

Board of Directors Meeting*
Monday, July 25, 2022
Port Orchard City Hall
& Zoom Webinar ID – 840 6058 4301
AGENDA

1. Call to Order / Comments Board Chair Hatchel

CONSENT AGENDA

- A. June 27, 2022, Meeting Minutes
 - B. Blanket Voucher # 20-JUL 2022 96968 Operating Expenses
 - C. Blanket Voucher # 21-JUL 2022 96977 PGFHP Project
 - D. Blanket Voucher # 22-JUL 2022 96977 PERC Project
 - E. Blanket Voucher # 23-JUN 2022 96977 POBCNW Project
 - F. Executive Director Report – JUL 2022
 - G. Regional Facilities Report – JUL 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 for approval

4. Facility Progress Report – Poulsbo Events & Recreation Center (PERC) Project Update

5. New Business

- A. KPFD Executive Team & Port of Bremerton Meeting Update
- B. KPFD BOD & Kitsap County Commissioners Meeting Scheduled for July 27, 2022

6. Financial Reports

- A. MAY & JUN 2022 Financial Report
- B. JUN 2022 Rebate Summary Report
- C. JUL 2022 Facilities Tracking Report

7. Ongoing Business/Good of the Order

8. Meeting Adjournment

Next Meeting: August 22, 2022, at 5:30 pm
Location: Norm Dicks Government Center & Virtual Zoom Webinar
Topics: General Business, Port of Bremerton/Circuit of the Northwest (POBCNW) Project Report

CONSENT AGENDA
JUL 25, 2022

- A. Jun 27, 2022, Meeting Minutes
 - B. Blanket Voucher # 20-JUL 2022 96968 Operating Expenses
 - C. Blanket Voucher # 21-JUL 2022 96977 PGFHP Project
 - D. Blanket Voucher # 22-JUL 2022 96977 PERC Project
 - E. Blanket Voucher # 23-JUL 2022 96977 POBCNW Project
 - F. Executive Director Report – JUL 2022
 - G. KCC Financial Report – JUN 2022
-

**BLANKET VOUCHER APPROVAL****FUND: 96968.00968****BV# 20-JUL 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 **\$ 6,149.78** on this 25th day of July 2022

Patrick Hatchel

Pat Hatchel, Chair

John Morrissey

John Morrissey, Vice-Chair

Walter S Draper IV

Walter Draper IV, Treasurer

Tom Bullock

Tom Bullock, Director

Phil Havers

Phil Havers, Director

Erin Leedham

Erin Leedham, Director

Daron Jagodzinske

Daron Jagodzinske, Director

VENDOR	SPEND CAT	AMOUNT
Reoccurring items:		
Comcast – Phone/Internet (JUN & JUL 2022)	5311	\$ 544.88
BKAT – BOD Meeting Recording (MAY 2022)	5419(b)	\$ 341.25
BKAT - BOD Meeting Recording (JUN 2022)	5419(b)	\$ 315.00
LNI – Monthly Employee Deduction (JUN 2022)	5249	\$ 114.54
Visit Kitsap Peninsula – Rent (JUL 2022)	5451	\$ 1,250.00
Help Desk Cavalry Monthly IT Service (JUL 2022)	5419(a)	\$ 259.20
Help Desk Cavalry O365 Monthly Subscript (JUL 2022)	5311	\$ 196.56
JPC PLLC Legal Counsel (JUL 2022)	5416	\$ 1,295.00
Employment Security Department (JUL 2022)	5429	\$ 50.00
Executive Director Reimbursements (JUL 2022)	5311	\$ 276.86
Comcast – Phone/Internet (Past Due)	5311	\$ 39.39
Other items:		
Q2 2022 BOD Meeting Stipend – Charmain Jagodzinske	5140	\$ 316.39
Q2 2022 BOD Meeting Stipend – Vice Charmain Hatchel	5140	\$ 119.69
Q2 2022 BOD Meeting Stipend – Treasurer Draper	5140	\$ 235.90
Q2 2022 BOD Meeting Stipend – Director Havers	5140	\$ 156.93
Q2 2022 BOD Meeting Stipend – Director Bullock	5140	\$ 187.48
Q2 2022 BOD Meeting Stipend – Director Leedham	5140	\$ 226.95
Q2 2022 BOD Meeting Stipend – Director Morrissey	5140	\$ 223.76
	PAGE TOTAL	\$ 6,149.78

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

Bill date Jun 28, 2022
Services from Jul 03, 2022 to Aug 02, 2022

Page 1 of 3

Your monthly account summary

Previous balance	534.88
Payment - Thank You May 31, 2022	-262.44 cr
Balance forward	272.44
New charges	
Comcast Business services	244.89
Other charges and credits	17.17
Taxes and fees	10.38

Balance forward	\$272.44
New charges due Jul 25, 2022	\$272.44
Total amount due	\$544.88



! 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 06292022 NNNNNYNN 01 000103 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 \$272.44
New charges due Jul 25, 2022 \$272.44

Please pay

\$544.88

Amount enclosed

\$

Make checks payable to Comcast
Do not send cash



COMCAST
PO BOX 60533
CITY OF INDUSTRY CA 91716-0533



849836001171290800544882

CITY OF BREMERTON
FINANCE DEPARTMENT
345 6TH STREET SUITE 100
BREMERTON, WA 98337-1891

PHONE: 360-473-5208x
FAX: 360-473-5200x

Customer Number: 10560

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

INVOICE: BKAT000681
Date: Jun 10, 2022

Page 1
of 1

Service: BKAT SERVICES
Customer PO:
Customer Ph:
Terms: NET 15 DAYS

Due Date: Jun 25, 2022

Service Address:

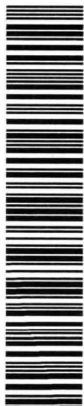
KITSAP PUBLIC FACILITIES DISTRICT
9230 BAY SHORE DR NW STE 101
SILVERDALE, WA 98383

Description	Qty	Unit Price	Total Price	Tax
BKAT OTHER MAY 2022 KPFD BOARD MTGS	1.00	341.25	341.25	N

RECEIVED
6/21/22

Total Charges:	341.25
Total Tax:	0.00

Total Invoice:	341.25
Payments:	0.00
Adjustments:	0.00
Total Due:	341.25



Department of Labor and Industries
PO Box 44171
Olympia WA 98504-4171



ACCOUNT STATEMENT

www.Lni.wa.gov

This statement is for the amount(s) owed to the Department of Labor and Industries by the party listed below.
Please see back page for more information.

KITSAP PUBLIC FACILITIES DISTRICT SPC
9230 BAY SHORE DR NW STE 101
SILVERDALE WA 98383-9162

If you have any questions on the items listed on the statement, please contact (800) 301-1826 and provide the following Customer Number: 823693

+"Amount in Appeal"- An amount in this column indicates that there is some dispute or reconsideration of the amount owing to the department. Appealed amounts are shown for your information only. You are not required to pay the appealed amount until the issues are resolved.

fold
Statement Summary as of: June 15, 2022

Debt Type	Balance	Amount in Appeal+	Total Due Now
Industrial Insurance ACCT ID 05720901	\$114.54		\$114.54
Totals -- If you have a payment plan, current payment due may differ.	\$114.54	\$0.00	\$114.54
Total Due (includes Payment Plans)			\$114.54

02350046-001564-01-01000000

Perf

Pay online at: www.Lni.wa.gov/PayABalanceDue

Please detach and enclose this portion of the statement with your payment. Make checks payable to **Dept. of Labor & Industries**.
Do not send cash.

Please include your Customer Number on your check.

☐ Check here if new billing address. Note changes on reverse side.

DEPARTMENT OF LABOR AND INDUSTRIES
PO BOX 34974
SEATTLE WA 98124-1974

KITSAP PUBLIC FACILITIES DISTR
9230 BAY SHORE DR NW STE 101
SILVERDALE WA 98383-9162

Customer Number	Amount due upon receipt
823693	\$ 114.54
Date	Amount Enclosed
	\$.



000082369300000000000114543

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

Visit Kitsap Peninsula
the Natural Side of Puget Sound
VISITKITSAP.COM

Please make checks payable to
Visit Kitsap Peninsula
Thank you.

				Due Date		Date	Invoice #
				6/29/2022		6/29/2022	11442
Description	Qty	Rate	Amount				
Sub-lease Rent July		1,250.00	1,250.00				
						Total	\$1,250.00
						Payments/Credits	\$0.00
						Balance Due	\$1,250.00

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

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



Friendly Support Fixed-Price IT 24x7 Monitoring

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
34865	7/1/2022	Kitsap Public Facilities District
Billing Terms	PO Number	Reference
Due Upon Receipt		Monthly Billing for July

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	\$9.20
Invoice Total	\$259.20
Payments Applied	\$0.00
Total Amount Due	\$259.20



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
07/01/2022	34969
Account	
Kitsap Public Facilities District	

Terms	PO Number	Reference	
Due Upon Receipt		Monthly Billing for July	

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:	\$16.56	
	Invoice Total:	\$196.56	
	Payments:	\$0.00	
	Credits:	\$0.00	
	Balance Due:	\$196.56	

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.



Tel 206.292.1994
Fax 206.292.1995

801 Second Avenue, Suite 700
Seattle, Washington 98104

July 8, 2022

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

Invoice 139056

In Reference to: General Advisory
 Client Matter #L1022/01000

FOR LEGAL SERVICES RENDERED AND COSTS ADVANCED

\$ 1,295.00

\$ 1,295.00

UI Tax Billing Statement
July 2022

39809

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

ESD number: 000-530274-00-7
UBI number: 604-903-519



54000001-039809-01-01100000

How to pay

- Pay electronically at esd.wa.gov/pay-taxes, or
- Mail a check with the coupon below.

Questions?

If you have questions about this statement, please contact the Account Management Center at OlympiaAMC@esd.wa.gov or 855-829-9243.

Dates

Billing period: June 12, 2022 - July 9, 2022
Oldest original due date: January 31, 2022
Statement closed: July 9, 2022
Payment due: On receipt
Additional charges accrue on: August 1, 2022

Summary

Previous balance	\$0.00
Charges	\$50.00
Payments	\$0.00
Amount due	\$50.00

Warning

- We will charge you the delinquent tax rate if we don't receive all quarterly tax reports and payments (including tax, penalties and interest) that are due through June 30 by September 30.

Return with your check

Payable to

Employment Security Dept.
UI Tax Administration
PO Box 84242
Seattle, WA 98124-5542

Credit this account

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

Amount

Due: \$50.00
Enclosed: \$
Due Date: July 31, 2022

ESD number: 000-530274-00-7
UBI number: 604-903-519
EIN:

Departmental use:	Staff ID	Date Received	Remitted \$
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000530274007000000005000

Invoice



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

Invoice Date: Jul 6, 2022
Invoice #: INV156299455
Payment Terms: Due Upon Receipt
Due Date: Jul 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
Charge Name: Webinar 500 Monthly PROMO				
Quantity: 2 Unit Price: \$40.00	Jul 6, 2022-Aug 5, 2022	\$80.00	\$7.36	\$87.36
Subtotal				\$80.00
Total (Including Taxes, Fees & Surcharges)				\$87.36
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	\$2.16

Webinar 500 Monthly PROMO	Sales Tax	State	\$80.00	\$5.20
Total (Including Taxes, Fees & Surcharges)				\$7.36

Transactions

Invoice Total \$87.36

TRANSACTION DATE	TRANSACTION NUMBER	TRANSACTION TYPE	DESCRIPTION	APPLIED AMOUNT
Jul 6, 2022	P-178604195	Payment		(\$87.36)
Invoice Balance				\$0.00

Need help understanding your invoice?

[CLICK HERE](#)

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This plan includes products with monthly and/or yearly subscription periods. The subscription period for each plan, and the total charge, \$80.00 (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 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 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.

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Submit Date: 7/6/2022
Confirmation Number: 8848544

Quarterly Report

2nd Quarter: April 1, 2022 - June 30, 2022

Due Date: 8/1/2022

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

WA UBI: 604 903 519

L&I Account ID: 057,209-01

Phone Number: 360-698-1885
 Ext. 0

Account Manager: SARAH BURDICK 360-902-6113

Worker Reporting

Class Code	Nature of Work	Gross Payroll (nearest \$)	Worker Hours (or units)	Rate Per Hour	Amount Owed
5306-07	Counties/Tax Dist Adm/CI Offc	\$32,450.00	260	0.2309	\$60.03

Total of Premiums \$60.03

Grand Total \$60.03

Preparer's Information

Preparer:
 DayTime Phone:
 Email:

Russ Shiplet
 360-698-1885
 execdirector@kitsap-pfd.org

Payment Information

Method of Payment:

Visa, Master Card, Discover or American Express used. The amount above does not include the credit card processing fee. The credit card processing fee amount was \$3.95.

Payment Amount:

\$60.03



2850 Northwest Bucklin Hill Rd
Silverdale, WA 98383
360-307-0777

Sale

Store: 1023 Register: 2
Date: 7/13/22 Time: 8:15 AM
Transaction: 20740 Cashier: 2018356

REWARDS NUMBER 7693337466

Qty	Item	Price	Amount
	ECLO PAD STENO SI		
1	826635188872	5.29	5.29
	ECLO PAD STENO SI		
1	826635188872	5.29	5.29
	C920S PRO HD WEBCA *		
1	097855145833	63.74	52.99
Instant Savings			(10.75)

Subtotal 63.57
WASHINGTON 9.2% 5.85

Total 69.42

AMERICAN EXPRESS USD\$69.42
Card No. : XXXXXXXXXXXXX2004 [C]
Chip Read
Auth No. : 808960
AID.: A000000025010801

*Item is currently on promotion. Some coupons are only valid on regular priced items. Please see the coupon terms and conditions for details.

Staples Connect,
the working and learning store.
Discover every tool to take on tomorrow
including products, services
and inspiration that help you
unlock what is possible.



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

ORIGINAL

Invoice Information

Invoice Number 2217802868
Invoice Date 14-JUL-2022
Payment Terms Credit Card
Purchase Order AB00025213459CUS
Order Number 7043865110
Customer Number 156036510
Currency USD

Bill To

Russ Shiplet
21923 NW Westwood St
Poulsbo WA 98370-9256

INVOICE

Item Details

Service Term: 14-JUL-2022 to 13-AUG-2022

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65183112	Creative Cloud All Apps with 100GB	1	EA	54.99	54.99	9.20%	5.06	60.05

Invoice Total

NET AMOUNT (USD)	54.99
TAXES (SEE DETAILS FOR RATES)	5.06
GRAND TOTAL (USD)	60.05

Comments:

Billing Contact

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

Thank you for your business!

COMCAST BUSINESS

Kitsap Public Facilities

Account number
8498 36 001 1712908

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

Bill date Jul 07, 2022
Services from Jul 08, 2022 to Aug 07, 2022

Page 1 of 3

Your monthly account summary

Previous balance	544.88
Payment - Thank You Jul 05, 2022	-272.44 cr
Balance forward	272.44
New charges	
Other charges and credits	-226.33 cr
Taxes and fees	-6.72 cr

Balance forward	\$272.44
New charges	-\$233.05 cr
Total amount due	\$39.39



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call 1-800-391-3000

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

! 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.

