
Board of Directors Meeting*
Monday, August 22, 2022
Norm Dicks Government Center
& Zoom Webinar ID – 827 6624 7288
AGENDA

1. Call to Order / Comments Board Chair Hatchel

CONSENT AGENDA

- A. July 25, 2022, Meeting Minutes
 - B. Blanket Voucher # 24-AUG 2022 96968 Operating Expenses
 - C. Blanket Voucher # 25-AUG 2022 96977 POBCNW Project
 - D. Executive Director Report – AUG 2022
 - E. Kitsap Conference Center Financial 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 – Port of Bremerton Circuit of the Northwest (POBCNW) Project Update

5. New Business

- A. KPFD & Department of Commerce Initial Discussion on POBCNW Feasibility Study
- B. Kitsap Environmental Coalition (KEC) letter to Kitsap Co. Board of County Commissioners

6. Financial Reports

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

7. Ongoing Business/Good of the Order

- A. Update on KPFD Administration Office Relocation
- B. Update on KPFD BOD Meeting w/Kitsap County Commissioners re 2021B Refunding
- C. Update on KPFD Business Credit Card w/ Kitsap Bank

8. Meeting Adjournment

Next Meeting: September 19, 2022, at 5:30 pm
Location: Kitsap County Administration Building & Virtual Zoom Webinar
Topics: General Business, Port Gamble Forest Heritage Park Trails (PGFHP) Project Report

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Kitsap Public Facilities District

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

Monday, Jul 25, 2022

Attendance:

Board Members Present: Chairman Patrick Hatchel, Vice Chairman John Morrissey, Treasurer Walter Draper, Director Erin Leedham, Director Phil Havers, Director Tom Bullock, Director Daron Jagodzinske

Staff Present: Executive Director Russ Shiplet

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

1. **Call to Order:** KPFD Chairman Hatchel called the meeting to order at 5:30 PM.
2. **Approval of Consent Agenda:** Director Leedham requested to pull the Operating Expenses Blanket Voucher out of the Consent Agenda so it could be discussed during New/Ongoing Business. A motion was made to approve the remaining Consent Agenda items as presented. The motion was seconded and approved.
3. **Public Comment:** Public comment was given about the upcoming move of the KPFD administrative office as well as the recent purchase of the Central Kitsap School District Admin Building and property by private developers, as an awareness to the PFD and possible public funding consideration for the project.
4. **Facilities Project Progress Report:** Poulsbo Events & Recreation Center (PERC). Special Projects Planner Ms. Karla Boughton and City of Poulsbo Parks & Rec Director Mr. Dan Schoonmaker presented.
 - Refining the PERC project approach was discussed. The City of Poulsbo was unsuccessful in purchasing 9 acres adjacent to the PERC property.
 - A three-phased approach was presented. Phase 1: Two turfed and lighted tournament fields with recreational amenities, picnic shelters, and parking at the current PERC site. Phase 2: If adjacent land can be acquired in the future, or at another site within the City, an Events & Recreation Center would be built to include an indoor basketball court, meeting/classroom space, and other indoor elements. Phase 3: Outdoor recreation pool
 - A revised site plan was presented that represents Phase 1.
 - The City is partnering with Central Kitsap School District to market a packet of 11 fields available for regional and state tournaments.
 - Next steps and timelines were discussed for August-December 2022.

5. New Business:

A. KPFD Executive Team & Port of Bremerton Meeting Update – Executive Director Shiplet

- A Zoom meeting was held with the KPFD Executive Team and Port of Bremerton to discuss the Circuit of the Northwest's \$20M funding request to build the Music Events Center. The meeting was intended to ensure both parties are on the same page and fully understand the processes and steps required to secure the funding request.
- KPFD asked the Port of Bremerton to provide a clearer picture of who would pay the debt service on the new bond and who would be the financial backer if the PFD were to secure a bond of this size.
- KPFD Legal Counsel Mr. Lawler and Bond Counsel Mr. Greenough spoke about the statutory requirements for voter approval to impose an admission tax. Any indebtedness by the PFD requires a Dept. of Commerce Financial Feasibility Study before securing any bond of any magnitude.
- Director Morrissey made a motion to lobby for the fair treatment of county and city PFDs for admissions tax collection. The motion was seconded and passed.
- Director Leedham made a motion to have the PFD Executive Director reach out to the Department of Commerce on the requirements, cost, and duration of a Financial Feasibility Study. The motion was seconded. Discussion of potential revenue source requirements was discussed by the PFD financial advisors. The motion passed.
- The PFD Executive Director will report on the Dept of Commerce findings at the next BOD meeting in August 2022.

B. KPFD BOD & Kitsap County Commissioner Meeting - Executive Director Shiplet

- The KPFD Board of Directors will be meeting with the Kitsap County Board of Directors on July 27, 2022, to discuss the refunding of the 2021B bonds through 2041. Details of the meeting will be discussed at the next KPFD BOD Meeting on August 12, 2022.

C. Blanket Voucher # 20-JUL 2022 96968 Operating Expenses – Director Leedham

- There was a duplication of payment to Comcast for phone and internet services in July 2022. The duplicate will be removed from the operating expenses blanket voucher.
- A motion was made and seconded to approve the operating expenses blanket voucher as corrected. The motion passed.

6. Financial Reports – KPFD Accountant Ms. Veach

- A.** The May & June 2022 financial reports were presented.
- B.** The Monthly Sales Tax Rebate Statement was presented.
- C.** The Project Funding Tracking Worksheet was presented.

