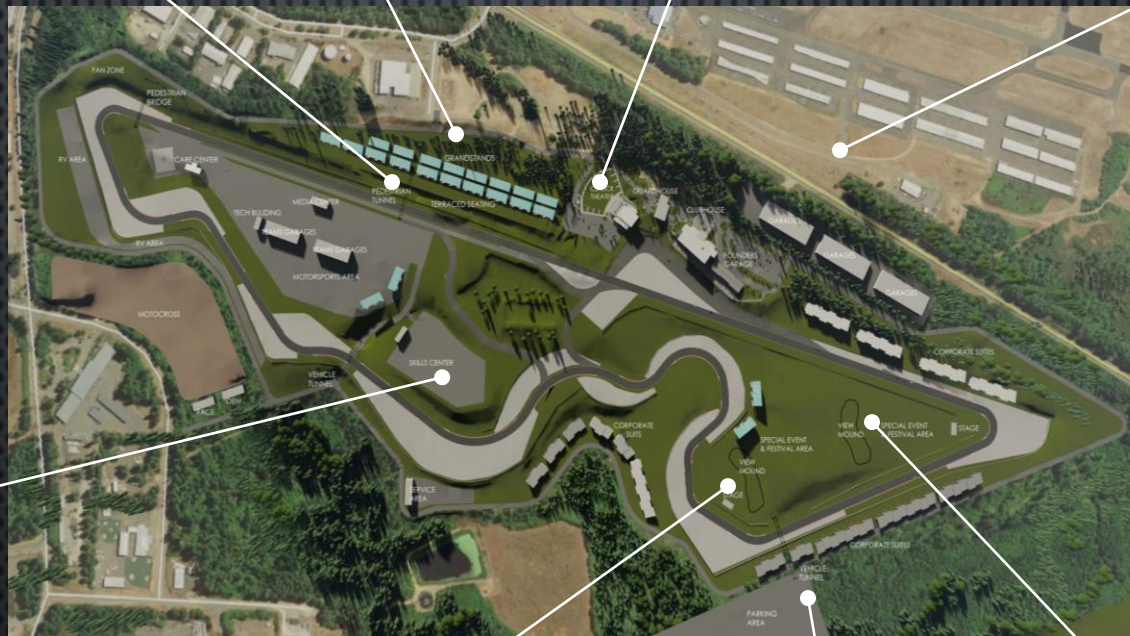


Seating
•Hillside
•Major Event (30,000)



CSTOCK
•4,000 Person Venue

Parking
•Shuttle to Event



Regional Sports Area
•Hard surface entertainment



Large Music
•20,000 Person Venue



Parking Area

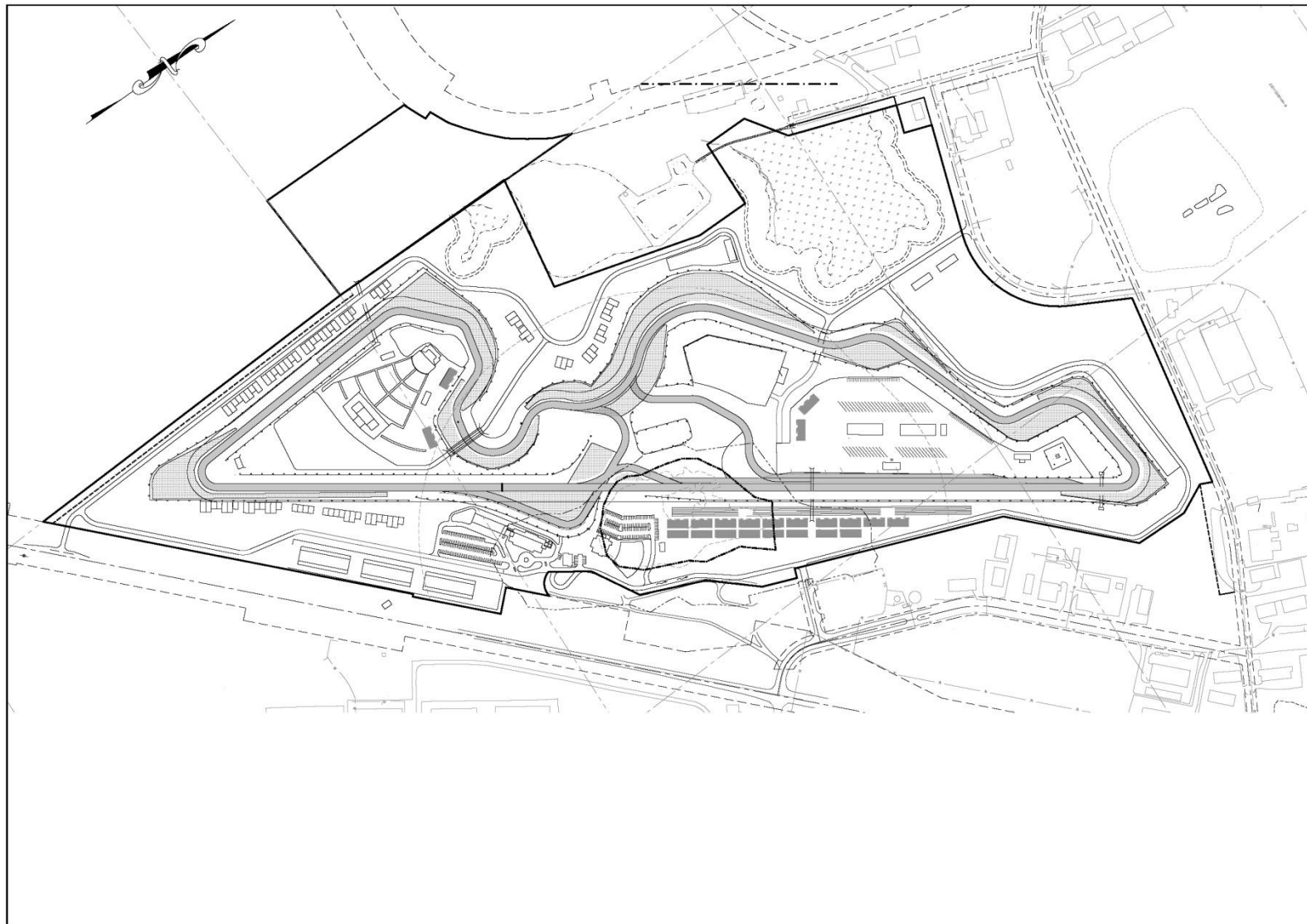


Small Music Venue

Discussion



Design Plans (Overall CNW Layout)



DATE: 9-10-18	
DRAWN BY: JCB	
CHECKED BY: KMT	
ISSUED FOR: 10-18-18	DATE:
NO COORDINATION	

PROJECT #	
DESCRIPTION	

SITE PLAN OVERVIEW
 OVERALL SITE

C-2.00

Schematic Design of Amphitheater Stage



Schematic Design of Amphitheater Stage



Schematic Design of Amphitheater Stage



Schematic Design of Amphitheater Concession/Services Building



Schematic Design of Amphitheater Concession/Services Building



Architectural floor plan of the backstage area of the Theatre of the Americas. The plan shows a central corridor connecting various rooms. On the left side, there are two dressing rooms (DRESSING 1 and DRESSING 2), a green room, and a bathroom. On the right side, there is a stage, a loading and storage area, and a bathroom. The plan includes dimensions for the overall area and individual rooms.

Rooms and Dimensions:

- DRESSING 1 (133)
- DRESSING 2 (132)
- GREEN ROOM (133)
- BATH (133)
- STAGE (133)
- LOADING & STOR. (133)
- BATH (133)

Overall dimensions: 133'-0" (width), 133'-0" (depth).

55'-0"

45'-0"

15'-0"

15'-0"

15'-0"

WOMEN'S ROOM

MEN'S ROOM

MEN'S ROOM

STAFF

REST

STORAGE

FROZER

COOLER

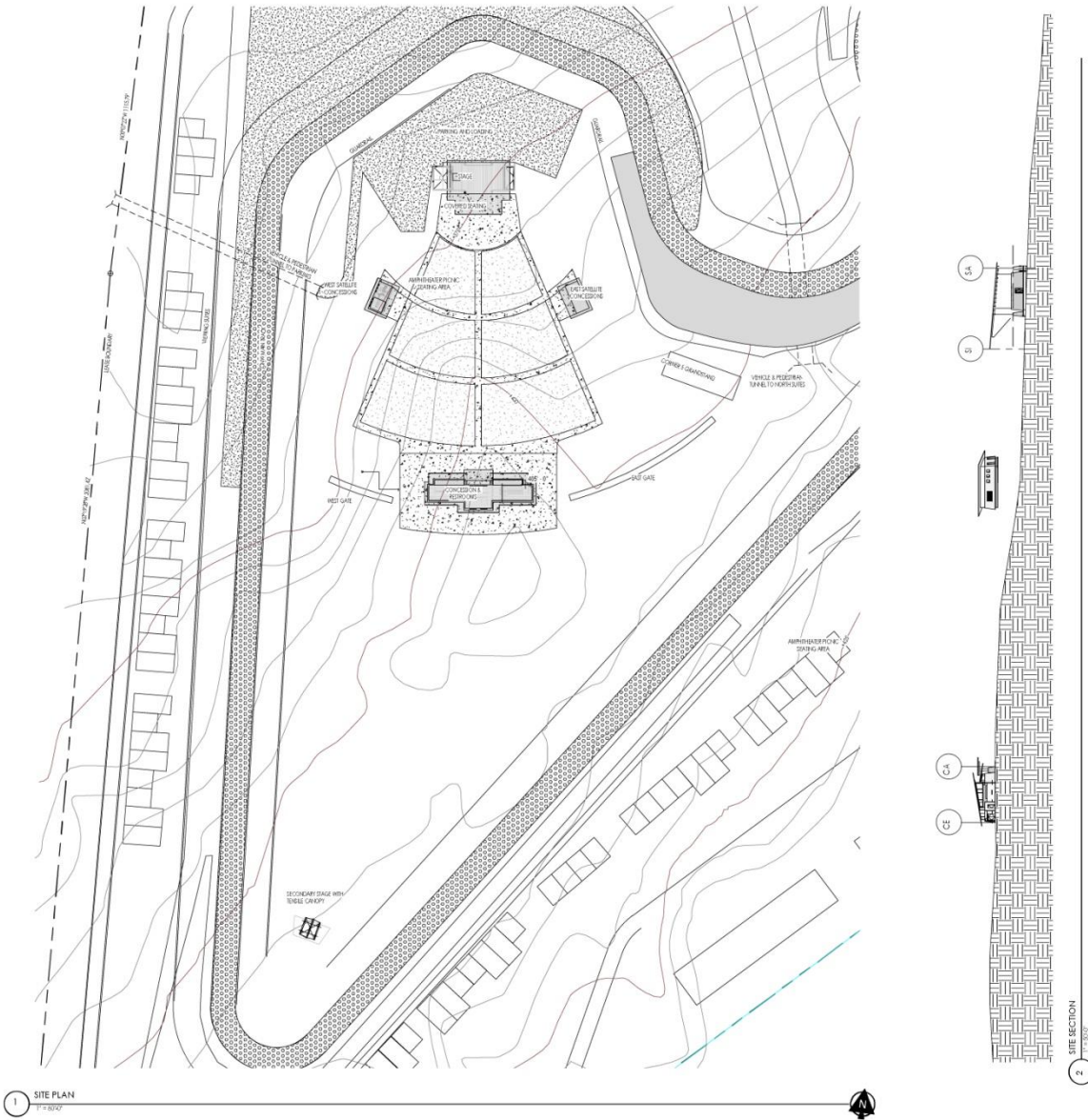
COOK

CONCASSINGS

PREP

A1

Amphitheater Stage Floor Plan & Concession Building



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ARCHITECTS

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PHASE 3 PUBLIC FACILITIES
BREMERTON, WA

PRELIMINARY

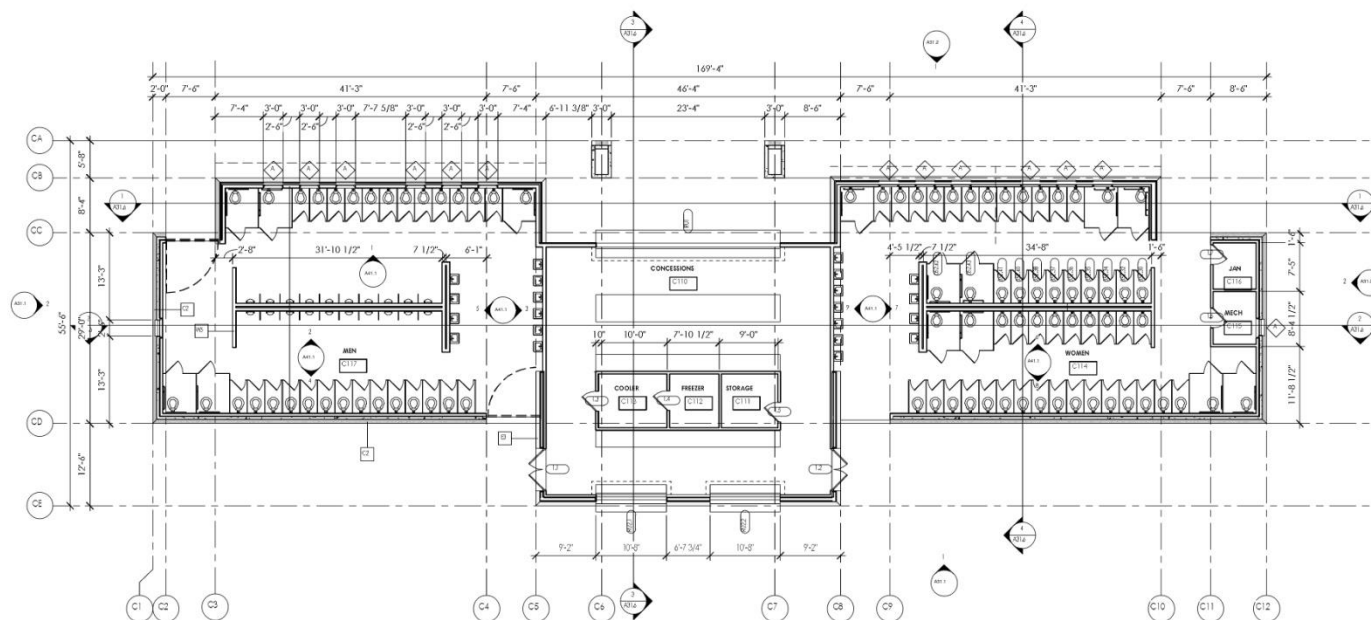
ISSUED:	DISCUSSING 6.081
REVISION SCHEDULE	
#	DESCRIPTION DATE

SITE PLAN	
PROJECT #:	20191500

A10.1

1. ALL DIMENSIONS ARE TO FACE CONCRETE, CMU AND FACE OF FRAMING UNLESS NOTED OTHERWISE.
2. CONCRETE CHANGING FINISH FACE OF WALLS.
3. ALL FINISHED DOOR OPENING ARE LOCATED 4" FROM ADJACENT WALL UNLESS NOTED OTHERWISE.
4. TERRACE COLORS ARE BY WINDOW MANUFACTURER UNLESS NOTED OTHERWISE.
5. DIMENSIONS INDICATED AS "MIN" OR "TYP" ARE FROM NEAREST FINISH INCLUDING TRIM.
6. REFERENCE SHEET AROUN AND AROUS FOR AND REQUIREMENTS.
7. REFERENCE SHEET AROUS AND AROUS SERIES FOR CODE REQUIRED RATED WALLS.
8. EXTERIOR WALL TYPES ARE INDICATED ON FLOOR PLANS SHEET ALL SERIES.
9. REFERENCE STRUCTURAL DRAWINGS FOR LOCATION AND TYPE OF SHEAR WALLS.

