

**Board of Directors Meeting\***  
**Monday, April 25, 2022**  
**Norm Dicks Government Center**  
**& Zoom Webinar ID – 824 3572 4605 Passcode: 852507**

**AGENDA**

**1. Call to Order / Comments Board Chair Jagodzinske**

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**CONSENT AGENDA**

- A. March 28, 2022, Meeting Minutes
  - B. Blanket Voucher # 12-APR 2022 96968 Operating Expenses
  - C. Executive Director Report – APR 2022
  - D. Regional Facilities Report – APR 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** – City of Port Orchard – Port Orchard Community Events Center (POCEC)
- 5. Report to the Board of Directors** – Visit Kitsap Peninsula
- 6. New Business**
- A. Sublease Agreement between KPFD & Kitsap Peninsula Visitor & Convention Bureau
  - B. North Kitsap Rec & Events Center (NKREC) Update
  - C. Port Orchard Community Events Center (POCEC) Proposed ILA Amendment
- 7. Financial Reports**
- A. MAR 2022 Financial Report
  - B. MAR 2022 Rebate Summary Report
  - C. MAR 2022 Facilities Tracking Report
- 8. Ongoing Business**
- A. KPFD Bond Refinancing Update
  - B. KPFD BOD Retreat Reminder – Wednesday, May 11, 2022, 10:30 AM – 12:30 PM, Fairway Independent Mortgage Co., 9307 Bayshore Dr. NW, Silverdale, WA
- 9. Good of the Order**
- 10. Meeting Adjournment**

**Next Meeting:** May 23, 2022, at 5:30 pm  
Location: Kitsap County Administration Building, Port Orchard, WA & Virtual Zoom Webinar  
Topics: General Business, Port of Bremerton/Circuit of the Northwest (POBCNW) Project Report

**\*NOTE:** This meeting will be recorded and available on the Kitsap Public Facilities District website: [www.kitsap-pfd.org](http://www.kitsap-pfd.org) and the KPFD YouTube channel.

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# ***Kitsap Public Facilities District***

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## **Minutes of the Board of Directors Meeting (Including optional “in-person” element)**

**Monday, March 28, 2022**

### **Attendance:**

**Board Members:** Chairman Daron Jagodzinske, Vice-Chairman Patrick Hatchel, Director John Morrissey, Director Phil Havers, Director Tom Bullock

**Staff:** Executive Director Russ Shiplet

**Advisors, Counsel, & Consultants:** Construction Consultants Mr. Shannon Thompson & Ms. Cindy Rogers, Accountant Ms. Susan Veach, Legal Counsel Mr. Brian Lawler, Financial Advisors Mr.'s. Scott Bauer & Ryan Neumeister, Bond Counsel Mr. Marc Greenough

**Absent Board Members:** Treasurer Draper, Director Leedham

- **Call to Order:** The KPF Board Chairman called the meeting to order at 5:30 PM.
- **Public Comment:** Public comment was given.
- **Approval of Consent Agenda:** A motion was made to approve the Consent Agenda as presented. The motion was seconded and approved.
- **Facilities Project Progress Report:** Poulsbo Events & Recreation Center (PERC), Ms. Karla Boughton, Special Projects Planner, and Mr. Schoonmaker, Director of Poulsbo Parks & Recreation
  - The city planned to acquire nine acres of land adjacent to the current PERC site. The City Council approved the measure to purchase the property at its appraised value. The property owner declined the City's offer to purchase the land.
  - Based on discussions with the PERC Steering Committee members and the KPF Executive Director, the city proposes to work on the project in a phased approach.
  - The options include two full-size turf soccer fields and no building, one full-size field and one building, or a variation of the layout for one full-size field and facility.
  - Next steps in March-July 2022 include refining the options and identifying a phasing plan, preparing a draft management plan, completing a financial analysis, and determining the feasibility of each project.
- **New Business:**
  - A. **KFPD Bond Refinancing Update** – Chairman
    - Kitsap County has refinanced the KPF bonds through 2026 but not out until 2041. In 2017, the state passed legislation to allow the continuation of PFD sales tax rebates through 2041, but to date, the County has only agreed to fund the bonds through 2026.
    - The KPF Board of Directors and the Executive Director will meet with the Kitsap County Commissioners and Treasurer on Wednesday, March 30, to discuss bond extension options.

- The KPFD is in discussions with Northwest Municipal Advisors and our Bond Counsel to determine how bonds can continue to be financed through 2041 and in conjunction with the County.

**B. Business License for KPFD – Executive Director**

- The need for KPFD to have a business license, including the ability to apply for a business credit card and the collection of unemployment taxes through payroll.
- Correspondence with similar public facilities districts and county special districts confirmed that they held a business license for the same purposes that the KPFD is considering.
- The KPFD Board of Directors instructed the Executive Director to proceed with applying for a business license.

**C. Purchase of QuickBooks Online for Financial Tracking – Executive Director Shiplet and KFPD Accountant Ms. Susan Veach**

- Tracking the day-to-day finances of the KFPD to match Kitsap County Treasurer reports requires the purchase of QuickBooks online. Through QuickBooks, the KPFD accountant and Executive Director will be able to track all tax rebate funds, debit services, and operating expenses simultaneously to serve as a check and balance against county reports.
- The KPFD Board of Directors instructed the Executive Director to proceed with the purchase of QuickBooks online.

**D. Visit Kitsap Peninsula (VKP) Advertising Agreement – Executive Director and Legal Counsel**

- KPFD currently does not have a signed advertising agreement with Visit Kitsap Peninsula. The previous contract expired in December 2021. KPFD has received invoices in January, February, and March 2022 for rendered services, but there is no evidence of advertising activity on behalf of KPFD for those months. The KPFD has paid the January and February 2022 invoices but is withholding the March 2022 invoice payment.
- The Executive Director revised the 2021 agreement to reflect an expiration date of August 31, 2022, which coincides with a sub-lease agreement for shared office space between VKP and KPFD. In addition, the language regarding an automatic continuation of the advertising agreement on an annual basis was also removed.
- A motion was made and seconded to approve the VKP 2022 advertising agreement. A discussion of the motion proceeded. Concerns were raised about the 2022 agreement and previous advertising agreements with VKP.
- The motion failed to pass. The KPFD Board of Directors invites VKP to present at the April 25, 2022, meeting and discuss future advertising options.
- **Financial Reports** – Executive Director and Accountant
  - The YTD Statement of Financial Revenue & Expenses by Fund Report was presented. The fund totals match the YTD Kitsap County reports.

- The February 2022 Statement of Financial Positions by Fund report was presented. A significant amount of funds in the “Ask My Accountant” line item will need to be reconciled with the County.
- The February 2022 Sales Tax Rebate Revenue Summary was presented and discussed.
- The February 2022 Project Funding Worksheet was presented and discussed.
- **Ongoing Business** – No ongoing business this month

**Meeting adjourned @ 6:36 PM.**

**Next Meeting of the Board: April 25, 2022 - Norm Dicks Government Center and Zoom Webinar**

**Topics: General Business, Port Gamble Forest Heritage Park Trails (PGFHP) project, New Business, Financials & Ongoing Business.**

**NOTE:**

1. **Recordings of this meeting and meetings past can be found on the KPFD YouTube channel:**  
<https://www.youtube.com/channel/UCX9s374H7UNnsaRjsBPqyBw>

**BLANKET VOUCHER APPROVAL****FUND: 96968.00968****BV# 12-APR 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 **\$8,641.85** on this 25<sup>th</sup> day of April 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**

<b>VENDOR</b>	<b>SPEND CAT</b>	<b>AMOUNT</b>
<b>Reoccurring items:</b>		
JPC PLLC (APR 2022)	5419	\$2,062.50
Northwest Municipal Advisors (MAR 2022)	5419	\$1,316.25
Accountability Plus, Inc. (MAR 2022)	5419	\$400.00
Visit Kitsap Peninsula – Rent (APR 2022)	5451	\$1,250.00
Comcast – Phone/Internet (APR 2022)	5311	\$272.41
Help Desk Cavalry Monthly IT Service (APR 2022)	5311	\$259.00
Help Desk Cavalry O365 Monthly Subscript (APR 2022)	5311	\$196.20
Executive Director Reimbursement (APR 2022)	5311	\$1,017.12
BKAT (MAR 2022 BOD Meeting)	5311	\$262.50
<b>Other items:</b>		
WA State Dept. of L&I (Q1 2022 filing)	5311	\$120.07
KPFD Board of Directors Q1 2022 Stipends	5140	\$1,485.80
	<b>PAGE TOTAL</b>	<b>\$8,641.85</b>



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>

April 6, 2022

Kitsap Public Facilities District  
Attn: Mike Walton  
9230 Bayshore Dr. NW, Suite 101  
Silverdale, WA 98383Invoice # 134519 BEL  
Client Matter # L1022 01000  
Billing through 03/31/2022

## General Advisory

Professional Services

03/04/2022	BEL	Review email about retreat. Reply.	0.10 hrs.	27.50
03/07/2022	BEL	Review Shiptet email regarding special meeting questions. Draft reply on special meeting issues. Further emails and answers. Review Inslee's Feb 21 updated order.	0.70 hrs.	192.50
03/09/2022	BEL	Review email chain and docs regarding LTGO bonds.	0.20 hrs.	55.00
03/10/2022	BEL	Review and reply re March meeting requirements. Review most current guidance.	0.20 hrs.	55.00
03/11/2022	BEL	Review and answer client email re public meeting.	0.20 hrs.	55.00
03/15/2022	BEL	Review email regarding minutes. Review later email with minutes. Review statutory requirements for credit cards.	0.40 hrs.	110.00
03/16/2022	BEL	Review emails re credit card policy, banking accounts, business license, Visit Kitsap. Read additional emails. Conference call. Follow up mails.	1.00 hrs.	275.00
03/17/2022	BEL	Call with Russ re OPMA issues and current practices. Reach out to other special districts counsel. Review responses.	0.80 hrs.	220.00
03/21/2022	BEL	Review and reply re Daron J email. Call with Russ re VKP contract and business entity resolution. Start discussion with WA SOS re license.	0.40 hrs.	110.00
03/22/2022	BEL	Review emails re event fund. Follow up regarding business license. Follow up re resolution for VKP. Further emails.	1.10 hrs.	302.50
03/23/2022	BEL	Review and reply regarding Event Fund issue in context of RCW 36.100.160. Review emails re Port Orchard requested amendments to ILA. Reply.	0.40 hrs.	110.00
03/24/2022	BEL	Review multiple emails.	0.10 hrs.	27.50
03/24/2022	BEL	Several emails with client.	0.20 hrs.	55.00
03/25/2022	BEL	Emails re agenda and to do's.	0.10 hrs.	27.50

03/28/2022	BEL	Emails regarding meeting and agenda. Meeting by zoom.	1.20 hrs.	330.00
03/30/2022	BEL	Review Russ S draft email to VKP. Draft comments.	0.20 hrs.	55.00
03/31/2022	BEL	Review OPMA update guidance. Email to client regarding same.	0.20 hrs.	55.00
				<hr/>
				\$2,062.50

Billing Summary

Total Professional Services	\$2,062.50
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Previous Balance	\$907.50
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03/25/2022	Payment - Thank you, Check # 3832460	(\$907.50)
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<b>Total Balance Due</b>	<b>\$2,062.50</b>
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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.



March 28, 2022

Russ Shiplet  
Executive Director  
Kitsap Public Facilities District  
9230 Bay Shore Dr. NW, Suite 101  
Silverdale, WA 98383

**RE: Invoice for Financial Advisory Services**

Dear Russ:

Enclosed is an invoice for professional services for the 1<sup>st</sup> quarter of 2022 through March 24, 2022.

It has been a pleasure working with the District. If you have any questions on this invoice or desire additional documentation, please do not hesitate to call me at (425) 452-9551.

Sincerely,



Scott J. Bauer



11900 NE 1<sup>st</sup> Street, Suite 300 Bellevue, Washington 98005

## INVOICE

March 28, 2022

Russ Shiplet  
Executive Director  
Kitsap Public Facilities District  
9230 Bay Shore Dr. NW, Suite 101  
Silverdale, WA 98383

**RE: Invoice for Financial Advisory Services**

General Financial Advisory Services (6.75 hours for Ryan Neumeist) \$ 1,316.25

**Total Due** \$ 1,316.25

**Please remit to:**

Northwest Municipal Advisors  
11900 NE 1<sup>st</sup> Street, Suite 300  
Bellevue, WA 98005



# Accountability Plus, Inc.

Accounting Design & Training  
Business Consulting

**BILL TO**

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

**DATE**

4/3/2022

**INVOICE #**

KPFD-Mar-22

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

Accounting Services for the Month of March 2022

12

40.00

480.00

Daily Details Available Upon Request  
1800 Kitsap County 9.0%

9.00%

0.00

**Total**

**\$480.00**

**Payments/Credits**

**\$0.00**

**Balance Due**

**\$480.00**

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](mailto:suziejoveach@gmail.com)

**VISIT KITSAP PENINSULA**

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

**Office Expense Reimbursement**

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

Please make checks payable to  
Visit Kitsap Peninsula  
Thank you.

Due Date		Date	Invoice #
3/25/2022		3/25/2022	11423
Description	Qty	Rate	Amount
Sub-lease Rent April		1,250.00	1,250.00
		<b>Total</b>	\$1,250.00
		<b>Payments/Credits</b>	\$0.00
		<b>Balance Due</b>	\$1,250.00

**Thank you for supporting tourism marketing program that provide  
economic benefits to the Kisap Peninsula region.**

# 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](https://business.comcast.com/help) or  
call 1-800-391-3000

Ready to pay?

Visit [business.comcast.com/myaccount](https://business.comcast.com/myaccount)

Bill date Mar 28, 2022  
Services from Apr 03, 2022 to May 02, 2022

Page 1 of 3

### Your monthly account summary

Previous balance	262.41
No payment received	0.00
Balance forward	262.41
<b>New charges</b>	
Comcast Business services	244.89
Other charges and credits	17.30
Taxes and fees	10.22

Balance forward  
New charges due Apr 24, 2022  
**Total amount due**

**PAID** - \$262.41  
\$272.41  
**~~\$534.82~~**



### ! 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](https://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 03292022 NNNNNYNN 01 000105 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 \$262.41 - **PAID**  
New charges due Apr 24, 2022 \$272.41

**Please pay**

**~~\$534.82~~**

Amount enclosed

\$

Make checks payable to Comcast  
Do not send cash



COMCAST  
PO BOX 60533  
CITY OF INDUSTRY CA 91716-0533



849836001171290800534826



## 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
33943	4/1/2022	Kitsap Public Facilities District
Billing Terms	PO Number	Reference
Due Upon Receipt		Monthly Billing for April

### 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
Dropsuite Business Backup	\$3.00	1	\$3.00

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
<b>Invoice Total</b>	<b>\$259.00</b>
Payments Applied	\$0.00
<b>Total Amount Due</b>	<b>\$259.00</b>



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

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

Date	Invoice
04/01/2022	34072
Account	
Kitsap Public Facilities District	

Terms	PO Number	Reference	
Due Upon Receipt		Monthly Billing for April	

Managed Services Details	Quantity	Price	Amount
Agreement KPFD - M365 Monthly Product			
O365 CSP Monthly, 365 Business Premium	9.00	\$20.00	\$180.00
Total Managed Services Details:			\$180.00
	Invoice Subtotal:	\$180.00	
	Sales Tax:	\$16.20	
	Invoice Total:	\$196.20	
	Payments:	\$0.00	
	Credits:	\$0.00	
	Balance Due:	\$196.20	

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.