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 07 07082022 NNNNNYNN 01 000047 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 \$272.44
New charges **-\$233.05 cr**
Please pay \$39.39

Amount enclosed \$

Make checks payable to Comcast
Do not send cash



COMCAST
PO BOX 60533
CITY OF INDUSTRY CA 91716-0533



849836001171290800039396



BOARD OF DIRECTORS STIPEND WORKSHEET

Q2 2022

BOARD MEMBER NAME			DARON JAGODZINSKE		
MONTH	DAY	YEAR	MEETING TYPE	ZOOM or IN PERSON	IF IN PERSON, SITE LOCATION
APR	14	2022	SPECIAL	ZOOM	
APR	19	2022	SPECIAL	ZOOM	
APR	25	2022	BOARD	ZOOM	
MAY	11	2022	SPECIAL	IN PERSON	SILVERDALE
MAY	23	2022	BOARD	ZOOM	
JUN	25	2022	BOARD	IN PERSON	POUSLBO

per	Mileage
Meeting	@\$.55 RT
\$ 50.00	
\$ 50.00	
\$ 50.00	
\$ 50.00	25.4
\$ 50.00	
\$ 50.00	4.4

Q1 2022 TOTALS	\$ 300.00	\$ 16.39	\$ 316.39
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BOARD OF DIRECTORS STIPEND WORKSHEET

Q2 2022

BOARD MEMBER NAME			TOM BULLOCK		
MONTH	DAY	YEAR	MEETING TYPE	ZOOM or IN PERSON	IF IN PERSON, SITE LOCATION
APR	25	2022	BOARD	ZOOM	
MAY	11	2022	SPECIAL	IN PERSON	SILVERDALE
JUN	27	2022	BOARD	IN PERSON	POUSLBO

per Meeting \$50.00
 Mileage RT @\$.55 17.4
 \$50.00 36.5

TOTALS	\$150.00	\$ 37.48	\$187.48
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BOARD OF DIRECTORS STIPEND WORKSHEET

Q2 2022

BOARD MEMBER NAME			PHIL HAVERS		
MONTH	DAY	YEAR	MEETING TYPE	ZOOM or IN PERSON	IF IN PERSON, SITE LOCATION
APR	25	2022	BOARD	ZOOM	
MAY	11	2022	SPECIAL	IN PERSON	SILVERDALE
MAY	23	2022	BOARD	ZOOM	

per Mileage RT
Meeting @\$.55
\$ 50.00
\$ 50.00 12.6
\$ 50.00

TOTAL	\$ 150.00	\$ 6.93	\$ 156.93
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BOARD OF DIRECTORS STIPEND WORKSHEET

Q2 2022

BOARD MEMBER NAME			ERIN LEEDHAM		
MONTH	DAY	YEAR	MEETING TYPE	ZOOM or IN PERSON	IF IN PERSON, SITE LOCATION
APR	25	2022	BOARD	ZOOM	
MAY	11	2022	SPECIAL	IN PERSON	SILVERDALE
MAY	23	2022	BOARD	ZOOM	
JUN	25	2022	BOARD	ZOOM	

per Mileage RT
Meeting @\$.55

\$ 50.00

\$ 50.00 49

\$ 50.00

\$ 50.00

TOTAL	\$ 200.00	\$ 26.95	\$ 226.95
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BOARD OF DIRECTORS STIPEND WORKSHEET

Q2 2022

BOARD MEMBER NAME			JOHN MORRISSEY		
MONTH	DAY	YEAR	MEETING TYPE	ZOOM or IN PERSON	IF IN PERSON, SITE LOCATION
APR	25	2022	BOARD	ZOOM	
MAY	11	2022	SPECIAL	IN PERSON	SILVERDALE
MAY	23	2022	BOARD	ZOOM	
JUN	25	2022	BOARD	IN PERSON	POUSLBO

	per	Mileage
	Meeting	@\$.55 RT
\$	50.00	
\$	50.00	24.60
\$	50.00	
\$	50.00	43.20

Q2 2022 TOTALS	\$ 200.00	\$ 23.76	\$ 223.76
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BOARD OF DIRECTORS STIPEND WORKSHEET

Q2 2022

BOARD MEMBER NAME			WALT DRAPER		
MONTH	DAY	YEAR	MEETING TYPE	ZOOM or IN PERSON	IF IN PERSON, SITE LOCATION
APR	25	2022	BOARD	ZOOM	
MAY	11	2022	SPECIAL	IN PERSON	SILVERDALE
MAY	23	2022	BOARD	ZOOM	
JUN	27	2022	BOARD	IN PERSON	POUSLBO

	per	Mileage
	Meeting	@\$.55 RT
\$	50.00	
\$	50.00	19.4
\$	50.00	
\$	50.00	30

Q2 2022 TOTAL	\$ 200.00	\$ 35.90	\$ 235.90
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BOARD OF DIRECTORS STIPEND WORKSHEET

Q2 2022

BOARD MEMBER NAME			PATRICK HATCHEL		
MONTH	DAY	YEAR	MEETING TYPE	ZOOM or IN PERSON	IF IN PERSON, SITE LOCATION
MAY	11	2022	SPECIAL	IN PERSON	SILVERDALE
MAY	23	2022	BOARD	ZOOM	

per	Mileage
Meeting	@\$.55 RT
\$ 50.00	35.80
\$ 50.00	

Q1 2022 TOTALS	\$ 100.00	\$ 19.69	\$ 119.69
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BLANKET VOUCHER APPROVAL

FUND: 96977.00977

BV# 21-JUL 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 **\$ 160,788.68** on this **25th** day of **JUL 2022**.

Patrick Hatchel
Patrick Hatchel, Chair

John Morrissey
John Morrissey, Vice-Chair

Walter S Draper IV
Walter Draper IV, Treasurer

Tom Bullock
Tom Bullock, Director

Phil Havers
Phil Havers, Director

Erin Leedham
Erin Leedham, Director

Daron Jagodzinske
Daron Jagodzinske, Director

VENDOR	AMOUNT
Project Item – Port Game Forest Heritage Park Trails (PGFHP)	
JUL 2022 KPFD PGHP Invoice CINV 2022-00397	\$ 159,566.82
JUL 2022 KPFD PGHP Invoice 22-0108	\$ 1,219.86
PAGE TOTAL	\$ 160,788.68



KITSAP COUNTY

614 Division St
Port Orchard, WA 98366

INVOICE

Date	Invoice Number
5/13/22	CINV-2022-00397

Payment Terms	Due Date
Net 30	6/12/22

BILL TO:

Kitsap Public Facilities District
9230 Bay Shore Drive NW #101
Attn: Russ Shippet, Executive Director
Silverdale, WA 98383
United States of America

REMIT TO:

Kitsap County Public Works
614 Division St. MS-27
Port Orchard, WA 98366

Description

North Sound to Olympics Project/REVISED INVOICE

Page 1 of 1

Purchase Order Number	Customer ID
CRP 1631 Port Gamble Trail - 711133	CUS-00268

Quantity	Sales Item	Sales Item Description	Unit Cost	Extended Amount
0		Other Professional Services	\$0.00	\$ 159,566.82

Net Amount	\$ 159,566.82
Tax	\$ 0.00
Total	\$ 159,566.82

MEMORANDUM

DATE: June 25, 2021
 TO: Gary Kaczynski
 FROM: Mallory Wilde, P.E.
 SUBJECT: Monthly Invoice
 CC:
 PROJECT NUMBER: 234-1578-158
 PROJECT NAME: Sound to Olympics (STO) Trail - Port Gamble Trail - Segments A, B, and D

Approved for Payment 7/2/2021
 By Gary Kaczynski
 Contract: KC-298-21
 1st Invoice

Enclosed is our invoice for professional engineering services on Sound to Olympics (STO) Trail – Port Gamble Trail – Segments A, B, and D. Services from project start through May 29, 2021, included the following:

TASK 01 – PROJECT MANAGEMENT

Subtask 01 – Project Management

- Executed agreement and set up in system.
- Coordinated with project team and drafted schedule.
- Executed subconsultant agreements with Fischer Bouma, Landau Associates, and Struck Environmental.

TASK 02 – FEASIBILITY UPDATE/SITE CHARACTERIZATION

Subtask 01 – Project Kickoff and Site Visit

- Created field map for site walk.
- Prepared for and participated in kickoff meeting with County on May 27, 2021.

Subtask 02 – Preliminary Survey

- Walked site with survey crew and prepared team for field work.
- Began preliminary field survey to gather data for topographic base map.

TASK EXP – EXPENSES

Subtask EXP – Expenses

- Expenses include costs for survey equipment and mileage.

Please contact me at 360-850-5325 or mwilde@parametrix.com if you have any questions. Thank you.

1019 39TH AVENUE SE, SUITE 100
PUYALLUP, WA 98374
P 253.604.6600
www.parametrix.com

Remit to: PO Box 146, Spokane, WA, 99210-0146

Billing Contact - Sarah A. Crackenberger - Phone: 253-501-5235, Email:
scrackenberger@parametrix.com

Invoice : 27690

Invoice Date : 6/25/2021

Project : 234-1578-158

Project Name : Port Gamble Trail

Kitsap County
Attention: Gary Kaczynski
614 Division St, MS 26
Port Orchard, WA, 98366

For Professional Services Rendered Through 5/29/2021

	Fee	Available Fee	To Date	Previous	Current
Task : 01 - Project Management					
Subtask : 01 - Project Management					
Subtask Labor			1,026.75	0.00	1,026.75
Subtask Expense			0.00	0.00	0.00
Subtask Total	15,252.37	14,225.62	1,026.75	0.00	1,026.75
Subtask : 02 - Quality Control/Quality Assurance					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	10,264.21	10,264.21	0.00	0.00	0.00
Subtask : 03 - Technical Coordination Meetings					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	2,730.02	2,730.02	0.00	0.00	0.00
Subtask : 04 - Management Reserve					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	5,000.00	5,000.00	0.00	0.00	0.00
Task Labor			1,026.75	0.00	1,026.75
Task Expense			0.00	0.00	0.00
Task Total	33,246.60	32,219.85	1,026.75	0.00	1,026.75
Task : 02 - Feasibility Update/Site Characterization					
Subtask : 01 - Project Kickoff and Site Visit					
Subtask Labor			1,852.14	0.00	1,852.14
Subtask Expense			0.00	0.00	0.00
Subtask Total	13,165.19	11,313.05	1,852.14	0.00	1,852.14

	Fee	Available Fee	To Date	Previous	Current
Subtask : 02 - Preliminary Survey					
Subtask Labor			4,461.06	0.00	4,461.06
Subtask Expense			0.00	0.00	0.00
Subtask Total	26,388.43	21,927.37	4,461.06	0.00	4,461.06
Subtask : 03 - Preliminary Geotechnical Investigation					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	1,444.29	1,444.29	0.00	0.00	0.00
Subtask : 04 - Preliminary Environmental Planning					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	8,439.06	8,439.06	0.00	0.00	0.00
Subtask : 05 - Stormwater Memorandum					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	19,428.67	19,428.67	0.00	0.00	0.00
Subtask : 06 - Feasibility Update and Review					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	53,162.45	53,162.45	0.00	0.00	0.00
Task Labor			6,313.20	0.00	6,313.20
Task Expense			0.00	0.00	0.00
Task Total	122,028.09	115,714.89	6,313.20	0.00	6,313.20
Task : EXP - Expenses					
Subtask : EXP - Expenses					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			591.00	0.00	591.00
Subtask Total	2,808.40	2,217.40	591.00	0.00	591.00
Task Labor			0.00	0.00	0.00
Task Expense			591.00	0.00	591.00
Task Total	2,808.40	2,217.40	591.00	0.00	591.00
Task : LA - Landau Associates					
Subtask : 01 - Landau Associates					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	11,700.00	11,700.00	0.00	0.00	0.00
Task Labor			0.00	0.00	0.00
Task Expense			0.00	0.00	0.00
Task Total	11,700.00	11,700.00	0.00	0.00	0.00

Task : SE - Struck Environmental

	Fee	Available Fee	To Date	Previous	Current
Subtask : 01 - Struck Environmental					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	20,334.23	20,334.23	0.00	0.00	0.00
Task : FB - Fischer Bouma					
Subtask : 01 - Fischer Bouma					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	2,464.30	2,464.30	0.00	0.00	0.00
Task Labor			0.00	0.00	0.00
Task Expense			0.00	0.00	0.00
Task Total	2,464.30	2,464.30	0.00	0.00	0.00
Total Services	192,581.62	184,650.67	7,930.95	0.00	7,930.95
Fixed Fee	28,234.73	27,445.94	788.79	0.00	788.79
Amount Due This Invoice	220,816.35	212,096.61	8,719.74	0.00	8,719.74

PROJECT STATEMENT:

Prior Billings:	0.00	Contract Amount:	208,730.94	Billings To Date:	8,719.74
Current Billings:	8,719.74	Billings To Date:	8,719.74	Paid To Date:	0.00
Total Billings:	8,719.74	Contract Balance:	200,011.20	Total Amount Due:	8,719.74

FIXED FEE STATEMENT:

% Fee Billed This Invoice:	2.79%	Total Fee % Complete:	2.79%
Total Fixed Fee Earned:	788.79	Fee Amount:	28,234.73
Prior Fixed Fee Earned:	0.00	Fee Billings To Date:	788.79
Current Fixed Fee Earned:	788.79	Fee Balance:	27,445.94

1019 39TH AVENUE SE, SUITE 100
PUYALLUP, WA 98374
P 253.604.6600
www.parametrix.com

Remit to: PO Box 146, Spokane, WA, 99210-0146

Billing Contact - Sarah A. Crackenberger - Phone: 253-501-5235, Email:
scrackenberger@parametrix.com

Invoice : 27980

Invoice Date : 7/8/2021

Project : 234-1578-158

Project Name : Port Gamble Trail

Kitsap County
Attention: Gary Kaczynski
614 Division St, MS 26
Port Orchard, WA, 98366

For Professional Services Rendered Through 6/30/2021

	Fee	Available Fee	To Date	Previous	Current
Task : 01 - Project Management					
Subtask : 01 - Project Management					
Subtask Labor			3,307.18	1,026.75	2,280.43
Subtask Expense			0.00	0.00	0.00
Subtask Total	15,252.37	11,945.19	3,307.18	1,026.75	2,280.43
Subtask : 02 - Quality Control/Quality Assurance					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	10,264.21	10,264.21	0.00	0.00	0.00
Subtask : 03 - Technical Coordination Meetings					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	2,730.02	2,730.02	0.00	0.00	0.00
Subtask : 04 - Management Reserve					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	5,000.00	5,000.00	0.00	0.00	0.00
Task Labor			3,307.18	1,026.75	2,280.43
Task Expense			0.00	0.00	0.00
Task Total	33,246.60	29,939.42	3,307.18	1,026.75	2,280.43
Task : 02 - Feasibility Update/Site Characterization					
Subtask : 01 - Project Kickoff and Site Visit					
Subtask Labor			12,928.59	1,852.14	11,076.45
Subtask Expense			0.00	0.00	0.00
Subtask Total	13,165.19	236.60	12,928.59	1,852.14	11,076.45

	Fee	Available Fee	To Date	Previous	Current
Subtask : 02 - Preliminary Survey					
Subtask Labor			20,555.86	4,461.06	16,094.80
Subtask Expense			0.00	0.00	0.00
Subtask Total	26,388.43	5,832.57	20,555.86	4,461.06	16,094.80
Subtask : 03 - Preliminary Geotechnical Investigation					
Subtask Labor			61.92	0.00	61.92
Subtask Expense			0.00	0.00	0.00
Subtask Total	1,444.29	1,382.37	61.92	0.00	61.92
Subtask : 04 - Preliminary Environmental Planning					
Subtask Labor			154.79	0.00	154.79
Subtask Expense			0.00	0.00	0.00
Subtask Total	8,439.06	8,284.27	154.79	0.00	154.79
Subtask : 05 - Stormwater Memorandum					
Subtask Labor			107.76	0.00	107.76
Subtask Expense			0.00	0.00	0.00
Subtask Total	19,428.67	19,320.91	107.76	0.00	107.76
Subtask : 06 - Feasibility Update and Review					
Subtask Labor			675.85	0.00	675.85
Subtask Expense			0.00	0.00	0.00
Subtask Total	53,162.45	52,486.60	675.85	0.00	675.85
Task Labor			34,484.77	6,313.20	28,171.57
Task Expense			0.00	0.00	0.00
Task Total	122,028.09	87,543.32	34,484.77	6,313.20	28,171.57
Task : EXP - Expenses					
Subtask : EXP - Expenses					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			1,811.48	591.00	1,220.48
Subtask Total	2,808.40	996.92	1,811.48	591.00	1,220.48
Task Labor			0.00	0.00	0.00
Task Expense			1,811.48	591.00	1,220.48
Task Total	2,808.40	996.92	1,811.48	591.00	1,220.48
Task : LA - Landau Associates					
Subtask : 01 - Landau Associates					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			2,842.80	0.00	2,842.80
Subtask Total	11,700.00	8,857.20	2,842.80	0.00	2,842.80
Task Labor			0.00	0.00	0.00
Task Expense			2,842.80	0.00	2,842.80
Task Total	11,700.00	8,857.20	2,842.80	0.00	2,842.80

Task : SE - Struck Environmental

	Fee	Available Fee	To Date	Previous	Current
Subtask : 01 - Struck Environmental					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			9,728.29	0.00	9,728.29
Subtask Total	20,334.23	10,605.94	9,728.29	0.00	9,728.29
Task Labor			0.00	0.00	0.00
Task Expense			9,728.29	0.00	9,728.29
Task Total	20,334.23	10,605.94	9,728.29	0.00	9,728.29

Task : FB - Fischer Bouma**Subtask : 01 - Fischer Bouma**

Subtask Labor			0.00	0.00	0.00
Subtask Expense			1,694.22	0.00	1,694.22
Subtask Total	2,464.30	770.08	1,694.22	0.00	1,694.22
Task Labor			0.00	0.00	0.00
Task Expense			1,694.22	0.00	1,694.22
Task Total	2,464.30	770.08	1,694.22	0.00	1,694.22

Total Services	192,581.62	138,712.88	53,868.74	7,930.95	45,937.79
Fixed Fee	28,234.73	24,173.41	4,061.32	788.79	3,272.53
Amount Due This Invoice	220,816.35	162,886.29	57,930.06	8,719.74	49,210.32

PROJECT STATEMENT:

Prior Billings:	8,719.74	Contract Amount:	208,730.94	Billings To Date:	57,930.06
Current Billings:	49,210.32	Billings To Date:	57,930.06	Paid To Date:	0.00
Total Billings:	57,930.06	Contract Balance:	150,800.88	Total Amount Due:	57,930.06

FIXED FEE STATEMENT:

% Fee Billed This Invoice:	11.59%	Total Fee % Complete:	14.38%
Total Fixed Fee Earned:	4,061.32	Fee Amount:	28,234.73
Prior Fixed Fee Earned:	788.79	Fee Billings To Date:	4,061.32
Current Fixed Fee Earned:	3,272.53	Fee Balance:	24,173.41

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	27690	6/25/2021	8,719.74	8,719.74

MEMORANDUM

DATE: August 19, 2021
TO: Gary Kaczynski
FROM: Mallory Wilde, P.E.
SUBJECT: Monthly Invoice
CC:
PROJECT NUMBER: 234-1578-158
PROJECT NAME: Sound to Olympics (STO) Trail - Port Gamble Trail - Segments A, B, and D

Approved for Payment 8/27/2021

By Gary Kaczynski
Contract: KC-298-21
3rd Invoice

Enclosed is our invoice for professional engineering services on Sound to Olympics (STO) Trail – Port Gamble Trail – Segments A, B, and D. Services from July 1 through July 31, 2021, included the following:

TASK 01 – PROJECT MANAGEMENT

Subtask 01 – Project Management

- Coordinated with project team and Gary.
- Prepared invoice and progress memo for fiscal year-end billing period.