7. Ongoing Business/Good of the Order – Chairman Hatchel

- Director Morrissey made a motion to go into Executive Session, but after further discussion removed the motion and determined that he would speak directly to the PFD Legal Counsel.

8. Meeting adjourned @ 6:51 PM.

Next Meeting of the Board: August 22, 2022 – Norm Dicks Government Center & via Zoom Webinar

Topics: General Business, Port of Bremerton Circuit of the Northwest (POBCNW) Project Update, New Business, Financials & Ongoing Business.

NOTE:

1. Recordings of this meeting and meetings past can be found on the KPFD YouTube channel: <https://www.youtube.com/watch?v=NoFhhIGyp54>

**BLANKET VOUCHER APPROVAL****FUND: 96968.00968****BV# 24-AUG 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 **\$11,378.73** on this 22nd day of August 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: | | |
| Visit Kitsap Peninsula – Rent (AUG 2022) | 5451 | \$ 1,250.00 |
| Help Desk Cavalry Monthly IT Service (AUG 2022) | 5419(a) | \$ 259.20 |
| Help Desk Cavalry O365 Monthly Subscript (AUG 2022) | 5311 | \$ 196.56 |
| Central Plaza Office Lease (AUG 2022) | 5451 | \$ 831.40 |
| EventFund Grant – Sunny Jack Events | 5441 | \$ 4,000.00 |
| JPC LLC Legal Counsel (JUL 2022) | 5416 | \$ 2,667.50 |
| Executive Director Reimbursement (AUG 2022) | 5311 | \$ 1,937.82 |
| BKAT Recording (JUL 2022) | 5419(b) | \$ 236.25 |
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| Other items: | | |
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| | | |
| | PAGE TOTAL | \$11,378.73 |

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.

[illegible]

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



Help Desk Cavalry, LLC

Bill To

Kitsap Public Facilities District
Attention: Russ Shiplet
19980 10thAve NE
Poulsbo, WA 98370

1676 NE McWilliams Rd
Bremerton, WA 98311
360-9306990

[Click here for W-9](#)

| Invoice Number | Invoice Date | Account |
|------------------|--------------|-----------------------------------|
| 35118 | 8/1/2022 | Kitsap Public Facilities District |
| Billing Terms | PO Number | Reference |
| Due Upon Receipt | | Monthly Billing for August |

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 19980 10thAve NE Suite 201F Poulsbo, WA 98370 United States |

| Date | Invoice |
|-----------------------------------|---------|
| 08/01/2022 | 35238 |
| Account | |
| Kitsap Public Facilities District | |

| Terms | PO Number | Reference | |
|------------------|-----------|-------------------------------|--|
| Due Upon Receipt | | Monthly Billing for August | |

| 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.

Statement

| Last Payment | Amount Enclosed |
|--------------|-----------------|
| \$0.00 | |

[illegible]

| Comments | |
|----------|--|
| | |

BKAT
7266 Tibardis Road NW
Bremerton, WA 98311
(360) 360-473-5012

10560
Invoice No.: 012022-18

Date: 08/01/22

Invoice

Customer:

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

Project KPFD Board Meetings - July 2022

| Date | Qty/Hrs | Description | Unit Price | Total |
|-----------|---------|-------------------------------------------|------------|----------|
| 7/25/2022 | 1 | Pre-production | \$105.00 | \$105.00 |
| | 1.25 | Production | \$105.00 | \$131.25 |
| | 1 | Post - Production No Charge per agreement | | |
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Pay upon receipt

| | |
|----------|----------|
| Subtotal | \$236.25 |
| Tax | |
| Total | \$236.25 |

INVOICE

Sunny Jack Events LLC
PO Box 2352
Silverdale, WA 98383

sunny@sunnyjackevents.com
360-710-0387



Kitsap PFD

Bill to
Kitsap PFD
9230 Bay Shore Dr NW #101,
Silverdale, WA 98383

Invoice details
Invoice no. : 1611
Invoice date : 7/26/22
Terms : Due on receipt
Due date : 7/26/22

| Product or service | Amount |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|
| 1. NW Food Truck Fest Sponsorship | 1 unit × \$4,000.00 \$4,000.00 |
| NW Food Truck Fest Marketing Reimbursement - Kelly Marketing \$2500, Invisible Friend marketing art \$350 + \$400, Mentor Board \$445 (Clare Ave), Mentor Board \$825 (Hwy 3) | |

Ways to pay



Total **\$4,000.00**



Marketing Agreement / Scope of Work

The following performance agreement is with Sunny Jack Events and Brenda Kelley/ BK Marketing. This agreement is made with the following information:

Event Information:

- 1. Event Name:** Food Truck Fest
- 2. Event Dates:** July 8 - July 9, 2022
- 3. Event Location:** Kitsap County Fairgrounds. (concert park)

Price and Scope:

- Contract price \$2,500
- Social Media Management for NW Food Truck Fest
- Dates of service: 6/1/22 – 7/10/22 (and includes previous postings)
- To include Facebook and Instagram.
- To include multiple postings per week in promotion of NW Food Truck Fest as well as:
 - 2-3 posts per week from June 7, 2022 to July 7, 2022 to include information, thank you sponsors, ticket sales, vendor booths and entertainment.
 - Post daily July 3 to July 9, 2022
 - Respond to social media questions and comments.
 - Respond to social media PM / DM
 - Post sponsors shout outs listed below and a thank you at the conclusion of the event.
 - Sponsors shout out to include:
 - Any sponsors acquired
(Thank you Ad's provided by graphic design artist) to include tagging sponsors with Fb and hashtags
 - Sunny Jack Events: 2 (Cross promoting to Sunny Jack Events page.
- Contract amount of \$2,500 due by May 15th, 2022 along with any content, thank you and any social media content to be posted by June 1, 2022. Boosted posts specifics to be requested by June 15, 2022 with up to \$500 in paid boosts included.