GENERAL NOTES - FLOOR PLAN



1 CONCESSIONS - FLOOR PLAN



PHASE 3 PUBLIC FACILITIES

BREMERTON, WA

PRELIMINARY

ISSUED: DECEMBER 16, 2021

REVISION SCHEDULE

#	DESCRIPTION	DATE
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100

CONCLUSIONS - FLOOR PLAN

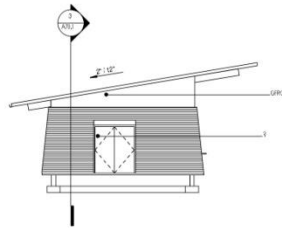
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PROJECT #: 20181010

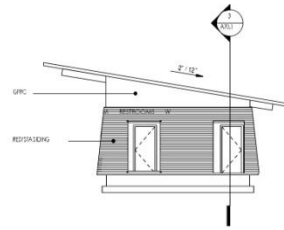
A211

A21.1

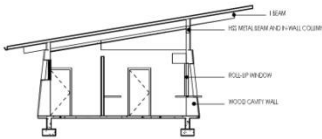
Small Concession Floor Plan



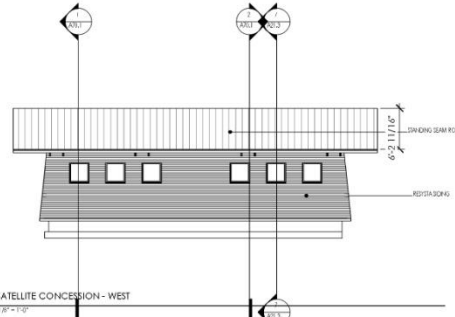
5 SATELLITE CONCESSION - SOUTH
1/8" = 1'-0"



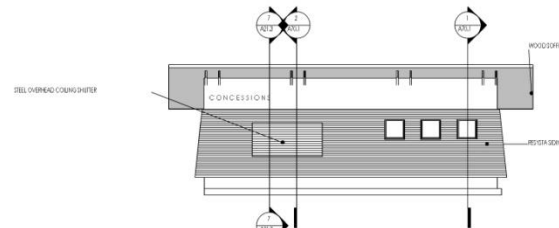
2 SATELLITE CONCESSION - NORTH
1/8" = 1'-0"



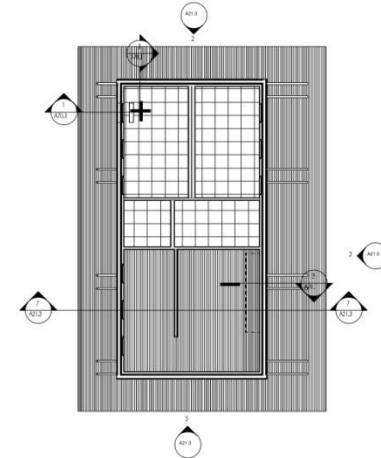
7 SATELLITE CONCESSIONS - SECTION 1
1/8" = 1'-0"



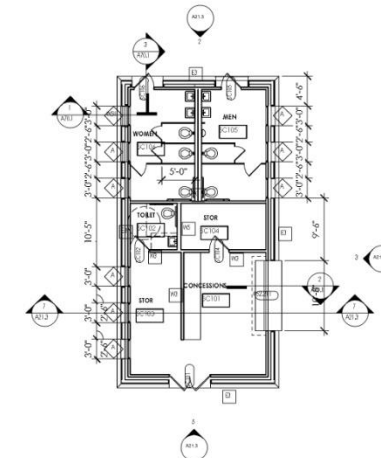
4 SATELLITE CONCESSION - WEST
1/8" = 1'-0"



3 SATELLITE CONCESSION - EAST
1/8" = 1'-0"



6 SATELLITE CONCESSIONS - CEILING PLAN
1/8" = 1'-0"



1 SATELLITE CONCESSIONS LEVEL 1 - FLOOR PLAN
1/8" = 1'-0"

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PHASE 3 PUBLIC FACILITIES
BREMERTON, WA

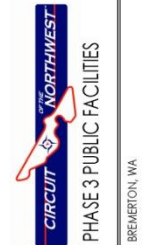
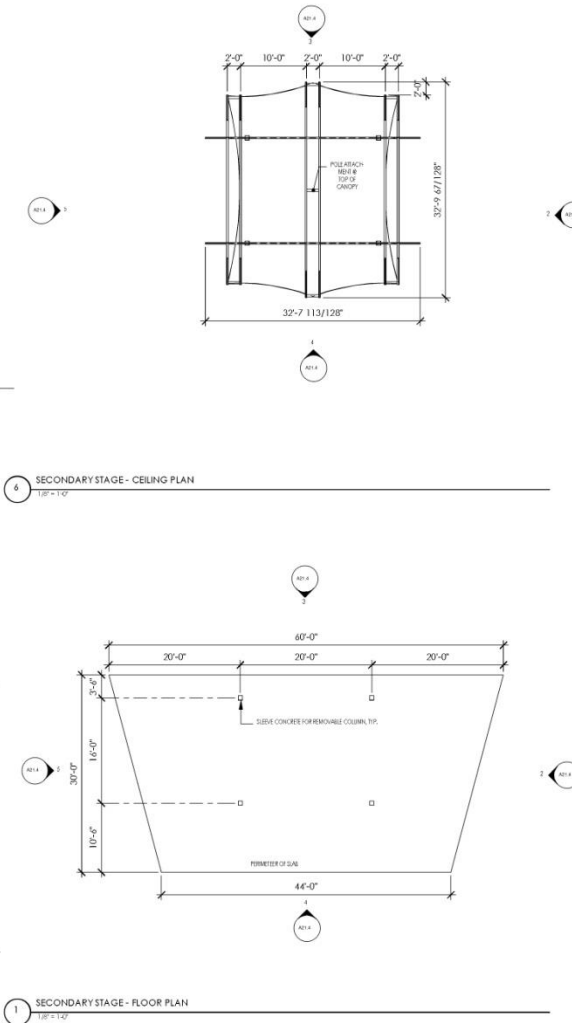
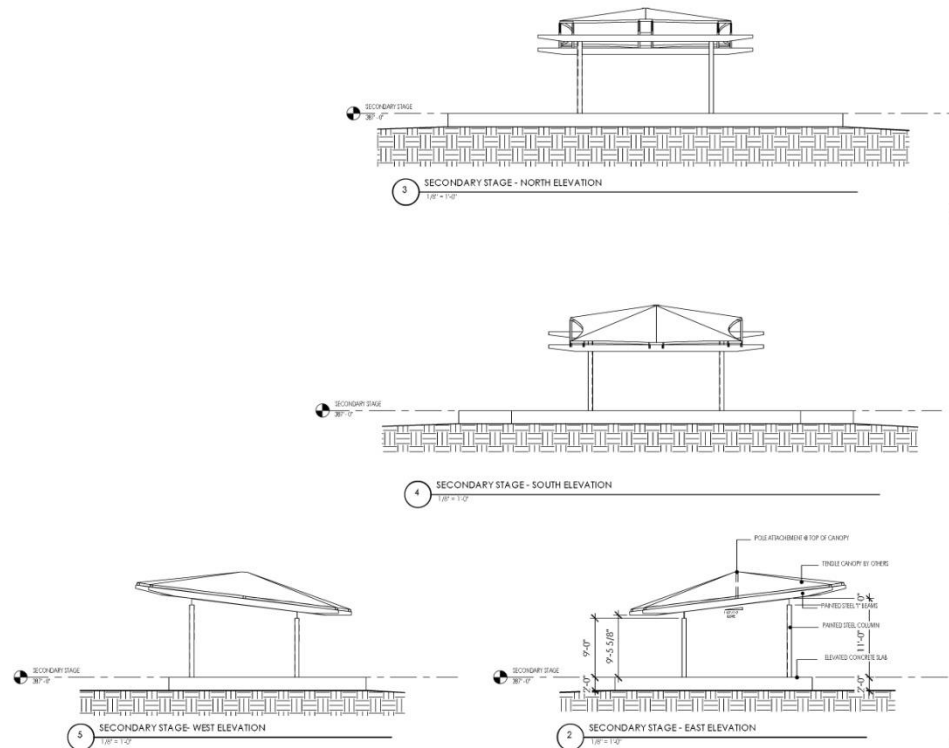
PRELIMINARY

ISSUED:		DECEMBER 6, 2021	
REVISION SCHEDULE			
#	DESCRIPTION	DATE	

SATELLITE CONCESSIONS	
PHASE 3 PUBLIC FACILITIES	
JOEL COHEN GROUP, LLC	
PROJECT #:	201810100

A21.3

Small Stage Elevation & Floor Plan



PRELIMINARY

ISSUED: _____

DECEMBER 6, 2007

REVISION SCHEDULE

#	DESCRIPTION	DATE
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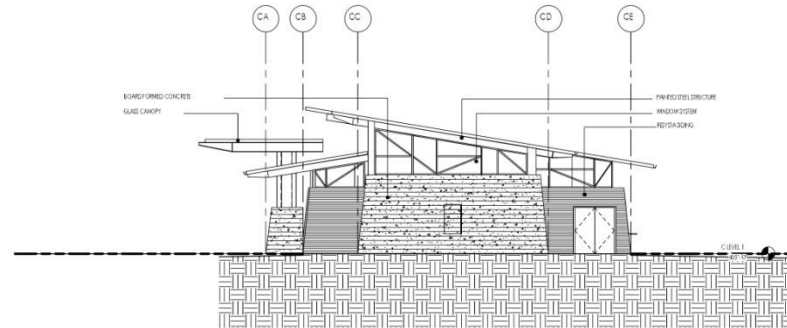
SECONDARY STAGE - PLUMB
 RELOCATION: SECTIONS

PROJECT #: 2010110.00

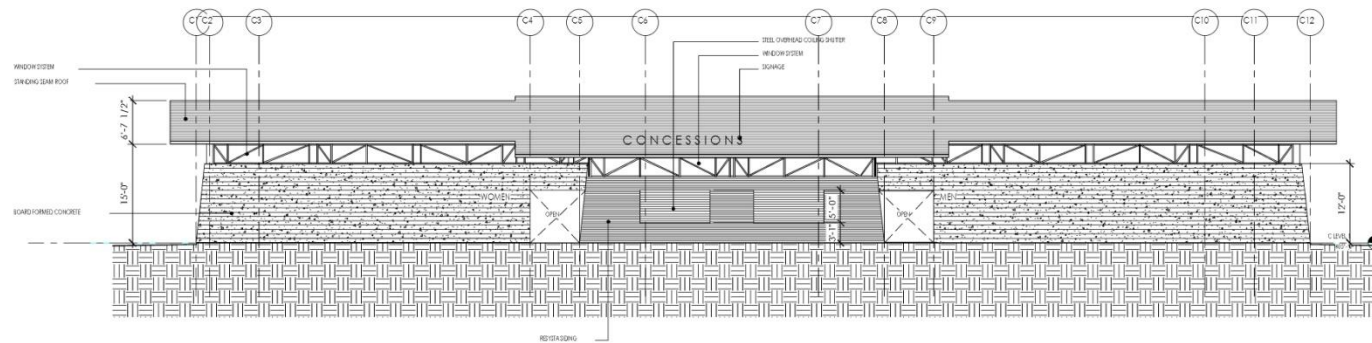
A214

A21.4

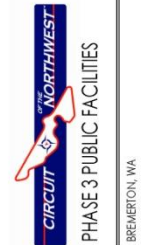
Main Concession/Restroom Elevation



2 CONCESSION - WEST
1/8" = 1'-0"



1 CONCESSION - SOUTH
1/8" = 1'-0"



PRELIMINARY

#	DESCRIPTION	DATE
1	ISSUED: DOCUMENTS ONLY	
2	REVISION SCHEDULE	

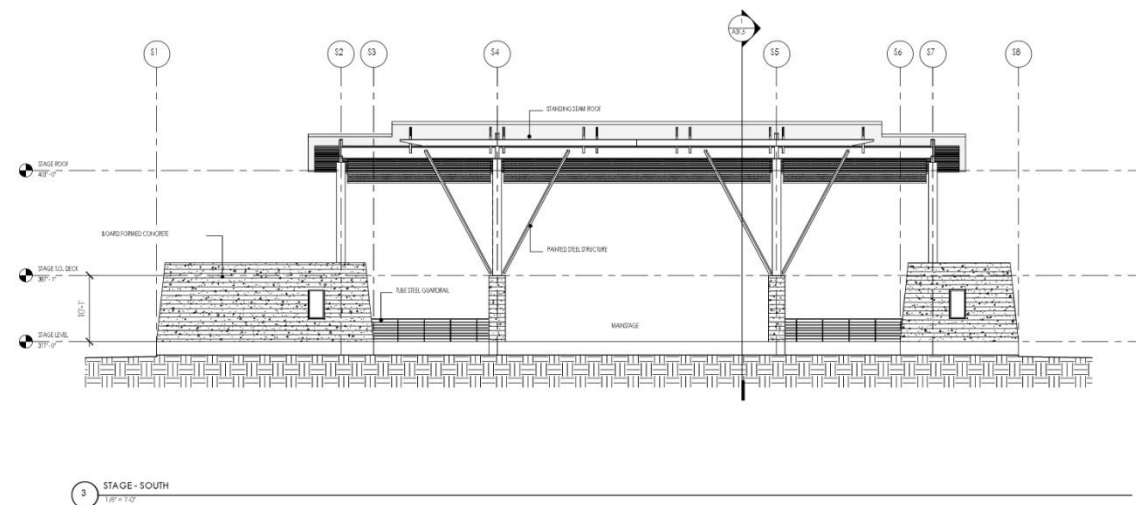
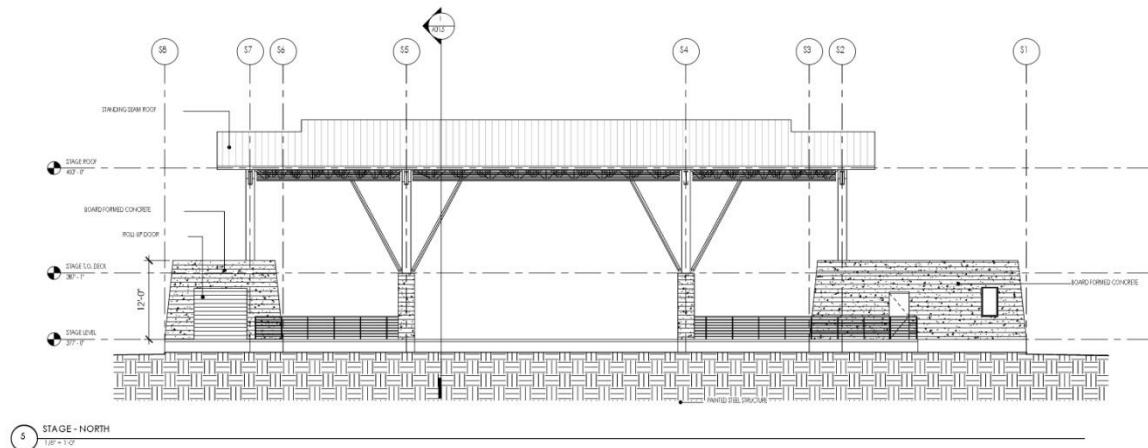
CONCESSIONS - EXTENSION	
REVISIONS	
PROJECT #:	201910100

A31.1

A31.2



Main Stage Elevation



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BREMERTON, WA

PRELIMINARY

ISSUED:	DISCUSS/REVIEW/REV	
REVISION SCHEDULE		
#	DESCRIPTION	DATE

STAGE - EXTERIOR	REVISION
PROJECT #:	011915100

A31.3

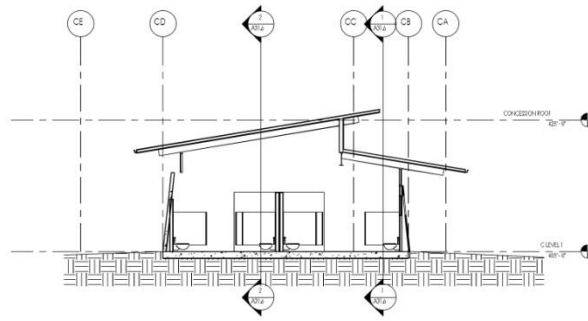
Main Stage Elevation



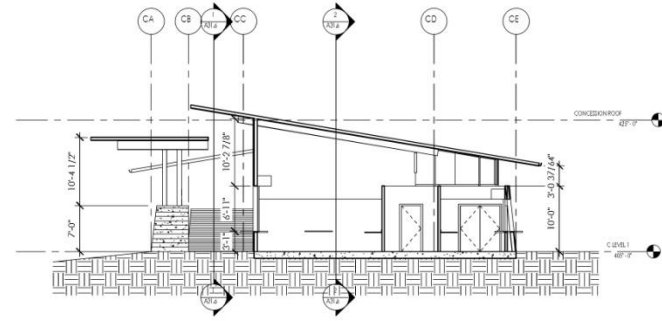
A31.4



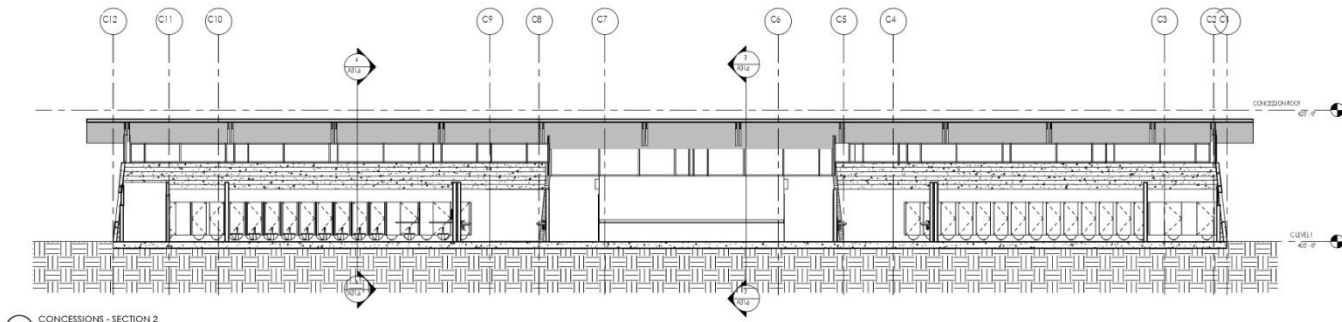
Main Concession/Restroom Elevation



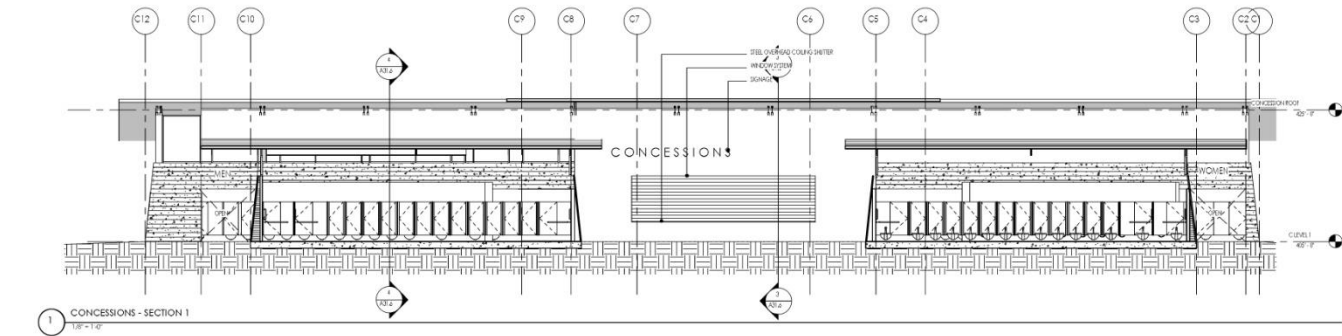
4 CONCESSIONS - SECTION 4
1/8" = 1'-0"