Subtask 03 – Technical Coordination Meetings

- Prepared for and met with Rayonier on July 15, 2021, to coordinate Rayonier Port Gamble Townsite Redevelopment and Port Gamble Trail projects.

TASK 02 – FEASIBILITY UPDATE/SITE CHARACTERIZATION

Subtask 01 – Project Kickoff and Site Visit

- Finalized technical memo regarding site visit and distributed to project team.

Subtask 02 – Preliminary Survey

- Visited site on July 2, 2021, to map wetland areas.
- Processed wetland survey data and updated topographic base map.

Subtask 05 – Stormwater Memorandum

- Met with project team to discuss culvert conceptual design.

Subtask 06 – Feasibility Update and Review

- Coordinated with survey to review updated wetland/stream flags and base map.
- Created roll plots for over-the-shoulder meeting with County.
- Prepared for and attended over-the-shoulder meeting with County on July 8, 2021.

- Reviewed project issues and created tracking log.
- Created new alignments for Segments A, B, and D.
- Held internal team meeting to outline exhibit requirements for roll plot deliverable.
- Revised and updated first round of trail roll plot, performed quality control review, and emailed to County on July 23, 2021.
- Participated in follow-up telephone conference with County to review first round of roll plots.
- Met with project team to outline next steps and begin second round of roll plots with alignment alternatives.
- Began working on alternative alignments.

TASK EXP – EXPENSES

Subtask EXP – Expenses

- Expenses include costs for survey equipment, mileage, and ferry tolls.

TASK SE – STRUCK ENVIRONMENTAL – ENVIRONMENTAL SERVICES

Subtask 01 – Struck Environmental

- Struck Environmental submitted its invoice for attending project meetings, beginning evaluation of wetland and stream habitat impacts and mitigation strategies, beginning fish passage assessment, reviewing critical habitat management strategies, and coordinating with Rayonier on project activities.

Please contact me at 360-850-5325 or mwilde@parametrix.com if you have any questions. Thank you.

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PUYALLUP, WA 98374
P 253.604.6600
www.parametrix.com

Remit to: PO Box 146, Spokane, WA, 99210-0146

Billing Contact - Sarah A. Crackenberger - Phone: 253-501-5235, Email:
scrackenberger@parametrix.com

Invoice : 28876

Invoice Date : 8/17/2021

Project : 234-1578-158

Project Name : Port Gamble Trail

Kitsap County
Attention: Gary Kaczynski
614 Division St, MS 26
Port Orchard, WA, 98366

For Professional Services Rendered Through 7/31/2021

	Fee	Available Fee	To Date	Previous	Current
Task : 01 - Project Management					
Subtask : 01 - Project Management					
Subtask Labor			3,975.27	3,307.18	668.09
Subtask Expense			0.00	0.00	0.00
Subtask Total	15,252.37	11,277.10	3,975.27	3,307.18	668.09
Subtask : 02 - Quality Control/Quality Assurance					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	10,264.21	10,264.21	0.00	0.00	0.00
Subtask : 03 - Technical Coordination Meetings					
Subtask Labor			1,011.68	0.00	1,011.68
Subtask Expense			0.00	0.00	0.00
Subtask Total	2,730.02	1,718.34	1,011.68	0.00	1,011.68
Subtask : 04 - Management Reserve					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	5,000.00	5,000.00	0.00	0.00	0.00
Task Labor			4,986.95	3,307.18	1,679.77
Task Expense			0.00	0.00	0.00
Task Total	33,246.60	28,259.65	4,986.95	3,307.18	1,679.77
Task : 02 - Feasibility Update/Site Characterization					
Subtask : 01 - Project Kickoff and Site Visit					
Subtask Labor			13,062.36	12,928.59	133.77
Subtask Expense			0.00	0.00	0.00
Subtask Total	13,165.19	102.83	13,062.36	12,928.59	133.77

	Fee	Available Fee	To Date	Previous	Current
Subtask : 02 - Preliminary Survey					
Subtask Labor			24,771.01	20,555.86	4,215.15
Subtask Expense			0.00	0.00	0.00
Subtask Total	26,388.43	1,617.42	24,771.01	20,555.86	4,215.15

Subtask : 03 - Preliminary Geotechnical Investigation

Subtask Labor			61.92	61.92	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	1,444.29	1,382.37	61.92	61.92	0.00

Subtask : 04 - Preliminary Environmental Planning

Subtask Labor			154.79	154.79	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	8,439.06	8,284.27	154.79	154.79	0.00

Subtask : 05 - Stormwater Memorandum

Subtask Labor			431.00	107.76	323.24
Subtask Expense			0.00	0.00	0.00
Subtask Total	19,428.67	18,997.67	431.00	107.76	323.24

Subtask : 06 - Feasibility Update and Review

Subtask Labor			11,699.66	675.85	11,023.81
Subtask Expense			0.00	0.00	0.00
Subtask Total	53,162.45	41,462.79	11,699.66	675.85	11,023.81

Task Labor			50,180.74	34,484.77	15,695.97
Task Expense			0.00	0.00	0.00
Task Total	122,028.09	71,847.35	50,180.74	34,484.77	15,695.97

Task : EXP - Expenses**Subtask : EXP - Expenses**

Subtask Labor			0.00	0.00	0.00
Subtask Expense			2,935.38	1,811.48	1,123.90
Subtask Total	2,808.40	-126.98	2,935.38	1,811.48	1,123.90

Task Labor			0.00	0.00	0.00
Task Expense			2,935.38	1,811.48	1,123.90
Task Total	2,808.40	-126.98	2,935.38	1,811.48	1,123.90

Task : LA - Landau Associates**Subtask : 01 - Landau Associates**

Subtask Labor			0.00	0.00	0.00
Subtask Expense			2,842.80	2,842.80	0.00
Subtask Total	11,700.00	8,857.20	2,842.80	2,842.80	0.00

Task Labor			0.00	0.00	0.00
Task Expense			2,842.80	2,842.80	0.00
Task Total	11,700.00	8,857.20	2,842.80	2,842.80	0.00

Task : SE - Struck Environmental

	Fee	Available Fee	To Date	Previous	Current
Subtask : 01 - Struck Environmental					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			12,272.59	9,728.29	2,544.30
Subtask Total	20,334.23	8,061.64	12,272.59	9,728.29	2,544.30
Task Labor					
Task Labor			0.00	0.00	0.00
Task Expense			12,272.59	9,728.29	2,544.30
Task Total	20,334.23	8,061.64	12,272.59	9,728.29	2,544.30
Task : FB - Fischer Bouma					
Subtask : 01 - Fischer Bouma					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			1,694.22	1,694.22	0.00
Subtask Total	2,464.30	770.08	1,694.22	1,694.22	0.00
Task Labor					
Task Labor			0.00	0.00	0.00
Task Expense			1,694.22	1,694.22	0.00
Task Total	2,464.30	770.08	1,694.22	1,694.22	0.00
Total Services					
	192,581.62	117,668.94	74,912.68	53,868.74	21,043.94
Fixed Fee					
	28,234.73	22,306.12	5,928.61	4,061.32	1,867.29
Amount Due This Invoice					
	220,816.35	139,975.06	80,841.29	57,930.06	22,911.23

PROJECT STATEMENT:

Prior Billings:	57,930.06	Contract Amount:	208,730.94	Billings To Date:	80,841.29
Current Billings:	22,911.23	Billings To Date:	80,841.29	Paid To Date:	49,210.32
Total Billings:	80,841.29	Contract Balance:	127,889.65	Total Amount Due:	31,630.97

FIXED FEE STATEMENT:

% Fee Billed This Invoice:	6.61%	Total Fee % Complete:	21.00%
Total Fixed Fee Earned:	5,928.61	Fee Amount:	28,234.73
Prior Fixed Fee Earned:	4,061.32	Fee Billings To Date:	5,928.61
Current Fixed Fee Earned:	1,867.29	Fee Balance:	22,306.12

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	27690	6/25/2021	8,719.74	8,719.74

MEMORANDUM

DATE: September 28, 2021
TO: Gary Kaczynski
FROM: Mallory Wilde, P.E.
SUBJECT: Monthly Invoice
CC:
PROJECT NUMBER: 234-1578-158
PROJECT NAME: Sound to Olympics (STO) Trail - Port Gamble Trail - Segments A, B, and D

Approved for Payment 10/15/2021
By Gary Kaczynski
Contract: KC-298-21
4th Invoice

Enclosed is our invoice for professional engineering services on Sound to Olympics (STO) Trail – Port Gamble Trail – Segments A, B, and D. Services from August 1 through August 28, 2021, included the following:

TASK 01 – PROJECT MANAGEMENT

Subtask 01 – Project Management

- Coordinated with project team and County project manager.
- Prepared invoice and progress memo for previous billing period.

Subtask 03 – Technical Coordination Meetings

- Prepared for and met with WSDOT Local Programs on August 12, 2021, to review latest guidance and obtain direction regarding maximum extent feasible (MEF) documentation for the project.
- Prepared for and met with Raydient and its engineer on August 18, 2021, to coordinate Rayonier Port Gamble Townsite Redevelopment and Port Gamble Trail projects.

TASK 02 – FEASIBILITY UPDATE/SITE CHARACTERIZATION

Subtask 05 – Stormwater Memorandum

- Met with project team to discuss next steps regarding culvert and stormwater feasibility design.
- Began delineation of stormwater subbasins and analysis.

Subtask 06 – Feasibility Update and Review

- Continued general project team coordination and completed technical review of work.
- Prepared and analyzed five alignment alternates for Segments A, B, and D.
- Prepared second round of roll plots to depict alternate alignments, performed quality control review, and emailed to County on August 20, 2021.

TASK FB – FISCHER BOUMA

Subtask 01 – Fischer Bouma

- Fischer Bouma submitted it invoice for review and submittal of the field report, coordination regarding the re-route, review and response to survey plans, and follow-up on the field review and route study.

Please contact me at 360-850-5325 or mwilde@parametrix.com if you have any questions. Thank you.

1019 39TH AVENUE SE, SUITE 100
PUYALLUP, WA 98374
P 253.604.6600
www.parametrix.com

Remit to: PO Box 146, Spokane, WA, 99210-0146

Billing Contact - Sarah A. Crackenberger - Phone: 253-501-5235, Email:
scrackenberger@parametrix.com

Invoice : 29744

Invoice Date : 9/28/2021

Project : 234-1578-158

Project Name : Port Gamble Trail

Kitsap County
Attention: Gary Kaczynski
614 Division St, MS 26
Port Orchard, WA, 98366

For Professional Services Rendered Through 8/28/2021

	Fee	Available Fee	To Date	Previous	Current
Task : 01 - Project Management					
Subtask : 01 - Project Management					
Subtask Labor			4,217.13	3,975.27	241.86
Subtask Expense			0.00	0.00	0.00
Subtask Total	15,252.37	11,035.24	4,217.13	3,975.27	241.86
Subtask : 02 - Quality Control/Quality Assurance					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	10,264.21	10,264.21	0.00	0.00	0.00
Subtask : 03 - Technical Coordination Meetings					
Subtask Labor			2,008.09	1,011.68	996.41
Subtask Expense			0.00	0.00	0.00
Subtask Total	2,730.02	721.93	2,008.09	1,011.68	996.41
Subtask : 04 - Management Reserve					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	5,000.00	5,000.00	0.00	0.00	0.00
Task Labor			6,225.22	4,986.95	1,238.27
Task Expense			0.00	0.00	0.00
Task Total	33,246.60	27,021.38	6,225.22	4,986.95	1,238.27
Task : 02 - Feasibility Update/Site Characterization					
Subtask : 01 - Project Kickoff and Site Visit					
Subtask Labor			13,062.36	13,062.36	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	13,165.19	102.83	13,062.36	13,062.36	0.00

	Fee	Available Fee	To Date	Previous	Current
Subtask : 02 - Preliminary Survey					
Subtask Labor			24,771.01	24,771.01	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	26,388.43	1,617.42	24,771.01	24,771.01	0.00
Subtask : 03 - Preliminary Geotechnical Investigation					
Subtask Labor			61.92	61.92	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	1,444.29	1,382.37	61.92	61.92	0.00
Subtask : 04 - Preliminary Environmental Planning					
Subtask Labor			154.79	154.79	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	8,439.06	8,284.27	154.79	154.79	0.00
Subtask : 05 - Stormwater Memorandum					
Subtask Labor			2,258.97	431.00	1,827.97
Subtask Expense			0.00	0.00	0.00
Subtask Total	19,428.67	17,169.70	2,258.97	431.00	1,827.97
Subtask : 06 - Feasibility Update and Review					
Subtask Labor			23,765.60	11,699.66	12,065.94
Subtask Expense			0.00	0.00	0.00
Subtask Total	53,162.45	29,396.85	23,765.60	11,699.66	12,065.94
Task Labor			64,074.65	50,180.74	13,893.91
Task Expense			0.00	0.00	0.00
Task Total	122,028.09	57,953.44	64,074.65	50,180.74	13,893.91
Task : EXP - Expenses					
Subtask : EXP - Expenses					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			2,935.38	2,935.38	0.00
Subtask Total	2,808.40	-126.98	2,935.38	2,935.38	0.00
Task Labor			0.00	0.00	0.00
Task Expense			2,935.38	2,935.38	0.00
Task Total	2,808.40	-126.98	2,935.38	2,935.38	0.00
Task : LA - Landau Associates					
Subtask : 01 - Landau Associates					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			2,842.80	2,842.80	0.00
Subtask Total	11,700.00	8,857.20	2,842.80	2,842.80	0.00
Task Labor			0.00	0.00	0.00
Task Expense			2,842.80	2,842.80	0.00
Task Total	11,700.00	8,857.20	2,842.80	2,842.80	0.00

Task : SE - Struck Environmental

	Fee	Available Fee	To Date	Previous	Current
Subtask : 01 - Struck Environmental					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			12,272.59	12,272.59	0.00
Subtask Total	20,334.23	8,061.64	12,272.59	12,272.59	0.00
Task Labor			0.00	0.00	0.00
Task Expense			12,272.59	12,272.59	0.00
Task Total	20,334.23	8,061.64	12,272.59	12,272.59	0.00
Task : FB - Fischer Bouma					
Subtask : 01 - Fischer Bouma					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			2,464.30	1,694.22	770.08
Subtask Total	2,464.30	0.00	2,464.30	1,694.22	770.08
Task Labor			0.00	0.00	0.00
Task Expense			2,464.30	1,694.22	770.08
Task Total	2,464.30	0.00	2,464.30	1,694.22	770.08
Total Services	192,581.62	101,766.68	90,814.94	74,912.68	15,902.26
Fixed Fee	16,149.32	8,594.53	7,554.79	5,928.61	1,626.18
Amount Due This Invoice	208,730.94	110,361.21	98,369.73	80,841.29	17,528.44

PROJECT STATEMENT:

Prior Billings:	80,841.29	Contract Amount:	208,730.94	Billings To Date:	98,369.73
Current Billings:	17,528.44	Billings To Date:	98,369.73	Paid To Date:	72,121.55
Total Billings:	98,369.73	Contract Balance:	110,361.21	Total Amount Due:	26,248.18

FIXED FEE STATEMENT:

% Fee Billed This Invoice:	10.07%	Total Fee % Complete:	46.78%
Total Fixed Fee Earned:	7,554.79	Fee Amount:	16,149.32
Prior Fixed Fee Earned:	5,928.61	Fee Billings To Date:	7,554.79
Current Fixed Fee Earned:	1,626.18	Fee Balance:	8,594.53

**Outstanding
Receivables**

Invoice Number	Date	Amount	Balance Due
27690	6/25/2021	8,719.74	8,719.74

MEMORANDUM

DATE: October 21, 2021
TO: Gary Kaczynski
FROM: Mallory Wilde, P.E.
SUBJECT: Monthly Invoice
CC:
PROJECT NUMBER: 234-1578-158
PROJECT NAME: Sound to Olympics (STO) Trail - Port Gamble Trail - Segments A, B, and D

Approved for Payment 10/26/2021
By Gary Kaczynski
Contract: KC-298-21
5th Invoice

Enclosed is our invoice for professional engineering services on Sound to Olympics (STO) Trail – Port Gamble Trail – Segments A, B, and D. Services from August 29 through October 2, 2021, included the following:

TASK 01 – PROJECT MANAGEMENT

Subtask 01 – Project Management

- Coordinated with County project manager regarding no-cost budget shift.
- Coordinated with project team.
- Met with County for monthly meeting on September 30, 2021.
- Prepared and executed Amendment No. 1 for Struck Environmental.
- Prepared invoice and progress memo for previous billing period.