# QuickBooks Online Purchase Receipt



## Summary

STATUS OF REQUEST:

**Fully Shipped**

DATE OF REQUEST:

**04/12/2022**

ORGANIZATION EMAIL:

**execdirector@kitsap-pfd.org**

All emails containing information about the products and licenses you've requested will be sent to this email address, as listed in the organization's profile.

## Kitsap Public Facilities District

**SUBTOTAL: \$75.00**

**OTHER DISCOUNTS: \$0.00**

**SALES TAX: \$0.00**

**SHIPPING: \$0.00**

**TOTAL: \$75.00**

## Payment Information

PAYMENT STATUS:

**Paid**

CREDIT CARD:

**AMEX ending in 2004**

AMOUNT:

**\$75.00 (Approved)**

PRODUCT: TOTAL: STATUS:

QuickBooks Online Plus, 1-Year Subscription, 5 Users  
\$75.00





**WASHINGTON**  
Secretary of State  
Corporations & Charities Division

Washington Secretary of State  
Corporations and Charities Division  
801 Capitol Way South  
PO Box 40234  
Olympia, WA 98504-0234  
(360) 725-0377  
[corps@sos.wa.gov](mailto:corps@sos.wa.gov)

## Customer Receipt

### Payment Transaction:

Work Order #: 2022040600230043

Received Date: 04/06/2022

Total Paid: \$200.00

### Payment Details:

Cardholder Name / Payer Name	Payment Type	Identifying Number	Payment Date	Amount
RUSSELL SHIPLET	AMERICAN EXPRESS	2004	04/06/2022	\$200.00

### Transaction Details:

Name	UBI # / Registration #	Service Type	Amount	Processing Fee
KITSAP PUBLIC FACILITIES DISTRICT, SPC		ARTICLES OF INCORPORATION WITH INITIAL REPORT	\$180.00	\$20.00

# Invoice



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

Invoice Date: Apr 6, 2022  
Invoice #: INV141925219  
Payment Terms: Due Upon Receipt  
Due Date: Apr 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  
(360) 698-1885  
execdirector@kitsap-pfd.org

Bill To Address: 9230 BAY SHORE DR NW, Suite 101  
SILVERDALE, Washington 98383  
United States  
(360) 698-1885  
execdirector@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 & SURCHARGES	TOTAL
<b>Charge Name: Webinar 500 Monthly PROMO</b>				
Quantity: 2 Unit Price: \$40.00	Apr 6, 2022-May 5, 2022	\$80.00	\$7.36	<b>\$87.36</b>
<b>Charge Name: Standard Pro Annual</b>				
Quantity: 4 Unit Price: \$149.90	Apr 6, 2022-Apr 5, 2023	\$599.60	\$55.16	<b>\$654.76</b>
Subtotal				<b>\$679.60</b>
Total (Including Taxes, Fees & Surcharges)				<b>\$742.12</b>
Invoice Balance				<b>\$0.00</b>

## Taxes, Fees & Surcharge Details

CHARGE NAME	TAX, FEE OR SURCHARGE NAME	JURISDICTION	CHARGE AMOUNT	TAX, FEE OR SURCHARGE AMOUNT
Standard Pro Annual	Sales Tax	County	\$599.60	\$16.19
Standard Pro Annual	Sales Tax	State	\$599.60	\$38.97
Webinar 500 Monthly PROMO	Sales Tax	County	\$80.00	\$2.16
Webinar 500 Monthly PROMO	Sales Tax	State	\$80.00	\$5.20
Total (Including Taxes, Fees & Surcharges)				\$62.52

## Transactions

Invoice Total				\$742.12
TRANSACTION DATE	TRANSACTION NUMBER	TRANSACTION TYPE	DESCRIPTION	APPLIED AMOUNT
Apr 6, 2022	P-160707410	Payment		(\$742.12)
Invoice Balance				\$0.00

Need help understanding your invoice?

[CLICK HERE](#)

*This plan includes products with monthly and/or yearly subscription periods. The subscription period for each plan, and the total charge, \$679.60 (plus applicable taxes and regulatory fees), per subscription period for that product are set out above in the Charge Details section. Unless you cancel, your subscription(s) will auto-renew each subscription period and each subscription period thereafter, at the price(s) listed above (plus any taxes and regulatory fees applicable at the time of renewal) and your payment method on file at [zoom.us/billing](https://zoom.us/billing) will be charged. You can cancel auto-renewal anytime, but you must cancel by the last day of your current subscription period to avoid being charged for the next subscription period. You will not be able to cancel your "base plan" (Zoom Meetings, Zoom Phone, or Zoom Rooms) without first canceling all other subscriptions in your plan. If you cancel, you will not receive a refund for the remainder of your then-current subscription period. You can cancel by navigating to [zoom.us/billing](https://zoom.us/billing) and clicking "Cancel Subscription," clicking through the prompts, and then clicking to confirm cancellation. Should Zoom change its pricing, it will provide you with notice, and you may be charged the new price for subsequent subscription.*

CITY OF BREMERTON  
FINANCE DEPARTMENT  
345 6TH STREET SUITE 100  
BREMERTON, WA 98337-1891  
PHONE: 360-473-5208x  
FAX: 360-473-5200x

**STATEMENT**

**Date:** Apr 04, 2022

**Page** 1  
**of** 1

**Balance Due:** 262.50

**Charges Due:** 262.50

**Total on Account:** .00

**Cust No:** 10560

**Last Statement Date:** FIRST STATEMENT

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

Inv Date	Inv Number	C	Charges	Payments	Adjustments	Amount Due
11/16/2021	BKAT000639	C	262.50	.00	.00	262.50

DELINQUENT OVER 0	DAYS OVER 30	DAYS OVER 60	DAYS OVER 90	DAYS
AMOUNT	.00	.00	.00	262.50



# Washington State Department of Labor & Industries

Quarterly Report  
Submit Date: 4/11/2022  
Confirmation Number: 8656414

## Quarterly Report

KITSAP PUBLIC FACILITIES DIST  
9230 BAYSHORE DR NW STE 101  
SILVERDALE, WA 98383

WA UBI: 602345042  
L&I Account ID: 057,209-00  
Phone Number: 3606981885 Ext: 0

Account Manager: DESIREE VERES  
1st Quarter: 1/1/2022 - 3/31/2022

Class Code	Nature of Work	Gross Payroll	Worker Hours	Rate Per Hour	Amount Owed
5306-07	Counties/Tax Dist Adm/CI Offc	\$31,250.00	520	0.2309	\$120.07
Total of Premiums:					\$120.07
Grand Total:					\$120.07

## Preparer's Information

Preparer: Russ Shiplet  
Daytime Phone: 360-698-1885  
Email: [execdirector@kitsap-pfd.org](mailto:execdirector@kitsap-pfd.org)

## Payment Information

Method of Payment: Paper Check  
Payment Amount: \$120.07

To AVOID penalties and interest, this voucher and payment must be POSTMARKED no later than 5/2/2022

Print and mail this Payment Voucher along with your check to:  
Department of Labor & Industries  
PO Box 24106  
Seattle, WA 98124-6524

\* by mailing the voucher and payment to the wrong address, your account may be subject to accrue penalty and interest.

KITSAP PUBLIC FACILITIES DIST  
9230 BAYSHORE DR NW STE 101  
SILVERDALE, WA 98383  
L&I Account ID: 057,209-00

1st Quarter: 1/1/2022 - 3/31/2022

Total amount due for this quarter: \$120.07

For any changes to this account please call your account manager, 360-902-6133 .



# BOARD OF DIRECTORS STIPEND WORKSHEET

Q1 2022

BOARD MEMBER NAME			DARON JAGODZINSKE		
MONTH	DAY	YEAR	MEETING TYPE	ZOOM or IN PERSON	IF IN PERSON, SITE LOCATION
JAN	21	2022	SPECIAL	ZOOM	
JAN	24	2022	BOARD	ZOOM	
FEB	28	2022	BOARD	ZOOM	
MAR	18	2022	SPECIAL	ZOOM	
MAR	24	2022	SPECIAL	ZOOM	
MAR	28	2022	BOARD	IN PERSON	POUSLBO
MAR	30	2022	SPECIAL	IN PERSON	KITSAP COUNTY BUILDING

per Mileage  
Meeting @\$.55 RT

\$ 50.00

\$ 50.00

\$ 50.00

\$ 50.00

\$ 50.00

\$ 50.00 2.2

\$ 50.00 48.4

Q1 2022 TOTALS	\$ 350.00	\$ 27.83	\$ 377.83
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# BOARD OF DIRECTORS STIPEND WORKSHEET

Q1 2022

BOARD MEMBER NAME			TOM BULLOCK		
MONTH	DAY	YEAR	MEETING TYPE	ZOOM or IN PERSON	IF IN PERSON, SITE LOCATION
JAN	24	2022	BOARD	ZOOM	
FEB	28	2022	BOARD		
MAR	28	2022	BOARD	IN PERSON	POUSLBO

per Meeting \$50.00  
 Mileage RT @\$.55 \$0.00  
 \$50.00 18

TOTALS	\$100.00	\$ 9.90	\$109.90
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# BOARD OF DIRECTORS STIPEND WORKSHEET

Q1 2022

BOARD MEMBER NAME			PHIL HAVERS		
MONTH	DAY	YEAR	MEETING TYPE	ZOOM or IN PERSON	IF IN PERSON, SITE LOCATION
JAN	24	2022	BOARD	ZOOM	
FEB	28	2022	BOARD	ZOOM	
MAR	28	2022	BOARD	ZOOM	POUSLBO

per Mileage RT  
Meeting @\$.55  
\$ 50.00  
\$ 50.00  
\$ 50.00

TOTAL

\$ 150.00





# BOARD OF DIRECTORS STIPEND WORKSHEET

Q1 2022

BOARD MEMBER NAME			ERIN LEEDHAM		
MONTH	DAY	YEAR	MEETING TYPE	ZOOM or IN PERSON	IF IN PERSON, SITE LOCATION
JAN	24	2022	BOARD	ZOOM	
FEB	28	2022	BOARD	ZOOM	
MAR	28	2022	BOARD		

per  
Meeting

Mileage RT  
@\$.55

\$ 50.00

\$ 50.00

\$ -

TOTAL

\$ 100.00



# BOARD OF DIRECTORS STIPEND WORKSHEET

Q1 2022

BOARD MEMBER NAME			JOHN MORRISSEY		
MONTH	DAY	YEAR	MEETING TYPE	ZOOM or IN PERSON	IF IN PERSON, SITE LOCATION
JAN	24	2022	BOARD	ZOOM	
FEB	28	2022	BOARD	ZOOM	
MAR	28	2022	BOARD	IN PERSON	POUSLBO
MAR	30	2022	SPECIAL	IN PERSON	KITSAP COUNTY BUILDING

per  
Meeting

Mileage  
@\$.55 RT

\$ 50.00

\$ 50.00

\$ 50.00

\$ 50.00 12.00

Q1 2022 TOTALS	\$ 200.00	\$ 6.60	\$ 206.60
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# BOARD OF DIRECTORS STIPEND WORKSHEET

Q1 2022

BOARD MEMBER NAME			WALT DRAPER		
MONTH	DAY	YEAR	MEETING TYPE	ZOOM or IN PERSON	IF IN PERSON, SITE LOCATION
JAN	24	2022	BOARD	ZOOM	
FEB	28	2022	BOARD	ZOOM	
MAR	18	2022	SPECIAL	ZOOM	
MAR	24	2022	SPECIAL	ZOOM	
MAR	28	2022	BOARD	IN PERSON	POUSLBO

per Mileage  
Meeting @\$.55 RT

\$ 50.00  
\$ 50.00  
\$ 50.00  
\$ 50.00  
\$ -

Q1 2022 TOTAL \$ 200.00



# BOARD OF DIRECTORS STIPEND WORKSHEET

Q1 2022

BOARD MEMBER NAME			PATRICK HATCHEL		
MONTH	DAY	YEAR	MEETING TYPE	ZOOM or IN PERSON	IF IN PERSON, SITE LOCATION
JAN	24	2022	BOARD	ZOOM	
FEB	28	2022	BOARD	ZOOM	
MAR	18	2022	SPECIAL	ZOOM	
MAR	24	2022	SPECIAL	ZOOM	
MAR	28	2028	BOARD	IN PERSON	POUSLBO
MAR	30	2022	SPECIAL	IN PERSON	KITSAP COUNTY BUILDING

per	Mileage
Meeting	@\$.55 RT
\$ 50.00	
\$ 50.00	
\$ 50.00	
\$ 50.00	
\$ 50.00	16.60
\$ 50.00	58.80

Q1 2022 TOTALS	\$ 300.00	\$ 41.47	\$ 341.47
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## EXECUTIVE DIRECTOR REPORT

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

### **Project Updates:**

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

- **POCEC:** The City of Port Orchard requests an amendment to the current ILA, specific to tasks 4 & 5. The current ILA limits the total amount of funding approval for tasks 4 & 5 not to exceed \$1,100,000. The City is requesting that tasks 4 & 5 limits be raised to \$1,359,000 to address issues with the seawall behind the site where the event center will be built. In addition, the city is requesting to change the project's name to Port Orchard Community Events Center. Amendments to the ILA will be presented to the KPFD board at April 25, 2022, board meeting.
- **POB/CNW:** Invoices were submitted for approval during the April 28, 2022, board meeting.
- **PERC:** No interaction to report – Invoices are paid to date
- **PGFHP:** No interaction to report – Invoices are paid to date.

### **Other Organizations:**

- The board meeting will discuss the 2022 Visit Kitsap Peninsula sublease agreement on April 25, 2022ng. Specifically, there is currently no signed sublease agreement in place.

### **Bonding & Funding:**

- Updates will be provided during April 25, 2022, board meeting under Ongoing Business.