3 CONCESSIONS - SECTION 3
1/8" = 1'-0"



2 CONCESSIONS - SECTION 2
1/8" = 1'-0"



1 CONCESSIONS - SECTION 1
1/8" = 1'-0"

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ISSUED:	DECEMBER 6, 2021	
REVISION SCHEDULE		
#	DESCRIPTION	DATE

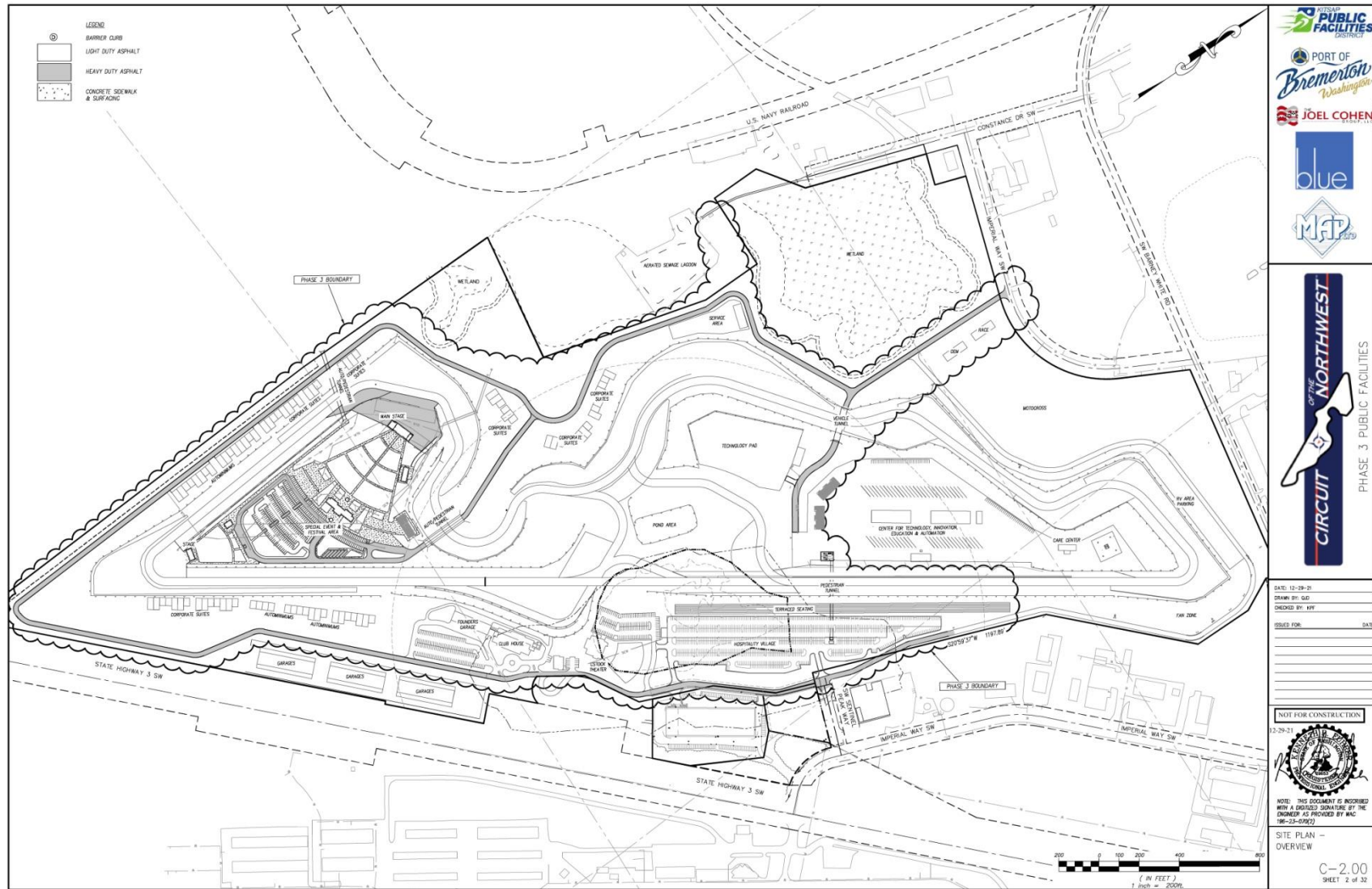
CONCESSIONS - SECTION

PROJECT #:

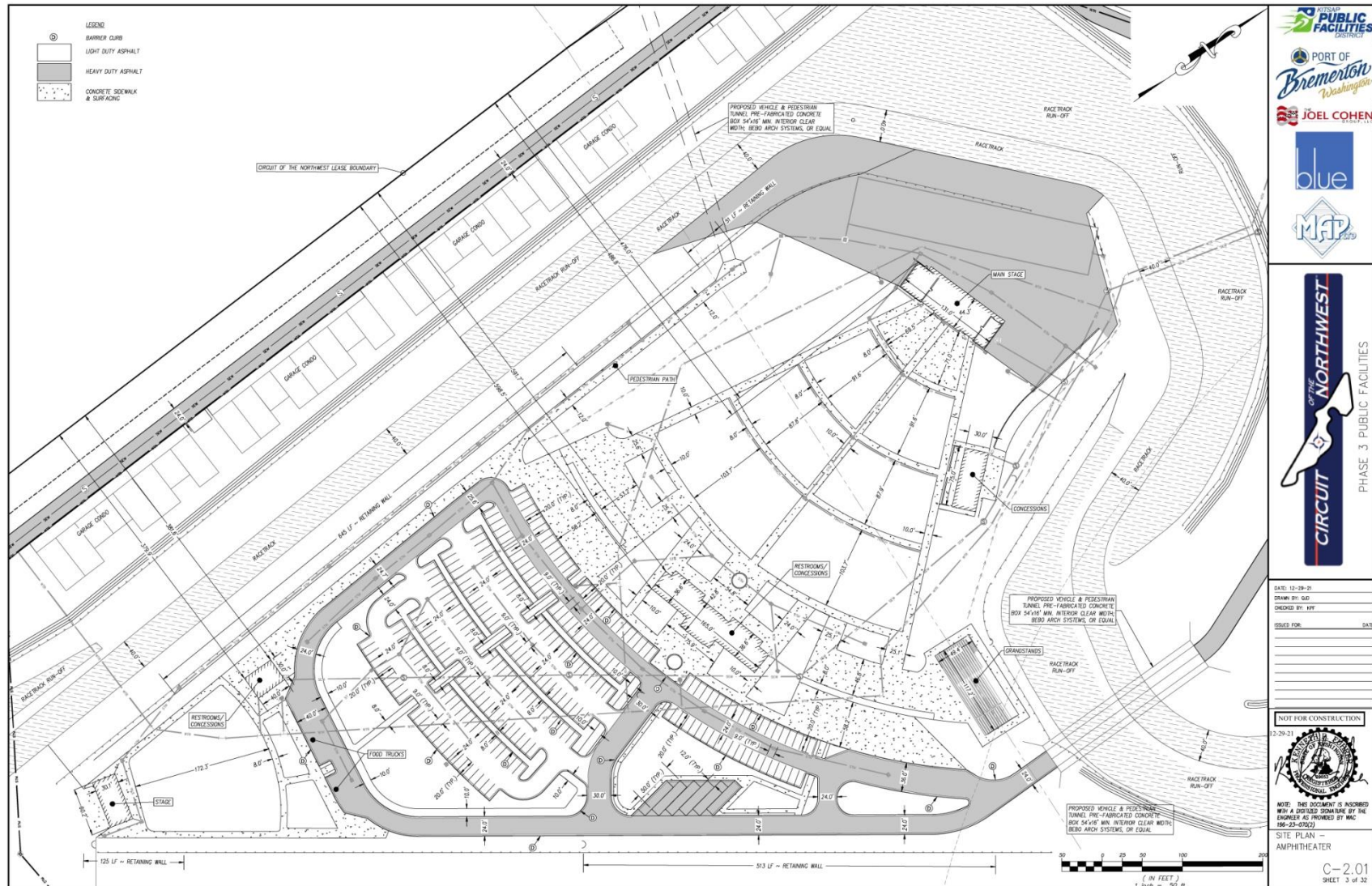
01/19/2020

A31.6

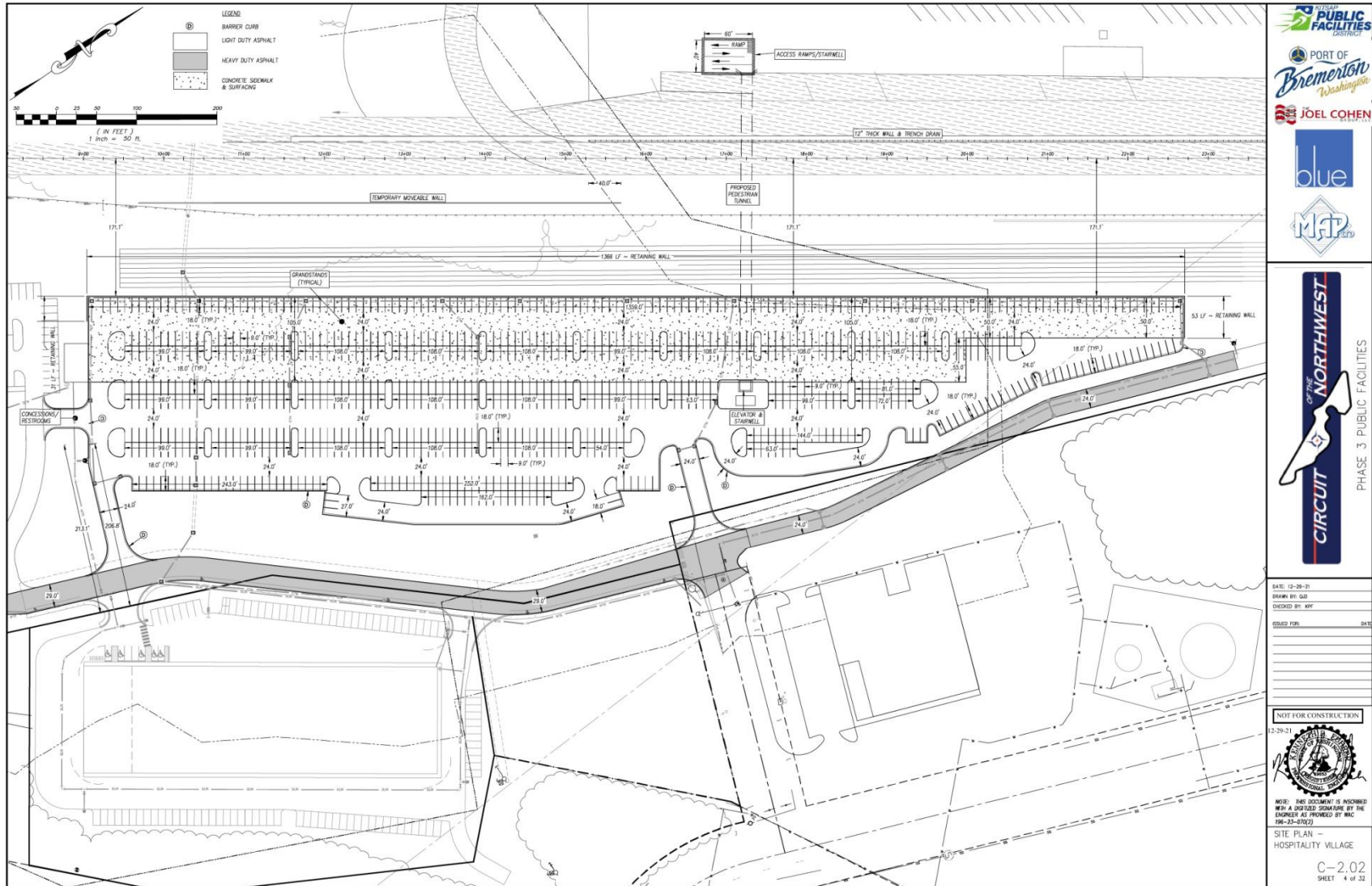
Public Facilities Overall Layout



Main Amphitheater Layout



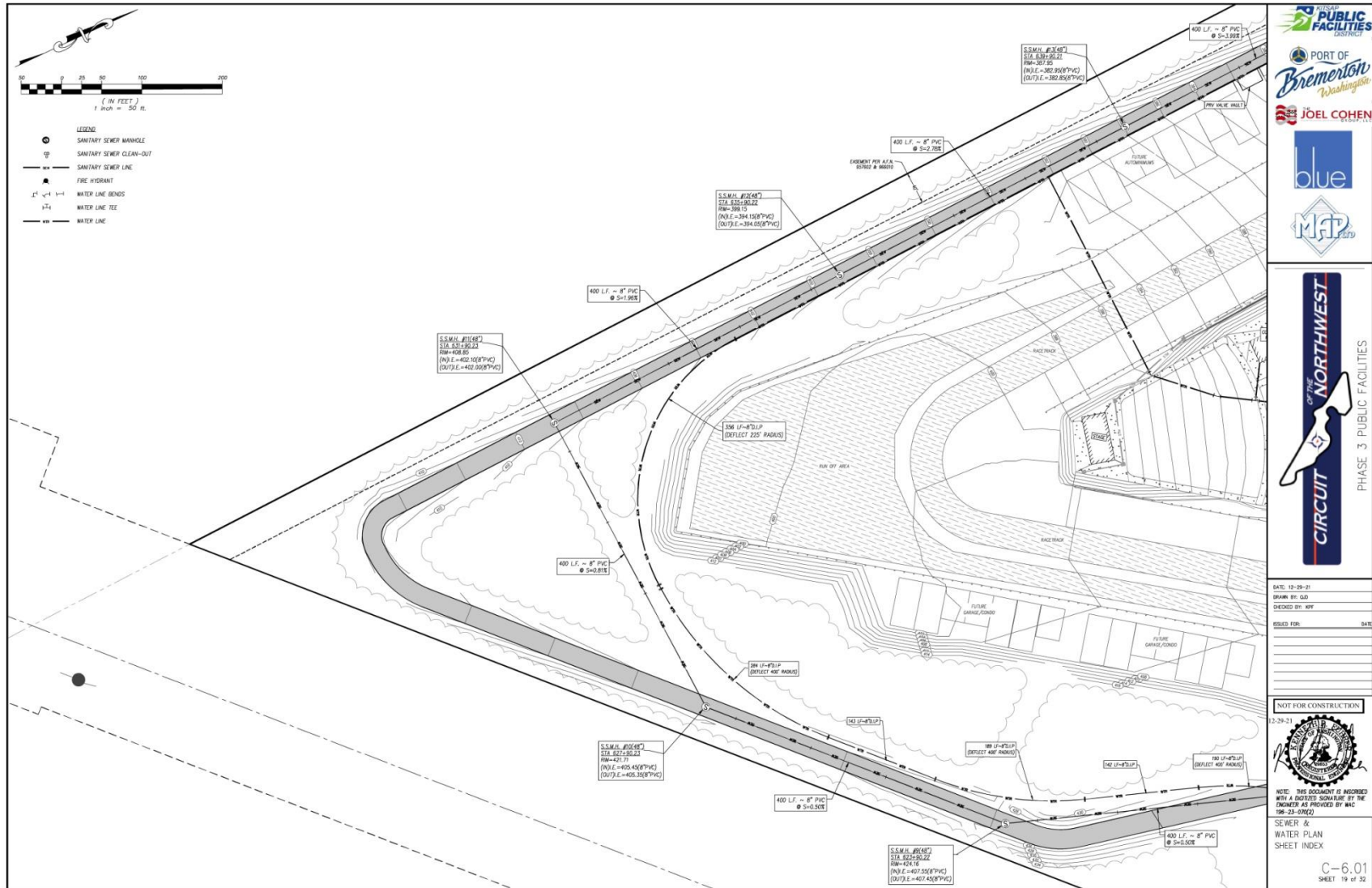
Public Facilities Parking Area Layout



Main Amphitheater Storm Sewer Layout



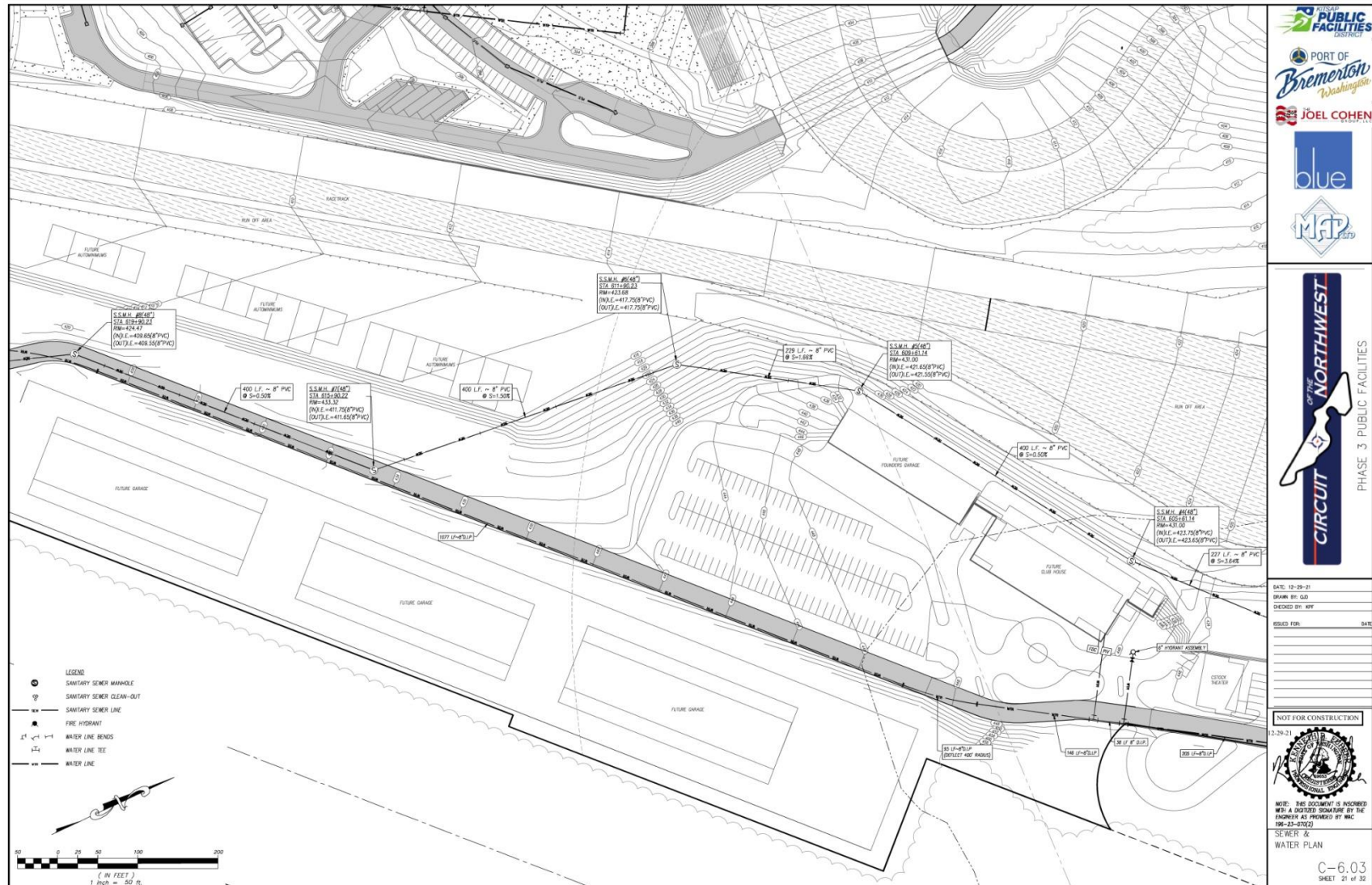
Sewer & Water Layout



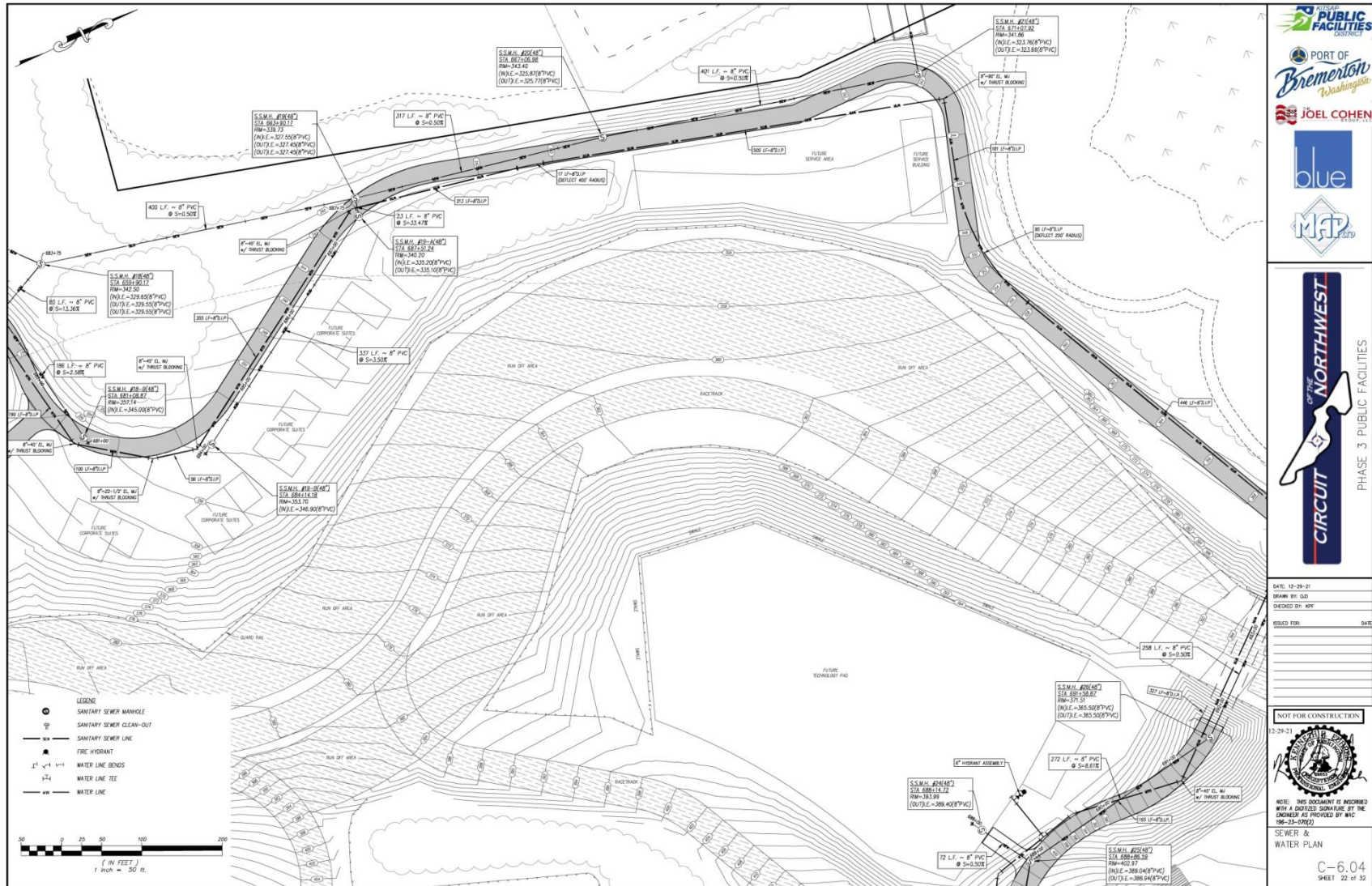
Sewer & Water Layout



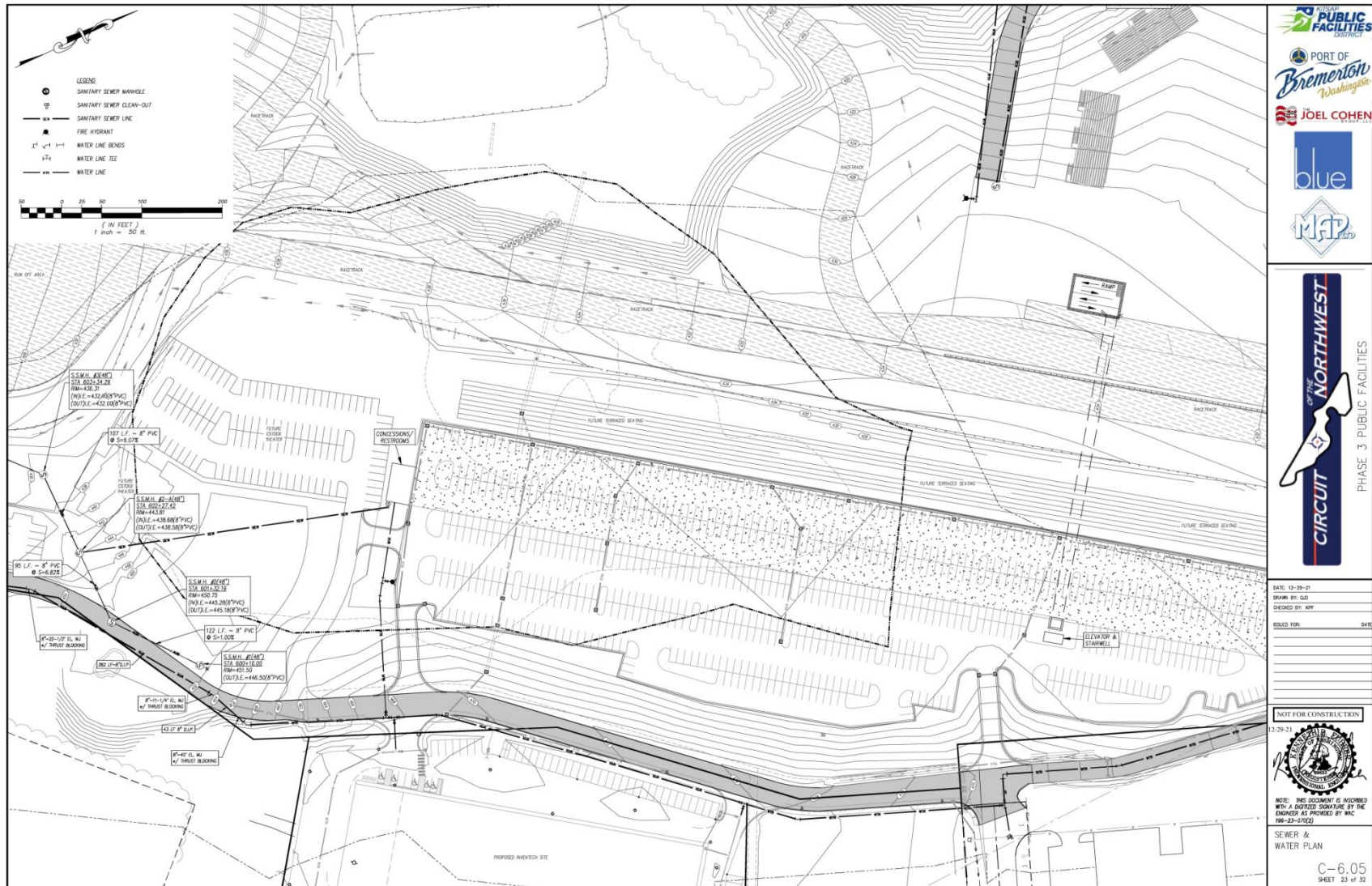
Sewer & Water Layout



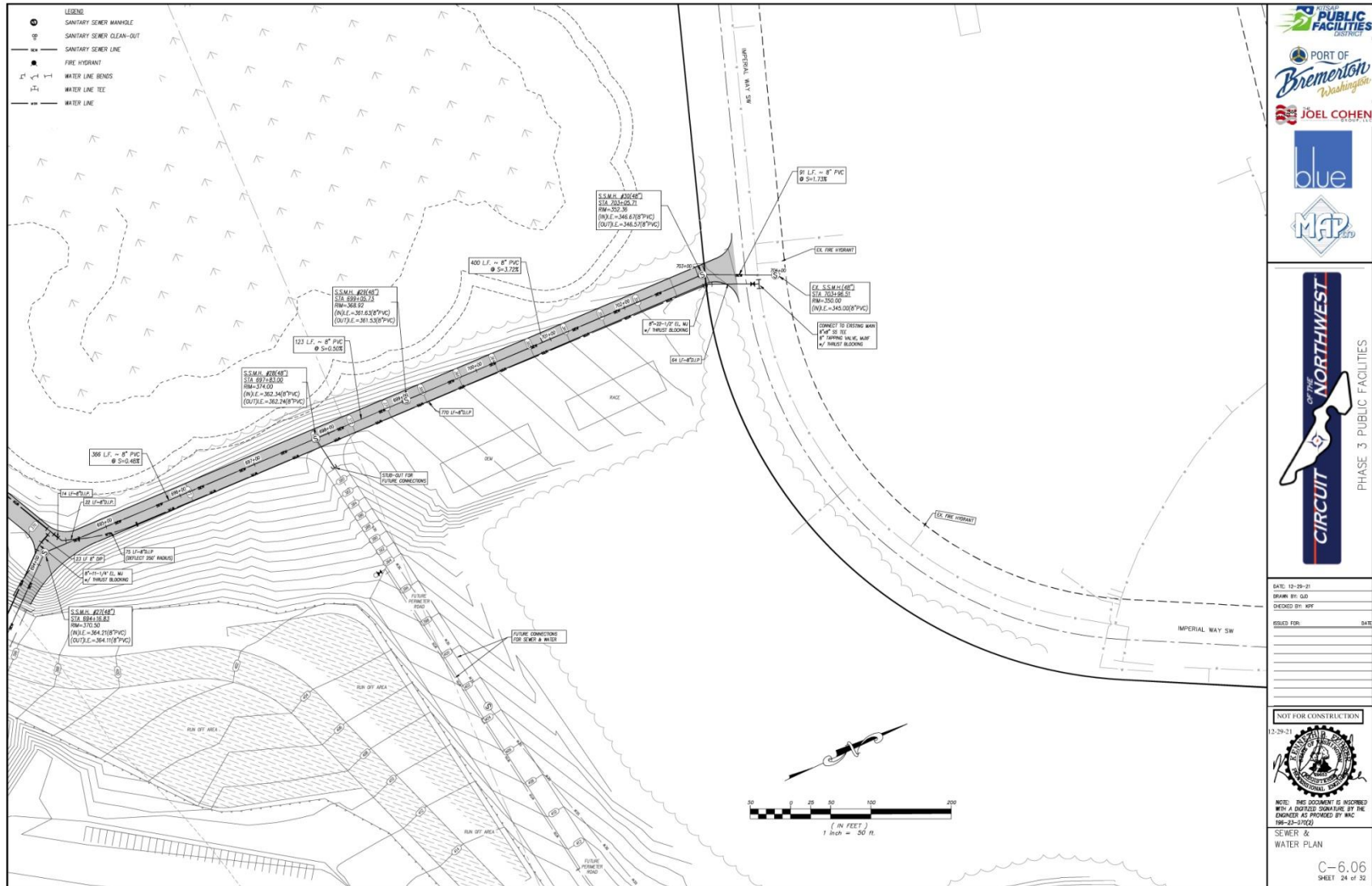
Sewer & Water Layout



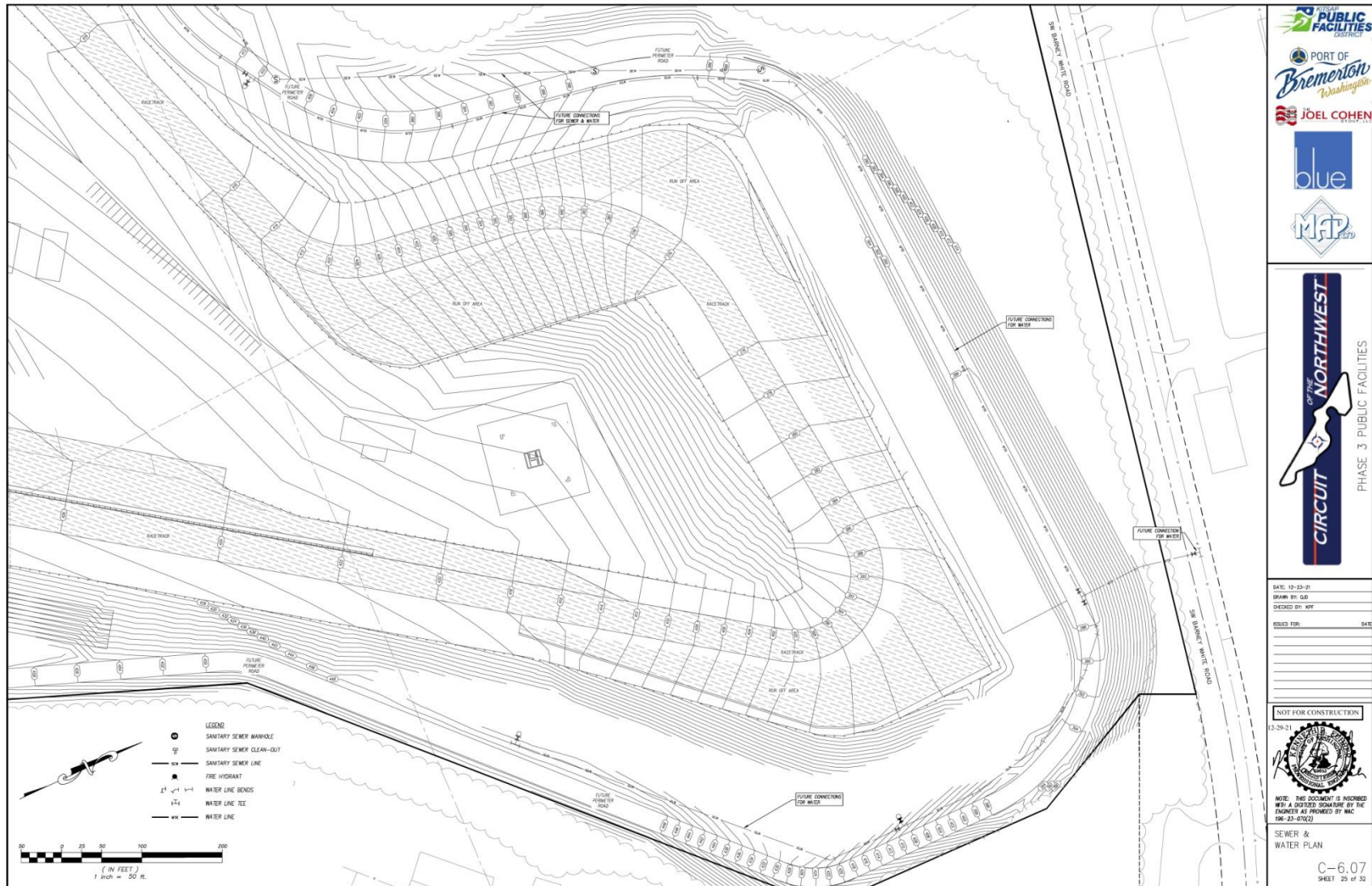
Sewer & Water Layout



Sewer & Water Layout



Sewer & Water Layout

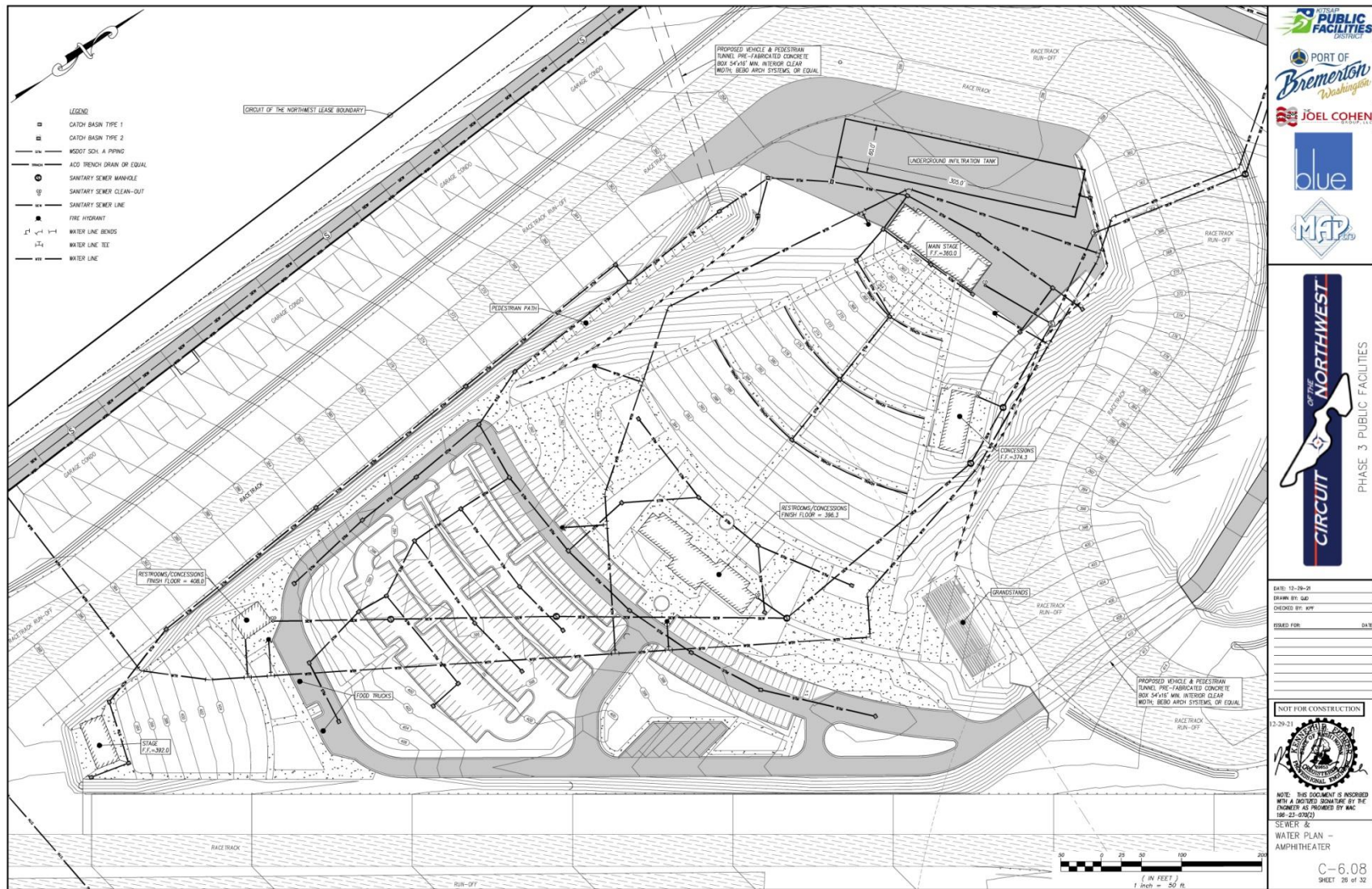


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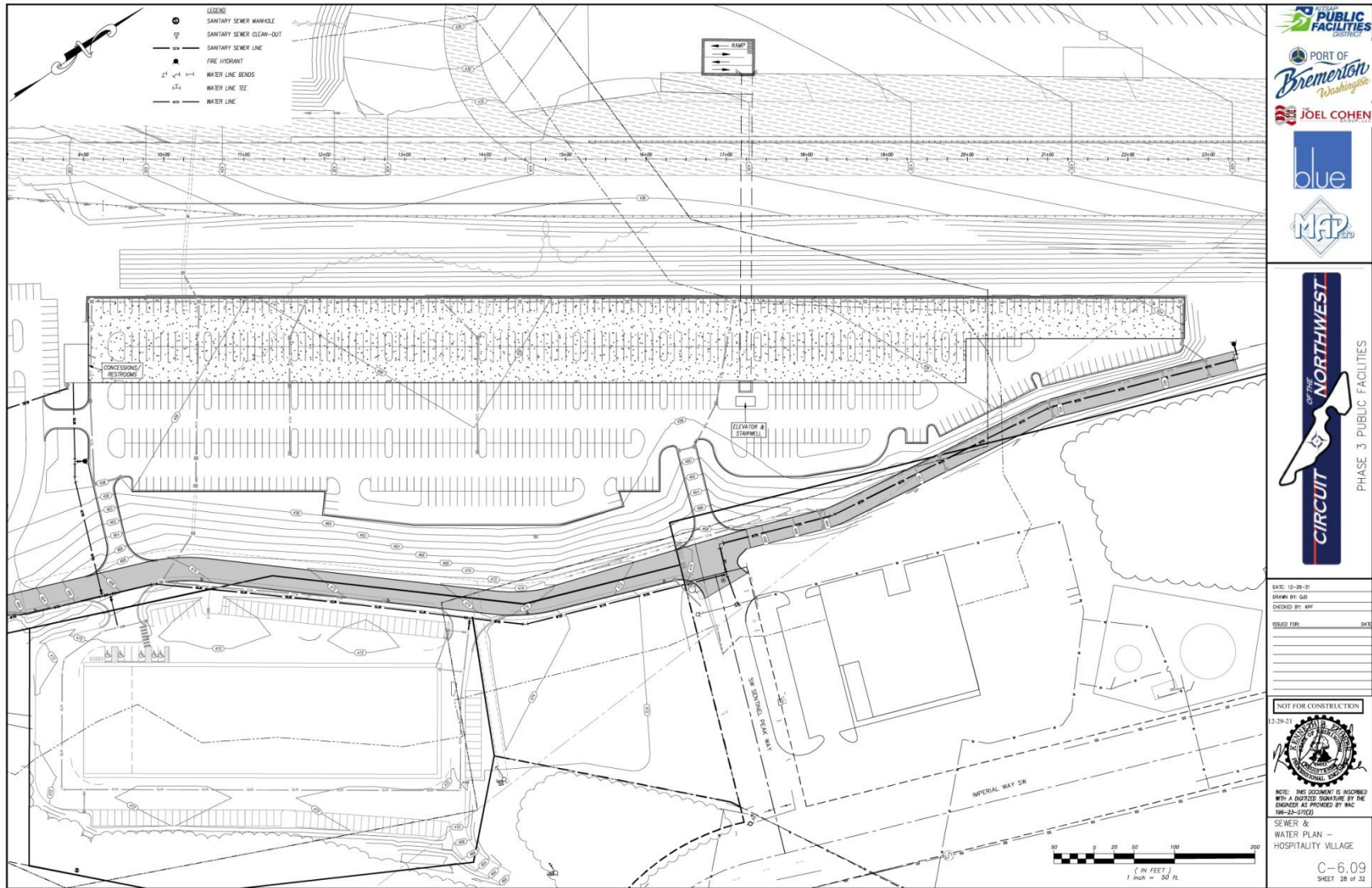
SEWER & WATER PLAN

C-6.07
SHEET 25 of 32

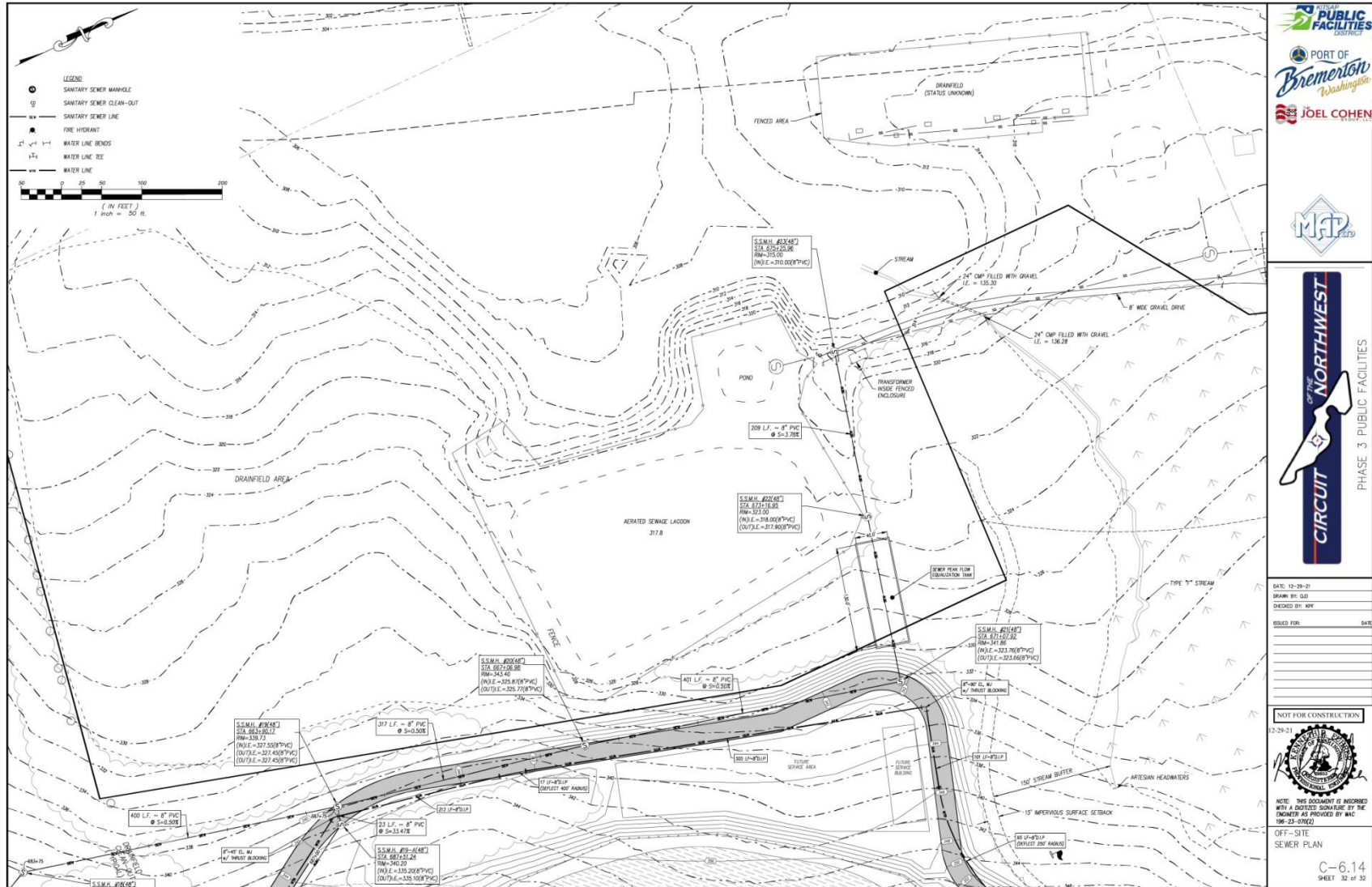
Amphitheater Sewer & Water Layout



Sewer & Water Layout



Off-Site Sewer Layout





Virtual Meeting of the Board of Directors *
Monday, February 28, 2022
Webinar ID – 82982544070 Passcode – 513968

AGENDA

1. Call to Order / Comments Board Chair Jagodzinske

CONSENT AGENDA

- A. January 24, 2022, Meeting Minutes
 - B. Blanket Voucher # 06-FEB 2022 96968 Operating Expenses
 - C. Blanket Voucher # 07-FEB 2022 96977 PERC Project Invoices
 - D. Blanket Voucher # 08-FEB 2022 96977 SKCEC Project Invoices
 - E. Executive Director Report – FEB 2022
 - F. Regional Facilities Report – FEB 2022
-

2. Public Comment –If you wish to ask a question of the panelists, you will have a maximum of 3 minutes. Within Zoom, use the “Raise Hand” option, or put a message in the Chat Box and the host will ask the question for you.

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4. Facility Progress Report – Port of Bremerton Circuit of the Northwest – Port of Bremerton COO, Mr. Jim Rothlin

5. New Business

- A. KPFD WA State Audit Results - Exec Director Shiplet
- B. Potential Board Retreat Discussion – Chair Jagodzinske

6. Financial Reports

- A. 2021 End of the Year Report – Ms. Susan Veatch
- B. JAN 2022 Report – Ms. Susan Veatch
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7. Ongoing Business

- A. KPFD Business Credit Card – Exec Director Shiplet & Director Morrissey

Meeting Adjournment

***NOTE:** This meeting will be recorded and will be available on the Kitsap Public Facilities District website: www.kitsap-pfd.org and the KPFD YouTube channel.

Next Meeting: March 28, 2022, at 5:30 pm

Location: Virtual Zoom Webinar

Topics: General Business, City of Poulsbo – Poulsbo Events & Recreation Center (PERC) Project



Exit Recommendations
Kitsap Public Facilities District
Audit Period Ending: 12/31/2020

We are providing the following exit recommendations for management's consideration. They are not referenced in the audit report. We may review the status of the following exit items in our next audit.

Accountability:

Overtime Payments and Retroactive Pay

The District did not have adequate controls in place to ensure that payroll disbursements for overtime were valid and supported. Specifically, the District was unable to provide support for \$1,684 of overtime payments made to the former Executive Director in 2019.

We recommend that the District implement or improve internal controls to ensure that payroll disbursements are valid and that they are supported.

Accountability:

Open Public Meetings Act

The District did not state the purpose of Executive Sessions the Board entered in accordance with RCW 42.30.110.

We recommend that the District ensure that the purpose of Executive Sessions is adequately stated in accordance with RCW 42.30.110.

Accountability:

Board Compensation

The District did not have adequate controls in place to ensure Board members were paid in compliance with RCW and payments were supported. Specifically, we identified:

- \$150 paid in excess of the \$50 per day limit (the \$50 allowed in statute is per day, not per meeting)
- \$400 in payments to Board members that were not supported by evidence that a meeting was attended or work was performed

We recommend that the District implement or improve internal controls to ensure Board members are paid in compliance with RCW 36.100.130 and that payments are supported.



Office of the Washington State Auditor
Pat McCarthy

Accountability Audit Report

Kitsap Public Facilities District

For the period January 1, 2018 through December 31, 2020

Published February 3, 2022

Report No. 1029879



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**Office of the Washington State Auditor
Pat McCarthy**

February 3, 2022

Board of Directors
Kitsap Public Facilities District
Silverdale, Washington

Report on Accountability

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The Office of the Washington State Auditor takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

Independent audits provide essential accountability and transparency for District operations. This information is valuable to management, the governing body and public stakeholders when assessing the government's stewardship of public resources.