Subtask 03 – Technical Coordination Meetings

- Prepared for and met on site with County, Rayonier, and Struck Environmental on September 9, 2021, to coordinate wetland delineation work to be completed by Rayonier.

TASK 02 – FEASIBILITY UPDATE/SITE CHARACTERIZATION

Subtask 02 – Preliminary Survey

- Prepared survey field work packet for additional survey near Segments B/D.
- Performed UAV survey flight for additional survey near Segments B/D.
- Completed field topographic mapping map with new data for Segments B/D.

Subtask 04 – Preliminary Environmental Planning

- Prepared for and met on site with County, Rayonier, and Struck Environmental on September 9, 2021, to coordinate wetland delineation work to be completed by Rayonier.

Subtask 05 – Stormwater Memorandum

- Completed delineation of stormwater sub basins and completed preliminary sizing for storm ponds and treatment wetlands.
- Prepared roll plots showing sub basins and potential stormwater Best Management Practices (BMPs) for each sub basin for County review.

Subtask 06 – Feasibility Update and Review

- Continued general project team coordination.
- Coordinated survey work for confluence of Segments B and D.
- Coordinated wetland line work with Struck Environmental and updated plans as directed.
- Began drafting technical memo and cost estimate to summarize feasibility update phase of work.
- Reviewed stormwater and trail design updates.
- Began analyzing new survey data for alignment alternatives at Segment B and D confluence.

TASK EXP – EXPENSES

Subtask EXP – Expenses

- Expenses include ferry fares, survey equipment, survey drone, and mileage.

TASK LA – LANDAU ASSOCIATES

Subtask 01 – Landau Associates

- Invoice includes Landau Associates invoices for geotechnical services.

TASK SE – STRUCK ENVIRONMENTAL

Subtask 01 – Struck Environmental

- Invoice includes Struck Environmental invoices for work as described on the Struck billings attached to the Parametrix invoice.

Please contact me at 360-850-5325 or mwilde@parametrix.com if you have any questions. Thank you.

Remit to: PO Box 146, Spokane, WA, 99210-0146

Billing Contact - Sarah A. Crackenberger - Phone: 253-501-5235, Email:
scrackenberger@parametrix.com

Invoice : 30282

Invoice Date : 10/20/2021

Project : 234-1578-158

Project Name : Port Gamble Trail

Kitsap County
Attention: Gary Kaczynski
614 Division St, MS 26
Port Orchard, WA, 98366

For Professional Services Rendered Through 10/2/2021

	Fee	Available Fee	To Date	Previous	Current
Task : 01 - Project Management					
Subtask : 01 - Project Management					
Subtask Labor			5,326.82	4,217.13	1,109.69
Subtask Expense			0.00	0.00	0.00
Subtask Total	15,252.37	9,925.55	5,326.82	4,217.13	1,109.69
Subtask : 02 - Quality Control/Quality Assurance					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	5,170.20	5,170.20	0.00	0.00	0.00
Subtask : 03 - Technical Coordination Meetings					
Subtask Labor			2,343.64	2,008.09	335.55
Subtask Expense			0.00	0.00	0.00
Subtask Total	2,730.02	386.38	2,343.64	2,008.09	335.55
Subtask : 04 - Management Reserve					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	5,000.00	5,000.00	0.00	0.00	0.00
Task Labor			7,670.46	6,225.22	1,445.24
Task Expense			0.00	0.00	0.00
Task Total	28,152.59	20,482.13	7,670.46	6,225.22	1,445.24
Task : 02 - Feasibility Update/Site Characterization					
Subtask : 01 - Project Kickoff and Site Visit					
Subtask Labor			13,062.36	13,062.36	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	13,165.19	102.83	13,062.36	13,062.36	0.00

	Fee	Available Fee	To Date	Previous	Current
Subtask : 02 - Preliminary Survey					
Subtask Labor			31,037.31	24,771.01	6,266.30
Subtask Expense			0.00	0.00	0.00
Subtask Total	39,827.30	8,789.99	31,037.31	24,771.01	6,266.30
Subtask : 03 - Preliminary Geotechnical Investigation					
Subtask Labor			61.92	61.92	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	1,444.29	1,382.37	61.92	61.92	0.00
Subtask : 04 - Preliminary Environmental Planning					
Subtask Labor			490.34	154.79	335.55
Subtask Expense			0.00	0.00	0.00
Subtask Total	3,415.07	2,924.73	490.34	154.79	335.55
Subtask : 05 - Stormwater Memorandum					
Subtask Labor			10,777.84	2,258.97	8,518.87
Subtask Expense			0.00	0.00	0.00
Subtask Total	14,301.92	3,524.08	10,777.84	2,258.97	8,518.87
Subtask : 06 - Feasibility Update and Review					
Subtask Labor			31,584.23	23,765.60	7,818.63
Subtask Expense			0.00	0.00	0.00
Subtask Total	53,162.45	21,578.22	31,584.23	23,765.60	7,818.63
Task Labor			87,014.00	64,074.65	22,939.35
Task Expense			0.00	0.00	0.00
Task Total	125,316.22	38,302.22	87,014.00	64,074.65	22,939.35
Task : EXP - Expenses					
Subtask : EXP - Expenses					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			4,037.98	2,935.38	1,102.60
Subtask Total	2,808.40	-1,229.58	4,037.98	2,935.38	1,102.60
Task Labor			0.00	0.00	0.00
Task Expense			4,037.98	2,935.38	1,102.60
Task Total	2,808.40	-1,229.58	4,037.98	2,935.38	1,102.60
Task : LA - Landau Associates					
Subtask : 01 - Landau Associates					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			3,878.31	2,842.80	1,035.51
Subtask Total	11,700.00	7,821.69	3,878.31	2,842.80	1,035.51
Task Labor			0.00	0.00	0.00
Task Expense			3,878.31	2,842.80	1,035.51
Task Total	11,700.00	7,821.69	3,878.31	2,842.80	1,035.51

Task : SE - Struck Environmental

	Fee	Available Fee	To Date	Previous	Current
Subtask : 01 - Struck Environmental					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			19,440.78	12,272.59	7,168.19
Subtask Total	22,334.23	2,893.45	19,440.78	12,272.59	7,168.19
Task Labor			0.00	0.00	0.00
Task Expense			19,440.78	12,272.59	7,168.19
Task Total	22,334.23	2,893.45	19,440.78	12,272.59	7,168.19
Task : FB - Fischer Bouma					
Subtask : 01 - Fischer Bouma					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			2,464.30	2,464.30	0.00
Subtask Total	2,464.30	0.00	2,464.30	2,464.30	0.00
Task Labor			0.00	0.00	0.00
Task Expense			2,464.30	2,464.30	0.00
Task Total	2,464.30	0.00	2,464.30	2,464.30	0.00
Total Services	192,775.74	68,269.91	124,505.83	90,814.94	33,690.89
Fixed Fee	15,955.20	5,779.91	10,175.29	7,554.79	2,620.50
Amount Due This Invoice	208,730.94	74,049.82	134,681.12	98,369.73	36,311.39

PROJECT STATEMENT:

Prior Billings:	98,369.73	Contract Amount:	208,730.94	Billings To Date:	134,681.12
Current Billings:	36,311.39	Billings To Date:	134,681.12	Paid To Date:	72,121.55
Total Billings:	134,681.12	Contract Balance:	74,049.82	Total Amount Due:	62,559.57

FIXED FEE STATEMENT:

% Fee Billed This Invoice:	16.42%	Total Fee % Complete:	63.77%
Total Fixed Fee Earned:	10,175.29	Fee Amount:	15,955.20
Prior Fixed Fee Earned:	7,554.79	Fee Billings To Date:	10,175.29
Current Fixed Fee Earned:	2,620.50	Fee Balance:	5,779.91

**Outstanding
Receivables**

Invoice Number	Date	Amount	Balance Due
27690	6/25/2021	8,719.74	8,719.74
29744	9/28/2021	17,528.44	17,528.44

MEMORANDUM**PO - 2021 - 01836****DATE:** November 19, 2021**TO:** Gary Kaczynski**FROM:** Mallory Wilde, P.E.**SUBJECT:** Monthly Invoice**CC:****PROJECT NUMBER:** 234-1578-158**PROJECT NAME:** Sound to Olympics (STO) Trail - Port Gamble Trail - Segments A, B, and D

Approved for Payment 11/24/2021

By Gary Kaczynski

Contract: KC-298-21

6th Invoice

Enclosed is our invoice for professional engineering services on Sound to Olympics (STO) Trail – Port Gamble Trail – Segments A, B, and D. Services from October 3 through October 30, 2021, included the following:

TASK 01 – PROJECT MANAGEMENT**Subtask 01 – Project Management**

- Finalized no-cost budget shift and updated accounting system.
- Coordinated with project team.
- Prepared invoice and progress memo for previous billing period.

TASK 02 – FEASIBILITY UPDATE/SITE CHARACTERIZATION**Subtask 05 – Stormwater Memorandum**

- Prepared for Kitsap County Department of Community Development meeting regarding stormwater strategy with internal project team and County project manager on October 7, 2021.
- Met with Jenifer Lawrence with Kitsap County Department of Community Development on October 27, 2021.
- Began developing cost estimate for feasibility update final memorandum.

Subtask 06 – Feasibility Update and Review

- Continued general project team coordination and discussed next design steps.
- Created alignment, profile, and corridor of Alternatives B3 and B4. Sent to geotechnical engineer for review.
- Continued developing final technical memo and cost estimate to summarize feasibility update phase.
- Began developing stormwater portion of final technical memo including supporting figures.

TASK LA – LANDAU ASSOCIATES

Subtask 01 – Landau Associates

- Landau Associates submitted its invoice for continued geotechnical engineering support.

Please contact me at 360-850-5325 or mwilde@parametrix.com if you have any questions. Thank you.

Remit to: PO Box 146, Spokane, WA, 99210-0146

Billing Contact - Sarah A. Crackenberger - Phone: 253-501-5235, Email:
scrackenberger@parametrix.com

Invoice : 31178

Invoice Date : 11/18/2021

Project : 234-1578-158

Project Name : Port Gamble Trail

Kitsap County
Attention: Gary Kaczynski
614 Division St, MS 26
Port Orchard, WA, 98366

For Professional Services Rendered Through 10/30/2021

	Fee	Available Fee	To Date	Previous	Current
Task : 01 - Project Management					
Subtask : 01 - Project Management					
Subtask Labor			6,272.95	5,326.82	946.13
Subtask Expense			0.00	0.00	0.00
Subtask Total	15,252.37	8,979.42	6,272.95	5,326.82	946.13
Subtask : 02 - Quality Control/Quality Assurance					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	5,170.20	5,170.20	0.00	0.00	0.00
Subtask : 03 - Technical Coordination Meetings					
Subtask Labor			2,343.64	2,343.64	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	2,730.02	386.38	2,343.64	2,343.64	0.00
Subtask : 04 - Management Reserve					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	5,000.00	5,000.00	0.00	0.00	0.00
Task Labor			8,616.59	7,670.46	946.13
Task Expense			0.00	0.00	0.00
Task Total	28,152.59	19,536.00	8,616.59	7,670.46	946.13
Task : 02 - Feasibility Update/Site Characterization					
Subtask : 01 - Project Kickoff and Site Visit					
Subtask Labor			13,062.36	13,062.36	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	13,165.19	102.83	13,062.36	13,062.36	0.00

	Fee	Available Fee	To Date	Previous	Current
Subtask : 02 - Preliminary Survey					
Subtask Labor			31,037.31	31,037.31	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	39,827.30	8,789.99	31,037.31	31,037.31	0.00
Subtask : 03 - Preliminary Geotechnical Investigation					
Subtask Labor			61.92	61.92	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	1,444.29	1,382.37	61.92	61.92	0.00
Subtask : 04 - Preliminary Environmental Planning					
Subtask Labor			490.34	490.34	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	3,415.07	2,924.73	490.34	490.34	0.00
Subtask : 05 - Stormwater Memorandum					
Subtask Labor			13,981.31	10,777.84	3,203.47
Subtask Expense			0.00	0.00	0.00
Subtask Total	14,301.92	320.61	13,981.31	10,777.84	3,203.47
Subtask : 06 - Feasibility Update and Review					
Subtask Labor			37,681.00	31,584.23	6,096.77
Subtask Expense			0.00	0.00	0.00
Subtask Total	53,162.45	15,481.45	37,681.00	31,584.23	6,096.77
Task Labor			96,314.24	87,014.00	9,300.24
Task Expense			0.00	0.00	0.00
Task Total	125,316.22	29,001.98	96,314.24	87,014.00	9,300.24
Task : EXP - Expenses					
Subtask : EXP - Expenses					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			4,037.98	4,037.98	0.00
Subtask Total	2,808.40	-1,229.58	4,037.98	4,037.98	0.00
Task Labor			0.00	0.00	0.00
Task Expense			4,037.98	4,037.98	0.00
Task Total	2,808.40	-1,229.58	4,037.98	4,037.98	0.00
Task : LA - Landau Associates					
Subtask : 01 - Landau Associates					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			4,391.56	3,878.31	513.25
Subtask Total	11,700.00	7,308.44	4,391.56	3,878.31	513.25
Task Labor			0.00	0.00	0.00
Task Expense			4,391.56	3,878.31	513.25
Task Total	11,700.00	7,308.44	4,391.56	3,878.31	513.25

Task : SE - Struck Environmental

	Fee	Available Fee	To Date	Previous	Current
Subtask : 01 - Struck Environmental					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			19,440.78	19,440.78	0.00
Subtask Total	22,334.23	2,893.45	19,440.78	19,440.78	0.00
Task Labor			0.00	0.00	0.00
Task Expense			19,440.78	19,440.78	0.00
Task Total	22,334.23	2,893.45	19,440.78	19,440.78	0.00
Task : FB - Fischer Bouma					
Subtask : 01 - Fischer Bouma					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			2,464.30	2,464.30	0.00
Subtask Total	2,464.30	0.00	2,464.30	2,464.30	0.00
Task Labor			0.00	0.00	0.00
Task Expense			2,464.30	2,464.30	0.00
Task Total	2,464.30	0.00	2,464.30	2,464.30	0.00
Total Services	192,775.74	57,510.29	135,265.45	124,505.83	10,759.62
Fixed Fee	15,955.20	4,678.78	11,276.42	10,175.29	1,101.13
Amount Due This Invoice	208,730.94	62,189.07	146,541.87	134,681.12	11,860.75

PROJECT STATEMENT:

Prior Billings:	134,681.12	Contract Amount:	208,730.94	Billings To Date:	146,541.87
Current Billings:	11,860.75	Billings To Date:	146,541.87	Paid To Date:	134,681.12
Total Billings:	146,541.87	Contract Balance:	62,189.07	Total Amount Due:	11,860.75

FIXED FEE STATEMENT:

% Fee Billed This Invoice:	6.90%	Total Fee % Complete:	70.68%
Total Fixed Fee Earned:	11,276.42	Fee Amount:	15,955.20
Prior Fixed Fee Earned:	10,175.29	Fee Billings To Date:	11,276.42
Current Fixed Fee Earned:	1,101.13	Fee Balance:	4,678.78

MEMORANDUM

Approved for Payment 12/23/2021

By Gary Kaczynski

Contract: KC-298-21

7th Invoice

DATE: December 22, 2021

TO: Gary Kaczynski

FROM: Mallory Wilde, P.E.