### **General:**

- A KPFD business license has been applied for and approved. The next step is to apply with the WA State Employment Security Department to determine the unemployment tax rate for the Executive Director. In addition, now that a business license has been obtained, KPFD can move forward with applying for a business credit card.
- Visit Kitsap Peninsula will be presenting to the Board at April 25, 2022, meeting. There is currently no advertising agreement/contract in place between KPFD and VKP.
- I was able to locate annual sublease agreements with VKP dated back to 2017, but the Board never approved the 2021 agreement, and there is currently no approved and signed sublease agreement in place in 2022.
- Q1 2022 Board of Director stipends have been submitted for approval during April 25, 2022, Board meeting.
- Reminder that our Board retreat will be held on Wednesday, May 11, 2022, from 10:30 AM – 12:30 PM @ Fairway Independent Mortgage Co., 9307 Bayshore Dr. NW, Silverdale, WA.



To: Mayor Wheeler

CC: Mike Riley  
John Oppenheimer  
Brian Flaherty

From: Tiffany Schenk

Date: April 20th, 2022

## March 2022 Month End Recap

### Overview

Overall, March was a successful month here at the Kitsap Conference Center; (KCC). Not only were we able to end the month positive to budget by \$29,545, we also closed out our first quarter of 2022 at \$174,809, ahead of budgeted revenues by \$47,522.

### Event Highlights

We hosted 19 total events in March. Highlights were plentiful and included our very first Daddy-Daughter Glow Dance, hosted internally by the KCC team. The dance was titled "Light Up the Night Daddy Daughter Dance" and was welcomed and embraced by the Kitsap community. It has been over two years since a dance of this nature has taken place in Kitsap, and we are certain the glow theme was the first of its kind for this event. The dance was held in two sessions with over 550 guests in attendance. The feedback was so positive, and the ability to be a part of this special occasion for hundreds of dads and daughters was truly heartwarming. This was an excellent way for us to show off our beautiful venue to the Kitsap community, awaiting new bookings from the many attendees. Another fantastic event was the longstanding Port Orchard Rotary Crab Feed. The venue was filled with auction items, great costumes, happy guests and over 600 lbs. of Crab from the local town of Port Townsend. The Crab Feed sold 100 tickets less than previous years yet grossed their second highest amount of revenues to date. They have already reserved their date with us for 2023 and look forward to returning to KCC.



## Operations

As of March 12<sup>th</sup>, the mask mandate was lifted for WA State. This was a significant announcement for clients! Knowing that this decision was based off science and research, a level of comfort accompanied this long-awaited decision.

## Team Member

We were thrilled to see our team in March! The hourly team members totaled over 674 hours on payroll in the month of March to fulfill the 19 events that covered 24 out of the 31 days of the month. They were not only thrilled to be a part of the KCC events, but they also loved getting to see one another's faces once again. We hired one new server in March and posted openings for 2 other positions here on property, preparing our team for the increase in bookings.

## Sales

March kept our Sales Team extremely busy. \$80,329 was booked this month. \$3,814 of this amount was booked in the month, for the month, while \$41,515 was booked for events to take place in 2022, and \$35,000 in contracted bookings for 2023. Bookings are picking up at a great pace, however we are still seeing the short-term booking trend taking place as the clients start to feel comfort and confidence to return to in-person events. Long-term bookings are starting to return as well, but with caution. The team toured 21 new clients in March, making the selling process much easier with clients being able to see our beautiful venue in person.

### Marketing/Communications

Meetings and planning have started internally for the 2022 Kitsap Wine Festival. We are thrilled for this event to return on August 13<sup>th</sup>, 2022, and look forward to partnering once again with the Downtown Bremerton Association as the beneficiary. Social media campaigns were run for the Daddy Daughter Dance as well as showcasing the Conference Center and its dedicated team.

### Looking Ahead

2022 looks to be a defining year for Hospitality as a whole, and the ability to start to rebound feels solid. Although recovery will continue to take time, especially in the Conference Center sector, we are steadily regaining events, revenues, team members and clients returning in person.



## Financial Results

### Kitsap Conference Center Consolidated Income Statement For Period Ending 03/31/2022

Current Month				Year to Date				
Actual	%	Budget	%		Actual	%	Budget	%
0	0.0% <span>▲</span>	3,025	4.5%	Conference Services	0	0.0% <span>▲</span>	5,525	4.3%
3,925	4.0% <span>▲</span>	1,815	2.7%	Audio Visual	4,775	2.7% <span>▲</span>	3,315	2.6%
39,585	40.6% <span>▲</span>	36,300	53.5%	Food	72,141	41.3% <span>▲</span>	66,300	52.1%
7,406	7.6% <span>▲</span>	7,260	10.7%	Beverage	15,091	8.6% <span>▲</span>	13,260	10.4%
36,127	37.1% <span>▲</span>	10,436	15.4%	Room Rental	62,777	35.9% <span>▲</span>	19,061	15.0%
10,394	10.7% <span>▲</span>	9,056	13.3%	Miscellaneous	20,025	11.5% <span>▲</span>	19,826	15.6%
97,437 <span>▲</span>	100.0%	67,892	100.0%	GROSS REVENUE	174,809 <span>▲</span>	100.0%	127,287	100.0%
				COSTS OF SALES				
5,103	10.1% <span>▲</span>	2,564	10.5%	Conference Services	5,818	6.6% <span>▲</span>	7,206	15.1%
7,835	19.8% <span>▲</span>	8,712	24.0%	Food	18,849	26.1% <span>▲</span>	15,912	24.0%
1,582	21.4% <span>▲</span>	1,506	20.8%	Beverage	3,117	20.7% <span>▲</span>	2,751	20.8%
14,520 <span>▲</span>	14.9%	12,782	18.8%	TOTAL COST OF SALES	27,784 <span>▲</span>	15.9%	25,869	20.3%
82,917 <span>▲</span>	85.1%	55,110	81.2%	GROSS MARGIN	147,025 <span>▲</span>	84.1%	101,418	79.7%
				DIRECT EXPENSES:				
5,085	5.2% <span>▲</span>	5,713	8.4%	Conference Services Payroll Related	10,729	6.1% <span>▲</span>	16,624	13.1%
0 <span>▲</span>	0.0%	0	0.0%	Conference Services Other Direct	51	0.0% <span>▲</span>	0	0.0%
26,856	27.6% <span>▲</span>	15,476	22.8%	Food & Beverage Payroll Related	63,886	36.5% <span>▲</span>	44,791	35.2%
3,269	3.4% <span>▲</span>	3,397	5.0%	Food & Beverage Other Direct	6,765	3.9% <span>▲</span>	8,487	6.7%
35,211 <span>▲</span>	36.1%	24,586	36.2%	TOTAL DIRECT EXPENSES	81,432 <span>▲</span>	46.6%	69,902	54.9%
47,706 <span>▲</span>	49.0%	30,524	45.0%	DEPARTMENT PROFIT	65,593 <span>▲</span>	37.5%	31,516	24.8%
				UNDISTRIBUTED OPERATING EXPENSES				
21,553	22.1% <span>▲</span>	20,005	29.5%	Administrative & General	61,798	35.4% <span>▲</span>	68,087	53.5%
12,347	12.7% <span>▲</span>	15,264	22.5%	Sales & Marketing	35,984	20.6% <span>▲</span>	38,050	29.9%
0	0.0% <span>▲</span>	610	0.9%	Repairs & Maintenance	1,075	0.6% <span>▲</span>	1,830	1.4%
3,276	3.4% <span>▲</span>	5,110	7.5%	Utilities	12,624	7.2% <span>▲</span>	15,331	12.0%
37,176 <span>▲</span>	38.2%	40,990	60.4%	TOTAL UNDISTRIBUTED OPERATING EXPENSES	111,481 <span>▲</span>	63.8%	123,299	96.9%
10,530 <span>▲</span>	10.8%	(10,466)	-15.4%	INCOME BEFORE FIXED CHARGES	(45,888) <span>▲</span>	-26.3%	(91,783)	-72.1%
				FIXED CHARGES				
2,923	3.0% <span>▲</span>	2,037	3.0%	Capital Reserve	5,244	3.0% <span>▲</span>	3,819	3.0%
1,462	1.5% <span>▲</span>	1,018	1.5%	Incentive Management Fee	2,622	1.5% <span>▲</span>	1,909	1.5%
464	0.5% <span>▲</span>	375	0.6%	Insurance	1,390	0.8% <span>▲</span>	1,125	0.9%
506	0.5% <span>▲</span>	478	0.7%	Leases	1,516	0.9% <span>▲</span>	1,433	1.1%
7,500 <span>▲</span>	7.7%	7,500	11.0%	Management Fee	22,500 <span>▲</span>	12.9%	22,500	17.7%
1,913	2.0% <span>▲</span>	407	0.6%	Property & Other Taxes	3,118	1.8% <span>▲</span>	764	0.6%
14,767 <span>▲</span>	15.2%	11,815	17.4%	TOTAL FIXED CHARGES	36,392 <span>▲</span>	20.8%	31,550	24.8%
101,675 <span>▲</span>	104.3%	90,173	132.8%	TOTAL OPERATING EXPENSES	257,089 <span>▲</span>	147.1%	250,619	196.9%
(4,237) <span>▲</span>	-4.3%	(22,281)	-32.8%	NET OPERATING INCOME	(82,279) <span>▲</span>	-47.1%	(123,333)	-96.9%

**Board of Directors Meeting\***  
**Monday, April 25, 2022**  
**Norm Dicks Government Center**  
**& Zoom Webinar ID – 824 3572 4605 Passcode: 852507**

**AGENDA**

**1. Call to Order / Comments Board Chair Jagodzinske**

---

**CONSENT AGENDA**

- A. March 28, 2022, Meeting Minutes
  - B. Blanket Voucher # 12-APR 2022 96968 Operating Expenses
  - C. Executive Director Report – APR 2022
  - D. Regional Facilities Report – APR 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** – City of Port Orchard – Port Orchard Community Events Center (POCEC)

**5. Report to the Board of Directors** – Visit Kitsap Peninsula

**6. New Business**

- A. Sublease Agreement between KPFD & Kitsap Peninsula Visitor & Convention Bureau
- B. North Kitsap Rec & Events Center (NKREC) Update
- C. Port Orchard Community Events Center (POCEC) Proposed ILA Amendment

**7. Financial Reports**

- A. MAR 2022 Financial Report
- B. MAR 2022 Rebate Summary Report
- C. MAR 2022 Facilities Tracking Report

**8. Ongoing Business**

- A. KPFD Bond Refinancing Update
- B. KPFD BOD Retreat Reminder – Wednesday, May 11, 2022, 10:30 AM – 12:30 PM, Fairway Independent Mortgage Co., 9307 Bayshore Dr. NW, Silverdale, WA

**9. Good of the Order**

**10. Meeting Adjournment**

**Next Meeting:** May 23, 2022, at 5:30 pm  
Location: Kitsap County Administration Building, Port Orchard, WA & Virtual Zoom Webinar  
Topics: General Business, Port of Bremerton/Circuit of the Northwest (POBCNW) Project Report

**\*NOTE:** This meeting will be recorded and available on the Kitsap Public Facilities District website: [www.kitsap-pfd.org](http://www.kitsap-pfd.org) and the KPFD YouTube channel.

An architectural rendering of a modern, two-story community event center. The building features a prominent corner with vertical wooden slat siding and large glass windows. A wide set of concrete steps leads up to the entrance on the left. To the right, an elevated walkway with a glass railing and stairs provides access to a second level. Numerous diverse people are depicted walking on the paved plaza, sitting on the steps, and standing on the upper walkway, suggesting a vibrant community space. In the background, a body of water and distant hills are visible under a clear sky. A semi-transparent blue banner is overlaid across the middle of the image, containing the title text.

# **Port Orchard Community Event Center**

## **Update**

**City Council Presentation**  
**4.19.22**



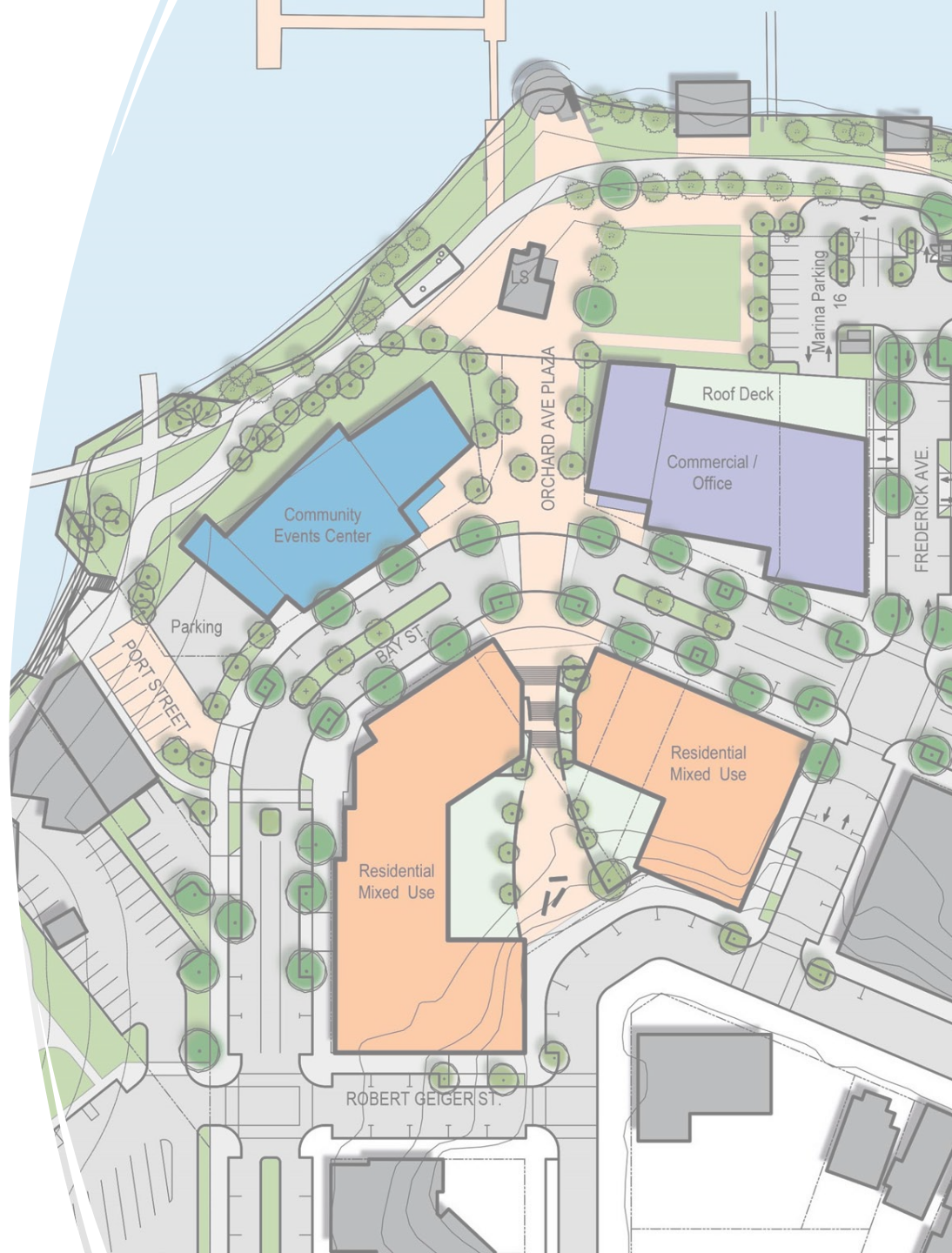
# Subarea Plan



# Subarea Plan

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**The overall goal continues to be to create a great place in downtown that is a community destination, that is accessible, and highly inviting for pedestrians for daily activities.**