Attached is our independent audit report on the District's compliance with applicable requirements and safeguarding of public resources for the areas we examined. We appreciate the opportunity to work with your staff and value your cooperation during the audit.

Sincerely,

Olympia, WA

Americans with Disabilities

In accordance with the Americans with Disabilities Act, we will make this document available in alternative formats. For more information, please contact our Office at (564) 999-0950, TDD Relay at (800) 833-6388, or email our webmaster at webmaster@sao.wa.gov.

TABLE OF CONTENTS

Audit Results..... 4

Information about the District..... 5

About the State Auditor's Office..... 6

AUDIT RESULTS

Results in brief

This report describes the overall results and conclusions for the areas we examined. In those selected areas, District operations complied, in all material respects, with applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources.

In keeping with general auditing practices, we do not examine every transaction, activity, policy, internal control, or area. As a result, no information is provided on the areas that were not examined.

About the audit

This report contains the results of our independent accountability audit of the Kitsap Public Facilities District from January 1, 2018 through December 31, 2020.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives.

This audit was conducted under the authority of RCW 43.09.260, which requires the Office of the Washington State Auditor to examine the financial affairs of all local governments. Our audit involved obtaining evidence about the District's use of public resources, compliance with state laws and regulations and its own policies and procedures, and internal controls over such matters. The procedures performed were based on our assessment of risks in the areas we examined.

Based on our risk assessment for the years ended December 31, 2020, 2019 and 2018, the areas examined were those representing the highest risk of fraud, loss, abuse, or noncompliance. We examined the following areas during this audit period:

- Compliance with interlocal agreement terms
- Payroll – overtime, retroactive pay and Board compensation

INFORMATION ABOUT THE DISTRICT

The Kitsap County Public Facilities District was created in June 2000 to build, improve and operate sports, recreation, entertainment and conference facilities. The District is governed by a seven-member Board of Directors appointed by the Kitsap County Commissioners. It has one employee, an Executive Director, who manages the daily operations. The District's revenues were approximately \$1.9 million, \$1.9 million and \$2 million for fiscal years 2020, 2019, and 2018, respectively.

Contact information related to this report

Address:	Kitsap Public Facilities District 9230 Bayshore Drive N.W. Suite 101 Silverdale, WA 98383
Contact:	Russ Shiplet, Executive Director
Telephone:	(360) 698-1885
Website:	www.kitsap-pfd.org

Information current as of report publish date.

Audit history

You can find current and past audit reports for the Kitsap Public Facilities District at <http://portal.sao.wa.gov/ReportSearch>.

ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the Washington State Constitution and is part of the executive branch of state government. The State Auditor is elected by the people of Washington and serves four-year terms.

We work with state agencies, local governments and the public to achieve our vision of increasing trust in government by helping governments work better and deliver higher value.

In fulfilling our mission to provide citizens with independent and transparent examinations of how state and local governments use public funds, we hold ourselves to those same standards by continually improving our audit quality and operational efficiency, and by developing highly engaged and committed employees.

As an agency, the State Auditor's Office has the independence necessary to objectively perform audits, attestation engagements and investigations. Our work is designed to comply with professional standards as well as to satisfy the requirements of federal, state and local laws. The Office also has an extensive quality control program and undergoes regular external peer review to ensure our work meets the highest possible standards of accuracy, objectivity and clarity.

Our audits look at financial information and compliance with federal, state and local laws for all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits and cybersecurity audits of state agencies and local governments, as well as state whistleblower, fraud and citizen hotline investigations.

The results of our work are available to everyone through the more than 2,000 reports we publish each year on our website, www.sao.wa.gov. Additionally, we share regular news and other information via an email subscription service and social media channels.

We take our role as partners in accountability seriously. The Office provides training and technical assistance to governments both directly and through partnerships with other governmental support organizations.