SUBJECT: Monthly Invoice

CC:

PROJECT NUMBER: 234-1578-158

PROJECT NAME: Sound to Olympics (STO) Trail - Port Gamble Trail - Segments A, B, and D

Enclosed is our invoice for professional engineering services on Sound to Olympics (STO) Trail – Port Gamble Trail – Segments A, B, and D. Services from October 31 through November 27, 2021, included the following:

TASK 01 – PROJECT MANAGEMENT

Subtask 01 – Project Management

- Participated in check in meetings with internal and County project team.
- Coordinated with project team.
- Prepared invoice and progress memo for previous billing period.

Subtask 02 – Quality Control/Quality Assurance

- Completed quality control review of feasibility technical memo and cost estimate.

TASK 02 – FEASIBILITY UPDATE/SITE CHARACTERIZATION

Subtask 04 – Preliminary Environmental Planning

- Reviewed Area of Potential Effects (APE) documentation package from Struck Environmental.
- Submitted APE to County on November 18, 2021.

Subtask 05 – Stormwater Memorandum

- Calculated hard surface stormwater numbers and updated drainage report table for feasibility technical memo.

Subtask 06 – Feasibility Update and Review

- Continued general project team coordination and discussed next design steps.
- Finalized feasibility technical memo, figures, and cost estimate to summarize feasibility update phase.
- Submitted feasibility memo and cost estimate to County on November 4, 2021.

TASK SE – STRUCK ENVIRONMENTAL

Subtask 01 – Struck Environmental

- Struck Environmental submitted its invoice for draft and final versions of the Environmental Assessment technical memo and the APE document package.

Please contact me at 360-850-5325 or mwilde@parametrix.com if you have any questions. Thank you.

1019 39TH AVENUE SE, SUITE 100
PUYALLUP, WA 98374
P 253.604.6600
www.parametrix.com

Remit to: PO Box 146, Spokane, WA, 99210-0146

Billing Contact - Sarah A. Crackenberger - Phone: 253-501-5235, Email:
scrackenberger@parametrix.com

Invoice : 32000

Invoice Date : 12/22/2021

Project : 234-1578-158

Project Name : Port Gamble Trail

Kitsap County
Attention: Gary Kaczynski
614 Division St, MS 26
Port Orchard, WA, 98366

For Professional Services Rendered Through 11/27/2021

	Fee	Available Fee	To Date	Previous	Current
Task : 01 - Project Management					
Subtask : 01 - Project Management					
Subtask Labor			6,757.49	6,272.95	484.54
Subtask Expense			0.00	0.00	0.00
Subtask Total	15,252.37	8,494.88	6,757.49	6,272.95	484.54
Subtask : 02 - Quality Control/Quality Assurance					
Subtask Labor			1,728.00	0.00	1,728.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	5,170.20	3,442.20	1,728.00	0.00	1,728.00
Subtask : 03 - Technical Coordination Meetings					
Subtask Labor			2,343.64	2,343.64	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	2,730.02	386.38	2,343.64	2,343.64	0.00
Subtask : 04 - Management Reserve					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	5,000.00	5,000.00	0.00	0.00	0.00
Task Labor			10,829.13	8,616.59	2,212.54
Task Expense			0.00	0.00	0.00
Task Total	28,152.59	17,323.46	10,829.13	8,616.59	2,212.54
Task : 02 - Feasibility Update/Site Characterization					
Subtask : 01 - Project Kickoff and Site Visit					
Subtask Labor			13,062.36	13,062.36	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	13,165.19	102.83	13,062.36	13,062.36	0.00

	Fee	Available Fee	To Date	Previous	Current
Subtask : 02 - Preliminary Survey					
Subtask Labor			31,037.31	31,037.31	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	39,827.30	8,789.99	31,037.31	31,037.31	0.00
Subtask : 03 - Preliminary Geotechnical Investigation					
Subtask Labor			61.92	61.92	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	1,444.29	1,382.37	61.92	61.92	0.00
Subtask : 04 - Preliminary Environmental Planning					
Subtask Labor			668.16	490.34	177.82
Subtask Expense			0.00	0.00	0.00
Subtask Total	3,415.07	2,746.91	668.16	490.34	177.82
Subtask : 05 - Stormwater Memorandum					
Subtask Labor			14,088.79	13,981.31	107.48
Subtask Expense			0.00	0.00	0.00
Subtask Total	14,301.92	213.13	14,088.79	13,981.31	107.48
Subtask : 06 - Feasibility Update and Review					
Subtask Labor			41,710.90	37,681.00	4,029.90
Subtask Expense			0.00	0.00	0.00
Subtask Total	53,162.45	11,451.55	41,710.90	37,681.00	4,029.90
Task Labor			100,629.44	96,314.24	4,315.20
Task Expense			0.00	0.00	0.00
Task Total	125,316.22	24,686.78	100,629.44	96,314.24	4,315.20
Task : EXP - Expenses					
Subtask : EXP - Expenses					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			4,037.98	4,037.98	0.00
Subtask Total	2,808.40	-1,229.58	4,037.98	4,037.98	0.00
Task Labor			0.00	0.00	0.00
Task Expense			4,037.98	4,037.98	0.00
Task Total	2,808.40	-1,229.58	4,037.98	4,037.98	0.00
Task : LA - Landau Associates					
Subtask : 01 - Landau Associates					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			4,391.56	4,391.56	0.00
Subtask Total	11,700.00	7,308.44	4,391.56	4,391.56	0.00
Task Labor			0.00	0.00	0.00
Task Expense			4,391.56	4,391.56	0.00
Task Total	11,700.00	7,308.44	4,391.56	4,391.56	0.00

Task : SE - Struck Environmental

	Fee	Available Fee	To Date	Previous	Current
Subtask : 01 - Struck Environmental					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			22,215.03	19,440.78	2,774.25
Subtask Total	22,334.23	119.20	22,215.03	19,440.78	2,774.25
Task Labor					
Task Labor			0.00	0.00	0.00
Task Expense			22,215.03	19,440.78	2,774.25
Task Total	22,334.23	119.20	22,215.03	19,440.78	2,774.25
Task : FB - Fischer Bouma					
Subtask : 01 - Fischer Bouma					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			2,464.30	2,464.30	0.00
Subtask Total	2,464.30	0.00	2,464.30	2,464.30	0.00
Task Labor					
Task Labor			0.00	0.00	0.00
Task Expense			2,464.30	2,464.30	0.00
Task Total	2,464.30	0.00	2,464.30	2,464.30	0.00
Total Services	192,775.74	48,208.30	144,567.44	135,265.45	9,301.99
Fixed Fee	15,955.20	3,977.27	11,977.93	11,276.42	701.51
Amount Due This Invoice	208,730.94	52,185.57	156,545.37	146,541.87	10,003.50 ✓

PROJECT STATEMENT:

Prior Billings:	146,541.87	Contract Amount:	208,730.94	Billings To Date:	156,545.37
Current Billings:	10,003.50	Billings To Date:	156,545.37	Paid To Date:	146,541.87
Total Billings:	156,545.37	Contract Balance:	52,185.57	Total Amount Due:	10,003.50

FIXED FEE STATEMENT:

% Fee Billed This Invoice:	4.40%	Total Fee % Complete:	75.07%
Total Fixed Fee Earned:	11,977.93	Fee Amount:	15,955.20
Prior Fixed Fee Earned:	11,276.42	Fee Billings To Date:	11,977.93
Current Fixed Fee Earned:	701.51	Fee Balance:	3,977.27

MEMORANDUM

Approved for Payment 4/25/2022
By Gary Kaczynski
Contract: KC-298-21, CRP 1631
8th Invoice

DATE: April 18, 2022
TO: Gary Kaczynski
FROM: Jennifer Dvorak, P.E. on behalf of Mallory Wilde, P.E.
SUBJECT: Monthly Invoice
CC:
PROJECT NUMBER: 234-1578-158
PROJECT NAME: Sound to Olympics (STO) Trail - Port Gamble Trail - Segments A, B, and D

Enclosed is our invoice for professional engineering services on Sound to Olympics (STO) Trail – Port Gamble Trail – Segments A, B, and D. Services through April 2, 2022, included the following:

TASK 01 – PROJECT MANAGEMENT**Subtask 01 – Project Management**

- General project management since last invoice; invoice and progress memo for previous billing period.

TASK 02 – FEASIBILITY UPDATE/SITE CHARACTERIZATION**Subtask 06 – Feasibility Update and Review**

- Set up GIS field mapping for field walk.
- Reviewed stormwater management approach with the surface water engineer in preparation for field walk.
- Prepared for and participated in field walk with County representatives on March 4, 2022.
- Uploaded AutoCAD files to Teams website, per County request, for sharing with Master Planning team.

Please contact me at 253-970-2274 or jdvorak@parametrix.com if you have any questions. Thank you.

1019 39TH AVENUE SE, SUITE 100
PUYALLUP, WA 98374
P 253.604.6600
www.parametrix.com

Remit to: PO Box 146, Spokane, WA, 99210-0146

Billing Contact - Sarah A. Crackenberger - Phone: 253-501-5235, Email:
scrackenberger@parametrix.com

Invoice : 34537

Invoice Date : 4/18/2022

Project : 234-1578-158

Project Name : Port Gamble Trail

Kitsap County
Attention: Gary Kaczynski
614 Division St, MS 26
Port Orchard, WA, 98366

For Professional Services Rendered Through 4/2/2022

	Fee	Available Fee	To Date	Previous	Current
Task : 01 - Project Management					
Subtask : 01 - Project Management					
Subtask Labor			6,918.51	6,757.49	161.02
Subtask Expense			0.00	0.00	0.00
Subtask Total	15,252.37	8,333.86	6,918.51	6,757.49	161.02
Subtask : 02 - Quality Control/Quality Assurance					
Subtask Labor			1,728.00	1,728.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	5,170.20	3,442.20	1,728.00	1,728.00	0.00
Subtask : 03 - Technical Coordination Meetings					
Subtask Labor			2,343.64	2,343.64	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	2,730.02	386.38	2,343.64	2,343.64	0.00
Subtask : 04 - Management Reserve					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	5,000.00	5,000.00	0.00	0.00	0.00
Task Labor			10,990.15	10,829.13	161.02
Task Expense			0.00	0.00	0.00
Task Total	28,152.59	17,162.44	10,990.15	10,829.13	161.02
Task : 02 - Feasibility Update/Site Characterization					
Subtask : 01 - Project Kickoff and Site Visit					
Subtask Labor			13,062.36	13,062.36	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	13,165.19	102.83	13,062.36	13,062.36	0.00

	Fee	Available Fee	To Date	Previous	Current
Subtask : 02 - Preliminary Survey					
Subtask Labor			31,037.31	31,037.31	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	39,827.30	8,789.99	31,037.31	31,037.31	0.00
Subtask : 03 - Preliminary Geotechnical Investigation					
Subtask Labor			61.92	61.92	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	1,444.29	1,382.37	61.92	61.92	0.00
Subtask : 04 - Preliminary Environmental Planning					
Subtask Labor			668.16	668.16	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	3,415.07	2,746.91	668.16	668.16	0.00
Subtask : 05 - Stormwater Memorandum					
Subtask Labor			14,088.79	14,088.79	0.00
Subtask Expense			0.00	0.00	0.00
Subtask Total	14,301.92	213.13	14,088.79	14,088.79	0.00
Subtask : 06 - Feasibility Update and Review					
Subtask Labor			44,278.14	41,710.90	2,567.24
Subtask Expense			0.00	0.00	0.00
Subtask Total	53,162.45	8,884.31	44,278.14	41,710.90	2,567.24
Task Labor			103,196.68	100,629.44	2,567.24
Task Expense			0.00	0.00	0.00
Task Total	125,316.22	22,119.54	103,196.68	100,629.44	2,567.24
Task : EXP - Expenses					
Subtask : EXP - Expenses					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			4,037.98	4,037.98	0.00
Subtask Total	2,808.40	-1,229.58	4,037.98	4,037.98	0.00
Task Labor			0.00	0.00	0.00
Task Expense			4,037.98	4,037.98	0.00
Task Total	2,808.40	-1,229.58	4,037.98	4,037.98	0.00
Task : LA - Landau Associates					
Subtask : 01 - Landau Associates					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			4,391.56	4,391.56	0.00
Subtask Total	11,700.00	7,308.44	4,391.56	4,391.56	0.00
Task Labor			0.00	0.00	0.00
Task Expense			4,391.56	4,391.56	0.00
Task Total	11,700.00	7,308.44	4,391.56	4,391.56	0.00

Task : SE - Struck Environmental

	Fee	Available Fee	To Date	Previous	Current
Subtask : 01 - Struck Environmental					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			22,215.03	22,215.03	0.00
Subtask Total	22,334.23	119.20	22,215.03	22,215.03	0.00
Task Labor					
Task Labor			0.00	0.00	0.00
Task Expense			22,215.03	22,215.03	0.00
Task Total	22,334.23	119.20	22,215.03	22,215.03	0.00
Task : FB - Fischer Bouma					
Subtask : 01 - Fischer Bouma					
Subtask Labor			0.00	0.00	0.00
Subtask Expense			2,464.30	2,464.30	0.00
Subtask Total	2,464.30	0.00	2,464.30	2,464.30	0.00
Task Labor					
Task Labor			0.00	0.00	0.00
Task Expense			2,464.30	2,464.30	0.00
Task Total	2,464.30	0.00	2,464.30	2,464.30	0.00
Total Services	192,775.74	45,480.04	147,295.70	144,567.44	2,728.26
Fixed Fee	15,955.20	3,684.08	12,271.12	11,977.93	293.19
Amount Due This Invoice	208,730.94	49,164.12	159,566.82	156,545.37	3,021.45

PROJECT STATEMENT:

Prior Billings:	156,545.37	Contract Amount:	208,730.94	Billings To Date:	159,566.82
Current Billings:	3,021.45	Billings To Date:	159,566.82	Paid To Date:	156,545.37
Total Billings:	159,566.82	Contract Balance:	49,164.12	Total Amount Due:	3,021.45

FIXED FEE STATEMENT:

% Fee Billed This Invoice:	1.84%	Total Fee % Complete:	76.91%
Total Fixed Fee Earned:	12,271.12	Fee Amount:	15,955.20
Prior Fixed Fee Earned:	11,977.93	Fee Billings To Date:	12,271.12
Current Fixed Fee Earned:	293.19	Fee Balance:	3,684.08



Onset Computer Corporation
PO Box 3450
Pocasset, MA 02559

Onset Computer Corporation
470 MacArthur Boulevard
Bourne MA 02532
United States
508-759-9500

Invoice Number: 213976

Page: 1 of 1

Date: 11/2/2021

Salesperson:

Regular Invoice

Tax ID: 04-2710064

Currency: USD

Tax ID:

64178

4

B Kitsap County Public Works
I 614 Division St MS-26
L Port Orchard WA 98366
L United States

S Mauro Heine
H Kitsap Co. Public Works
I 8600 Imperial Way SW
P Kitsap Co. Pw Annex
Bremerton WA 98312-4986
T United States
O

T
O

Email: mheine@co.kitsap.wa.us

Order	Purchase Order	Packages	Prepaid	Weight	Ship Via	Terms
WB00074032	REQ-2021-02083		0.00		UPS - Ground	Net 30 Days
Line/Rel	Qty Ordered	Qty Shipped	Back Order	Unit Price	Extended Price	
1	4.000	4.000	0.000	635.00000	2,540.00	

CI:

Item: MX2001-01-SS

Description: HOB0 MX Water Level 9m(30'), SS

U/M: EA

Date Shipped: 11/2/2021

RECEIVED

NOV 08 2021

KCPW
ACCOUNTS PAYABLE

2	4.000	4.000	0.000	115.00000	460.00
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CI:

Item: CABLE-DR-010

Description: 10m Direct Read Cable

U/M: EA

Date Shipped: 11/2/2021

PO-2021-02839
102100-5351.9701

Sales Amount	3,000.00
Misc Charges	0.24
Freight	34.00
Surcharge	0.00
Sales Tax	273.09

Prepaid Amount 0.00

Total	3,307.33
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For Terms and Conditions, please visit Onset's website at: www.onsetcomp.com.