# Pieces of the Puzzle

Shoreline

Community  
Event Center/  
Library

Port Street

Bay Street

New  
Development

Waterfront Trail

Open Space &  
Parking Lot

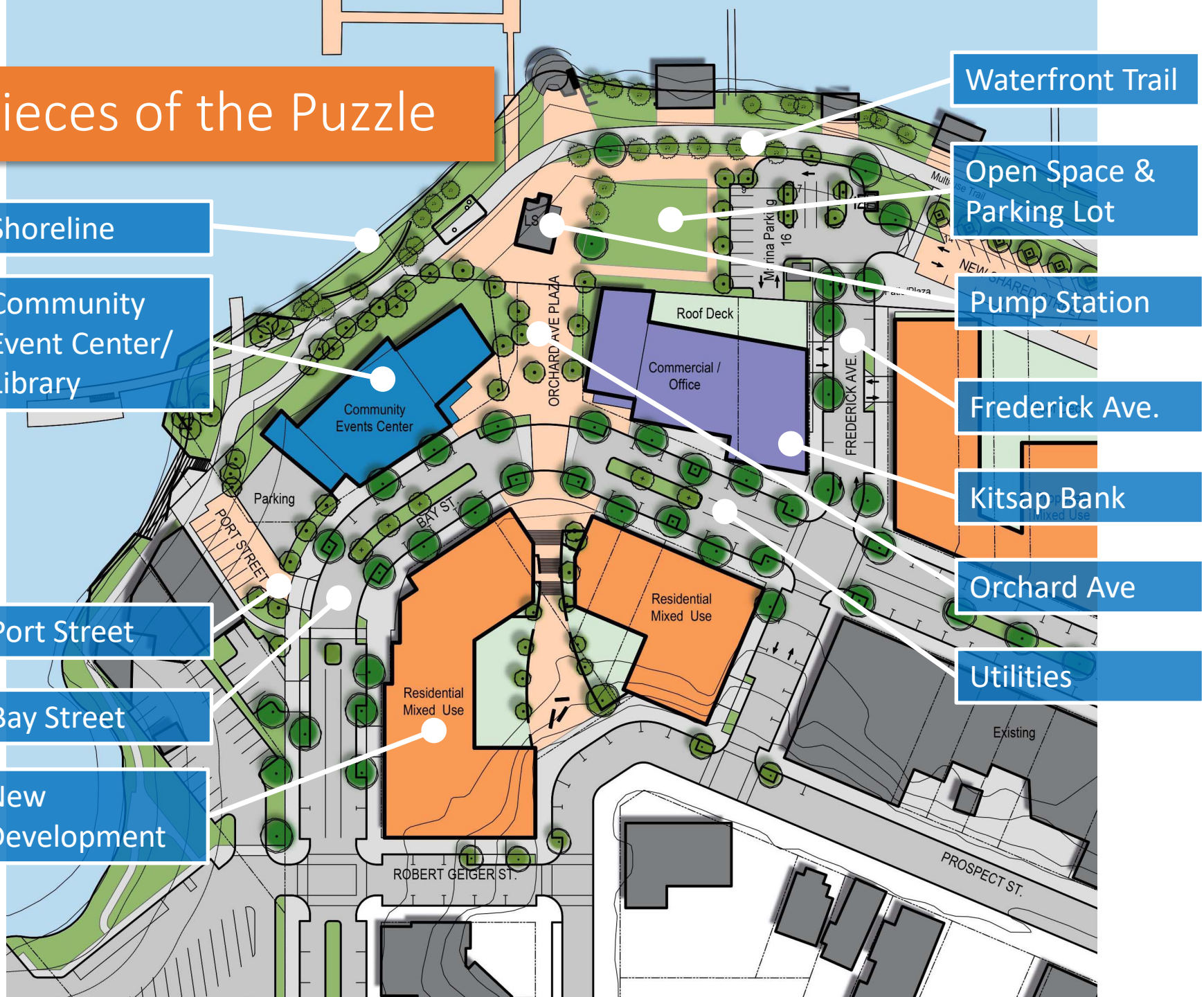
Pump Station

Frederick Ave.

Kitsap Bank

Orchard Ave

Utilities



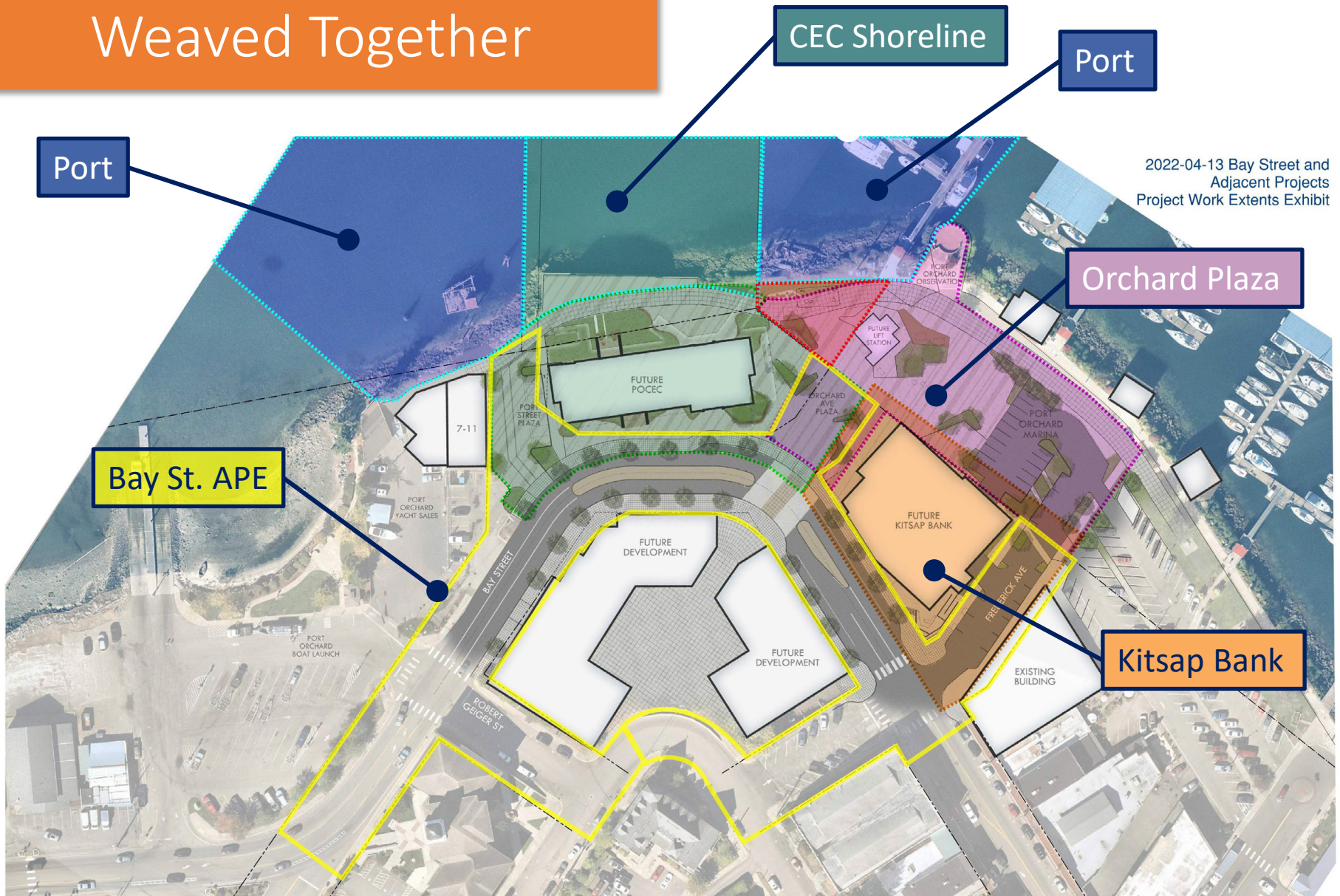


# Site Layout



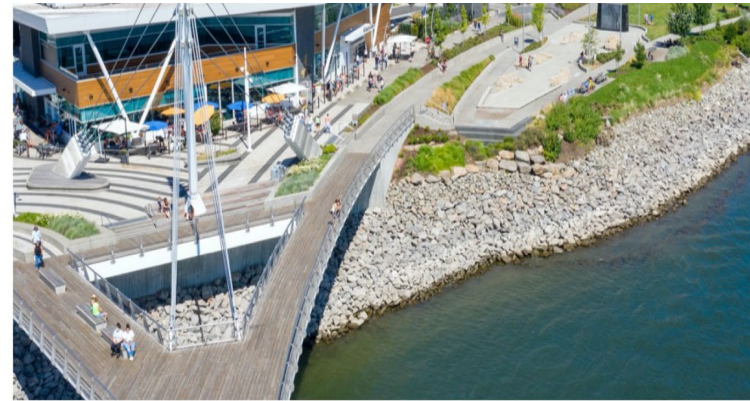


# Weaved Together



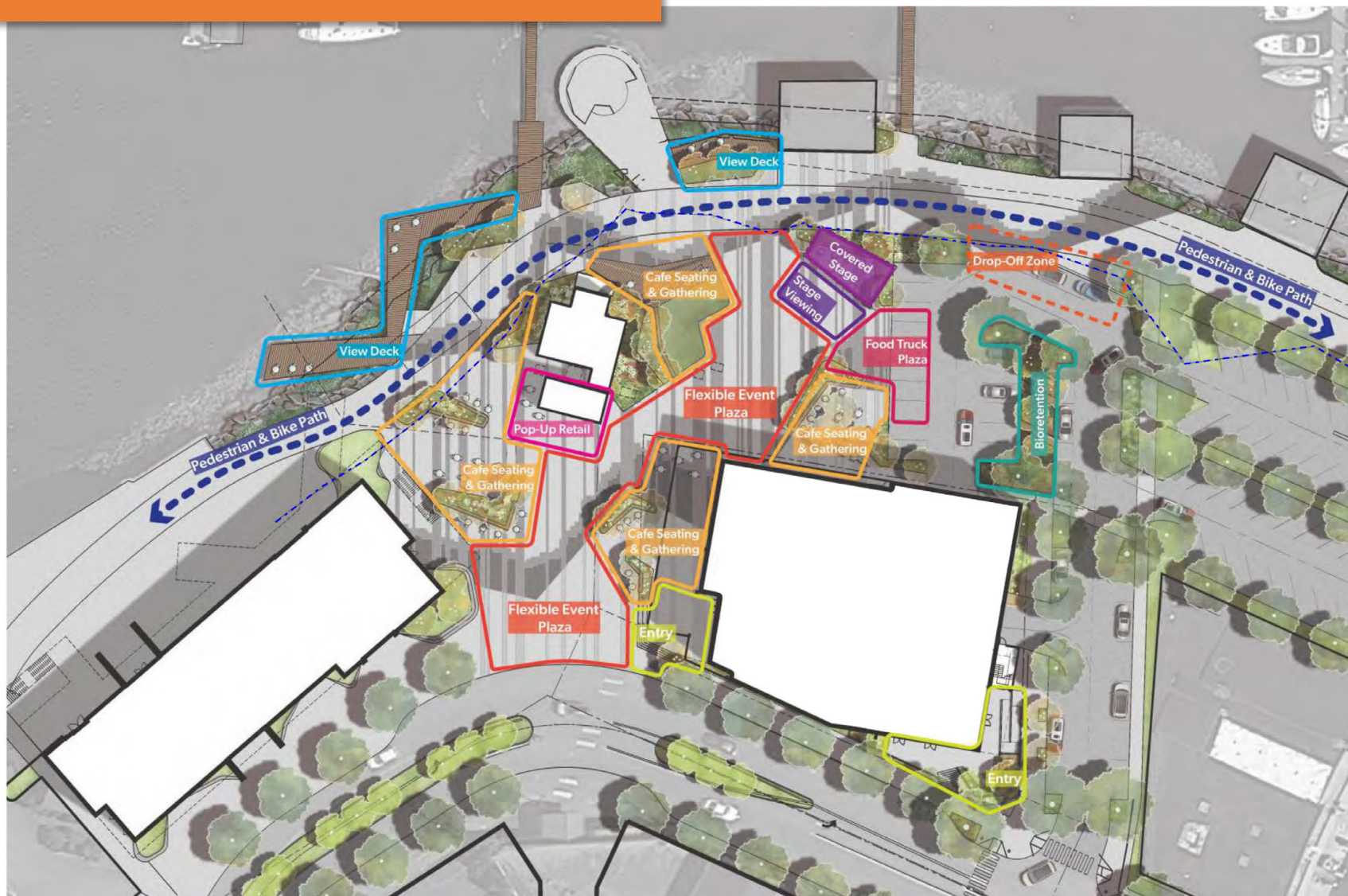


# The “look and feel”





# Site Activation & Programming



PROGRAM DIAGRAM

SCALE: 1" = 60'