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Other ways to stay in touch

- Main telephone:
(564) 999-0950
- Toll-free Citizen Hotline:
(866) 902-3900
- Email:
webmaster@sao.wa.gov



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**Kitsap Public Facilities District
Profit & Loss Budget Performance
December 2021**

	Dec 21	Budget	Jan - Dec 21	YTD Budget	Annual Budget	Balance in Annual Budget
968 Rev · PFD Operations Fund						
96968I · PFD Operations Fund						
9683860 · Agency Deposits	\$ 150.00		\$ 150.00			
9684970 · Operating Transfers In						
96968I · PFD Operations Fund - Other	\$ 11,000.00	\$ -	\$ 255,000.00	\$ 237,000.00	\$ 237,000.00	\$ 18,000.00
Total 96968I · PFD Operations Fund	\$ 11,150.00	\$ -	\$ 255,150.00	\$ 237,000.00	\$ 237,000.00	\$ 18,150.00
Total 968 Rev · PFD Operations Fund	\$ 11,150.00	\$ -	\$ 255,150.00	\$ 237,000.00	\$ 237,000.00	\$ 18,150.00
Expense						
968 Exp · PFD Operations Fnd						
96968E · PFD Operations Fnd						
5101 · Regular Salaries	\$ 10,883.61	\$ 4,979.17	\$ 64,325.28	\$ 59,750.00	\$ 59,750.00	\$ 4,575.28
5102 · Overtime Pay	\$ -	\$ 833.33	\$ 25,470.23	\$ 10,000.00	\$ 10,000.00	\$ 15,470.23
5140 · Advisory Services	\$ 3,860.02		\$ 7,060.02			\$ 7,060.02
5190 · Miscellaneous Pay	\$ 1,650.00	\$ 483.33	\$ 8,360.00	\$ 5,800.00	\$ 5,800.00	\$ 2,560.00
5201 · Industrial Insurance	\$ -	\$ 305.33	\$ 169.16	\$ 3,664.00	\$ 3,664.00	\$ (3,494.84)
5202 · Social Security	\$ 958.83	\$ 444.67	\$ 7,508.90	\$ 5,336.00	\$ 5,336.00	\$ 2,172.90
5223 · Workers Comp-State Assessment	\$ 234.04		\$ 234.04			\$ 234.04
5311 · Office/Operating Supplies						
5351 · Equipment/Office Furnishings	\$ -	\$ 83.33	\$ 572.23	\$ 1,000.00	\$ 1,000.00	\$ (427.77)
5311 · Office/Operating Supplies - Other	\$ 12,446.19	\$ 83.33	\$ 13,229.15	\$ 1,000.00	\$ 1,000.00	\$ 12,229.15
Total 5311 · Office/Operating Supplies	\$ 12,446.19	\$ 166.66	\$ 13,801.38	\$ 2,000.00	\$ 2,000.00	\$ 11,801.38
5411 · Accounting & Auditing	\$ -	\$ 333.33	\$ 3,928.75	\$ 4,000.00	\$ 4,000.00	\$ (71.25)
5416 · Special Legal Services	\$ 5,097.00	\$ 2,083.33	\$ 29,514.50	\$ 25,000.00	\$ 25,000.00	\$ 4,514.50
5417 · Bonding/Financing	\$ -	\$ 1,250.00	\$ -	\$ 15,000.00	\$ 15,000.00	\$ (15,000.00)
5419 · Other Prof Svcs - Reg Ctr Mktg						
5419 a · Professional Services	\$ 10,637.50	\$ 2,000.00	\$ 61,622.14	\$ 24,000.00	\$ 24,000.00	\$ 37,622.14
5419 b · Recording	\$ (1,523.75)	\$ 416.67	\$ 1,600.00	\$ 5,000.00	\$ 5,000.00	\$ (3,400.00)
5419 c · Construction Consulting	\$ (1,600.00)	\$ 1,250.00	\$ 15,793.75	\$ 15,000.00	\$ 15,000.00	\$ 793.75
Total 5419 · Other Prof Svcs - Reg Ctr Mktg	\$ 7,513.75	\$ 3,666.67	\$ 79,015.89	\$ 44,000.00	\$ 44,000.00	\$ 35,015.89
5420 · Website	\$ -	\$ 250.00	\$ -	\$ 3,000.00	\$ 3,000.00	\$ (3,000.00)
5421 · Telephone	\$ (124.51)	\$ 208.33	\$ 3,584.55	\$ 2,500.00	\$ 2,500.00	\$ 1,084.55
5425 · Postage	\$ -	\$ 4.17	\$ -	\$ 50.00	\$ 50.00	\$ (50.00)
5431 · Mileage	\$ 124.04	\$ 83.33	\$ 124.04	\$ 1,000.00	\$ 1,000.00	\$ (875.96)
5432 · Travel	\$ 1,157.35	\$ 83.33	\$ 1,157.35	\$ 1,000.00	\$ 1,000.00	\$ 157.35
5438 · Board Mileage/Airfare	\$ -	\$ 33.33	\$ -	\$ 400.00	\$ 400.00	\$ (400.00)
5441 · Advertising	\$ -	\$ 500.00	\$ 2,365.19	\$ 6,000.00	\$ 6,000.00	\$ (3,634.81)
5451 · Operating Rental/Leases						
5451 a · Printing/ Copying	\$ -	\$ 20.83	\$ -	\$ 250.00	\$ 250.00	\$ (250.00)
5451 b · Rental-Office Space	\$ 1,250.00	\$ 1,200.00	\$ 15,000.00	\$ 14,400.00	\$ 14,400.00	\$ 600.00
Total 5451 · Operating Rental/Leases	\$ 1,250.00	\$ 1,220.83	\$ 15,000.00	\$ 14,650.00	\$ 14,650.00	\$ 350.00
5461 · Gen/Auto/E&O Insurance	\$ -	\$ 333.33	\$ 4,405.00	\$ 4,000.00	\$ 4,000.00	\$ 405.00
5492 · Dues/Subscriptions/Memberships	\$ 392.37	\$ 166.67	\$ 1,892.37	\$ 2,000.00	\$ 2,000.00	\$ (107.63)
5497 · Registration & Tuition						
5497 a · Board Devel/Train Regist/Fees	\$ -	\$ 50.00	\$ -	\$ 600.00	\$ 600.00	\$ (600.00)
5497 b · Staff Devel/Train Rester/Fees	\$ 352.00	\$ 25.00	\$ 963.81	\$ 300.00	\$ 300.00	\$ 663.81
Total 5497 · Registration & Tuition	\$ 352.00	\$ 75.00	\$ 963.81	\$ 900.00	\$ 900.00	\$ 63.81
5499 · Other						
5499 a · Events Support/Seed Money	\$ -	\$ 1,666.67	\$ 4,132.08	\$ 20,000.00	\$ 20,000.00	\$ (15,867.92)
5499 b · Rental-Meeting Space	\$ -	\$ 166.67	\$ -	\$ 2,000.00	\$ 2,000.00	\$ (2,000.00)
5499 c · Other	\$ -	\$ 41.67	\$ 146.28	\$ 500.00	\$ 500.00	\$ (353.72)
5499 d · Governance-Board of Dir Related	\$ -	\$ 333.33	\$ -	\$ 4,000.00	\$ 4,000.00	\$ (4,000.00)
Total 5499 · Other	\$ -	\$ 2,208.34	\$ 4,278.36	\$ 26,500.00	\$ 26,500.00	\$ (22,221.64)
Total 96968E · PFD Operations Fnd	\$ 45,794.69	\$ 19,712.48	\$ 273,158.82	\$ 236,550.00	\$ 236,550.00	\$ 36,608.82
Total 968 Exp · PFD Operations Fnd	\$ (34,644.69)	\$ (19,712.48)	\$ (18,008.82)	\$ 450.00	\$ 450.00	
968 Liabilities - Net change in Liabilities			\$ 18,021.28			
968 Ending Cash Balance (Balances with Balance sheet)			\$ 12.46			

Kitsap Public Facilities District

Statement of Financial Position by Fund

As of December 31, 2021

	286	968	977	TOTAL
ASSETS				
Current Assets				
Checking/Savings				
286 · LTGO Bond Fund 2002A-PFD	\$ 4,825,116.88	\$ -	\$ -	\$ 4,825,116.88
968 · Fund 96-968 KFPD Operations Fnd	\$ -	\$ 12.46	\$ -	\$ 12.46
977 · Fund 96-977 KFPD Holding Fund	\$ -	\$ -	\$ 3,035,153.33	\$ 3,035,153.33
Total Checking/Savings	\$ 4,825,116.88	\$ 12.46	\$ 3,035,153.33	\$ 7,860,282.67
Total Current Assets	\$ 4,825,116.88	\$ 12.46	\$ 3,035,153.33	\$ 7,860,282.67
TOTAL ASSETS	\$ 4,825,116.88	\$ 12.46	\$ 3,035,153.33	\$ 7,860,282.67
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
968-L · 968 PFD Operations Liabilities	\$ -	\$ (1,255.51)	\$ -	\$ (1,255.51)
977-L · PFD Regional Center Liabilities	\$ -	\$ -	\$ (883,809.89)	\$ (883,809.89)
Total Other Current Liabilities	\$ -	\$ (1,255.51)	\$ (883,809.89)	\$ (885,065.40)
Total Current Liabilities	\$ -	\$ (1,255.51)	\$ (883,809.89)	\$ (885,065.40)
Long Term Liabilities				
286-LT · LTGO Bond Fund Liabilities	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00
977-LT · 2636 Regional Ctr Notes Payable	\$ -	\$ -	\$ 4,500,000.00	\$ 4,500,000.00
Total Long Term Liabilities	\$ 250,000.00	\$ -	\$ 4,500,000.00	\$ 4,750,000.00
Total Liabilities	\$ 250,000.00	\$ (1,255.51)	\$ 3,616,190.11	\$ 3,864,934.60
Equity				
286 FB · LTGO Bond Fund Balance/RE	\$ 4,573,453.73	\$ -	\$ -	\$ 4,573,453.73
9682880 · Fund Balance - Unassigned	\$ -	\$ (15,404.52)	\$ -	\$ (15,404.52)
Revenue	\$ 840,144.41	\$ 255,150.00	\$ 2,155,426.36	\$ 3,250,720.77
Expenses	\$ (838,481.26)	\$ (238,477.51)	\$ (2,736,463.14)	\$ (3,813,421.91)
Total Equity	\$ 4,575,116.88	\$ 1,267.97	\$ (581,036.78)	\$ 3,995,348.07
TOTAL LIABILITIES & EQUITY	\$ 4,825,116.88	\$ 12.46	\$ 3,035,153.33	\$ 7,860,282.67

January 1, 2021 Beginning Cash	\$ 4,823,453.73	\$ 15,404.52	\$ 3,616,190.11	\$ 8,455,048.36
2021 Revenue	\$ 840,144.41	\$ 255,150.00	\$ 2,155,426.36	\$ 3,250,720.77
2021 Expenses	\$ (838,481.26)	\$ (238,477.51)	\$ (2,736,463.14)	\$ (3,813,421.91)
2021 Increased/(Decreased) Liabilities	\$ -	\$ (32,064.55)	\$ -	\$ (32,064.55)
Current Ending Balance	\$ 4,825,116.88	\$ 12.46	\$ 3,035,153.33	\$ 7,860,282.67
	\$ -	\$ (0.00)	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -

Kitsap Public Facilities District

Statement of Financial Revenue & Expense by Fund

January through December 2021

December 2021	286	968	977	TOTAL
Ordinary Income/Expense				
Income				
286 Rev · LTGO Bond Fund 2002B-PFD	840,144.41	0.00	0.00	840,144.41
968 Rev · PFD Operations Fund	0.00	255,150.00	0.00	255,150.00
977 Rev · PFD Regional Center Capital	0.00	0.00	2,155,426.36	2,155,426.36
Total Income	840,144.41	255,150.00	2,155,426.36	3,250,720.77
Expense				
286 Exp · LTGO Bnd Fnd 2002B-PFD	838,481.26	0.00	0.00	838,481.26
968 Exp · PFD Operations Fnd	0.00	273,158.82	0.00	273,158.82
977 Exp · PFD Regional Cntr Capital	0.00	0.00	2,736,463.14	2,736,463.14
Total Expense	838,481.26	273,158.82	2,736,463.14	3,848,103.22
Net Ordinary Income	1,663.15	-18,008.82	-581,036.78	-597,382.45
Other Income/Expense				
Other Expense				
80000 · Ask My Accountant	0.00	-34,681.31	0.00	-34,681.31
Total Other Expense	0.00	-34,681.31	0.00	-34,681.31
Net Other Income	0.00	34,681.31	0.00	34,681.31
Net Income	1,663.15	16,672.49	-581,036.78	-562,701.14

Kitsap Public Facilities District

Statement of Financial Position by Fund

As of December 31, 2021

December 2021	286	968	977	TOTAL
ASSETS				
Current Assets				
Checking/Savings				
286 · LTGO Bond Fund 2002A-PFD				
2861111 · 00998 Interco ITC Ac Cash	74,880.27	0.00	0.00	74,880.27
2861181 · Beginning Investment	253,580.29	0.00	0.00	253,580.29
2861182 · Investments Purchased	401,446.49	0.00	0.00	401,446.49
2861183 · Investments Sold	-404,790.17	0.00	0.00	-404,790.17
2861630 · Notes/Contracts Receivable	4,500,000.00	0.00	0.00	4,500,000.00
Total 286 · LTGO Bond Fund 2002A-PFD	4,825,116.88	0.00	0.00	4,825,116.88
968 · Fund 96-968 KPFD Operations Fnd				
9681111 · 00998 Post Interco ITC Ac	0.00	12.46	0.00	12.46
Total 968 · Fund 96-968 KPFD Operations Fnd	0.00	12.46	0.00	12.46
977 · Fund 96-977 KPFD Holding Fund				
9771111 · 00998 Post Interco ITC Ac				
PERC · PERC Fund	0.00	0.00	111,286.02	111,286.02
PGHP · PG Heritage Park Allocation	0.00	0.00	425,518.46	425,518.46
SKCEC · SKCEC Fund	0.00	0.00	13,610.68	13,610.68
9771111 · 00998 Post Interco ITC Ac - Other	0.00	0.00	-329,279.52	-329,279.52
Total 9771111 · 00998 Post Interco ITC Ac	0.00	0.00	221,135.64	221,135.64
9771181 · PFD Reg Ctr Beg Investment	0.00	0.00	2,647,906.68	2,647,906.68
9771182 · Investments Purchased	0.00	0.00	710,003.25	710,003.25
9771183 · Investments Sold	0.00	0.00	-793,892.24	-793,892.24
9771650 · Receivable-Advances to Other	0.00	0.00	250,000.00	250,000.00
Total 977 · Fund 96-977 KPFD Holding Fund	0.00	0.00	3,035,153.33	3,035,153.33
Total Checking/Savings	4,825,116.88	12.46	3,035,153.33	7,860,282.67
Total Current Assets	4,825,116.88	12.46	3,035,153.33	7,860,282.67
TOTAL ASSETS	4,825,116.88	12.46	3,035,153.33	7,860,282.67
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
968-L · 968 PFD Operations Liabilities				
9682312 · USE Tax Payable	0.00	-1,285.01	0.00	-1,285.01
9682370 · Custodial Accounts	0.00	29.50	0.00	29.50
Total 968-L · 968 PFD Operations Liabilities	0.00	-1,255.51	0.00	-1,255.51
977-L · PFD Regional Center Liabilities				
9772370 · Custodial Accounts	0.00	0.00	-883,809.89	-883,809.89
Total 977-L · PFD Regional Center Liabilities	0.00	0.00	-883,809.89	-883,809.89
Total Other Current Liabilities	0.00	-1,255.51	-883,809.89	-885,065.40
Total Current Liabilities	0.00	-1,255.51	-883,809.89	-885,065.40
Long Term Liabilities				
286-LT · LTGO Bond Fund Liabilities				
2862639 · LGTO Long Term Liabilities	250,000.00	0.00	0.00	250,000.00
Total 286-LT · LTGO Bond Fund Liabilities	250,000.00	0.00	0.00	250,000.00
977-LT · 2636 Regional Ctr Notes Payable	0.00	0.00	4,500,000.00	4,500,000.00
Total Long Term Liabilities	250,000.00	0.00	4,500,000.00	4,750,000.00
Total Liabilities	250,000.00	-1,255.51	3,616,190.11	3,864,934.60
Equity				
286 FB · LTGO Bond Fund Balance/RE				
2862821 · LTGO Loans/Advances	4,500,000.00	0.00	0.00	4,500,000.00

Kitsap Public Facilities District
Statement of Financial Position by Fund
As of December 31, 2021

December 2021	286	968	977	TOTAL
2862880 · LTGO Undesignated Retained	-586,546.27	0.00	0.00	-586,546.27
2862940 · 49 Uses Other Than OP	660,000.00	0.00	0.00	660,000.00
Total 286 FB · LTGO Bond Fund Balance/RE	4,573,453.73	0.00	0.00	4,573,453.73
9682880 · Fund Balance - Unassigned	0.00	-15,404.52	0.00	-15,404.52
Net Income	1,663.15	16,672.49	-581,036.78	-562,701.14
Total Equity	4,575,116.88	1,267.97	-581,036.78	3,995,348.07
TOTAL LIABILITIES & EQUITY	4,825,116.88	12.46	3,035,153.33	7,860,282.67