INVOICE

Kitsap County Board of Commissioners

INVOICE # 22-0108

DATE: July 25, 2022

BILL TO:

Kitsap Public Facilities District
Attn: Mike Walton
9230 Bay Shore Dr NW #101
Silverdale, WA 98383

FROM:

Eric Baker
Policy Manager
Kitsap County Commissioners
614 Division Street MS-4
Port Orchard, WA 98366
Phone: 360-337-4495 Fax: 360-337-7052
ebaker@co.kitsap.wa.us

DESCRIPTION					INVOICE #	AMOUNT DUE
Project Management - OAC Services Inc. - May 2022					143493	\$ 189.63
Planning & Design - Fischer Bouma - May 2022					2022-071	\$ 1,030.23
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	AMOUNT DUE	
\$ 1,219.86					\$ 1,219.86	

REMITTANCE	
INVOICE #	22-0108
DATE	
AMOUNT DUE	\$ 1,219.86
AMOUNT ENCLOSED	



2200 1st Avenue S, Suite 200, Seattle, WA 98134

Please send remittance to:

OAC SERVICES INC

PO BOX 84244

SEATTLE, WA 98124-5544

Tax Registration Number: 91-0821620

Eric Baker
Kitsap County
614 Division St
Port Orchard, WA 98366-4614

June 12, 2022

Project No: R18-200064.00

Invoice No: 143493

TOTAL THIS INVOICE	\$189.63
---------------------------	-----------------

Project R18-200064.00 Kitsap County: Port Gamble Heritage Park

Professional Services through May 31, 2022

Phase 20 Port Gamble Ride Park

Task 10 Professional Services

Professional Personnel

	Hours	Rate	Amount
McBride, David	1.00	189.63	189.63
Totals	1.00		189.63

Total Labor **189.63**

Account Summary	Current	Prior	To-Date
Total Billings	189.63	33,522.74	33,712.37
Total Contract			44,042.00
Contract Balance			10,329.63

Total this Phase **\$189.63**

Total this Invoice **\$189.63**

	Current	Prior	Total
Billings to Date	189.63	123,588.77	123,778.40

Total 143,808.00
Compensation

Project	R18-200064.00	Kitsap County: Port Gamble Heritage Park	Invoice	143493
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Billing Backup

Sunday, June 12, 2022

OAC Services, Inc.

Invoice 143493 Dated 6/12/2022

3:02:02 PM

Project	R18-200064.00	Kitsap County: Port Gamble Heritage Park
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Phase	20	Port Gamble Ride Park
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Task	10	Professional Services
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Professional Personnel

			Hours	Rate	Amount
236	307 - McBride, David	5/20/2022	1.00	189.63	189.63
	Site Observations				
	Totals		1.00		189.63
	Total Labor				189.63

Total this Task **\$189.63**

Total this Phase **\$189.63**

Total this Project **\$189.63**

Total this Report **\$189.63**

Memorandum

To: David McBride, Project Manager, OAC Services

From: Jeff Bouma

CC:

Date: 6/6/2022

Re: **Invoice Progress Report:** Port Gamble Forest Heritage Park (PGFHP) Master Plan Project-
Work completed from April 15th through May 31st 2022.

David-

The following services have been provided in accordance with our Scope of Work as defined in **Agreement No. KC-528-20**. Attached are both the Fischer Bouma Partnership (prime) invoice and invoices for subconsultants with more detailed notes on tasks completed for hours billed.

The total for this invoice is: **\$1,030.23**

Summary of Work Performed During Reporting Period:

- Meetings: internal (next steps), project wrap-up
- Project management

	Current Invoice	Billed to Date	Contracted Fee*	Fee Remaining	Percent Complete
Contract KC-528-20	\$1,030.23	\$296,459.90	\$297,529.00	\$38.87	100.0%

*Note: contracted fee includes \$10,000.00 additional services.

Please let me know if you have any questions regarding this invoice.

Sincerely,



Jeff Bouma, Fischer Bouma Partnership



310 Madison Avenue South, Suite A
Bainbridge Island, WA 98110

Invoice

Date

Invoice #

6/6/2022

2022-071

Bill To

Kitsap County Public Works
c/o David McBride, OAC Services
E: dmcbride@oacsvcs.com
C: 808.888.9717

Project

Port Gamble Forest Heritage ...

Agreement No.

KC-528-20

Serviced	Description	Hours	Rate	Amount
4/18/2022	Design 4/18 mtg with Mark- trails	1	140.00	140.00
4/20/2022	Design call with DM, trail plan markups	1.5	140.00	210.00
5/10/2022	Design Call with David on progress	0.5	140.00	70.00
5/17/2022	Design Coord/PM	0.5	140.00	70.00
5/19/2022	Design set up website transfer	0.25	140.00	35.00
5/20/2022	Design set up website transfer- emails	0.25	140.00	35.00
5/23/2022	Design set up website transfer- emails	0.25	140.00	35.00
5/25/2022				
	Total Reimbursable Expenses		414.50	414.50
	Markup		5.00%	20.73
	Total Reimbursable Expenses			435.23

Total this Invoice \$1,030.23

Job Total Balance \$1,030.23

**BLANKET VOUCHER APPROVAL****FUND: 96977.00977****BV# 22-JUL 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 **\$ 297.50** on this **25th** day of **JUL 2022**.

Patrick Hatchel

Patrick Hatchel, Chair

John Morrissey

John Morrissey, Vice-Chair

Walter S Draper IV

Walter Draper IV, Treasurer

Tom Bullock

Tom Bullock, Director

Phil Havers

Phil Havers, Director

Erin Leedham

Erin Leedham, Director

Daron Jagodzinske

Daron Jagodzinske, Director

VENDOR	AMOUNT
Project Item – Poulsbo Events & Rec Center (PERC)	
JUL 2022 PERC Invoice	\$ 297.50
PAGE TOTAL	\$ 297.50

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: GRNT000923 PAGE 1
DATE: Jul 06, 2022 OF 1

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

DUE DATE: Aug 05, 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 - JUNE 2022	1.00	297.50	297.50	N

TOTAL CHARGES: 297.50
TOTAL TAX: 0.00

TOTAL INVOICE: 297.50

PAYMENTS: 0.00
ADJUSTMENTS: 0.00
TOTAL DUE: 297.50

Purchase Order # PO200013-01

Date Posted _____

CITY OF POULSBO PAYMENT FORM

Vendor Name: Berk Consultants **Vendor #** 2656

Address: 2200 Sixth Avenue Suite 1000 **Phone #** (206) 324 8760

Seattle, WA 98121 **Fax #** _____

Date Submitted 06/10/22 **Email:** _____

Comments: Professional Services 05-01-22 to 05-31-22: PERC 2022 Poulsbo Market Analysis

DEPARTMENT PRE-AUTHORIZATION SECTION

Date Authorized _____ **Department:** Planning

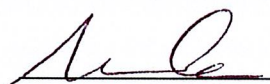
Pre-Authorization _____ **Originator:** Tsimmons

Signature _____

Invoice #	Invoice Date	ACCOUNT CODING INFORMATION				Amount
		Organization	Account	Project	Account	
10551-05-22	06/09/22	00158000055860	50000410			297.50
	Description:	BERKMAPERC220610				
	Description:					
	Description:					
	Description:					
	Description:					
					Total	\$ 297.50

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:

 Nikole Coleman
for Heather Wright Date 6/15/22

Heather Wright, PED Director

10046351



Phone: (206) 324-8760
2200 Sixth Avenue, Suite 1000
Seattle, WA 98121
www.berkconsulting.com

Peter Battuello
City of Poulsbo
P O Box 98
Poulsbo, WA 98370

June 9, 2022
Project No: R0010551
Invoice No: 10551-05-22

Invoice Total	\$297.50
---------------	----------

Project R0010551 City of Poulsbo Public Facilities Market Analysis (PERC)

Invoice Period: May 1, 2022 to May 31, 2022

Task 0 Project Management

Professional Services

	Hours	Rate	Amount
Hennessy, Jason	1.75	170.00	297.50
Totals	1.75		297.50
Total Labor			297.50
Total this Task			\$297.50

Billing Summary

	Current Invoice	Previous Invoices	Total Invoiced To-Date
Total Billings	297.50	37,373.75	37,671.25
Total Budget			54,860.00
Budget Remaining			17,188.75
Total Due this Invoice			\$297.50

Project	R0010551	Poulsbo Public Fac Mkt Analysis	Invoice	10551-05-22
---------	----------	---------------------------------	---------	-------------

Billing Backup

Thursday, June 9, 2022

BERK Consulting, Inc.

Invoice 10551-05-22 Dated 6/9/2022

3:56:47 PM

Project	R0010551	City of Poulsbo Public Facilities Market Analysis (PERC)
---------	----------	--

Task	0	Project Management
------	---	--------------------

Total this Task	\$297.50
-----------------	----------

Total this Project	\$297.50
--------------------	----------

Total this Report	\$297.50
-------------------	----------

Poulsbo PERC Market Analysis


Invoicing Progress Report

Invoice Period: 05/01/2022-05/31/2022

TASK 0: PROJECT MANAGEMENT

- Project management communications with City staff and contract update:
 - May 3, 2022: Call with City staff for project update
- Internal project management
 - May 5, 2022: Internal coordination meeting remaining scope

THE FRONT OF THIS CHECK HAS A BLUE AND GREEN GRADIENT SCREEN.



CITY OF POULSBO
200 NE MOE STREET
POULSBO, WASHINGTON 98370-7347
(360) 779-3901

KEYBANK
POULSBO, WA 98370
19-57/1250

CHECK DATE
06/23/22

CHECK NO.
10046351

AMOUNT \$ *****297.50*

PAY THE SUM OF TWO HUNDRED NINETY SEVEN DOLLARS & 50 CENTS

TO THE ORDER OF BERK CONSULTING INC
2200 SIXTH AVENUE, SUITE 1000
SEATTLE WA 98121

[Signature]

MP

⑈ 10046351 ⑈ ⑆ 125000574 ⑆ 479681099293 ⑈

66016

PAY TO THE ORDER OF
COMMERCE BANK OF WA
SEATTLE WA 98101

PAY TO THE ORDER OF
BERK CONSULTING INC
125008073 FOR 06/23/22
REMOTE DEPOSIT CAPTURE ONLY
CREDITED TO THE ACCOUNT OF
WITHIN NAMED PAYEE

Account	Check #	Amount
479681099293	10046351	\$ 297.50
Date		
07/01/2022		

Return Item Reporting

**BLANKET VOUCHER APPROVAL****FUND: 96977.00977****BV# 23-JUL 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 **\$ 69,194.41** on this **25th** day of **JUL 2022**.

Patrick Hatchel

Patrick Hatchel, Chair

John Morrissey

John Morrissey, Vice-Chair

Walter S Draper IV

Walter Draper IV, Treasurer

Tom Bullock

Tom Bullock, Director

Phil Havers

Phil Havers, Director

Erin Leedham

Erin Leedham, Director

Daron Jagodzinske

Daron Jagodzinske, Director

VENDOR	AMOUNT
Project Item – Port of Bremerton/Circuit of the NW (POBCNW)	
JUL 2022 POBCNW Invoice	\$ 69,194.14
PAGE TOTAL	\$ 69,194.41



INVOICE

7450

Mr. Fred Salisbury
Chief Operations Officer
Port of Bremerton
8850 SW State Highway 3
Bremerton, WA 98312

Re: Service Contract

Phase #3: Public Event Center

7-12-2022

DESCRIPTION	AMOUNT
Services 6-13-2022 to 7-12-2022 68.1522% Project Complete to Date	\$69,194.14
Ecological Services	\$6,419.53 \$7,400.00
Map (see attached billing)	
Blue Architects	\$31,913.95
Cohen Group Management & Design Services	\$23,460.66
Please remit to: The Joel Cohen Group, LLC 5030 Champion BLVD #176 Boca Raton, Florida 33496	
Wire Instructions: Bank SunTrust ABA#: 061000104 Acct: 1000280616128 Reference: Port of Bremerton	
Payment Due	\$69,194.14



Circuits of the Northwest ~ Phase 3 Joel Cohen Contract

Task	Description	Start Date	End Date	Days	Contract	Pay App #12 % Complete	Pay App #12	Pay App #13 % Complete	Pay App #13	Pay App #14 % Complete	Pay App #14	Pay App #15 % Complete	Pay App #15
1	Award Funding Event Center Design	12/16/2020	12/17/2220	1	\$ -	0.00%	\$ 0.00%	0.00%	\$ 0.00%	0	\$ 0	100	\$ -
2	Bond Funding Public Event Center	12/16/2020	12/17/2020	1	\$ -	0	\$ -	0	\$ -	0	\$ 0	0	\$ -
3	Initiate GeoTech Studies	3/1/2021	3/31/2021	30	\$ 55,000.00	0	\$ -	0	\$ -	0	\$ 0	5	\$ 2,750.00
4	Additional Survey Work Activities	3/1/2021	3/31/2021	30	\$ 38,500.00	0	\$ -	0	\$ -	0	\$ 0	5	\$ 1,925.00
5	Off-site Transportation Imp Study/Design	3/29/2021	5/28/2021	60	\$ 45,000.00	0	\$ -	0	\$ -	5	\$ 2,250.00	5	\$ 2,250.00
6	Event Center Charrette	4/5/2021	4/6/2021	1	\$ 17,350.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -
7	Event Center Space Programming	4/12/2021	4/16/2021	4	\$ 24,900.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -
8	Develop Building Programming	4/19/2021	5/7/2021	18	\$ 23,500.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -
9	Modify Masterplan based on Charrette	5/10/2021	5/24/2021	14	\$ 39,500.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -
10	Event Center Schematic Design	6/1/2021	7/31/2021	60	\$ 96,257.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -
11	Event Center Design Dev Drawings	8/11/2021	10/10/2021	60	\$ 285,500.00	9	\$ 25,695.00	-4	\$ (11,420.00)	0	\$ -	0	\$ -
12	Prep Design Dev Cost Estimate	10/10/2021	10/15/2021	5	\$ 18,503.00	12.7	\$ 2,349.88	14.3	\$ 2,645.93	10	\$ 1,850.30	8	\$ 1,480.24
13	Event Ctr Prelim Grade/Util Bid Set	10/10/2021	11/24/2021	45	\$ 158,000.00	5	\$ 7,900.00	5	\$ 7,900.00	5	\$ 7,900.00	-5	\$ (7,900.00)
14	Event Ctr Prelim Grade/Util Packet Review	10/10/2021	11/9/2021	30	\$ 23,000.00	5	\$ 1,150.00	15	\$ 3,450.00	5	\$ 1,150.00	5	\$ 1,150.00
15	Final Event Center Design	11/24/2021	2/22/2022	90	\$ 613,990.00	4	\$ 24,559.60	8	\$ 49,119.20	8	\$ 49,119.20	11	\$ 67,538.90
	Billing this Period						\$ 61,654.48		\$ 51,695.13		\$ 62,269.50		\$ 69,194.14
	Total Contract Amount						\$1,439,000.00		\$1,439,000.00		\$1,439,000.00		\$1,439,000.00
	Total Contract Billing to Date						\$ 797,552.43		\$ 849,247.56		\$ 911,517.06		\$ 980,711.20
	Remaining Contract Amount						\$641,447.57		\$589,752.44		\$527,482.94		\$458,288.80



The Joel Cohen Group LLC
Joel Cohen
5030 Champion Blvd, #176
Boca Raton, FL 33496

Invoice Date: 06/27/2022
Due Date: 07/27/2022
Invoice Number: 2039372
PO Number
Project ID: 3737.01
Project Name: Circuit of the Northwest LLC
PM Name: Joanne R. Bartlett

Professional Services through 6/20/2022

- Conducted field work for wetland delineation
- Prepared wetland delineation report
- Developed project figures
- Managed and organized project documentation

Critical Areas Reconnaissance & Report

	Hours	Rate	Billed
Graphics Professional	8.75	135.00	1,181.25
Biologist V	11.25	170.00	1,912.50
Entry Level Biologist	24.75	90.00	2,227.50
Graphics Manager	0.50	140.00	70.00
Professional Biologist	4.75	200.00	950.00
Project Coordinator III	0.75	100.00	75.00
TOTAL FEES	50.75		6,416.25

Critical Areas Reconnaissance & Report

	Units	Rate	Billed
Per Miles	4.00	0.82	3.28
TOTAL EXPENSE CHARGES	4.00		3.28

Invoice total	6,419.53
Prepayment applied	-3,250.00
Amount due this invoice	3,169.53



Engineering❖Surveying❖Planning
(360) 692-5525 ❖ (206) 682-5574
www.map-limited.com

TO

Billing Period: _____

Make all checks payable to MAP, Ltd.
THANK YOU FOR YOUR BUSINESS!



blue architecture | interiors
247 Fourth Street
Bremerton, WA 98337
360.277.8970
alma@blue-nw.com
www.blue-nw.com

INVOICE

BILL TO

The Joel Cohen Group, LLC
5030 Champion Blvd #176
Boca Raton, FL 33496

INVOICE # 2497

DATE 05/17/2022

DUE DATE 06/16/2022

TERMS Net 30

PROJECT NO.