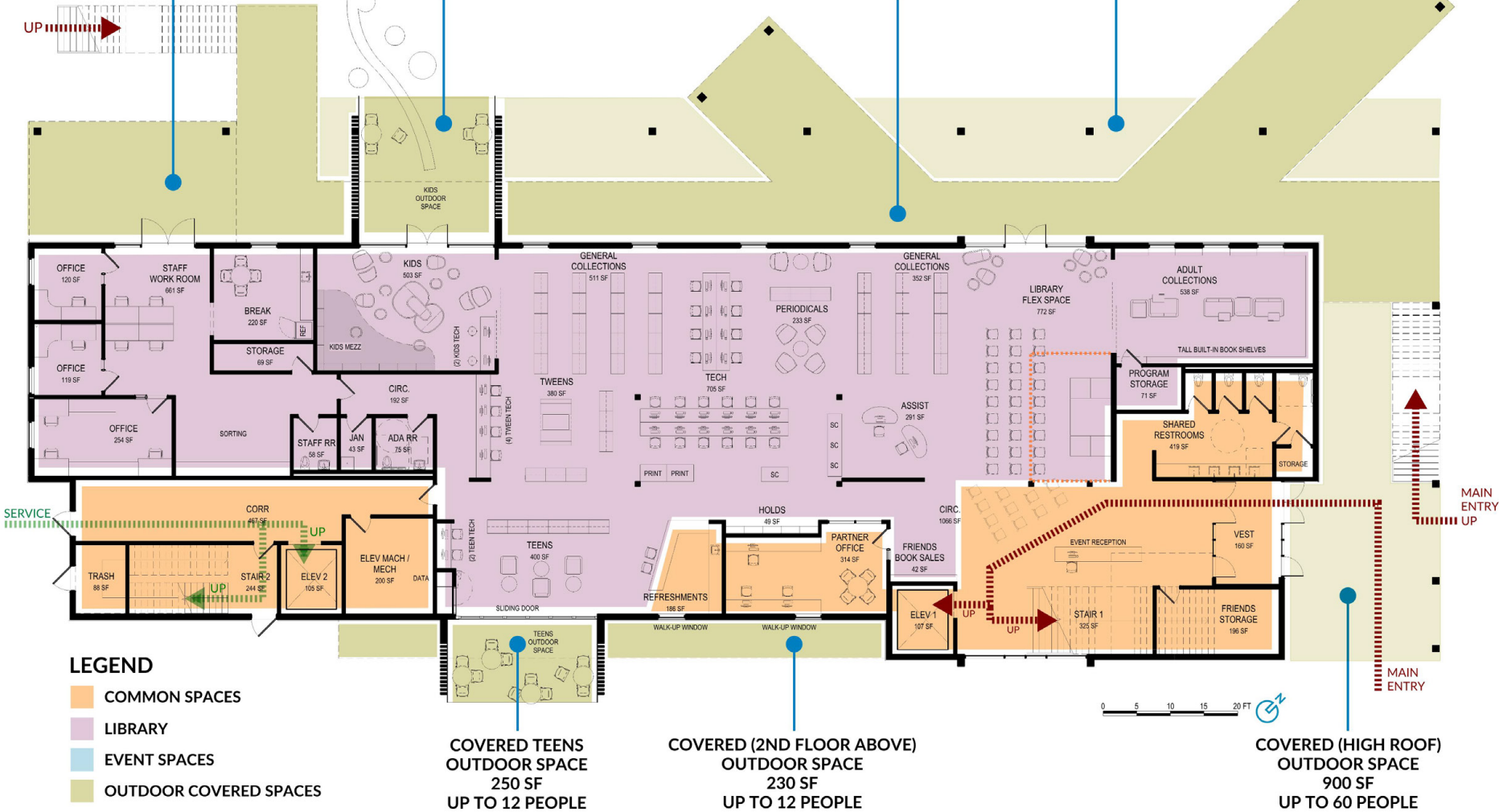
## CEC Activation

COVERED (2ND FLOOR & DECK ABOVE)  
OUTDOOR SPACE  
1000 SF  
UP TO 60 PEOPLE

COVERED KIDS  
OUTDOOR SPACE  
440 SF  
UP TO 20 PEOPLE

COVERED (DECK ABOVE)  
OUTDOOR SPACE  
2600 SF  
UP TO 130 PEOPLE

COVERED (HIGH ROOF)  
OUTDOOR SPACE  
1150 SF  
UP TO 70 PEOPLE



## FLOOR PLAN - LEVEL 1

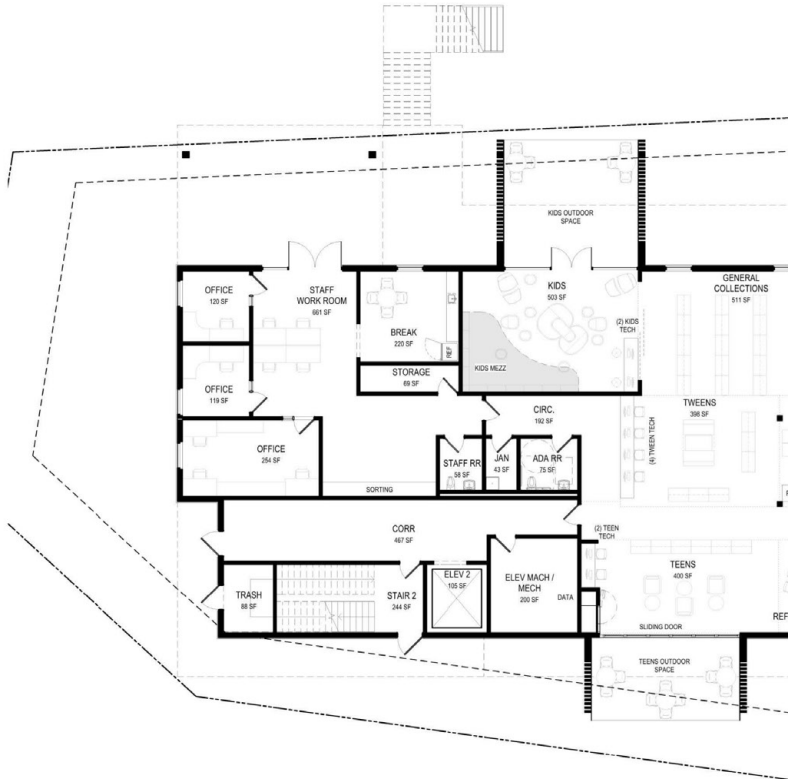
SCHEMATIC DESIGN | SKCEC | JANUARY 3, 2022

RICE/ERGUSMILLER

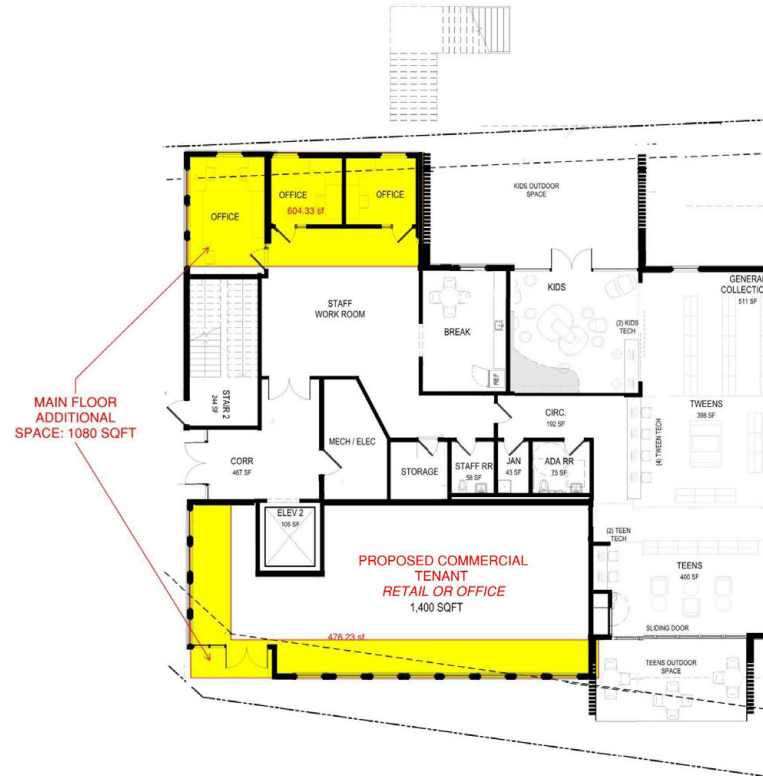




## ORIGINAL

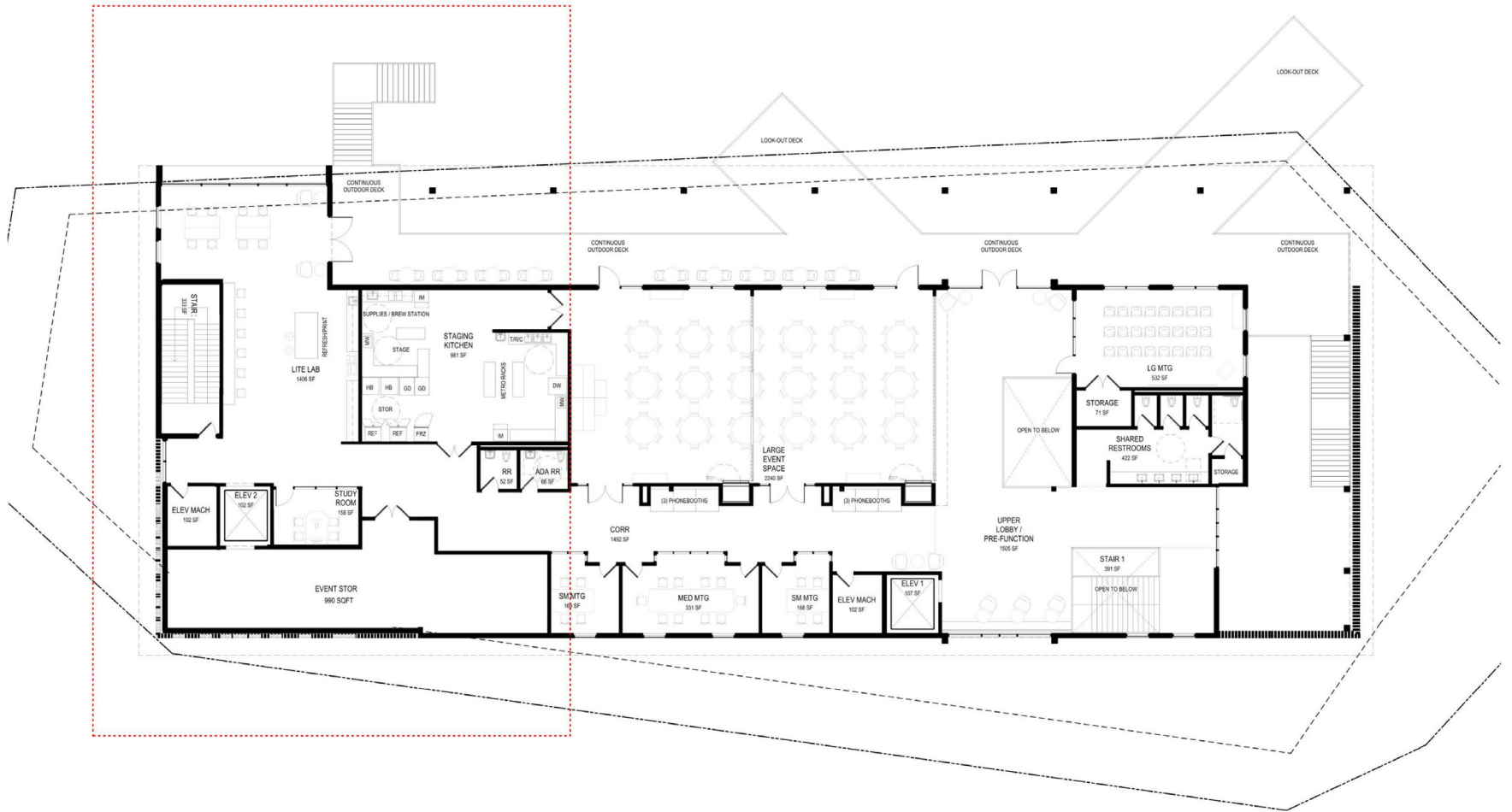


## REVISED



### MAIN FLOOR - SCHEMATIC

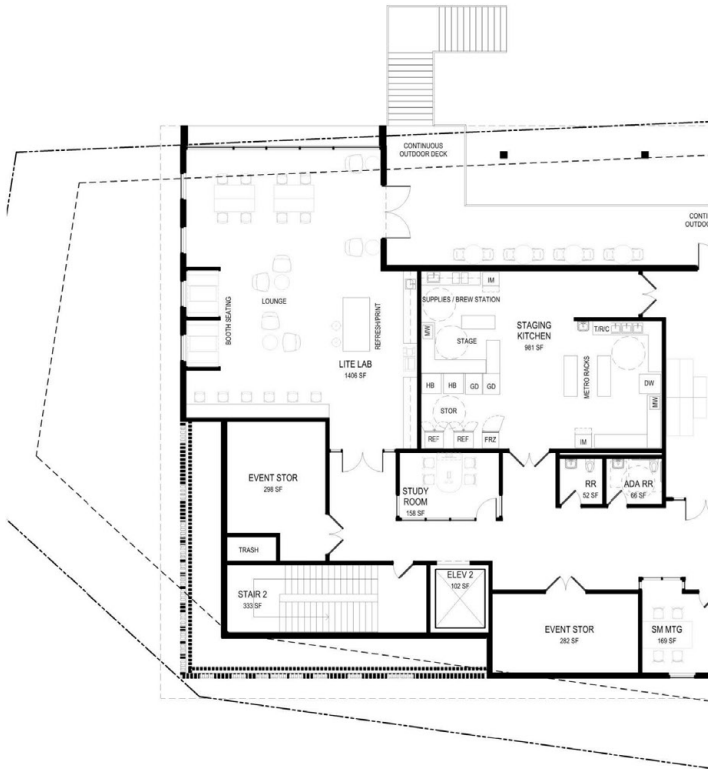




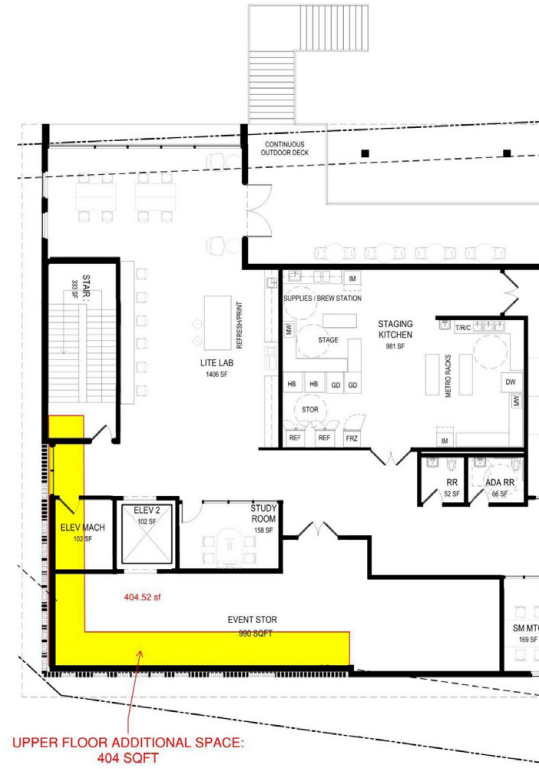
# UPPER FLOOR - SCHEMATIC



## ORIGINAL



## REVISED



UPPER FLOOR ADDITIONAL SPACE:  
404 SQFT

## UPPER FLOOR - SCHEMATIC

SOUTH KITSAP COMMUNITY EVENT CENTER | CITY OF PORT ORCHARD |



VIEW FROM SOUTHEAST APPROACH ALONG BAY STREET - ORIGINAL





**VIEW FROM SOUTHEAST APPROACH ALONG BAY STREET - PROPOSED REVISION**



NO CHANGE PROPOSED - SHOWN FOR REFERENCE



VIEW ORCHARD STREET PLAZA - MAIN ENTRY

SCHEMATIC DESIGN | POCEC | APRIL 14, 2021

RICE/fergusMILLER



NO CHANGE PROPOSED - SHOWN FOR REFERENCE



RICE/fergusMILLER

VIEW FROM OUTDOOR DECK

SCHEMATIC DESIGN | POCEC | APRIL 14, 2021

RICE/fergusMILLER

Questions?