Kitsap Public Facilities District

Statement of Financial Revenue & Expenses by Fund

January through December 2021

December 2021	286	968	977	TOTAL
Ordinary Income/Expense				
Income				
286 Rev · LTGO Bond Fund 2002B-PFD				
2861I · LTGO Bond Fund 2002A PFD				
2863610 · Interest Earnings				
28611 · Investment Interest	1,446.49	0.00	0.00	1,446.49
Total 2863610 · Interest Earnings	1,446.49	0.00	0.00	1,446.49
3380/70 · Intergovernmental Service				
90 · Other Intergovt Services	838,697.92	0.00	0.00	838,697.92
Total 3380/70 · Intergovernmental Service	838,697.92	0.00	0.00	838,697.92
Total 2861I · LTGO Bond Fund 2002A PFD	840,144.41	0.00	0.00	840,144.41
Total 286 Rev · LTGO Bond Fund 2002B-PFD	840,144.41	0.00	0.00	840,144.41
968 Rev · PFD Operations Fund				
96968I · PFD Operations Fund				
9683860 · Agency Deposits	0.00	150.00	0.00	150.00
9684970 · Operating Transfers In	0.00	255,000.00	0.00	255,000.00
Total 96968I · PFD Operations Fund	0.00	255,150.00	0.00	255,150.00
Total 968 Rev · PFD Operations Fund	0.00	255,150.00	0.00	255,150.00
977 Rev · PFD Regional Center Capital				
96977I · PFD Regional Center Capital				
3130 · Retail Sales and Use Tax				
19 · Regional Centers Sales & Use	0.00	0.00	2,145,423.11	2,145,423.11
Total 3130 · Retail Sales and Use Tax	0.00	0.00	2,145,423.11	2,145,423.11
3610 · Interest Earnings				
97711 · Investment Interest	0.00	0.00	10,003.25	10,003.25
Total 3610 · Interest Earnings	0.00	0.00	10,003.25	10,003.25
Total 96977I · PFD Regional Center Capital	0.00	0.00	2,155,426.36	2,155,426.36
Total 977 Rev · PFD Regional Center Capital	0.00	0.00	2,155,426.36	2,155,426.36
Total Income	840,144.41	255,150.00	2,155,426.36	3,250,720.77
Expense				
286 Exp · LTGO Bnd Fnd 2002B-PFD				
2861E · LTGO Bnd Fnd 2002A PFD				
5710 · GO Bond Debt Service	685,000.00	0.00	0.00	685,000.00
5830 · Interest on Long-Term Ex	153,481.26	0.00	0.00	153,481.26
Total 2861E · LTGO Bnd Fnd 2002A PFD	838,481.26	0.00	0.00	838,481.26
Total 286 Exp · LTGO Bnd Fnd 2002B-PFD	838,481.26	0.00	0.00	838,481.26
968 Exp · PFD Operations Fnd				
96968E · PFD Operations Fnd				
5101 · Regular Salaries	0.00	64,325.28	0.00	64,325.28
5102 · Overtime Pay	0.00	25,470.23	0.00	25,470.23
5140 · Advisory Services	0.00	7,060.02	0.00	7,060.02
5190 · Miscellaneous Pay	0.00	8,360.00	0.00	8,360.00
5201 · Industrial Insurance	0.00	169.16	0.00	169.16
5202 · Social Security	0.00	7,508.90	0.00	7,508.90
5223 · Workers Comp-State Assessment	0.00	234.04	0.00	234.04
5311 · Office/Operating Supplies				
5351 · Equipment/Office Furnishings	0.00	572.23	0.00	572.23
5311 · Office/Operating Supplies - Other	0.00	13,229.15	0.00	13,229.15
Total 5311 · Office/Operating Supplies	0.00	13,801.38	0.00	13,801.38
5411 · Accounting & Auditing	0.00	3,928.75	0.00	3,928.75

Kitsap Public Facilities District

Statement of Financial Revenue & Expenses by Fund

January through December 2021

December 2021	286	968	977	TOTAL
5416 · Special Legal Services	0.00	29,514.50	0.00	29,514.50
5419 · Other Prof Svcs - Reg Ctr Mktg				
5419 a · Professional Services	0.00	61,622.14	0.00	61,622.14
5419 b · Recording	0.00	1,600.00	0.00	1,600.00
5419 c · Construction Consulting	0.00	15,793.75	0.00	15,793.75
Total 5419 · Other Prof Svcs - Reg Ctr Mktg	0.00	79,015.89	0.00	79,015.89
5421 · Telephone	0.00	3,584.55	0.00	3,584.55
5431 · Mileage	0.00	124.04	0.00	124.04
5432 · Travel	0.00	1,157.35	0.00	1,157.35
5441 · Advertising	0.00	2,365.19	0.00	2,365.19
5451 · Operating Rental/Leases				
5451 b · Rental-Office Space	0.00	15,000.00	0.00	15,000.00
Total 5451 · Operating Rental/Leases	0.00	15,000.00	0.00	15,000.00
5461 · Gen/Auto/E&O Insurance	0.00	4,405.00	0.00	4,405.00
5492 · Dues/Subscriptions/Memberships	0.00	1,892.37	0.00	1,892.37
5497 · Registration & Tuition				
5497 b · Staff Devel/Train Rester/Fees	0.00	963.81	0.00	963.81
Total 5497 · Registration & Tuition	0.00	963.81	0.00	963.81
5499 · Other				
5499 a · Events Support/Seed Money	0.00	4,132.08	0.00	4,132.08
5499 c · Other	0.00	146.28	0.00	146.28
Total 5499 · Other	0.00	4,278.36	0.00	4,278.36
Total 96968E · PFD Operations Fnd	0.00	273,158.82	0.00	273,158.82
Total 968 Exp · PFD Operations Fnd	0.00	273,158.82	0.00	273,158.82
977 Exp · PFD Regional Cntr Capital				
96977E · PFD Regional Cntr Capital				
5650 · Facility Project Investments				
5650 a · SKCEC - Port Orchard	0.00	0.00	326,293.42	326,293.42
5650 b · PERC - City of Poulsbo	0.00	0.00	120,993.98	120,993.98
5650 c · PGFHP - Kitsap County Parks	0.00	0.00	172,181.54	172,181.54
Total 5650 · Facility Project Investments	0.00	0.00	619,468.94	619,468.94
5519 · Misc Intergovernmental Service	0.00	0.00	23,296.28	23,296.28
5520 · I/G Pymts, Fed, State, Local	0.00	0.00	838,697.92	838,697.92
5890 · Custodial Accounts				
5890.10 · Agency Withdrawals	0.00	0.00	1,000,000.00	1,000,000.00
Total 5890 · Custodial Accounts	0.00	0.00	1,000,000.00	1,000,000.00
6971 · Operating Transfers Out	0.00	0.00	255,000.00	255,000.00
Total 96977E · PFD Regional Cntr Capital	0.00	0.00	2,736,463.14	2,736,463.14
Total 977 Exp · PFD Regional Cntr Capital	0.00	0.00	2,736,463.14	2,736,463.14
Total Expense	838,481.26	273,158.82	2,736,463.14	3,848,103.22
Net Ordinary Income	1,663.15	-18,008.82	-581,036.78	-597,382.45
Other Income/Expense				
Other Expense				
80000 · Ask My Accountant	0.00	-34,681.31	0.00	-34,681.31
Total Other Expense	0.00	-34,681.31	0.00	-34,681.31
Net Other Income	0.00	34,681.31	0.00	34,681.31
Net Income	1,663.15	16,672.49	-581,036.78	-562,701.14

Kitsap Public Facilities District

Statement of Financial Position by Fund

As of January 31, 2022

	<u>286</u>	<u>968</u>	<u>977</u>	<u>TOTAL</u>
ASSETS				
Current Assets				
Checking/Savings				
286 · LTGO Bond Fund 2002A-PFD	4,895,206.98	0.00	0.00	4,895,206.98
968 · Fund 96-968 KPF D Operations Fnd	0.00	9,156.20	0.00	9,156.20
977 · Fund 96-977 KPF D Holding Fund	0.00	0.00	3,101,092.21	3,101,092.21
Total Checking/Savings	<u>4,895,206.98</u>	<u>9,156.20</u>	<u>3,101,092.21</u>	<u>8,005,455.39</u>
Total Current Assets	<u>4,895,206.98</u>	<u>9,156.20</u>	<u>3,101,092.21</u>	<u>8,005,455.39</u>
TOTAL ASSETS	<u><u>4,895,206.98</u></u>	<u><u>9,156.20</u></u>	<u><u>3,101,092.21</u></u>	<u><u>8,005,455.39</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
968-L · 968 PFD Operations Liabilities	0.00	-2,511.02	0.00	-2,511.02
977-L · PFD Regional Center Liabilities	0.00	0.00	223,757.29	223,757.29
Total Other Current Liabilities	<u>0.00</u>	<u>-2,511.02</u>	<u>223,757.29</u>	<u>221,246.27</u>
Total Current Liabilities	<u>0.00</u>	<u>-2,511.02</u>	<u>223,757.29</u>	<u>221,246.27</u>
Long Term Liabilities				
286-LT · LTGO Bond Fund Liabilities	250,000.00	0.00	0.00	250,000.00
977-LT · 2636 Regional Ctr Notes Payable	0.00	0.00	4,500,000.00	4,500,000.00
Total Long Term Liabilities	<u>250,000.00</u>	<u>0.00</u>	<u>4,500,000.00</u>	<u>4,750,000.00</u>
Total Liabilities	<u>250,000.00</u>	<u>-2,511.02</u>	<u>4,723,757.29</u>	<u>4,971,246.27</u>
Equity				
286 FB · LTGO Bond Fund Balance/RE	4,573,453.73	0.00	0.00	4,573,453.73
9682880 · Fund Balance - Unassigned	0.00	-32,081.59	0.00	-32,081.59
9772880 · 77 Fund Balance - Unassigned	0.00	0.00	-887,095.94	-887,095.94
32000 · Unrestricted Net Assets	1,663.15	16,672.49	-581,036.78	-562,701.14
Net Income	70,090.10	27,076.32	-154,532.36	-57,365.94
Total Equity	<u>4,645,206.98</u>	<u>11,667.22</u>	<u>-1,622,665.08</u>	<u>3,034,209.12</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,895,206.98</u></u>	<u><u>9,156.20</u></u>	<u><u>3,101,092.21</u></u>	<u><u>8,005,455.39</u></u>

Kitsap Public Facilities District

Statement of Financial Position by Fund

As of January 31, 2022

	286	968	977	TOTAL
ASSETS				
Current Assets				
Checking/Savings				
286 · LTGO Bond Fund 2002A-PFD				
2861111 · 00998 Interco ITC Ac Cash	144,970.37	0.00	0.00	144,970.37
2861181 · Beginning Investment	253,580.29	0.00	0.00	253,580.29
2861182 · Investments Purchased	401,446.49	0.00	0.00	401,446.49
2861183 · Investments Sold	-404,790.17	0.00	0.00	-404,790.17
2861630 · Notes/Contracts Receivable	4,500,000.00	0.00	0.00	4,500,000.00
Total 286 · LTGO Bond Fund 2002A-PFD	4,895,206.98	0.00	0.00	4,895,206.98
968 · Fund 96-968 KPFDF Operations Fnd				
9681111 · 00998 Post Interco ITC Ac	0.00	9,156.20	0.00	9,156.20
Total 968 · Fund 96-968 KPFDF Operations Fnd	0.00	9,156.20	0.00	9,156.20
977 · Fund 96-977 KPFDF Holding Fund				
9771111 · 00998 Post Interco ITC Ac				
PERC · PERC Fund	0.00	0.00	111,286.02	111,286.02
PGHP · PG Heritage Park Allocation	0.00	0.00	425,518.46	425,518.46
SKCEC · SKCEC Fund	0.00	0.00	13,610.68	13,610.68
9771111 · 00998 Post Interco ITC Ac - Other	0.00	0.00	-263,981.66	-263,981.66
Total 9771111 · 00998 Post Interco ITC Ac	0.00	0.00	286,433.50	286,433.50
9771181 · PFD Reg Ctr Beg Investment	0.00	0.00	2,564,017.69	2,564,017.69
9771182 · Investments Purchased	0.00	0.00	641.02	641.02
9771650 · Receivable-Advances to Other	0.00	0.00	250,000.00	250,000.00
Total 977 · Fund 96-977 KPFDF Holding Fund	0.00	0.00	3,101,092.21	3,101,092.21
Total Checking/Savings	4,895,206.98	9,156.20	3,101,092.21	8,005,455.39
Total Current Assets	4,895,206.98	9,156.20	3,101,092.21	8,005,455.39
TOTAL ASSETS	4,895,206.98	9,156.20	3,101,092.21	8,005,455.39
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
968-L · 968 PFD Operations Liabilities				
9682312 · USE Tax Payable	0.00	-2,540.52	0.00	-2,540.52
9682370 · Custodial Accounts	0.00	29.50	0.00	29.50
Total 968-L · 968 PFD Operations Liabilities	0.00	-2,511.02	0.00	-2,511.02
977-L · PFD Regional Center Liabilities				
9772134 · Vouchers Payable	0.00	0.00	223,757.29	223,757.29
Total 977-L · PFD Regional Center Liabilities	0.00	0.00	223,757.29	223,757.29
Total Other Current Liabilities	0.00	-2,511.02	223,757.29	221,246.27
Total Current Liabilities	0.00	-2,511.02	223,757.29	221,246.27
Long Term Liabilities				
286-LT · LTGO Bond Fund Liabilities				
2862639 · LGTO Long Term Liabilities	250,000.00	0.00	0.00	250,000.00
Total 286-LT · LTGO Bond Fund Liabilities	250,000.00	0.00	0.00	250,000.00
977-LT · 2636 Regional Ctr Notes Payable	0.00	0.00	4,500,000.00	4,500,000.00

Kitsap Public Facilities District

Statement of Financial Position by Fund

As of January 31, 2022

	286	968	977	TOTAL
Total Long Term Liabilities	250,000.00	0.00	4,500,000.00	4,750,000.00
Total Liabilities	250,000.00	-2,511.02	4,723,757.29	4,971,246.27
Equity				
286 FB · LTGO Bond Fund Balance/RE				
2862821 · LTGO Loans/Advances	4,500,000.00	0.00	0.00	4,500,000.00
2862880 · LTGO Undesignated Retained	-586,546.27	0.00	0.00	-586,546.27
2862940 · 49 Uses Other Than OP	660,000.00	0.00	0.00	660,000.00
Total 286 FB · LTGO Bond Fund Balance/RE	4,573,453.73	0.00	0.00	4,573,453.73
9682880 · Fund Balance - Unassigned	0.00	-32,081.59	0.00	-32,081.59
9772880 · 77 Fund Balance - Unassigned	0.00	0.00	-887,095.94	-887,095.94
32000 · Unrestricted Net Assets	1,663.15	16,672.49	-581,036.78	-562,701.14
Net Income	70,090.10	27,076.32	-154,532.36	-57,365.94
Total Equity	4,645,206.98	11,667.22	-1,622,665.08	3,034,209.12
TOTAL LIABILITIES & EQUITY	4,895,206.98	9,156.20	3,101,092.21	8,005,455.39

Kitsap Public Facilities District

Statement of Financial Revenue & Expenses by Fund

January 2022

	<u>286</u>	<u>968</u>	<u>977</u>	<u>TOTAL</u>
Ordinary Income/Expense				
Income				
286 Rev · LTGO Bond Fund 2002B-PFD	70,090.10	0.00	0.00	70,090.10
968 Rev · PFD Operations Fund	0.00	40,000.00	0.00	40,000.00
977 Rev · PFD Regional Center Capital	0.00	0.00	179,315.03	179,315.03
Total Income	<u>70,090.10</u>	<u>40,000.00</u>	<u>179,315.03</u>	<u>289,405.13</u>
Expense				
968 Exp · PFD Operations Fnd	0.00	29,474.94	0.00	29,474.94
977 Exp · PFD Regional Cntr Capital	0.00	0.00	333,847.39	333,847.39
Total Expense	<u>0.00</u>	<u>29,474.94</u>	<u>333,847.39</u>	<u>363,322.33</u>
Net Ordinary Income	70,090.10	10,525.06	-154,532.36	-73,917.20
Other Income/Expense				
Other Expense				
80000 · Ask My Accountant	0.00	-16,551.26	0.00	-16,551.26
Total Other Expense	<u>0.00</u>	<u>-16,551.26</u>	<u>0.00</u>	<u>-16,551.26</u>
Net Other Income	<u>0.00</u>	<u>16,551.26</u>	<u>0.00</u>	<u>16,551.26</u>
Net Income	<u><u>70,090.10</u></u>	<u><u>27,076.32</u></u>	<u><u>-154,532.36</u></u>	<u><u>-57,365.94</u></u>

Kitsap Public Facilities District
Statement of Financial Revenue & Expenses by Fund
January 2022

	<u>286</u>	<u>968</u>	<u>977</u>	<u>TOTAL</u>
Ordinary Income/Expense				
Income				
286 Rev · LTGO Bond Fund 2002B-PFD				
28611 · LTGO Bond Fund 2002A PFD				
3380/70 · Intergovernmental Service				
90 · Other Intergovt Services	70,090.10	0.00	0.00	70,090.10
Total 3380/70 · Intergovernmental Service	<u>70,090.10</u>	<u>0.00</u>	<u>0.00</u>	<u>70,090.10</u>
Total 28611 · LTGO Bond Fund 2002A PFD	<u>70,090.10</u>	<u>0.00</u>	<u>0.00</u>	<u>70,090.10</u>
Total 286 Rev · LTGO Bond Fund 2002B-PFD	70,090.10	0.00	0.00	70,090.10
968 Rev · PFD Operations Fund				
96968I · PFD Operations Fund				
9684970 · Operating Transfers In	0.00	40,000.00	0.00	40,000.00
Total 96968I · PFD Operations Fund	<u>0.00</u>	<u>40,000.00</u>	<u>0.00</u>	<u>40,000.00</u>
Total 968 Rev · PFD Operations Fund	0.00	40,000.00	0.00	40,000.00
977 Rev · PFD Regional Center Capital				
96977I · PFD Regional Center Capital				
3130 · Retail Sales and Use Tax				
19 · Regional Centers Sales & Use	0.00	0.00	178,674.01	178,674.01
Total 3130 · Retail Sales and Use Tax	<u>0.00</u>	<u>0.00</u>	<u>178,674.01</u>	<u>178,674.01</u>
3610 · Interest Earnings				
97711 · Investment Interest	0.00	0.00	641.02	641.02
Total 3610 · Interest Earnings	<u>0.00</u>	<u>0.00</u>	<u>641.02</u>	<u>641.02</u>
Total 96977I · PFD Regional Center Capital	<u>0.00</u>	<u>0.00</u>	<u>179,315.03</u>	<u>179,315.03</u>
Total 977 Rev · PFD Regional Center Capital	<u>0.00</u>	<u>0.00</u>	<u>179,315.03</u>	<u>179,315.03</u>
Total Income	70,090.10	40,000.00	179,315.03	289,405.13
Expense				
968 Exp · PFD Operations Fnd				
96968E · PFD Operations Fnd				
5101 · Regular Salaries	0.00	10,416.67	0.00	10,416.67
5102 · Overtime Pay	0.00	3,991.19	0.00	3,991.19
5140 · Advisory Services	0.00	281.28	0.00	281.28
5190 · Miscellaneous Pay	0.00	400.00	0.00	400.00
5202 · Social Security	0.00	1,132.79	0.00	1,132.79
5223 · Workers Comp-State Assessment	0.00	-19.32	0.00	-19.32
5419 · Other Prof Svcs - Reg Ctr Mktg				
5419 a · Professional Services	0.00	2,843.38	0.00	2,843.38
5419 · Other Prof Svcs - Reg Ctr Mktg - Other	0.00	8,908.50	0.00	8,908.50
Total 5419 · Other Prof Svcs - Reg Ctr Mktg	<u>0.00</u>	<u>11,751.88</u>	<u>0.00</u>	<u>11,751.88</u>
5424 · Other Communications	0.00	270.45	0.00	270.45
5451 · Operating Rental/Leases				
5451 b · Rental-Office Space	0.00	1,250.00	0.00	1,250.00
Total 5451 · Operating Rental/Leases	<u>0.00</u>	<u>1,250.00</u>	<u>0.00</u>	<u>1,250.00</u>
Total 96968E · PFD Operations Fnd	<u>0.00</u>	<u>29,474.94</u>	<u>0.00</u>	<u>29,474.94</u>
Total 968 Exp · PFD Operations Fnd	0.00	29,474.94	0.00	29,474.94
977 Exp · PFD Regional Cntr Capital				
96977E · PFD Regional Cntr Capital				
5519 · Misc Intergovernmental Service	0.00	0.00	223,757.29	223,757.29
5520 · I/G Pymts, Fed, State, Local	0.00	0.00	70,090.10	70,090.10
6971 · Operating Transfers Out	0.00	0.00	40,000.00	40,000.00
Total 96977E · PFD Regional Cntr Capital	<u>0.00</u>	<u>0.00</u>	<u>333,847.39</u>	<u>333,847.39</u>
Total 977 Exp · PFD Regional Cntr Capital	<u>0.00</u>	<u>0.00</u>	<u>333,847.39</u>	<u>333,847.39</u>
Total Expense	0.00	29,474.94	333,847.39	363,322.33
Net Ordinary Income	70,090.10	10,525.06	-154,532.36	-73,917.20
Other Income/Expense				
Other Expense				
80000 · Ask My Accountant	0.00	-16,551.26	0.00	-16,551.26
Total Other Expense	<u>0.00</u>	<u>-16,551.26</u>	<u>0.00</u>	<u>-16,551.26</u>
Net Other Income	<u>0.00</u>	<u>16,551.26</u>	<u>0.00</u>	<u>16,551.26</u>
Net Income	<u><u>70,090.10</u></u>	<u><u>27,076.32</u></u>	<u><u>-154,532.36</u></u>	<u><u>-57,365.94</u></u>