Cancellation:

The event may be canceled by mutual agreement up to 30 days prior to the event. In the event of cancellation within 30 days prior, 75% of the total contract price is due. If an act of God, such as a fire, flood, earthquake, pandemic, or other occurrence that the event is not viable due to county, state or federal mandates, all funds will be transfer to a new date except for any non transferable work product that will be charged at \$45 per hour. A detailed invoice will be provided.



GRAPHIC DESIGN INVOICE

TO: SUNNY JACK EVENTS LLC

Invoice No. 0513

Invoice Date: 5/13/22

Due Date: 6/03/22

| Description | Quantity | Price (\$) | Total (\$) |
|--------------|----------|------------|------------|
| LOGO | 1 | | 150 |
| COVER POSTER | 3 | | 100 |
| LABOR | 5 hours | | 100 |
| | | | |
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| | | | |
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| | | | |

MAKE CHECK PAYABLE TO
ROBERT PEREZ
3277 NORTHLAKE WAY
BREMERTON WA 98312

| | |
|-----------|------------|
| Subtotal | 350 |
| Sales Tax | |
| Other | |
| Total | 350 |

TOTAL DUE : 350.00

Thank you!



GRAPHIC DESIGN INVOICE

TO: SUNNY JACK EVENTS LLC

Invoice No. 0514

Invoice Date: 6/14/22

Due Date: 7/01/22

| Description | Quantity | Price (\$) | Total (\$) |
|-----------------------------------|----------|------------|------------|
| NW FOOD TRUCK MARKETING MATERIALS | | | 200 |
| LABOR | | | 200 |
| | | | |
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| | | | |

Subtotal **400**

Sales Tax

Other

Total **400**

MAKE CHECK PAYABLE TO

ROBERT PEREZ

3277 NORTHLAKE WAY

BREMERTON WA 98312

TOTAL DUE : 400

Thank you!

**Eldorado Hills, Inc.**

9330 Silverdale Way NW, #201
Silverdale, WA 98383
(360) 692-3079 Fax (360) 692-3095

INVOICE

Please make checks payable to Eldorado Hills

Invoice number: 07012022NS

Billing Category: **Business**

Date: 4/7/2022

To: Sunny Saunders
Sunny Jack Events
360-710-0387
sunny@sunnyjackevents.com

Terms: Upon Receipt

Location: Clare Ave

| Side | Description | Charge | Payment |
|--------------------|----------------------------------|----------|----------|
| NORTH | Readerboard Rental 7/1/22-7/4/22 | \$115.00 | |
| NORTH | Readerboard Rental 7/4/22-7/8/22 | \$165.00 | |
| SOUTH | Readerboard Rental 7/4/22-7/8/22 | \$165.00 | |
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| | | | |
| | | | |
| Current Due: | | | \$445.00 |
| Payments Received: | | | |
| Total Due: | | | \$445.00 |

Payment & readerboard copy must be returned within 10 days of your reservation date.

Please include invoice # in "memo" section of your check or remit invoice with your payment.

If you have any questions concerning this invoice, please call 360-692-3079
or e-mail readerboard@mentorcompany.com.

THANK YOU FOR YOUR BUSINESS!

Office Use Only

Paid / Template:



Mentor Company

9330 Silverdale Way NW, #201
Silverdale, WA 98383
360/692-3079 Fax 360/692-3095

INVOICE

Please make checks payable to Mentor Company

Invoice No.: 07012022NS

Billing Category: **Business**

Date: 4/7/2022

To: Sunny Saunders
Sunny Jack Events
360-710-0387
sunny@sunnyjackevents.com

Terms: Upon Receipt

Location: Highway 3

| Side | Description | Charge | Payment |
|--------------------|----------------------------------|----------|----------|
| NORTH | Readerboard Rental 7/1/22-7/8/22 | \$500.00 | |
| SOUTH | Readerboard Rental 7/4/22-7/8/22 | \$325.00 | |
| | | | |
| | | | |
| | | | |
| | | | |
| Current Due: | | | \$825.00 |
| Payments Received: | | | \$0.00 |
| Total Due: | | | \$825.00 |

Payment & readerboard copy must be returned within 10 days of your reservation date.

Please include invoice # in "memo" section of your check or remit invoice with your payment.

If you have any questions concerning this invoice, please call 360-692-3079
or e-mail readerboard@mentorcompany.com.

THANK YOU FOR YOUR BUSINESS!

| Office Use Only | |
|------------------|--|
| Paid / Template: | |



Tel 206.292.1994
Fax 206.292.1995

801 Second Avenue, Suite 700
Seattle, Washington 98104

August 3, 2022

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

Invoice 140207

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

FOR LEGAL SERVICES RENDERED AND COSTS ADVANCED

\$ 2,667.50

\$ 2,667.50



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

ORIGINAL

Invoice Information

| | |
|-----------------|------------------|
| Invoice Number | 2240409216 |
| Invoice Date | 14-AUG-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-AUG-2022 to 13-SEP-2022

| PRODUCT NUMBER | PRODUCT DESCRIPTION | QUANTITY | UNIT | UNIT PRICE | NET AMOUNT | TAX RATE | TAXES | TOTAL |
|----------------|-------------------------------|----------|------|------------|------------|----------|-------|-------|
| 65183112 | Creative Cloud All Apps 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!