**Board of Directors Meeting\***  
**Monday, April 25, 2022**  
**Norm Dicks Government Center**  
**& Zoom Webinar ID – 824 3572 4605 Passcode: 852507**

**AGENDA**

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  - C. Executive Director Report – APR 2022
  - D. Regional Facilities Report – APR 2022
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# KPFD Presentation 2022







**Visit Kitsap  
Peninsula  
&  
Kitsap Public  
Facilities District**





# Maritime Heritage



# Military History



# Small Communities

# Native Culture

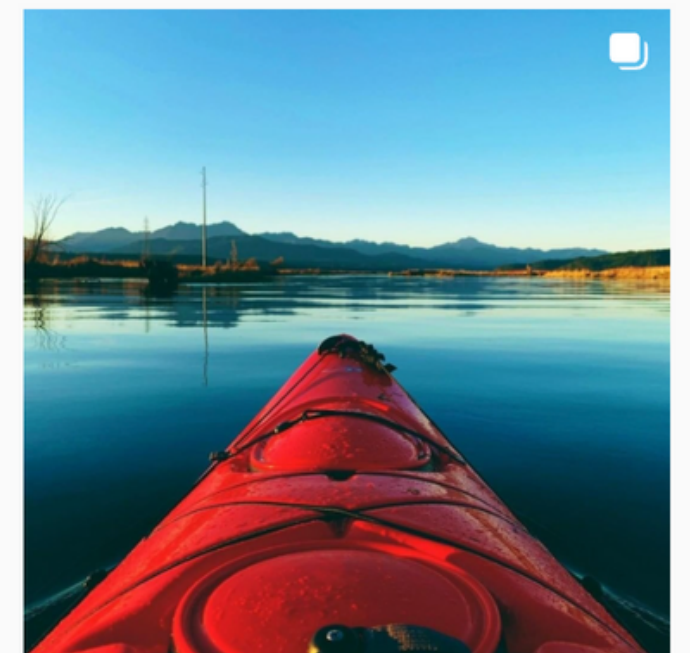
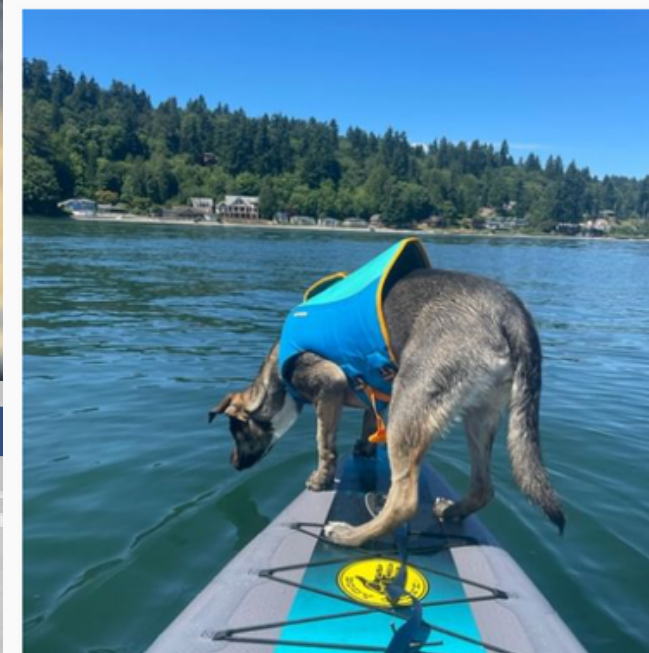
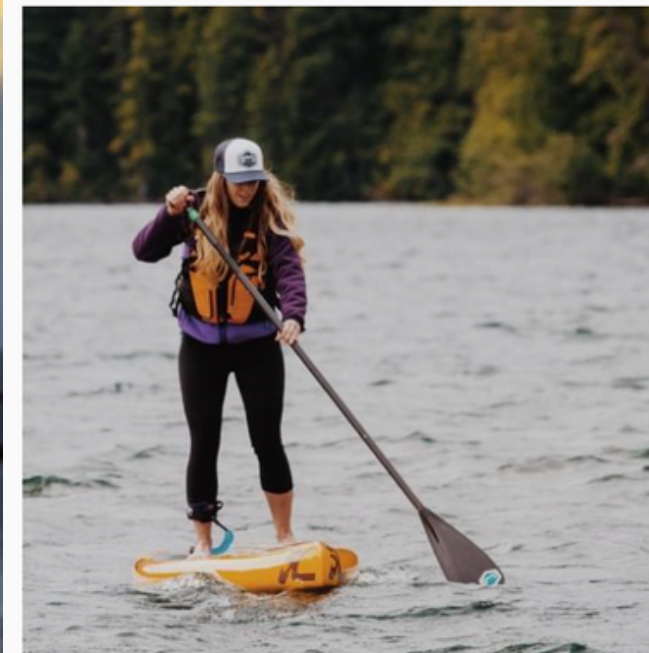


# Water Trails





# Kitsap Peninsula National Water Trails

[Home](#)[About](#)[Maps](#)[Events](#)[Resources](#)[Photos](#)[Contact](#)



# Maritime Washington National Heritage Area

Get Involved with the Maritime Washington National Heritage Area



A map of the Puget Sound area showing various maritime heritage sites marked with icons. The map includes labels for locations like SAMANO ISLAND, Langley, Edmonds, Redmond, Renton, Kent, and Harstine Island. The icons represent different types of maritime heritage, such as anchor organizations, beaches, and businesses.

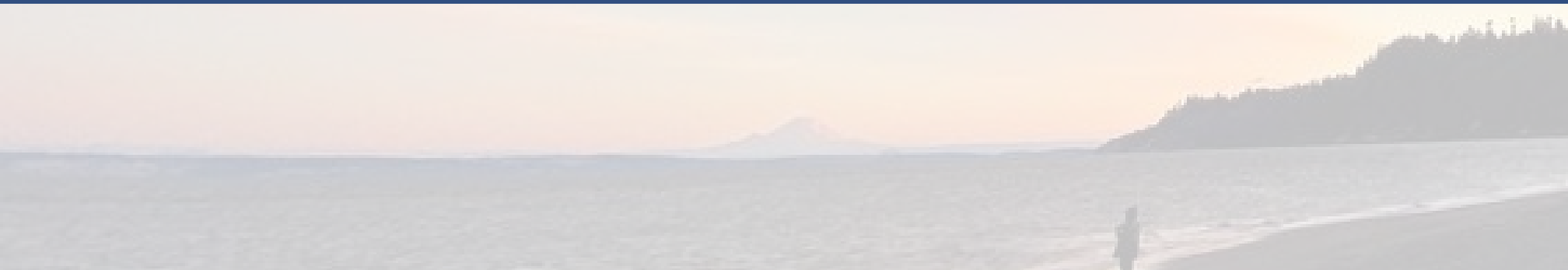
WASHINGTON TRUST FOR HISTORIC PRESERVATION

## MARITIME MAPPER

Charting our maritime heritage, together

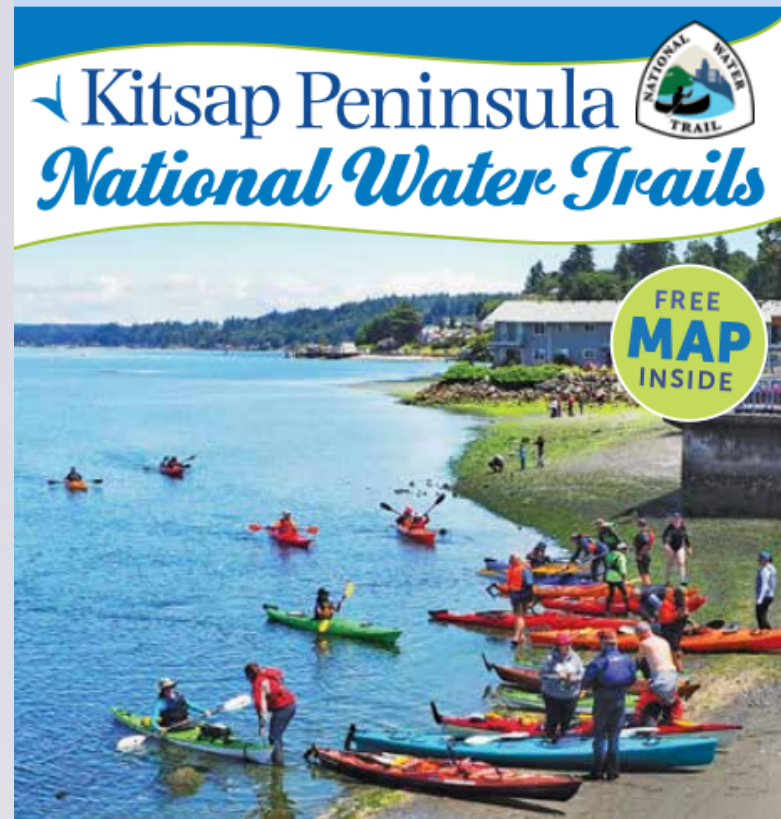
Legend

- Anchor Organization
- Beach
- Business





# BROCHURE FERRY DISTRIBUTION



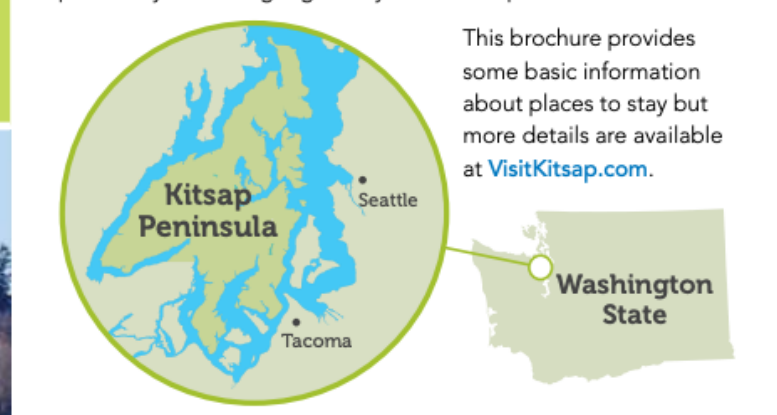
**Launches • Parks • Amenities • Resources**  
The 371 mile Kitsap Peninsula National Water Trails offers water related activities and adventures for people of all ages and level of experience.



## Welcome to the Kitsap Peninsula National Water Trails

One of the best ways to experience nature and the great outdoors is on the water. No matter what your skill level, the 371 mile *Kitsap Peninsula National Water Trails* is a great place to start your adventure. The KPNWT is a series of launch and landing sites offering views of some of the most scenic places in the Kitsap Peninsula including public parks, beaches, marinas, wildlife, and nature preserves.

The KPNWT offers a wide-range recreation options: from family friendly tours around calm, little bays to more challenging, longer rides and overnight adventures. Nearly all KPNWT access points are located near resources, rental/tour services, dining, and other amenities making it a great reason to plan a day or overnight getaway to the Kitsap Peninsula.



This brochure provides some basic information about places to stay but more details are available at [VisitKitsap.com](http://VisitKitsap.com).



## The Natural Side of Puget Sound.™



## The Natural Side of Puget Sound.™



## Welcome

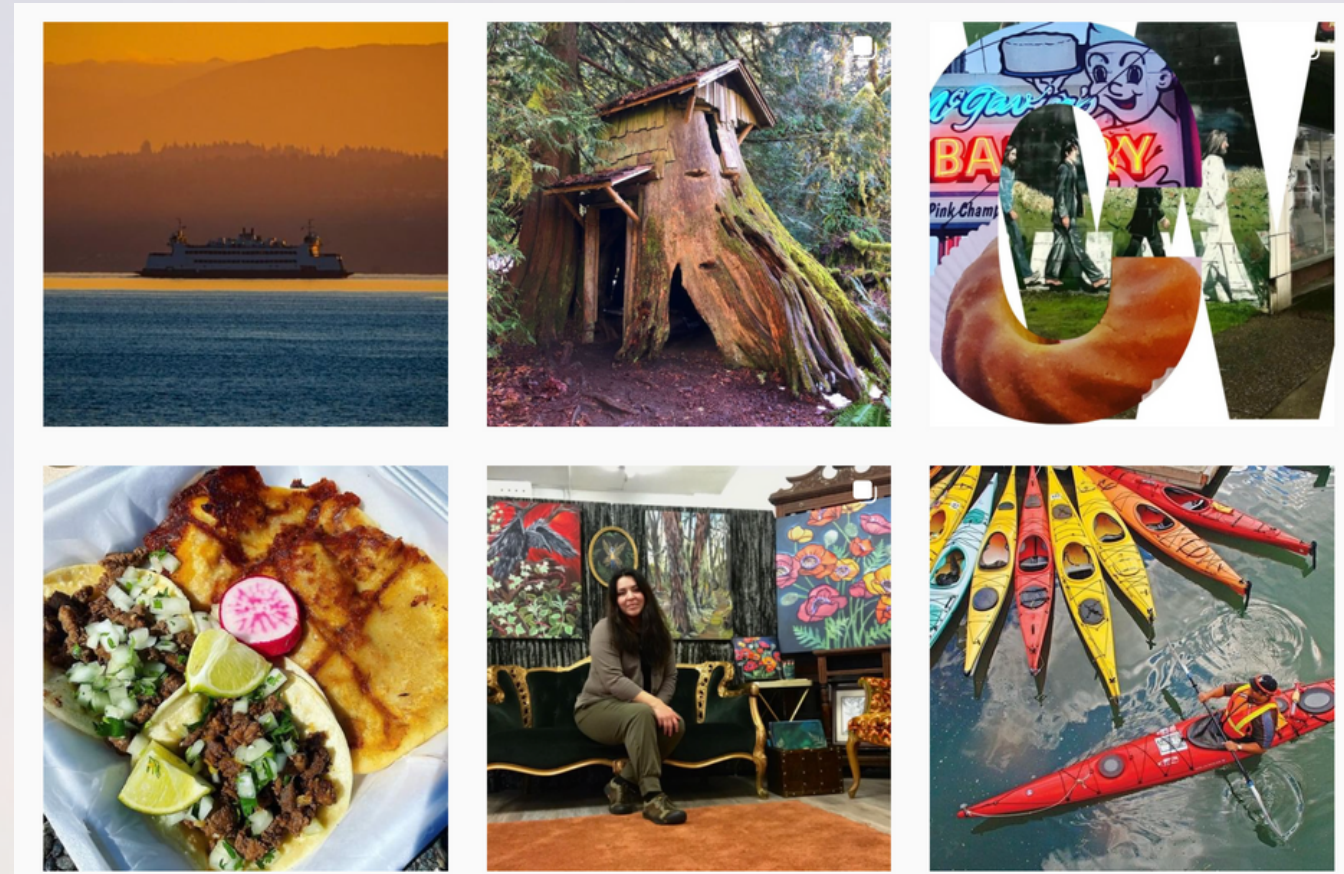
The beautiful Kitsap Peninsula region is located directly across from Seattle offering visitors easy access to *the Natural Side of Puget Sound.™* Hop aboard a famous WA State Ferry or travel across the impressive Tacoma Narrows Bridge and in minutes you will be enjoying miles of shoreline, wide-open spaces and fresh air. Explore waterfront communities lined with shops, art galleries, eateries and attractions.