2019110.04

PROJECT DESCRIPTION

Stages: CNW

DESCRIPTION	QTY	RATE	AMOUNT
Services Performed through April 2022			
Bob Guyt Project Designer	10	160.00	1,600.00
Production Support	198.50	85.00	16,872.50
- 60% set (62 hours)			
- code review/exhibits; LA proposal coordination (26.5 hours)			
- meetings/production (62 hours)			
- mainstage revit design/consultant coordination (48)			
Reid Middleton Inv 220522 client no. 4905			13,441.45
Professional Services thru April 30, 2022			
T&E			
- Principal			
\$325.00			
- Assoc. Principal			
\$4095			
- Project Designer			
\$3693.50			
- Designer II			
\$4075.50			
- Project Admin			
\$30.50			

Thank you for doing business with us!

BALANCE DUE

\$31,913.95

AUTHORIZATION

Circuit of the Northwest- Services Contract

Phase 3 Public Facilities

Progress Report

Prepared for the Port of Bremerton

By

The Joel Cohen Group LLC

7-12-2022

Purpose of the project:

The purpose of this discussion is to provide a progress report on the services provided by the Joel Cohen Group LLC on the Public Event Center Design contract from June 12, 2022, to July 12, 2022. The project is in compliance with RCW 35.57.020 with funding being authorized under RCW 36.100. All elements are a result of the inclusion of a Regional Special Event Center which includes a Sports Special Event Center and a Community Special Event Center and support facilities.

Current Status of the Project: In the last reporting period shown above, the team has been concentrating on the continued development of the public event centers buildings and support infrastructure. Specifications for some of the building services are being provided as a performance specification that will be used in the final design/build of the concessions and amphitheater elements. The civil engineering team has focused on the completion of the utilities serving the site and the development of the stormwater catchment systems that will treat the stormwater runoff. These defined catchment areas will be used to target the remaining geotechnical studies and borings at the site.

Other coordination has taken place with the traffic study groups and everyone involved in the development of the ancillary projects at CNW. We continue to work with the Port of Bremerton on the sanitary facilities that will process the sanitary waste and have had initial conversations about the additional facilities that may be needed on the water supply system for the center. In particular, the water company is reviewing the need for separate systems with pressure reducers. They will notify the team upon final review if changes are needed. Coordination has also taken place with the dry utilities for the site. These groups are currently reviewing the plans to see if additional facilities are need. None are proposed at this time.

There have been no major changes to the layout of the Event Centers. The centers are still as originally proposed.

The City and the design team did have a meeting on the Land Use submittal for the project with the City of Bremerton. The meeting went well with the discussion focusing on the impact of the rearranging and deletion of elements from the original Land Use approval. Concerns of the City revolved around the location of the proposed parking, utility services to the facility, and any changes to the wetland on the site. The team reviewed the current wetland investigation prepared by Ecological Services. This study showed no major change to the existing wetlands on the site. The only change was the reduction in buffer needed for the development near the wetland. The design is using the larger wetland setback therefore there was no impact from the new delineation. The team reviewed the steps that have been taken with the Port of Bremerton to secure the parking needed for the Event Center. The results of the Land Use Pre-submittal Meeting with the City will be delivered to the team in the next few weeks. Any new concerns of impacts by the City will be addressed at that time. Due to the deletion of major noise generators on the original plan; moving of noise generators to the center of the property; and the direction of noise generators to off-site higher noise areas; the plan has reduced the overall Land Use impacts.

The team has continued working on the traffic impact analysis with Heath Associates and on Geotechnical investigation with Aspect Consulting. Aspect will begin the additional boring investigations within the next 2 weeks after the final stormwater catchment areas are finalized. As previously addressed, the traffic impacts off-site are beyond the scope of the design contract and will be addressed when the project moves forward with acquisition of permits.

Work Element Progress:

- **Initiation of Geotechnical Study for the Public Facilities** – In this last design period MAP Ltd and Aspect Consulting have refined the final stormwater catchments areas and have devised a plan for the investigation for fulfillment of the stormwater infiltration and treatment. The final plan will be released by July 16th, and the additional borings will begin as soon as the boring rigs can get to the site. Results should be available by the next reporting period.
- **Off-site Transportation Imp Study/Design-** As previously reported in the progress reports; the amount of additional offsite study requested by the State and the City for the project has required the involvement of an additional traffic firm to supplement Heath's efforts. The proposal has been presented for the off-site traffic study from the traffic team of Heath Associates and TENW traffic consultants. These off-site impacts will be addressed in the final permit phase of the project with the additional study elements will be added as dictated by the need for the final construction permit. Other groups are investigating the additional entrance on the south side of the project off of WA 3. It appears it is possible and will provide the needed ingress and egress to the south side of the project.
- **Event Center Space programming** - The event area space programming is complete, and the program continues to be reviewed and tested by the event management consultant (ASM Global). The tunnels serving the facility have been changing slightly to allow for some additional safety features. The vehicular tunnels have been widened to allow for better egress in case of an accident. The tunnel width change had minor impact on the overall site grading.
- **Building Programming** - No changes were made to the programming of the space. All internal design of the Event Center Spaces is developing as originally proposed. It is believed that there will be no substantial changes in the building programming from this point forward unless warranted by the finalizing of the structural, mechanical, electrical, or plumbing design.

- **Next areas for action** - As stated above, in the next design period we will continue to move forward with the completion of the Construction Documents. It is anticipated that the next set to be delivered (90% completion drawings) will occur at the end of July or the beginning of August. This set will include all refined elements of the buildings such as the performance area, infrastructure, food delivery systems, and other elements needed for the operation of the facility. The 90% submittal set will provide a set for final concurrence by the stakeholders for the project. It will serve as a final set of markups that will allow the project to have the final plans delivered by the end of September. Some changes may be needed as we continue to coordinate with the buildings and facilities that are ancillary to the Event Centers, but it does not appear that there will be any delay based on the coordination.

Summary: With the movement of direction toward the completion of the final plans, the team looks forward to addressing the concerns of the City and other jurisdictional agencies. The inclusion of these changes will make for a project that will serve all the needs of the stakeholders. Any impact to the plans through the Land Use review will be incorporated into the plans during the next design period. Impacts will be reported in the next progress report.

EXECUTIVE DIRECTOR REPORT

TO: KPF D Board of Directors
FROM: Russ Shiplet, Executive Director
RE: Activity Report for JUL 2022

Project Updates:

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

- **POCEC:** No project invoice submittals for this month.
- **POB/CNW:** Invoices have been submitted for approval during the Jul 25, 2022, board meeting. The invoice and blanket voucher will be part of the Consent Agenda.
- **PGFHP:** Invoices have been submitted for approval during the Jul 25, 2022, board meeting. The invoice and blanket voucher will be part of the Consent Agenda.
- **PERC:** Invoices have been submitted for approval during the Jul 25, 2022, board meeting. The invoice and blanket voucher will be part of the Consent Agenda.

Bonding & Funding:

- The KPF D Board of Directors and NW Financial Advisors are scheduled to meet with the Kitsap County Commissioners and Kitsap County Treasurer on July 27, 2022, to discuss the bank's response to rates should the county agree to extend the 2021B bonds through 2041. The results of that meeting will be discussed at the August 22, 2022, Board of Directors meeting.

General:

- The Employment Security Department is now providing Family Medical Leave for the KPF D.
- A business bank card application and required documentation have been submitted to Kitsap Bank. We are awaiting a decision for approval.
- KPF D Executive Board and the Port of Bremerton are scheduled to meet on July 20, 2022, to discuss the \$20M request for the CNW amphitheater build. The results of the meeting will be discussed at the July 25, 2022, KPF D BOD meeting.



To: Mayor Wheeler

CC: Mike Riley
John Oppenheimer
Brian Flaherty

From: Tiffany Schenk

Date: July 20th, 2022

June 2022 Month End Recap

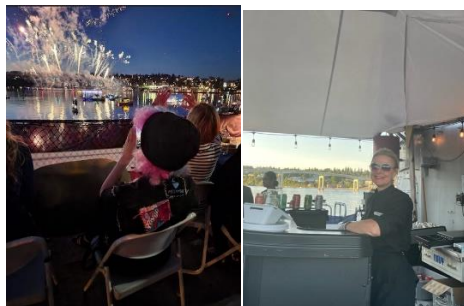
Overview

Overall, June was a successful month for the conference center. Revenues exceeded June's monthly budget by \$10,859.00, and surpassed June 2021 revenues by \$77,789.00. Wedding tours and inquiries are really picking up pace for bookings in both 2022 as well as 2023, and short-term bookings for corporate and military events are still the norm as we near Q-3. YTD we are pacing ahead of budgeted revenues by \$151k and will continue to watch all expenses as we head into a couple of lighter summer months.

Event Highlights

We hosted 29 total events in June. Events included South Kitsap's 2022 Prom, Bremerton Fire Department, St. Michael's Hospital, Astound Cable, Kitsap County Association of Realtors as well as other corporate and social events. One of the most unique events we were fortunate to be a part of was the Bremerton Bridge Blast. KCC catered for 125 attendees on the USS Turner Joy, while the guests enjoyed the live music and beautiful firework display the Bridge Blast included. The weather was beautiful and temperatures topped 95 degrees, which was the perfect backdrop for this successful event. Feedback from our clients was extremely positive.

"Thank you for a great event! Very much appreciated!"



Operations

It's wonderful to see the entire team here on site and working so hard to ensure all 29 events are executed flawlessly. It's months like this that keep us inspired to want to stand out as a venue and offer a level of service that other's may not present. The smiles and comradery amongst all team members was wonderful to be a part of.

Team Member

We welcomed a few new team members in June who are here working for their college summer breaks. This team is strong, and each member takes great pride in their level of service and professionalism. We also celebrated Pride month and Columbia Hospitality as a whole, had quite the involvement from team members taking part in the Seattle Pride Parade. DEI is a large focus of CH (Columbia Hospitality) as well as KCC, and we continue to embrace and educate in alignment with DEI initiatives.

Sales

Our sales team contracted \$39k in revenues in the month of June. \$26,5k of this amount was booked in the month for the month, while the other \$12k was for future bookings within 2022. Our team toured 12 new clients and held 4 food tastings for future weddings. All tastings were extremely pleased with our culinary offerings, and most of them added additional items to their menu after meeting with our Executive Chef and Events Coordinator.

Marketing/Communications

As the 2022 Kitsap Wine Festival nears, a large push in social-media advertising has been published in both Kitsap as well as Seattle area. This festival draws attendees from both areas and has had great success in past years. Our new KCC website is still under construction, and we are happily awaiting a fresh new look for our future clients.

Looking Ahead

With "recovery" being the ultimate buzzword over the past two years, we are still noting one major trend that has yet to revert to it's former pre-Covid ways. Shorter booking windows in the meetings and conventions market. Pace reports are more difficult to rely on, and shorter booking windows are here to stay.

Financial Results

Kitsap Conference Center Consolidated Income Statement For Period Ending 06/30/2022

Current Month				Year to Date				
Actual	%	Budget	%		Actual	%	Budget	%
0	0.0% ▲	5,340	6.8%	Conference Services	0	0.0% ▲	21,230	6.3%
2,520	2.8% ▲	2,104	2.7%	Audio Visual	11,823	2.4% ▲	8,888	2.6%
43,682	48.7% ▲	40,980	51.9%	Food	236,940	48.5% ▲	173,910	51.5%
8,374	9.3% ▲	8,016	10.2%	Beverage	44,387	9.1% ▲	34,152	10.1%
25,457	28.4% ▲	12,386	15.7%	Room Rental	133,023	27.2% ▲	52,112	15.4%
9,755	10.9% ▲	10,104	12.8%	Miscellaneous	62,726	12.8% ▲	47,617	14.1%
89,789 ▲	100.0%	78,930 ▲	100.0%	GROSS REVENUE	488,898 ▲	100.0%	337,909 ▲	100.0%
				COSTS OF SALES				
3,278	8.7% ▲	2,636	8.8%	Conference Services	11,646	5.6% ▲	14,949	11.5%
10,740	24.6% ▲	9,835	24.0%	Food	55,562	23.4% ▲	41,738	24.0%
1,521	18.2% ▲	1,663	20.8%	Beverage	7,433	16.7% ▲	7,087	20.8%
15,539 ▲	17.3%	14,135 ▲	17.9%	TOTAL COST OF SALES	74,641 ▲	15.3%	63,774 ▲	18.9%
74,250 ▲	82.7%	64,795	82.1%	GROSS MARGIN	414,257 ▲	84.7%	274,136	81.1%
				DIRECT EXPENSES:				
6,105 ▲	6.8% ▲	5,541	7.0%	Conference Services Payroll Related	29,758	6.1% ▲	38,522	11.4%
0	0.0%	0	0.0%	Conference Services Other Direct	51	0.0% ▲	0	0.0%
30,018	33.4% ▲	17,082	21.6%	Food & Beverage Payroll Related	143,888	29.4% ▲	107,235	31.7%
2,539	2.8% ▲	3,668	4.6%	Food & Beverage Other Direct	16,960	3.5% ▲	19,470	5.8%
38,662 ▲	43.1%	26,292 ▲	33.3%	TOTAL DIRECT EXPENSES	190,657 ▲	39.0%	165,227 ▲	48.9%
35,588 ▲	39.6%	38,503	48.8%	DEPARTMENT PROFIT	223,599 ▲	45.7%	108,908	32.2%
				UNDISTRIBUTED OPERATING EXPENSES				
20,921	23.3% ▲	20,237	25.6%	Administrative & General	123,612	25.3% ▲	129,201	38.2%
11,666	13.0% ▲	10,687	13.5%	Sales & Marketing	71,875	14.7% ▲	73,449	21.7%
919	1.0% ▲	610	0.8%	Repairs & Maintenance	5,865	1.2% ▲	3,660	1.1%
3,580	4.0% ▲	5,110	6.5%	Utilities	25,751	5.3% ▲	30,662	9.1%
37,086 ▲	41.3%	36,644 ▲	46.4%	TOTAL UNDISTRIBUTED OPERATING EXPENSES	227,104 ▲	46.5%	236,972 ▲	70.1%
(1,498) ▲	-1.7%	1,859	2.4%	INCOME BEFORE FIXED CHARGES	(3,504) ▲	-0.7%	(128,064)	-37.9%
				FIXED CHARGES				
2,694	3.0% ▲	2,368	3.0%	Capital Reserve	14,667	3.0% ▲	10,137	3.0%
1,347	1.5% ▲	1,184	1.5%	Incentive Management Fee	7,333	1.5% ▲	5,069	1.5%
464	0.5% ▲	375	0.5%	Insurance	2,097	0.4% ▲	2,250	0.7%
504	0.6% ▲	478	0.6%	Leases	3,071	0.6% ▲	2,866	0.8%
7,500 ▲	8.4%	7,500	9.5%	Management Fee	45,000 ▲	9.2%	45,000	13.3%
709	0.8% ▲	474	0.6%	Property & Other Taxes	5,478	1.1% ▲	2,027	0.6%
13,217 ▲	14.7%	12,378 ▲	15.7%	TOTAL FIXED CHARGES	77,646 ▲	15.9%	67,349 ▲	19.9%
104,504 ▲	116.4%	89,449 ▲	113.3%	TOTAL OPERATING EXPENSES	570,048 ▲	116.6%	533,322 ▲	157.8%
(14,715) ▲	-16.4%	(10,519)	-13.3%	NET OPERATING INCOME	(81,151) ▲	-16.6%	(195,413)	-57.8%

Board of Directors Meeting*
Monday, July 25, 2022
Port Orchard City Hall
& Zoom Webinar ID – 840 6058 4301
AGENDA

1. Call to Order / Comments Board Chair Hatchel

CONSENT AGENDA

- A. June 27, 2022, Meeting Minutes
 - B. Blanket Voucher # 20-JUL 2022 96968 Operating Expenses
 - C. Blanket Voucher # 21-JUL 2022 96977 PGFHP Project
 - D. Blanket Voucher # 22-JUL 2022 96977 PERC Project
 - E. Blanket Voucher # 23-JUN 2022 96977 POBCNW Project
 - F. Executive Director Report – JUL 2022
 - G. Regional Facilities Report – JUL 2022
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3. Approval of Consent Agenda

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4. Facility Progress Report – Poulsbo Events & Recreation Center (PERC) Project Update

5. New Business

- A. KPFD Executive Team & Port of Bremerton Meeting Update
- B. KPFD BOD & Kitsap County Commissioners Meeting Scheduled for July 27, 2022

6. Financial Reports

- A. MAY & JUN 2022 Financial Report
- B. JUN 2022 Rebate Summary Report
- C. JUL 2022 Facilities Tracking Report

7. Ongoing Business/Good of the Order

8. Meeting Adjournment

Next Meeting: August 22, 2022, at 5:30 pm
Location: Norm Dicks Government Center & Virtual Zoom Webinar
Topics: General Business, Port of Bremerton/Circuit of the Northwest (POBCNW) Project Report

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PERC Feasibility Study Update

Kitsap Public Facilities Board
July 25, 2022



PERC Status Report

July 25,
2022

Tonight we'll present:

March - July 2022 PERC Activity

- Phased Approach
- Revised Site Plan
- Targeted Market Analysis
- Next Steps



1 | Community Outreach

2 | Market Analysis – Berk Consulting

3 | Conceptual Site and Building Design – ARC Architects

4 | Draft Management Plan

5 | Financial Strategy and Feasibility Determination


We are here!