Invoice



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

Invoice Date: Aug 6, 2022
Invoice #: INV160925019
Payment Terms: Due Upon Receipt
Due Date: Aug 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 | Aug 6, 2022-Sep 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 |
|---------------------|-----------------------|---------------------|-------------|-------------------|
| Aug 6, 2022 | P-184299570 | Payment | | (\$87.36) |
| Invoice Balance | | | | \$0.00 |

Need help understanding your invoice?

[CLICK HERE](#)

Zoom Meetings Basic, Standard Pro and Standard Biz are now called Zoom One Basic, Zoom One Pro and Zoom One Business.

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Office DEPOT OfficeMax®

POULSBORO - (360) 697-2177

08/08/2022 3:11 PM



VPVT3YXPQ3Q56CCFR



POULSBORO
19240 JENSEN WAY NE
POULSBORO, WA 98370-6100
(800)275-8777

08/10/2022

10:39 AM

| Product | Qty | Unit Price | Price |
|-----------------|-----|------------|---------|
| U.S. Flags Coil | 1 | \$60.00 | \$60.00 |

Grand Total: \$60.00

Credit Card Remit \$60.00
Card Name: AMEX
Account #: XXXXXXXXXXXX2004
Approval #: 865232
Transaction #: 783
AID: A000000025010801 Chip
AL: AMERICAN EXPRESS
PIN: Not Required

Every household in the U.S. is now
eligible to receive a third set
of 8 free test kits.
Go to www.covidtests.gov

HomeGoods

THE TRAILS @ SILVERDALE
11066 PACIFIC CREST PL.
SILVERDALE, WA 98383
United States
360-204-5479

REGULAR SALE

| | | | |
|---------------------|--------|-----------------|---|
| 76 - WORKSPACE | 162378 | \$49.99 | T |
| 48 - WALL ART | 140908 | \$39.99 | T |
| 48 - WALL ART | 140888 | \$39.99 | T |
| 48 - WALL ART | 140911 | \$39.99 | T |
| Subtotal | | \$169.96 | |
| WA 9.200% Sales Tax | | \$15.64 | |
| Total | | \$185.60 | |

AMEX \$185.60

----- TRANSACTION RECORD -----
*****2004

PURCHASE
EXPIRES **/** CHIP
AUTH# 848156
AID A000000025010801
APPLICATION LABEL AMERICAN EXPRESS

SALE 6829-1-9724-1029989-22.7.2
826636 CM,CARPET,RECT 64.99 SS
420283 PPR,COPY,OD,RE
2 @ 12.49 24.98
Promotion -10.98

You Pay 14.00SS

6487019 INK,T822,BKXL, 75.49 SS
986872 TAPE,TRANS,SCO 9.99 SS
472975 DSPNSR,TAPE,OF 7.49 SS
3166763 BAT,OPT,AAA,6P 12.09SS
Instant Savings -0.10

You Pay 11.99SS

2911435 BAT,OPT,AA,6PK 12.09SS
Instant Savings -0.10

You Pay 11.99SS

716983 PEN,NGL,RTX,3P 8.49SS
Instant Savings -2.50

You Pay 5.99SS

Subtotal: 201.93

Retail Sales and Use 18.58

Total: 220.51

Amex 2004: 220.51

AUTH CODE 864594

TDS Chip Read

AID A000000025010801 AMERICAN EXPRESS

TVR 0000008000

CVS No Signature Required

RUSS SHIPLET 58*****793

Please create your online rewards
account at officedepot.com/rewards.
You must complete your account to
claim your rewards and view your
status.

Total Savings:
\$13.68

Payment Receipt

United Moving & Storage Inc.
1770 NE Fuson Rd Suite A
Bremerton, WA 98311
360-479-4800

Name:

Receipt #: U-22186

Address:

Created: 8/4/2022 12:35 PM

Description

(UF-109-2) SHIPLETS

Total: \$1,243.64

Account No: *****9304 (Visa)

Payment Method: Credit Card

Reference No: 1409078748

Credit Card Authorization: 89030G

Note

Order UF-109-2, Shipper RUSS SHIPLETS

Proguard Self Storage
20554 Little Valley Rd
Poulsbo, WA 98370 (USA)
Phone/Fax No : (360)317-2895 / ()-
proguard@glacierwest.com

Kitsap public
Shiplit, Russ
19880 10th NE Suite 204f
POULSBO, WA -98370 (USA)

Receipt # 30271
Payment Date 8/2/2022 12:25:01 PM
Lease # 1247

| Charges Applied | | | | | | | | | | | | |
|-----------------|-----------|--------------|------------|------------|----------|---------|--------|---------|--------|---------|---------|---------|
| Unit # | Unit Type | Description | From Date | To Date | Amt. | Disc. | Tax | Total | Paid | Allown. | Bal. | Pymnts |
| 112 | 5X10 IH | Admin Fee | 08/02/2022 | 08/31/2022 | \$25.00 | \$0.00 | \$0.00 | \$25.00 | \$0.00 | \$0.00 | \$25.00 | \$25.00 |
| 112 | 5X10 IH | Rent Charged | 08/03/2022 | 08/31/2022 | \$111.32 | \$55.66 | \$0.00 | \$55.66 | \$0.00 | \$0.00 | \$55.66 | \$55.66 |
| | | | | | | | | \$80.66 | \$0.00 | \$0.00 | \$80.66 | \$80.66 |

| | |
|---------------------------|-----------|
| Total Due | \$25.00 |
| Total Paid By Cash | \$0.00 |
| Total Paid By Check | \$0.00 |
| Total Paid By Credit Card | \$80.66 |
| Total Paid By DirectDebit | \$0.00 |
| Credits | (\$55.66) |
| Paid Thru Date | 8/31/2022 |