For more information about lodging, attractions, communities, events and things to do, go to [VisitKitsap.com](http://VisitKitsap.com). Check out our Calendar of Events for what's happening during your visit. You'll find lots of places to pick up literature and learn more about the Kitsap Peninsula at one of the many Visitor Information Offices located in communities around the region. Find a list of locations open during the week and on weekends on the VKP website at [VisitKitsap.com/visitor-services](http://VisitKitsap.com/visitor-services).



**Visit Kitsap Peninsula**  
*the Natural Side of Puget Sound*  
[VisitKitsap.com](http://VisitKitsap.com) • 800.337.0580 • [info@visitkitsap.com](mailto:info@visitkitsap.com)

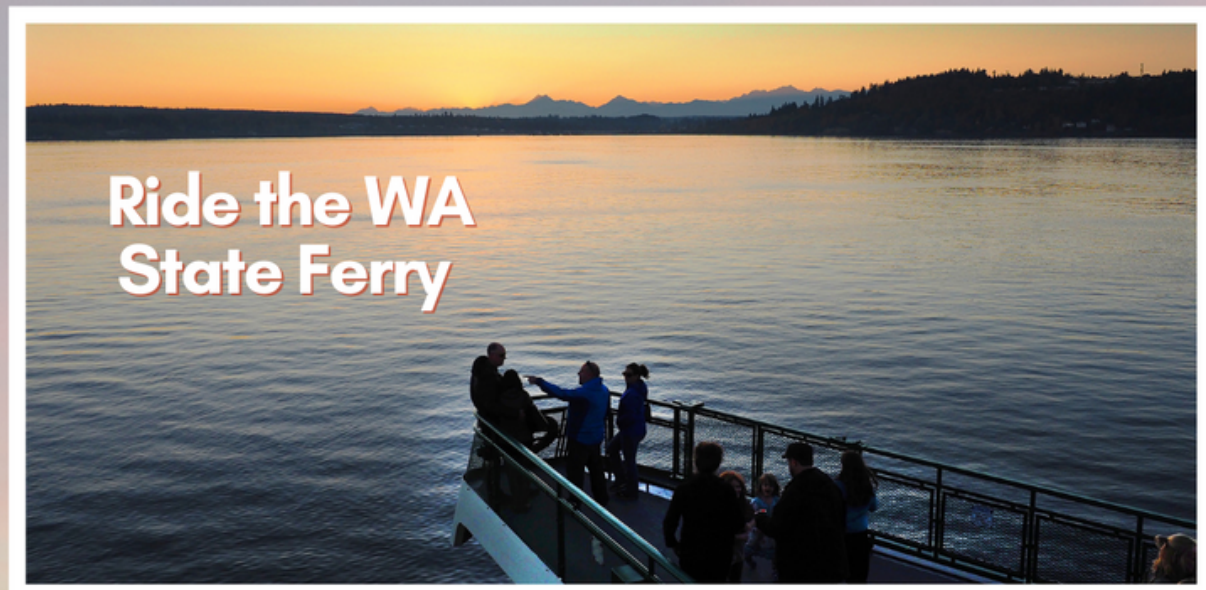




**Social content focussed on inspiring imagery and storytelling**

# Visit Kitsap Peninsula

*The Natural Side of Puget Sound*



**Evolving design elements**

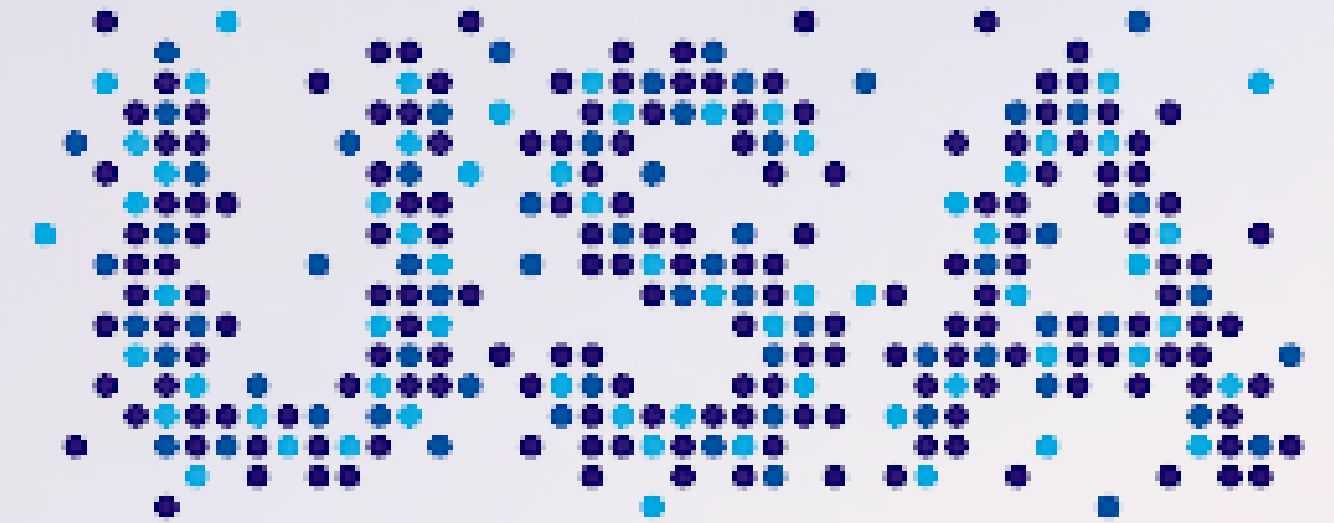
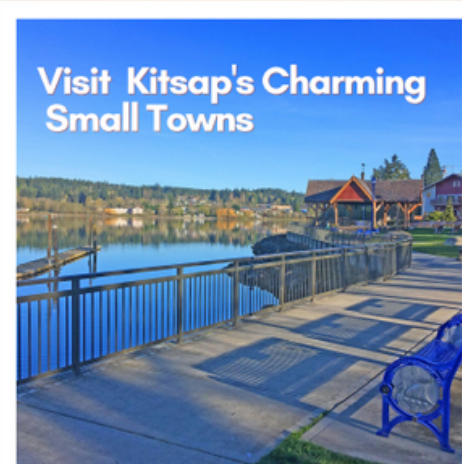
Evolving the VKP look



# Visit Kitsap Peninsula

*The Natural Side of Puget Sound*

**SEA** Seattle-Tacoma  
International  
Airport



DiscoverAmerica.com

\*Port of Seattle  
Digital Spotlight

\*Brand USA

\*South Sound Mag





Example Display Ads VKP is currently deploying

# Visit Kitsap Peninsula



EXPLORE KITSAP BY KAYAK

## Visit Kitsap Peninsula



## Visit Kitsap Peninsula



SAVOR  
KITSAP  
WINERIES



6 Ads Running



# Kitsap Public Facilities



**Total Radio Audience**  
163,985

**Total Publicity Value**  
USD \$184



**Total Online + Print Audience**  
68,705,276

**Total Online + Print Publicity**  
USD \$2,074,861



**Total Social Followers**  
544

Total Number of Clips 29

[Collapse All Clips](#)



**NW**  
**FOOD TRUCK FEST**  
**JULY 17, 2021**

[View on Twitter](#)

 **Tesla Owners Washington** [@TeslaOwnersWA](#)  **Followers** 544

**Time** Jul 14, 2021 8:14 PM PDT  
**User Location** Redmond, WA, USA  
**Language** English

Register now for the NW Food Truck Fest to benefit Central **Kitsap** Food Bank. Display your car & answer questions! Food trucks, merchants, local craft **beer**, & bands. First 15 cars get 1 free entry ticket & must arrive before 10:30a.  
To register, visit: <https://t.co/x2wWjpKmOj>





**Online News**

 **With new trails coming soon, West Fest draws mountain biking enthusiasts to Port Gamble**

**Date Collected** Aug 1, 2021 9:39 AM PDT  
**Category** Local

**Est. Audience** 12,602  
**Est. Publicity Value** USD \$153



## Overview



**In/Out of State**

All

**Distance**

1 to 3066.929784884

**Date**

01 Jan 21 to 31 Dec 22  
and Null values

**Detail**

POI

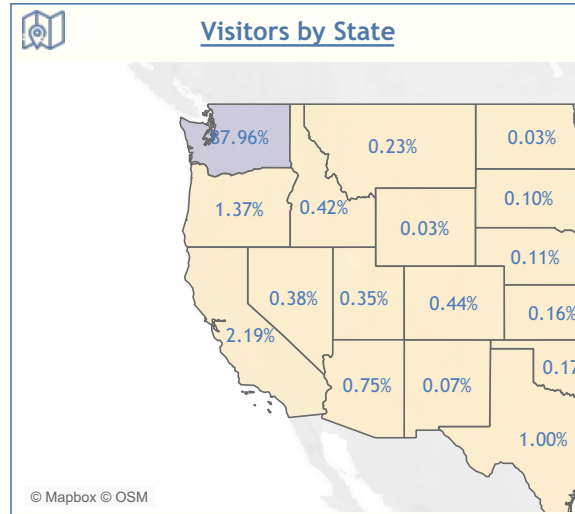
**Cluster**

Multiple values

**POI**

Multiple values

Year	Unique Vis..	Cluster	POI
2021	9,597	541,766	14,192
2020	11,862	339,785	14,988
2019	7,557	375,890	15,333
2018	9,451	242,988	12,721
		198,568	11,284



### Visitor Days Spent

1,983,380

In-State 1,893,206

Out-of-State 90,174

### Avg Trip Length

42.351

In-State 46.64

Out-of-State 2.34

### Number of Trips

79,137

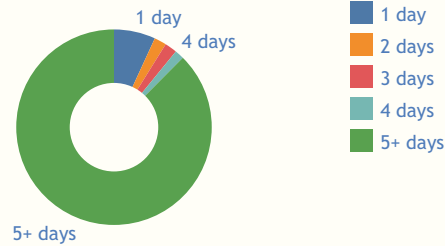
In-State 40,599

Out-of-State 38,538

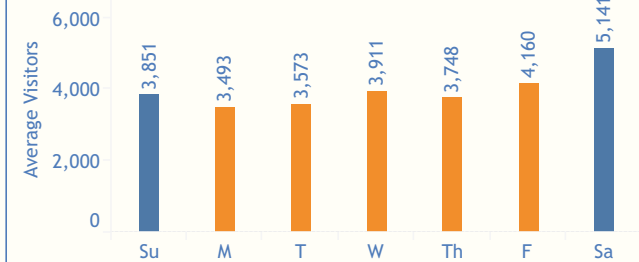
### Visitor Trend



### Trip Length



### Weekday vs Weekend



### Top POI's



Port Orchard Downtown	840,379
Port Gamble Heritage Park	742,142
Kitsap County Fairgrounds & Events Center	508,149
Kitsap Conference Center at Bremerton Harborside	125,206
Circuit of Northwest Location1	49,218
Poulsbo Event and Recreation Center	45,267

### Top Markets



States	
Washington	13,840
California	5,982
Oregon	3,367
Texas	3,184
Arizona	1,981
Florida	1,653





# VKP staffed 4 Trade Shows so far in 2022



**NORTHWEST  
EVENT SHOW**



# Exaples of Heritage Park, KCC & Fairgrounds Social Promotion



Visit Kitsap Peninsula

Published by Joshua Johnson · April 18 at 4:15 PM ·

JUNE 18~19! The Evergreen Mountain Bike Festival Returns! Races, rides, music, beer, and demos at Port Gamble Heritage Park Ride Park! The festival expo is open to all to join in and have fun, but if you want to try bikes, camp overnight, or participate in a race, you'll need to register first. 🙌  
[evergreenmtbfestival.com](http://evergreenmtbfestival.com)  
[Evergreen Mountain Bike Alliance](#)

EVERGREEN

# RETURN OF THE BIKE FEST

· demos · gravel race · enduro race · music · contests · clinics · group rides · food trucks · beer garden · camping

NEW LOCATION

PORT GAMBLE RIDE PARK

JUNE 18-19



Visit Kitsap Peninsula

Published by Joshua Johnson · 2h ·

The outdoor water fountains and the stunning views of Puget Sound make the Kitsap Conference Center at Bremerton Harborside are just two aspects of this impressive 17,000 square foot venue. Social events, weddings, trade shows, reunions and conferences are just a few frequent uses of the KCC.

An easy ferry ride from Seattle and a stone's throw from the ferry terminal and all of the surrounding restaurants, bars and amenities downtown Bremerton has to offer. [kitsapconferencecenter.com](http://kitsapconferencecenter.com)

Follow @kitsapcc for more images and info.