Kitsap Public Facilities District

Statement of Financial Position by Fund

As of January 31, 2022

	<u>286</u>	<u>968</u>	<u>977</u>	<u>TOTAL</u>
ASSETS				
Current Assets				
Checking/Savings				
286 · LTGO Bond Fund 2002A-PFD	4,895,206.98	0.00	0.00	4,895,206.98
968 · Fund 96-968 KPF Operations Fnd	0.00	9,156.20	0.00	9,156.20
977 · Fund 96-977 KPF Holding Fund	0.00	0.00	3,101,092.21	3,101,092.21
Total Checking/Savings	<u>4,895,206.98</u>	<u>9,156.20</u>	<u>3,101,092.21</u>	<u>8,005,455.39</u>
Total Current Assets	<u>4,895,206.98</u>	<u>9,156.20</u>	<u>3,101,092.21</u>	<u>8,005,455.39</u>
TOTAL ASSETS	<u><u>4,895,206.98</u></u>	<u><u>9,156.20</u></u>	<u><u>3,101,092.21</u></u>	<u><u>8,005,455.39</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
968-L · 968 PFD Operations Liabilities	0.00	-2,511.02	0.00	-2,511.02
977-L · PFD Regional Center Liabilities	0.00	0.00	223,757.29	223,757.29
Total Other Current Liabilities	<u>0.00</u>	<u>-2,511.02</u>	<u>223,757.29</u>	<u>221,246.27</u>
Total Current Liabilities	<u>0.00</u>	<u>-2,511.02</u>	<u>223,757.29</u>	<u>221,246.27</u>
Long Term Liabilities				
286-LT · LTGO Bond Fund Liabilities	250,000.00	0.00	0.00	250,000.00
977-LT · 2636 Regional Ctr Notes Payable	0.00	0.00	4,500,000.00	4,500,000.00
Total Long Term Liabilities	<u>250,000.00</u>	<u>0.00</u>	<u>4,500,000.00</u>	<u>4,750,000.00</u>
Total Liabilities	<u>250,000.00</u>	<u>-2,511.02</u>	<u>4,723,757.29</u>	<u>4,971,246.27</u>
Equity				
286 FB · LTGO Bond Fund Balance/RE	4,573,453.73	0.00	0.00	4,573,453.73
9682880 · Fund Balance - Unassigned	0.00	-32,081.59	0.00	-32,081.59
9772880 · 77 Fund Balance - Unassigned	0.00	0.00	-887,095.94	-887,095.94
32000 · Unrestricted Net Assets	1,663.15	16,672.49	-581,036.78	-562,701.14
Net Income	70,090.10	27,076.32	-154,532.36	-57,365.94
Total Equity	<u>4,645,206.98</u>	<u>11,667.22</u>	<u>-1,622,665.08</u>	<u>3,034,209.12</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,895,206.98</u></u>	<u><u>9,156.20</u></u>	<u><u>3,101,092.21</u></u>	<u><u>8,005,455.39</u></u>

**Kitsap Public Facilities District
Sales Tax Rebate Revenue Summary**

	A	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH	AI	AJ	AK	AL
1		FY 2015	%	FY 2016	%	FY 2017	%	FY 2018	%	FY 2019	%	FY 2020	%	FY 2021	%
2	JAN	\$ 95,620.62	2.6%	\$ 105,695.31	10.5%	\$ 113,891.57	7.8%	\$ 123,476.10	8.4%	\$ 144,263.78	16.8%	\$ 150,304.56	4.2%	\$ 158,789.57	5.6%
3	FEB	\$ 126,017.20	5.6%	\$ 140,524.01	11.5%	\$ 147,253.14	4.8%	\$ 159,064.82	8.0%	\$ 165,509.56	4.1%	\$ 173,706.66	5.0%	\$ 192,717.28	10.9%
4	MAR	\$ 90,504.55	6.7%	\$ 96,088.48	6.2%	\$ 105,943.80	10.3%	\$ 123,918.31	17.0%	\$ 125,924.98	1.6%	\$ 132,155.73	4.9%	\$ 144,739.20	9.5%
5	APR	\$ 90,213.40	6.7%	\$ 100,040.83	10.9%	\$ 104,854.91	4.8%	\$ 118,939.87	13.4%	\$ 116,815.21	-1.8%	\$ 115,731.99	-0.9%	\$ 141,495.24	22.3%
6	MAY	\$ 107,061.73	7.0%	\$ 119,621.40	11.7%	\$ 126,859.08	6.1%	\$ 144,926.19	14.2%	\$ 150,430.71	3.8%	\$ 126,061.95	-16.2%	\$ 188,771.05	49.7%
7	JUN	\$ 103,097.71	8.4%	\$ 114,550.72	11.1%	\$ 113,282.72	-1.1%	\$ 133,121.83	17.5%	\$ 145,401.79	9.2%	\$ 126,133.58	-13.3%	\$ 177,293.20	40.6%
8	JUL	\$ 108,768.82	9.2%	\$ 114,395.94	5.2%	\$ 126,579.00	10.6%	\$ 146,892.10	16.0%	\$ 150,399.47	2.4%	\$ 165,292.17	9.9%	\$ 192,556.37	16.5%
9	AUG	\$ 121,969.93	14.4%	\$ 128,801.45	5.6%	\$ 142,050.14	10.3%	\$ 158,152.03	11.3%	\$ 166,341.19	5.2%	\$ 170,988.07	2.8%	\$ 204,719.00	19.7%
10	SEP	\$ 118,429.01	12.4%	\$ 124,100.96	4.8%	\$ 129,254.90	4.2%	\$ 149,561.17	15.7%	\$ 157,155.89	5.1%	\$ 167,577.17	6.6%	\$ 186,898.42	11.5%
11	OCT	\$ 111,631.80	4.3%	\$ 126,066.16	12.9%	\$ 132,996.09	5.5%	\$ 151,329.82	13.8%	\$ 158,503.52	4.7%	\$ 163,033.80	2.9%	\$ 182,058.47	11.7%
12	NOV	\$ 121,114.70	6.6%	\$ 132,038.42	9.0%	\$ 139,824.46	5.9%	\$ 149,568.79	7.0%	\$ 161,955.86	8.3%	\$ 184,238.07	13.8%	\$ 197,714.69	7.3%
13	DEC	\$ 110,023.46	11.1%	\$ 117,143.86	6.5%	\$ 124,461.85	6.2%	\$ 148,700.48	19.5%	\$ 148,546.73	-0.1%	\$ 164,199.11	10.5%	\$ 177,670.52	8.2%
14															
15	TOTAL	\$ 1,304,452.93	7.9%	\$ 1,419,067.54	8.8%	\$ 1,507,251.66	6.2%	\$ 1,707,651.51	13.3%	\$ 1,791,248.69	4.9%	\$ 1,839,422.86	2.7%	\$ 2,145,423.01	16.6%
16	AVERAGE	\$ 108,704.41	7.9%	\$ 118,255.63	8.8%	\$ 125,604.31	6.2%	\$ 142,304.29	13.3%	\$ 149,270.72	4.9%	\$ 153,285.24	2.7%	\$ 178,785.25	16.6%
17															
18															
19															
20															
21															
22															
23															
24															

NOTE: These sales tax rebate numbers show for the month
money is received from the State Treasurer's Office.
County receives rebate two months after tax paid,
i.e. Cnty/PFD March receipt reflects January sales tax revenue

FEB 2022	FUNDS	COMMENT
Sales Tax Rebate (977)	\$ 197,557.85	Up 2.5% vs. FEB 2021
Debt Service (286)	\$67,785	
Net Income	\$265,343	
JAN 2022 Expenses (968)	(\$85,779)	
NET GAIN	<u>\$179,563.70</u>	

**Kitsap PFD
Project Funding Record**

Year	Month	SKCEC					PERC				PGFHP				POB/CNW				Total Commitment
					ILA				ILA				ILA		Invoice	Reviewed	Invoice Amount	ILA	
2018	June				\$12,000,000				\$243,900.00				\$ 1,697,556.00		Phase 1		\$ 60,000.00	\$ 1,439,000	\$15,380,456
	September														4481	6/21/2018	\$ (30,000.00)		
2018 Totals															4711	9/25/2018	\$ (30,000.00)		
															Ph1 Bal		\$ -		
															Phase 2		\$ 502,300.00		
2019	March															3/25/2019	\$ (19,760.00)		
	April															4/24/2019	\$ (77,321.00)		
	May															5/20/2019	\$ (72,215.00)		
	July															7/29/2019	\$ (55,170.00)		
	October															10/28/2019	\$ (33,945.00)		
2019 Totals															Ph2 Bal		\$ (258,411.00)	\$ -	
		Invoices	Board Approved	Date Paid	Amount Paid	ILA Task #	Invoices	Board Approved	Date Paid	Amount Paid	Invoices	Board Approved	Date Paid	Amount Paid	Invoice	Reviewed	Invoice Amount	Amount Paid	
2020	January															1/20/2020	\$ (90,214.00)		
	February														5201				
															5819	2/24/2020	\$ (153,675.00)		
															5978				
															5979				
	September						GRNT000725	9/21/2020	9/21/2020	\$ (8,650.00)									
							GRNT000731	9/21/2020	9/21/2020	\$ (5,317.50)									
							GRNT000723	9/21/2020	9/21/2020	\$ (1,318.75)									
	October						GRNT000738	10/26/2020	10/26/2020	\$ (5,156.25)									
2020 Totals	December	INV00606	12/14/2020	12/14/2020	\$ (60,095.60)	Task 2	GRNT000754	12/14/2020	12/14/2020	\$ (6,693.75)									
					\$ (60,096)					\$ (27,136.25)				\$ -	Ph2 Bal		\$ (243,889.00)	\$ -	
		Invoices	Board Approved	Date Paid	Amount Paid	ILA Task #	Invoices	Board Approved	Date Paid	Amount Paid	Invoices	Board Approved	Date Paid	Amount Paid	Invoice	Reviewed	Invoice Amount	Amount Paid	
2021	January	SKCEC #2	2/22/2021	2/22/2021	\$ (137,371.72)	Task 2	GRNT000765	1/25/2021	1/25/2021	\$ (13,441.75)	21-0100	2/22/2021	2/22/2021	\$ (29,943.70)					
	February						GRNT000771	1/25/2021	1/25/2021	\$ (16,387.93)									
	March						GRNT000785	3/22/2021	3/22/2021	\$ (9,410.81)									
	April	INV00753	4/26/2021	4/26/2021	\$ (20,628.28)	Task 2	GRNT000791	4/26/2021	4/26/2021	\$ (10,868.75)									
	May		5/24/2021	5/24/2021	\$ (1,000,000.00)	Task 4	GRNT000805	5/24/2021	5/24/2021	\$ (15,516.25)					7011	5/24/2021	\$ (86,340.00)		
	June	INV00795	6/28/2021	6/28/2021	\$ (22,000.00)	Task 2	GRNT000811	6/28/2021	6/28/2021	\$ (9,253.35)					7018	6/28/2021	\$ (69,653.55)		
	July	INV00825			\$ (30,000.03)	Task 2	GRNT000818	7/26/2021	7/26/2021	\$ (7,275.65)					7022	7/26/2021	\$ (62,173.55)		
	August	INV00873	8/23/2021	8/23/2021	\$ (30,002.84)	Task 2	GRNT000831	8/23/2021	8/23/2021	\$ (23,434.49)					7031	7/26/2021	\$ (52,335.70)		
	September						GRNT000839	9/27/2021	9/27/2021	\$ (8,955.00)					7036	8/23/2021	\$ (70,703.55)		
	October	INV00961	10/25/2021	10/25/2021	\$ (86,287.13)	Task 2	GRNT000847	10/25/2021	10/25/2021	\$ (6,450.00)	21-0101	10/25/2021	10/25/2021	\$ (142,237.84)	7044	9/26/2021	\$ (58,990.70)		
2021 Totals	December				\$ (1,326,290)					\$ (120,993.98)				\$ (172,181.54)	7052	12/13/2021	\$ (17,785.00)		
														\$ (172,181.54)	7068	12/14/2021	\$ (20,275.60)		
															sub-total		\$ (438,257.65)	\$ -	
		Invoices	Board Approved	Date Paid	Amount Paid	ILA Task #	Invoices	Board Approved	Date Paid	Amount Paid	Invoices	Board Approved	Date Paid	Amount Paid	Invoice	Reviewed	Invoice Amount	Amount Paid	
2022	January	INV01025	1/24/2022	1/31/2022	\$ (12,263.00)	Task 2	GRNT00854	1/24/2022	1/31/2022	\$ (6,300.00)	21-0104	1/24/2022	1/31/2022	\$ (61,194.29)	7080	1/24/2022	\$ (118,025.00)	\$ (144,000.00)	
	February	INV00016	2/28/2022	2/28/2022	\$ (1,443.58)	Task 2	GRNT000864	2/28/2022	2/28/2022	\$ (1,575.00)					7090	2/4/2022	\$ (105,115.30)		
							GRNT000870	2/28/2022	2/28/2022	\$ (8,536.25)									
2022 Totals					\$ (13,706.58)					\$ (16,411.25)				\$ (61,194.29)			\$ (223,140.30)	\$ (144,000.00)	\$ (235,312.12)
Total Paid to Date					\$ (1,400,092.18)					\$ (164,541.48)				\$ (233,375.83)	sub-total		\$ (1,163,697.95)	\$ (144,000.00)	\$ (1,942,009)
Remaining Balance					\$ 10,599,907.82					\$79,358.52				\$ 1,464,180				\$ 1,295,000.00	\$ 13,438,447



Virtual Meeting of the Board of Directors *
Monday, February 28, 2022
Webinar ID – 82982544070 Passcode – 513968

AGENDA

1. Call to Order / Comments Board Chair Jagodzinske

CONSENT AGENDA

- A. January 24, 2022, Meeting Minutes
 - B. Blanket Voucher # 06-FEB 2022 96968 Operating Expenses
 - C. Blanket Voucher # 07-FEB 2022 96977 PERC Project Invoices
 - D. Blanket Voucher # 08-FEB 2022 96977 SKCEC Project Invoices
 - E. Executive Director Report – FEB 2022
 - F. Regional Facilities Report – FEB 2022
-

- 2. Public Comment** –If you wish to ask a question of the panelists, you will have a maximum of 3 minutes. Within Zoom, use the “Raise Hand” option, or put a message in the Chat Box and the host will ask the question for you.
- 3. Approval of Consent Agenda**
Note: If a Board Member wishes to discuss any item, it may be pulled from the Consent Agenda for further dialogue and individual board vote of approval
- 4. Facility Progress Report** – Port of Bremerton Circuit of the Northwest – Port of Bremerton COO, Mr. Jim Rothlin
- 5. New Business**
- A. KPFD WA State Audit Results - Exec Director Shiplet
 - B. Potential Board Retreat Discussion – Chair Jagodzinske
- 6. Financial Reports**
- A. 2021 End of the Year Report – Ms. Susan Veatch
 - B. JAN 2022 Report – Ms. Susan Veatch
 - C. JAN 2022 Rebate Summary Report – Exec Director Shiplet
- 7. Ongoing Business**
- A. KPFD Business Credit Card – Exec Director Shiplet & Director Morrissey

Meeting Adjournment

***NOTE:** This meeting will be recorded and will be available on the Kitsap Public Facilities District website: www.kitsap-pfd.org and the KPFD YouTube channel.

Next Meeting: March 28, 2022, at 5:30 pm

Location: Virtual Zoom Webinar

Topics: General Business, City of Poulsbo – Poulsbo Events & Recreation Center (PERC) Project



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