Credit Card Type American Express Credit Card # *****2004 Authorization # 004157211692

I agree to pay the above amount according to Card Issuer Agreement (Merchant Agreement if Credit Voucher)

X_____

Signature of the Customer

X_____

Signature of the Manager

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: BKAT000694
Date: Aug 10, 2022
Service: BKAT SERVICES
Customer PO:
Customer Ph:
Terms: NET 15 DAYS

Page 1
of 1

Due Date: Aug 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 7/2022 KPFD BOARD MTGS | 1.00 | 236.25 | 236.25 | N |

RECEIVED
8/16/22

| | |
|-----------------------|--------|
| Total Charges: | 236.25 |
| Total Tax: | 0.00 |
| | ----- |
| Total Invoice: | 236.25 |
| Payments: | 0.00 |
| Adjustments: | 0.00 |
| Total Due: | 236.25 |

**BLANKET VOUCHER APPROVAL****FUND: 96977.00977****BV# 25-AUG 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 **\$ 73,454.14** on this **22nd** day of **AUG 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) | |
| AUG 2022 POBCNW Invoice | \$ 73,454.14 |
| | |
| | |
| PAGE TOTAL | \$ 73,454.14 |



INVOICE

7560

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

8-08-2022

| DESCRIPTION | AMOUNT |
|---------------------------------------------------------------------------------------------------------------|-------------|
| Services 7-13-2022 to 8-08-2022 73.2568% Project Complete to Date | \$73,454.14 |
| Map (see attached billing) | \$12,390.00 |
| Cohen Group Management & Design Services | \$61,064.14 |
| 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 | \$73,454.14 |



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

INVOICE # _____
DATE: _____

TO

Billing Period: _____

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



| ts of the Northwest ~ Phase 3 Joel Cohen Contract | | | | | | | | | | | | | |
|---------------------------------------------------|------------|------------|------|---------------|---------------------------|----------------|-----|---------------------------|----------------|---------------------------|----------------|---------------------------|-----------------|
| Description | Start Date | End Date | Days | Contract | Pay App #13 % Complete | Pay App #13 | | Pay App #14 % Complete | Pay App #14 | Pay App #15 % Complete | Pay App #15 | Pay App #16 % Complete | Pay App #16 |
| Award Funding Event Center Design | 12/16/2020 | 12/17/2220 | 1 | \$ - | 0.00% | 0.00% | 100 | 0 | | 100 | \$ - | 100 | \$ - |
| Bond Funding Public Event Center | 12/16/2020 | 12/17/2020 | 1 | \$ - | 0 | \$ - | 100 | 0 | | 0 | \$ - | 0 | \$ - |
| Initiate GeoTech Studies | 3/1/2021 | 3/31/2021 | 30 | \$ 55,000.00 | 0 | \$ - | 45 | 0 | | 5 | \$ 2,750.00 | 5 | \$ 2,750.00 |
| Additional Survey Work Activities | 3/1/2021 | 3/31/2021 | 30 | \$ 38,500.00 | 0 | \$ - | 35 | 0 | | 5 | \$ 1,925.00 | 5 | \$ 1,925.00 |
| Off-site Transportation Imp Study/Design | 3/29/2021 | 5/28/2021 | 60 | \$ 45,000.00 | 0 | \$ - | 40 | 5 | \$ 2,250.00 | 5 | \$ 2,250.00 | 5 | \$ 2,250.00 |
| Event Center Charrette | 4/5/2021 | 4/6/2021 | 1 | \$ 17,350.00 | 0 | \$ - | 100 | 0 | \$ - | 0 | \$ - | 0 | \$ - |
| Event Center Space Programming | 4/12/2021 | 4/16/2021 | 4 | \$ 24,900.00 | 0 | \$ - | 110 | 0 | \$ - | 0 | \$ - | -10 | \$ (2,490.00) |
| Develop Building Programming | 4/19/2021 | 5/7/2021 | 18 | \$ 23,500.00 | 0 | \$ - | 100 | 0 | \$ - | 0 | \$ - | 0 | \$ - |
| Modify Masterplan based on Charrette | 5/10/2021 | 5/24/2021 | 14 | \$ 39,500.00 | 0 | \$ - | 100 | 0 | \$ - | 0 | \$ - | 0 | \$ - |
| Event Center Schematic Design | 6/1/2021 | 7/31/2021 | 60 | \$ 95,257.00 | 0 | \$ - | 100 | 0 | \$ - | 0 | \$ - | 0 | \$ - |
| Event Center Design Dev Drawings | 8/11/2021 | 10/10/2021 | 60 | \$ 285,500.00 | -4 | \$ (11,420.00) | 100 | 0 | \$ - | 0 | \$ - | 0 | \$ - |
| Prep Design Dev Cost Estimate | 10/10/2021 | 10/15/2021 | 5 | \$ 18,503.00 | 14.3 | \$ 2,645.93 | 77 | 10 | \$ 1,850.30 | 8 | \$ 1,480.24 | 8 | \$ 1,480.24 |
| Event Ctr Prelim Grade/Util Bid Set | 10/10/2021 | 11/24/2021 | 45 | \$ 158,000.00 | 5 | \$ 7,900.00 | 100 | 5 | \$ 7,900.00 | -5 | \$ (7,900.00) | 0 | \$ - |
| Event Ctr Prelim Grade/Util Packet Review | 10/10/2021 | 11/9/2021 | 30 | \$ 23,000.00 | 15 | \$ 3,450.00 | 90 | 5 | \$ 1,150.00 | 5 | \$ 1,150.00 | 0 | \$ - |
| Final Event Center Design | 11/24/2021 | 2/22/2022 | 90 | \$ 613,990.00 | 8 | \$ 49,119.20 | 18 | 8 | \$ 49,119.20 | 11 | \$ 67,538.90 | 11 | \$ 67,538.90 |
| Billing this Period | | | | | | \$ 51,695.13 | | | \$ 62,269.50 | | \$ 69,194.14 | | \$ 73,454.14 |
| Total Contract Amount | | | | | | \$1,439,000.00 | | | \$1,439,000.00 | | \$1,439,000.00 | | \$1,439,000.00 |
| Total Contract Billing to Date | | | | | | \$ 849,247.56 | | | \$ 911,517.06 | | \$ 980,711.20 | | \$ 1,054,165.34 |
| Remaining Contract Amount | | | | | | \$589,752.44 | | | \$527,482.94 | | \$458,288.80 | | \$384,834.66 |