[#visitkitsap](#) [#bremerton](#) [#bremertonharborside](#) [#bremertonevents](#)







Synergy  
& Data Sharing



# **THANK YOU**

## **Kitsap Public Facility District**



**Board of Directors Meeting\***  
**Monday, April 25, 2022**  
**Norm Dicks Government Center**  
**& Zoom Webinar ID – 824 3572 4605 Passcode: 852507**

**AGENDA**

**1. Call to Order / Comments Board Chair Jagodzinske**

---

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- A. March 28, 2022, Meeting Minutes
  - B. Blanket Voucher # 12-APR 2022 96968 Operating Expenses
  - C. Executive Director Report – APR 2022
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Topics: General Business, Port of Bremerton/Circuit of the Northwest (POBCNW) Project Report

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**Kitsap Public Facilities District**  
**Statement of Financial Position by Fund**  
**As of March 31, 2022**

	<b>286</b>	<b>968</b>	<b>977</b>	<b>TOTAL</b>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
286 · LTGO Bond Fund 2002A-PFD	4,371,631.81	0.00	0.00	4,371,631.81
968 · Fund 96-968 KPDF Operations Fnd	0.00	29,444.27	0.00	29,444.27
977 · Fund 96-977 KPDF Holding Fund	0.00	0.00	3,036,225.84	3,036,225.84
<b>Total Checking/Savings</b>	<b>4,371,631.81</b>	<b>29,444.27</b>	<b>3,036,225.84</b>	<b>7,437,301.92</b>
<b>Total Current Assets</b>	<b>4,371,631.81</b>	<b>29,444.27</b>	<b>3,036,225.84</b>	<b>7,437,301.92</b>
<b>TOTAL ASSETS</b>	<b>4,371,631.81</b>	<b>29,444.27</b>	<b>3,036,225.84</b>	<b>7,437,301.92</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Other Current Liabilities</b>				
968-L · 968 PFD Operations Liabilities	0.00	119.46	0.00	119.46
<b>Total Other Current Liabilities</b>	<b>0.00</b>	<b>119.46</b>	<b>0.00</b>	<b>119.46</b>
<b>Total Current Liabilities</b>	<b>0.00</b>	<b>119.46</b>	<b>0.00</b>	<b>119.46</b>
<b>Long Term Liabilities</b>				
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	3,850,000.00	3,850,000.00
<b>Total Long Term Liabilities</b>	<b>250,000.00</b>	<b>0.00</b>	<b>3,850,000.00</b>	<b>4,100,000.00</b>
<b>Total Liabilities</b>	<b>250,000.00</b>	<b>119.46</b>	<b>3,850,000.00</b>	<b>4,100,119.46</b>
<b>Equity</b>				
286 FB · LTGO Bond Fund Balance/RE	3,916,163.49	0.00	0.00	3,916,163.49
9682880 · Fund Balance - Unassigned	0.00	1,272.55	0.00	1,272.55
9772880 · 77 Fund Balance - Unassigned	0.00	0.00	-742,597.40	-742,597.40
32000 · Unrestricted Net Assets	1,663.15	16,672.49	-581,036.78	-562,701.14
<b>Net Income</b>	<b>203,805.17</b>	<b>11,379.77</b>	<b>509,860.02</b>	<b>725,044.96</b>
<b>Total Equity</b>	<b>4,121,631.81</b>	<b>29,324.81</b>	<b>-813,774.16</b>	<b>3,337,182.46</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,371,631.81</b>	<b>29,444.27</b>	<b>3,036,225.84</b>	<b>7,437,301.92</b>

Kitsap Public Facilities District  
Statement of Financial Revenue & Expense by Fund  
January through March 2022

	286	968	977	TOTAL
Ordinary Income/Expense				
Income				
286 Rev · LTGO Bond Fund 2002B-PFD	204,468.32	0.00	0.00	204,468.32
968 Rev · PFD Operations Fund	0.00	100,000.00	0.00	100,000.00
977 Rev · PFD Regional Center Capital	0.00	0.00	540,596.60	540,596.60
Total Income	204,468.32	100,000.00	540,596.60	845,064.92
Expense				
968 Exp · PFD Operations Fnd	0.00	69,163.72	0.00	69,163.72
977 Exp · PFD Regional Cntr Capital	0.00	0.00	539,524.09	539,524.09
Total Expense	0.00	69,163.72	539,524.09	608,687.81
Net Ordinary Income	204,468.32	30,836.28	1,072.51	236,377.11
Other Income/Expense				
Other Expense				
80000 · Ask My Accountant	663.15	19,456.51	-508,787.51	-488,667.85
Total Other Expense	663.15	19,456.51	-508,787.51	-488,667.85
Net Other Income	-663.15	-19,456.51	508,787.51	488,667.85
Net Income	203,805.17	11,379.77	509,860.02	725,044.96



Kitsap Public Facilities District  
Statement of Financial Position by Fund  
As of March 31, 2022

	286	968	977	TOTAL
ASSETS				
Current Assets				
Checking/Savings				
286 · LTGO Bond Fund 2002A-PFD				
2861111 · 00998 Interco ITC Ac Cash	6.62	0.00	0.00	6.62
2861181 · Beginning Investment	250,236.61	0.00	0.00	250,236.61
2861182 · Investments Purchased	271,388.58	0.00	0.00	271,388.58
2861630 · Notes/Contracts Receivable	3,850,000.00	0.00	0.00	3,850,000.00
Total 286 · LTGO Bond Fund 2002A-PFD	4,371,631.81	0.00	0.00	4,371,631.81
968 · Fund 96-968 KPFD Operations Fnd				
9681111 · 00998 Post Interco ITC Ac	0.00	29,444.27	0.00	29,444.27
Total 968 · Fund 96-968 KPFD Operations Fnd	0.00	29,444.27	0.00	29,444.27
977 · Fund 96-977 KPFD Holding Fund				
9771111 · 00998 Post Interco ITC Ac				
PERC · PERC Fund	0.00	0.00	93,431.19	93,431.19
PGHP · PG Heritage Park Allocation	0.00	0.00	364,324.17	364,324.17
SKCEC · SKCEC Fund	0.00	0.00	1,347.68	1,347.68
9771111 · 00998 Post Interco ITC Ac - Other	0.00	0.00	-238,899.70	-238,899.70
Total 9771111 · 00998 Post Interco ITC Ac	0.00	0.00	220,203.34	220,203.34
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	2,004.81	2,004.81
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	3,036,225.84	3,036,225.84
Total Checking/Savings	4,371,631.81	29,444.27	3,036,225.84	7,437,301.92
Total Current Assets	4,371,631.81	29,444.27	3,036,225.84	7,437,301.92
TOTAL ASSETS	4,371,631.81	29,444.27	3,036,225.84	7,437,301.92
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
968-L · 968 PFD Operations Liabilities				
9682315 · Employee Benefits Payable	0.00	148.96	0.00	148.96
9682312 · USE Tax Payable	0.00	-29.50	0.00	-29.50
Total 968-L · 968 PFD Operations Liabilities	0.00	119.46	0.00	119.46
Total Other Current Liabilities	0.00	119.46	0.00	119.46
Total Current Liabilities	0.00	119.46	0.00	119.46
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	3,850,000.00	3,850,000.00
Total Long Term Liabilities	250,000.00	0.00	3,850,000.00	4,100,000.00
Total Liabilities	250,000.00	119.46	3,850,000.00	4,100,119.46
Equity				
286 FB · LTGO Bond Fund Balance/RE				
2862821 · LTGO Loans/Advances	3,850,000.00	0.00	0.00	3,850,000.00
2862880 · LTGO Undesignated Retained	-618,836.51	0.00	0.00	-618,836.51
2862940 · 49 Uses Other Than OP	685,000.00	0.00	0.00	685,000.00
Total 286 FB · LTGO Bond Fund Balance/RE	3,916,163.49	0.00	0.00	3,916,163.49
9682880 · Fund Balance - Unassigned	0.00	1,272.55	0.00	1,272.55
9772880 · 77 Fund Balance - Unassigned	0.00	0.00	-742,597.40	-742,597.40
32000 · Unrestricted Net Assets	1,663.15	16,672.49	-581,036.78	-562,701.14
Net Income	203,805.17	11,379.77	509,860.02	725,044.96
Total Equity	4,121,631.81	29,324.81	-813,774.16	3,337,182.46
TOTAL LIABILITIES & EQUITY	4,371,631.81	29,444.27	3,036,225.84	7,437,301.92

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

	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	256.35	0.00	0.00	256.35
Total 2863610 · Interest Earnings	256.35	0.00	0.00	256.35
3380/70 · Intergovernmental Service				
90 · Other Intergovt Services	204,211.97	0.00	0.00	204,211.97
Total 3380/70 · Intergovernmental Service	204,211.97	0.00	0.00	204,211.97
Total 2861I · LTGO Bond Fund 2002A PFD	204,468.32	0.00	0.00	204,468.32
Total 286 Rev · LTGO Bond Fund 2002B-PFD	204,468.32	0.00	0.00	204,468.32
968 Rev · PFD Operations Fund				
96968I · PFD Operations Fund				
9684970 · Operating Transfers In	0.00	100,000.00	0.00	100,000.00
Total 96968I · PFD Operations Fund	0.00	100,000.00	0.00	100,000.00
Total 968 Rev · PFD Operations Fund	0.00	100,000.00	0.00	100,000.00
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	538,591.79	538,591.79
Total 3130 · Retail Sales and Use Tax	0.00	0.00	538,591.79	538,591.79
3610 · Interest Earnings				
97711 · Investment Interest	0.00	0.00	2,004.81	2,004.81
Total 3610 · Interest Earnings	0.00	0.00	2,004.81	2,004.81
Total 96977I · PFD Regional Center Capital	0.00	0.00	540,596.60	540,596.60
Total 977 Rev · PFD Regional Center Capital	0.00	0.00	540,596.60	540,596.60
Total Income	204,468.32	100,000.00	540,596.60	845,064.92
Expense				
968 Exp · PFD Operations Fnd				
96968E · PFD Operations Fnd				
5101 · Regular Salaries	0.00	31,250.01	0.00	31,250.01
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	1,200.00	0.00	1,200.00
5201 · Industrial Insurance	0.00	0.00	0.00	0.00
5202 · Social Security	0.00	2,787.75	0.00	2,787.75
5223 · Workers Comp-State Assessment	0.00	-19.32	0.00	-19.32
5311 · Office/Operating Supplies	0.00	1,292.47	0.00	1,292.47
5411 · Accounting & Auditing	0.00	2,864.10	0.00	2,864.10
5416 · Special Legal Services	0.00	1,980.82	0.00	1,980.82
5419 · Other Prof Svcs - Reg Ctr Mktg				
5419 a · Professional Services	0.00	4,050.35	0.00	4,050.35
5419 b · Recording	0.00	2,525.00	0.00	2,525.00
5419 c · Construction Consulting	0.00	4,152.50	0.00	4,152.50
5419 · Other Prof Svcs - Reg Ctr Mktg - Other	0.00	8,787.12	0.00	8,787.12
Total 5419 · Other Prof Svcs - Reg Ctr Mktg	0.00	19,514.97	0.00	19,514.97
5424 · Other Communications	0.00	270.45	0.00	270.45
5451 · Operating Rental/Leases				
5451 b · Rental-Office Space	0.00	3,750.00	0.00	3,750.00
Total 5451 · Operating Rental/Leases	0.00	3,750.00	0.00	3,750.00
Total 96968E · PFD Operations Fnd	0.00	69,163.72	0.00	69,163.72
Total 968 Exp · PFD Operations Fnd	0.00	69,163.72	0.00	69,163.72
977 Exp · PFD Regional Cntr Capital				
96977E · PFD Regional Cntr Capital				
5650 · Facility Project Investments				
5650 a · SKCEC - Port Orchard	0.00	0.00	13,706.58	13,706.58
5650 b · PERC - City of Poulsbo	0.00	0.00	16,411.25	16,411.25
5650 c · PGFHP - Kitsap County Parks	0.00	0.00	61,194.29	61,194.29

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

	286	968	977	TOTAL
5650 d · POB/CNW - Port of Bremerton	0.00	0.00	144,000.00	144,000.00
Total 5650 · Facility Project Investments	0.00	0.00	235,312.12	235,312.12
5520 · I/G Pymts, Fed, State, Local	0.00	0.00	204,211.97	204,211.97
6971 · Operating Transfers Out	0.00	0.00	100,000.00	100,000.00
Total 96977E · PFD Regional Cntr Capital	0.00	0.00	539,524.09	539,524.09
Total 977 Exp · PFD Regional Cntr Capital	0.00	0.00	539,524.09	539,524.09
Total Expense	0.00	69,163.72	539,524.09	608,687.81
Net Ordinary Income	204,468.32	30,836.28	1,072.51	236,377.11
Other Income/Expense				
Other Expense				
80000 · Ask My Accountant	663.15	19,456.51	-508,787.51	-488,667.85
Total Other Expense	663.15	19,456.51	-508,787.51	-488,667.85
Net Other Income	-663.15	-19,456.51	508,787.51	488,667.85
Net Income	203,805.17	11,379.77	509,860.02	725,044.96

**Board of Directors Meeting\***  
**Monday, April 25, 2022**  
**Norm Dicks Government Center**  
**& Zoom Webinar ID – 824 3572 4605 Passcode: 852507**

**AGENDA**

**1. Call to Order / Comments Board Chair Jagodzinske**

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**CONSENT AGENDA**

- A. March 28, 2022, Meeting Minutes
  - B. Blanket Voucher # 12-APR 2022 96968 Operating Expenses
  - C. Executive Director Report – APR 2022
  - D. Regional Facilities Report – APR 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 – City of Port Orchard – Port Orchard Community Events Center (POCEC)**

**5. Report to the Board of Directors – Visit Kitsap Peninsula**

**6. New Business**

- A. Sublease Agreement between KPFD & Kitsap Peninsula Visitor & Convention Bureau
- B. North Kitsap Rec & Events Center (NKREC) Update
- C. Port Orchard Community Events Center (POCEC) Proposed ILA Amendment

**7. Financial Reports**

- A. MAR 2022 Financial Report
- B. MAR 2022 Rebate Summary Report
- C. MAR 2022 Facilities Tracking Report

**8. Ongoing Business**

- A. KPFD Bond Refinancing Update
- B. KPFD BOD Retreat Reminder – Wednesday, May 11, 2022, 10:30 AM – 12:30 PM, Fairway Independent Mortgage Co., 9307 Bayshore Dr. NW, Silverdale, WA

**9. Good of the Order**

**10. Meeting Adjournment**

**Next Meeting:** May 23, 2022, at 5:30 pm  
Location: Kitsap County Administration Building, Port Orchard, WA & Virtual Zoom Webinar  
Topics: General Business, Port of Bremerton/Circuit of the Northwest (POBCNW) Project Report

**\*NOTE:** This meeting will be recorded and available on the Kitsap Public Facilities District website: [www.kitsap-pfd.org](http://www.kitsap-pfd.org) and the KPFD YouTube channel.



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