Refining PERC approach

- **Based on feedback received** from November 9, 2021 Steering Committee meeting, City staff met with a number of Steering Committee members and KPFD director
- **Result** of discussions, as well as the City's unsuccessful attempt to acquire adjacent property, is to organize the PERC project into phases
 - **Three phases** where each phase can be a stand- alone project



3-Phased Approach

Phase 1: Tournament Fields

- Two turfed and lighted tournament fields, with outdoor recreational amenities, picnic shelters and parking at the current PERC site.

If adjacent land can be acquired, a joint use agreement with OC, or at another site within City:

Phase 2: Event and Recreation Center

- Center with indoor recreation basketball court, meeting/classrooms for events, and other indoor recreation elements

Phase 3: Pool

- Outdoor recreation pool



Phase 1: Tournament Fields w/outdoor recreation elements

PNW inspired playground located between fields for families attending tournaments, while taking advantage of naturally-tiered seating

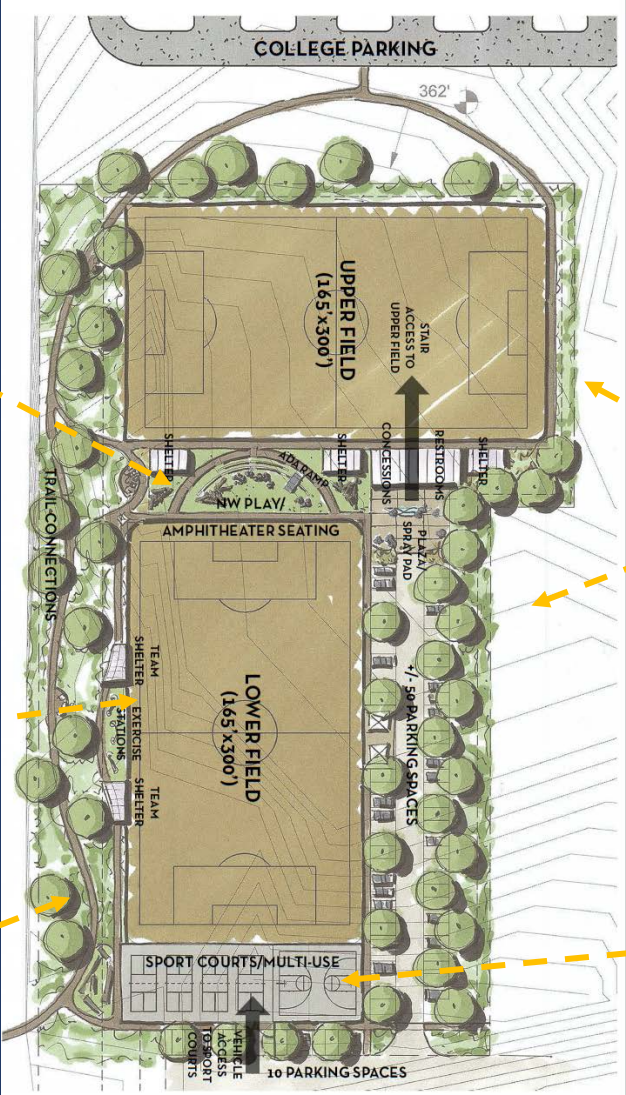


Revised Site Plan

Multiple picnic shelters to support tournaments, also provides an additional rental revenue source



Seating along walking path



Two lighted and turfed multi-use tournament fields



Sports Courts – 4 pickleball and full size basketball



Targeted Market Analysis

Phase 1: Tournament Fields w/outdoor recreation elements

2021 Berk Consulting Market Analysis Conclusion

- Four fields (2 at PERC and 2 Strawberry Fields) are not competitive in the regional/state soccer tournament market

Partnered with CKSD to improve field marketability

- CKSD has seven fields available (long holidays, weekends, vacations) to support soccer, lacrosse and football

2022 Berk Consulting conducted targeted market analysis

- Partnership with CKSD results in 11 fields within 15-minute driving radius
- Improves the marketability of fields and results in a feasible tournament destination



PERC Phase 1 Summary

Phase 1: Tournament Fields w/outdoor recreation elements

Tournament fields are:

- ❖ Market feasible
- ❖ Provides necessary economic development
- ❖ Moves the PERC project forward (while allowing time for the larger components to continue to be planned)

Outdoor recreation elements will:

- ❖ Provide most of the desired outdoor elements identified in the community survey
- ❖ Promote wellness, provides an active community green space with multiple activities serving all ages

Together:

- ❖ Results in a public facility that is a blend of a regional draw while serving the Poulsbo and North Kitsap community



Next Steps

July-
December
2022

Finalizing the PERC Feasibility Study

July-August 2022	Finalize Revised Site Plan and Cost Estimate
August 2022	Brief City Council Update webpage
September 2022	Reconvene Community Steering Committee
October-Nov 2022	Finalize Feasibility Study (management plan and financial strategy)
November 2022	City Council Resolution
December 12, 2022	Present Feasibility Study to KPFD Board





Questions?

Thank you!



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Topics: General Business, Port of Bremerton/Circuit of the Northwest (POBCNW) Project Report

Kitsap Public Facilities District
Statement of Financial Position by Fund
As of May 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	4,637,153.24	0.00	0.00	4,637,153.24
968 · Fund 96-968 KPF D Operations Fnd	0.00	41,022.12	0.00	41,022.12
977 · Fund 96-977 KPF D Holding Fund	0.00	0.00	3,067,495.94	3,067,495.94
Total Checking/Savings	<u>4,637,153.24</u>	<u>41,022.12</u>	<u>3,067,495.94</u>	<u>7,745,671.30</u>
Total Current Assets	<u>4,637,153.24</u>	<u>41,022.12</u>	<u>3,067,495.94</u>	<u>7,745,671.30</u>
TOTAL ASSETS	<u><u>4,637,153.24</u></u>	<u><u>41,022.12</u></u>	<u><u>3,067,495.94</u></u>	<u><u>7,745,671.30</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities	0.00	119.46	0.00	119.46
Total Current Liabilities	<u>0.00</u>	<u>119.46</u>	<u>0.00</u>	<u>119.46</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	3,850,000.00	3,850,000.00
Total Long Term Liabilities	<u>250,000.00</u>	<u>0.00</u>	<u>3,850,000.00</u>	<u>4,100,000.00</u>
Total Liabilities	250,000.00	119.46	3,850,000.00	4,100,119.46
Equity				
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	<u>469,326.60</u>	<u>22,957.62</u>	<u>541,130.12</u>	<u>1,033,414.34</u>
Total Equity	<u>4,387,153.24</u>	<u>40,902.66</u>	<u>-782,504.06</u>	<u>3,645,551.84</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,637,153.24</u></u>	<u><u>41,022.12</u></u>	<u><u>3,067,495.94</u></u>	<u><u>7,745,671.30</u></u>

Kitsap Public Facilities District
Statement of Financial Position by Fund
As of June 30, 2022

	<u>286</u>	<u>968</u>	<u>977</u>	<u>TOTAL</u>
ASSETS				
Current Assets				
Checking/Savings				
286 · LTGO Bond Fund 2002A-PFD	4,637,153.24	0.00	0.00	4,637,153.24
968 · Fund 96-968 KPFD Operations Fnd	0.00	19,319.29	0.00	19,319.29
977 · Fund 96-977 KPFD Holding Fund	0.00	0.00	2,919,389.62	2,919,389.62
Total Checking/Savings	<u>4,637,153.24</u>	<u>19,319.29</u>	<u>2,919,389.62</u>	<u>7,575,862.15</u>
Total Current Assets	<u>4,637,153.24</u>	<u>19,319.29</u>	<u>2,919,389.62</u>	<u>7,575,862.15</u>
TOTAL ASSETS	<u>4,637,153.24</u>	<u>19,319.29</u>	<u>2,919,389.62</u>	<u>7,575,862.15</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities	0.00	-2,829.88	0.00	-2,829.88
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	3,850,000.00	3,850,000.00
Total Long Term Liabilities	<u>250,000.00</u>	<u>0.00</u>	<u>3,850,000.00</u>	<u>4,100,000.00</u>
Total Liabilities	<u>250,000.00</u>	<u>-2,829.88</u>	<u>3,850,000.00</u>	<u>4,097,170.12</u>
Equity				
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	-814,846.67	-814,846.67
32000 · Unrestricted Net Assets	1,663.15	16,672.49	-581,036.78	-562,701.14
Net Income	<u>469,326.60</u>	<u>4,204.13</u>	<u>465,273.07</u>	<u>938,803.80</u>
Total Equity	<u>4,387,153.24</u>	<u>22,149.17</u>	<u>-930,610.38</u>	<u>3,478,692.03</u>
TOTAL LIABILITIES & EQUITY	<u>4,637,153.24</u>	<u>19,319.29</u>	<u>2,919,389.62</u>	<u>7,575,862.15</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	AM	AN
1		FY 2015	%	FY 2016	%	FY 2017	%	FY 2018	%	FY 2019	%	FY 2020	%	FY 2021	%	FY 2022	%
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%	\$ 178,674.01	12.5%
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%	\$ 197,557.85	2.5%
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%	\$ 162,359.33	12.2%
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%	\$ 167,540.61	18.4%
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%	\$ 201,423.66	6.7%
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%	\$ 190,292.70	7.3%
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%	\$ 1,097,848.16	9.9%
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%	\$ 182,974.69	9.9%
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

JUN 2022	FUNDS	COMMENT
Sales Tax Rebate (977)	\$190,292.70	Up 7.3% vs. JUN 2021
Debt Service (286)	(\$66,337)	
Net Income	\$123,956	
Expenses (968)	(\$19,319)	
NET GAIN	<u>\$104,636.24</u>	

**Kitsap PFD
Project Funding Record**

Year	Month	POCEC					PERC				PGFHP				POB/CNW				Total Commitment
					ILA					ILA				ILA				ILA	
2018	June				\$12,000,000					\$243,900.00				\$ 1,697,556.00	Invoice	Reviewed	Invoice Amount	\$ 1,439,000	\$15,380,456
	September														Phase 1		\$ 60,000.00		
															4481	6/21/2018	\$ (30,000.00)	\$ (30,000.00)	
2018 Totals															4711	9/25/2018	\$ (30,000.00)	\$ (30,000.00)	
2019	March														Ph1 Bal		\$ -	\$ (60,000.00)	
	April														Invoice	Reviewed	Invoice Amount	Amount Paid	
	May														Phase 2	3/25/2019	\$ (19,760.00)	\$ (19,760.00)	
	July															4/24/2019	\$ (77,321.00)	\$ (77,321.00)	
	October															5/20/2019	\$ (72,215.00)	\$ (72,215.00)	
																7/29/2019	\$ (55,170.00)	\$ (55,170.00)	
2019 Totals																10/28/2019	\$ (33,945.00)	\$ (33,945.00)	
																Ph2 Bal		\$ (258,411.00)	\$ (258,411)
		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)	\$ (90,214.00)	
	February														5201				
															5819	2/24/2020	\$ (153,675.00)	\$ (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)									
2020 Totals	October						GRNT000723	9/21/2020	9/21/2020	\$ (1,318.75)									
							GRNT000738	10/26/2020	10/26/2020	\$ (5,156.25)									
	December	INV00606	12/14/2020	12/14/2020	\$ (60,095.60)	Task 2	GRNT000754	12/14/2020	12/14/2020	\$ (6,693.75)									
2020 Totals					\$ (60,096)					\$ (27,136.25)				\$ -	Ph2 Bal		\$ (243,889.00)	\$ (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						GRNT000765	1/25/2021	1/25/2021	\$ (13,441.75)									
	February	SKCEC #2	2/22/2021	2/22/2021	\$ (137,371.72)	Task 2	GRNT000771	1/25/2021	1/25/2021	\$ (16,387.93)	21-0100	2/22/2021	2/22/2021	\$ (29,943.70)					
	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 3	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)		
															7052	12/13/2021	\$ (17,785.00)		
	December														7068	12/14/2021	\$ (20,275.60)		
2021 Totals					\$ (1,326,290)					\$ (120,993.98)				\$ (172,181.54)	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	GRNT000854	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)		
	March						GRNT000870	2/28/2022	2/28/2022	\$ (8,536.25)					7100	3/18/2022	\$ (74,440.00)		
	April						GRNT 000888	3/28/2022	4/5/2022	\$ (1,257.19)					7110	4/19/2022	\$ (61,661.25)		
	May														7110	4/19/2022	\$ (61,661.25)		
	June						GRNT000914	6/27/2022		\$ (732.50)	21-0105	6/27/2022		\$ (92,135.24)	7310	5/13/2022	\$ (51,695.13)		
	July						GRNT000923	7/25/2022		\$ (297.50)	22-0106	6/27/2022		\$ (180,766.80)	7360	6/15/2022	\$ (62,269.50)		
	August										22-00397	7/25/2022		\$ (159,566.82)	7450	7/20/2022	\$ (69,194.14)		
	September										22-0108	7/25/2022		\$ (1,219.86)					
	October																		
	November																		
	December																		
2022 Totals					\$ (13,706.58)					\$ (18,698.44)				\$ (494,883.01)	sub-total		\$ (542,400.32)	\$ (144,000.00)	\$ (671,288.03)
Total Paid to Date					\$ (1,400,092.18)					\$ (166,828.67)				\$ (667,064.55)	sub-total		\$ (1,482,957.97)	\$ (706,300.00)	\$ (2,940,285)
Remaining Balance					\$ 10,599,907.82					\$ 77,071.33				\$ 1,030,491				\$ 732,700.00	\$ 12,440,171

96977 FUND		
JUL 2022 TOTALS	AVAILABLE CASH	CASH BALANCE
\$ (230,278.32)	\$ 395,782.81	\$ 165,504.49

2022 Totals	Total PTD	Remaining Balances
\$ (671,288.03)	\$ (2,940,285)	\$ 12,440,171

Board of Directors Meeting*
Monday, July 25, 2022
Port Orchard City Hall
& Zoom Webinar ID – 840 6058 4301
AGENDA

1. Call to Order / Comments Board Chair Hatchel

CONSENT AGENDA

- A. June 27, 2022, Meeting Minutes
 - B. Blanket Voucher # 20-JUL 2022 96968 Operating Expenses
 - C. Blanket Voucher # 21-JUL 2022 96977 PGFHP Project
 - D. Blanket Voucher # 22-JUL 2022 96977 PERC Project
 - E. Blanket Voucher # 23-JUN 2022 96977 POBCNW Project
 - F. Executive Director Report – JUL 2022
 - G. Regional Facilities Report – JUL 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 for approval

4. Facility Progress Report – Poulsbo Events & Recreation Center (PERC) Project Update

5. New Business

- A. KPFD Executive Team & Port of Bremerton Meeting Update
- B. KPFD BOD & Kitsap County Commissioners Meeting Scheduled for July 27, 2022

6. Financial Reports

- A. MAY & JUN 2022 Financial Report
- B. JUN 2022 Rebate Summary Report
- C. JUL 2022 Facilities Tracking Report

7. Ongoing Business/Good of the Order

8. Meeting Adjournment

Next Meeting: August 22, 2022, at 5:30 pm
Location: Norm Dicks Government Center & Virtual Zoom Webinar
Topics: General Business, Port of Bremerton/Circuit of the Northwest (POBCNW) Project Report

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