Circuit of the Northwest- Services Contract

Phase 3 Public Facilities

Progress Report

Prepared for the Port of Bremerton

By

The Joel Cohen Group LLC

8-08-2022

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 July 13, 2022, to August 8, 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: The current status of the project is that the team is focused on the movement toward final plans that will be presented in the next few months. In the past, we have reported on the development of all of the Public Event Center areas and have led the team through the conceptual, schematic, design development phases of the project. In the past few months, we have been focused on the completion of the construction document phase of the project. Civil engineering document still continue to lead the process with the focus of the buildings being on the structural, mechanical, plumbing, and electrical detailing of the plans. These teams were just recently released to finalize the design documents and already have a good start to meet the projected plan delivery dates. The landscape architecture will also be completed during this phase of the project. It should be understood that the level of completions is set to be able to bid the project but that additional work will be needed for the permitting of both on-site and off-site facilities. In particular, the wastewater systems have been designed on-site and have been targeted to be processed by additional wastewater facilities being planned by the Port of Bremerton. This process design will be completed after the completion of the CNW Public Event Centers. The entertainment consultants have delivered the specifications for the kitchen facilities and the audio facilities that have been based on their previous venue experience and projected venue size. These are being incorporated into the final specifications for the project. The team is still waiting for the initial site development review by the City of Bremerton. Their comments will be included into the final documents when they are received. 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.

No communication has been received from the local utility providers that has required any redesign. They continue to review the project for service, and we should be receiving additional comments back to the team shortly. The off-site transportation impacts have been placed on hold until the other studies being provided by the Port can be incorporated into the CNW Public Event Center studies.

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

If it is determined that the stormwater infiltration design needs additional borings based on the initial stormwater design proposed by MAP Ltd. The borings will be scheduled for production. Some of the original borings have been used for the initial design.

It should be noted that permits are not a part of the design of the project scope and studies and documents needed to acquire the permits will be completed when the project moves toward

construction. The focus of the current drawing package is to acquire a cost of the project that can be relied upon for development and funding.

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. These are currently being checked for adequacy based on the existing soil profiles and infiltration conditions.
- **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. The off-site transportation study will be coordinated and funded by the other groups investigating development of facilities along this portion of WA 3.
- **Event Center Space programming** - The event area space programming is complete and no new changes have occurred since the last progress report.
- **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. With no changes, the team continues to prepare the final detailed design for the final plans.
- **Next areas for action** - As stated above, 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 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. With review of the 90% completion set. The team will move to finalize the overall 100% Bid plans with specifications for the end of September.

Summary: The team is using all of its resources to complete the project on the schedule proposed above. Although changes have produced challenges to the original design, the

redesign of the facilities continues to meet the original design principles for a Public Event Center. Any changes during this final design period will be addressed in the plans. We will continue to coordinate with approval agencies during the final design period and make changes as they are requested.

EXECUTIVE DIRECTOR REPORT

TO: KPF Board of Directors
FROM: Russ Shiplet, Executive Director
RE: Activity Report for AUG 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 Aug 22, 2022, board meeting. The invoice and blanket voucher will be part of the Consent Agenda.
- **PGFHP:** No project invoice submittals for this month
- **PERC:** No project invoice submittals for this month.

KPFD Business Updates:

- Members of the KPFD Board of Directors, along with KPFD legal counsel and financial advisors met with the Kitsap County Board of County Commissioners on July 27, 2022, to discuss refunding a portion of the 96977 2021B bonds through 2041. The Commissioners voted unanimously to refund a portion of the 2021B bonds through 2041, ensuring that the Public Facilities District will now be able to collect a portion of County Sales Tax Rebates each month until December 31, 2041.
- The KPFD, its consultants, and participants from the Port of Bremerton met with the WA State Department of Commerce on August 2, 2022, to discuss conducting a feasibility study of a \$20.5M bond request to fund a public music events center as part of Circuit of the Northwest. The PFD will work with the Department of Commerce to craft an ILA that addresses the study, cost, timeline, etc., and have it ready to present to the KPFD Board of Directors for consideration at the August or September 2022 Board of Directors meeting.
- Kitsap Bank has granted approval for a KPFD business credit card. The Executive Director will begin using the card IAW with the PFD Business Credit Card Use Policy and approved Resolution.

General:

- The KPFD Administration Office is officially in its new location at 19880 10th AVE NE, Suite 204F, Poulsbo, WA 98370. Office hours are 8:00 AM – 4:00 PM, M-F.
- The PFD is in communication with Kitsap County to move forward with the refunding of the 2021B bond through 2041. More updates will be provided as the process progresses.



To: Mayor Wheeler

CC: Mike Riley
John Oppenheimer
Brian Flaherty

From: Tiffany Schenk

Date: August 20th, 2022

July 2022 Month End Recap

Overview

July was a successful month overall, finishing with \$83k in total revenue \$3k shy of our budget. YTD, we are positive to total budgeted revenue by \$147,879. At the beginning of July, we were forecasting just \$35k in revenues for the month, however the sales team worked diligently to grow revenue already on the books as well as contract some wonderful business in the month for the month.

Event Highlights

We hosted 20 total events in July. Events included four weddings, Electric Boat, WA State Ferries, Grainger trade show and Washington Association of Building officials. Many of these events took advantage of our beautiful venue spaces by hosting meetings in one room, while staying for a social hour or meal in another. Our clients were pleased with our services and survey scores averaged 99% positive guest satisfaction, confirming confidence in our team.

"Mindy and the onsite team were awesome."

"You made this event so easy and any issues very quickly resolved when compared to working with Anthony's restaurant. Your staff was more than helpful and efficient. Thank you!! Nathan, you are a saint!!"

"Nathan was very helpful in the planning for my submarine reunion banquet."

"Beautiful view of the sound and very spacious. The food and food staff were outstanding."

Operations

We took advantage of two light weeks and worked hard to clean up and organize the basement storage room. This room had collected quite a bit of old equipment and files over the years that needed a great deal of attention. We worked hand in hand with the City of Bremerton staff who were extremely helpful during this process. New lightbulbs were also installed to provide better lighting, and the team is extremely pleased of the outcome.

Team Member

As we did not hire any new team members in July, we worked closely with our partner, Gold Mountain Golf Club, to ensure all events were fully staffed and team members who rely on consistent hours, received them between the two properties. Two of our July events included catering outside of our building to the USS Turner Joy and the Bremerton Marina. Catering outside of our building is no easy task, and the operations team rolled their sleeves up and made both events a complete success! We celebrated the 10-year anniversary of our lead banquet captain, Mick Jones. His home is here at KCC, and the pride he has for this facility is extremely admirable.

Sales

Our sales team contracted and additional \$48k in revenues in the month of July, on top of the \$35k that was already booked prior to July 1st. We had two food tastings and 12 site tours from clients. Our director of sales sent a proposal to the USS Theodore Roosevelt, a contract worth over \$100k for December of 2022, and we look forward to hearing back from their fun boss soon.

Marketing/Communications

The 2022 Kitsap Wine Festival campaign continued to be our focus for July. A press release has been prepared for a send in early August, as well as boosted social media campaigns in surrounding areas such as Kitsap, Pierce, and King Counties.

Looking Ahead

We are extremely hopeful that we will meet and exceed budgeted revenues for 2022. This year has kept the entire team on their toes and ready for anything that comes our way. We meet weekly to talk about financial goals and research new trends, client needs, etc. to maintain the quality guests expect, as well as offer new trends and ideas. Recovery is happening, and it's fantastic to have so many local and regional clients back with us, here in Bremerton.

Financial Results

Kitsap Conference Center Consolidated Income Statement For Period Ending 07/31/2022

| Current Month | | | | Year to Date | | | | |
|-------------------------|----------------------|------------------------|--------|----------------------------------------|--------------------------|----------------------|------------------------|--------|
| Actual | % | Budget | % | | Actual | % | Budget | % |
| 0 | 0.0% ▲ | 7,495 | 8.7% | Conference Services | 0 | 0.0% ▲ | 28,725 | 6.8% |
| 1,375 | 1.6% ▲ | 2,297 | 2.7% | Audio Visual | 13,198 | 2.3% ▲ | 11,185 | 2.6% |
| 40,757 | 48.9% ▲ | 43,740 | 50.6% | Food | 277,697 | 48.5% ▲ | 217,650 | 51.3% |
| 14,394 | 17.3% ▲ | 8,388 | 9.7% | Beverage | 58,781 | 10.3% ▲ | 42,540 | 10.0% |
| 18,740 | 22.5% ▲ | 13,783 | 15.9% | Room Rental | 151,763 | 26.5% ▲ | 65,895 | 15.5% |
| 8,149 | 9.8% ▲ | 10,822 | 12.5% | Miscellaneous | 70,875 | 12.4% ▲ | 58,439 | 13.8% |
| 83,416 ▲ | 100.0% | 86,524 ▲ | 100.0% | GROSS REVENUE | 572,313 ▲ | 100.0% | 424,434 ▲ | 100.0% |
| | | | | COSTS OF SALES | | | | |
| 500 | 1.8% ▲ | 2,687 | 7.8% | Conference Services | 12,146 | 5.2% ▲ | 17,635 | 10.7% |
| 10,075 | 24.7% ▲ | 10,498 | 24.0% | Food | 65,637 | 23.6% ▲ | 52,236 | 24.0% |
| 2,542 | 17.7% ▲ | 1,741 | 20.8% | Beverage | 9,974 | 17.0% ▲ | 8,827 | 20.8% |
| 13,116 ▲ | 15.7% | 14,925 ▲ | 17.2% | TOTAL COST OF SALES | 87,757 ▲ | 15.3% | 78,698 ▲ | 18.5% |
| 70,299 ▲ | 84.3% | 71,600 | 82.8% | GROSS MARGIN | 484,556 ▲ | 84.7% | 345,735 | 81.5% |
| | | | | DIRECT EXPENSES: | | | | |
| 8,123 | 9.7% ▲ | 10,815 | 12.5% | Conference Services Payroll Related | 37,881 | 6.6% ▲ | 49,337 | 11.6% |
| 45 | 0.1% ▲ | 0 | 0.0% | Conference Services Other Direct | 96 | 0.0% ▲ | 0 | 0.0% |
| 26,765 | 32.1% ▲ | 30,605 | 35.4% | Food & Beverage Payroll Related | 170,653 | 29.8% ▲ | 137,840 | 32.5% |
| 2,543 | 3.0% ▲ | 3,863 | 4.5% | Food & Beverage Other Direct | 19,503 | 3.4% ▲ | 23,333 | 5.5% |
| 37,476 ▲ | 44.9% | 45,282 ▲ | 52.3% | TOTAL DIRECT EXPENSES | 228,134 ▲ | 39.9% | 210,509 ▲ | 49.6% |
| 32,823 ▲ | 39.3% | 26,318 | 30.4% | DEPARTMENT PROFIT | 256,422 ▲ | 44.8% | 135,226 | 31.9% |
| | | | | UNDISTRIBUTED OPERATING EXPENSES | | | | |
| 22,600 | 27.1% ▲ | 20,396 | 23.6% | Administrative & General | 146,212 | 25.5% ▲ | 149,597 | 35.2% |
| 11,561 | 13.9% ▲ | 12,349 | 14.3% | Sales & Marketing | 83,436 | 14.6% ▲ | 85,798 | 20.2% |
| 0 | 0.0% ▲ | 610 | 0.7% | Repairs & Maintenance | 5,865 | 1.0% ▲ | 4,270 | 1.0% |
| 6,706 | 8.0% ▲ | 5,110 | 5.9% | Utilities | 32,457 | 5.7% ▲ | 35,772 | 8.4% |
| 40,867 ▲ | 49.0% | 38,466 ▲ | 44.5% | TOTAL UNDISTRIBUTED OPERATING EXPENSES | 267,970 ▲ | 46.8% | 275,438 ▲ | 64.9% |
| (8,044) ▲ | -9.6% | (12,148) | -14.0% | INCOME BEFORE FIXED CHARGES | (11,548) ▲ | -2.0% | (140,212) | -33.0% |
| | | | | FIXED CHARGES | | | | |
| 2,502 | 3.0% ▲ | 2,596 | 3.0% | Capital Reserve | 17,169 | 3.0% ▲ | 12,733 | 3.0% |
| 1,251 | 1.5% ▲ | 1,298 | 1.5% | Incentive Management Fee | 8,585 | 1.5% ▲ | 6,367 | 1.5% |
| 464 | 0.6% ▲ | 375 | 0.4% | Insurance | 2,561 | 0.4% ▲ | 2,625 | 0.6% |
| 504 | 0.6% ▲ | 478 | 0.6% | Leases | 3,575 | 0.6% ▲ | 3,343 | 0.8% |
| 7,500 ▲ | 9.0% | 7,500 | 8.7% | Management Fee | 52,500 ▲ | 9.2% | 52,500 | 12.4% |
| 612 | 0.7% ▲ | 519 | 0.6% | Property & Other Taxes | 6,090 | 1.1% ▲ | 2,547 | 0.6% |
| 12,833 ▲ | 15.4% | 12,765 ▲ | 14.8% | TOTAL FIXED CHARGES | 90,479 ▲ | 15.8% | 80,115 ▲ | 18.9% |
| 104,292 ▲ | 125.0% | 111,438 ▲ | 128.8% | TOTAL OPERATING EXPENSES | 674,341 ▲ | 117.8% | 644,760 ▲ | 151.9% |
| (20,877) ▲ | -25.0% | (24,914) | -28.8% | NET OPERATING INCOME | (102,027) ▲ | -17.8% | (220,327) | -51.9% |

Board of Directors Meeting*
Monday, August 22, 2022
Norm Dicks Government Center
& Zoom Webinar ID – 827 6624 7288
AGENDA

1. Call to Order / Comments Board Chair Hatchel

CONSENT AGENDA

- A. July 25, 2022, Meeting Minutes
 - B. Blanket Voucher # 24-AUG 2022 96968 Operating Expenses
 - C. Blanket Voucher # 25-AUG 2022 96977 POBCNW Project
 - D. Executive Director Report – AUG 2022
 - E. Kitsap Conference Center Financial 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 – Port of Bremerton Circuit of the Northwest (POBCNW) Project Update

5. New Business

- A. KPFD & Department of Commerce Initial Discussion on POBCNW Feasibility Study
- B. Kitsap Environmental Coalition (KEC) letter to Kitsap Co. Board of County Commissioners

6. Financial Reports

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

7. Ongoing Business/Good of the Order

- A. Update on KPFD Administration Office Relocation
- B. Update on KPFD BOD Meeting w/Kitsap County Commissioners re 2021B Refunding
- C. Update on KPFD Business Credit Card w/ Kitsap Bank

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Location: Kitsap County Administration Building & Virtual Zoom Webinar
Topics: General Business, Port Gamble Forest Heritage Park Trails (PGFHP) Project Report

Master Plan - Port of Bremerton & Circuit of the Northwest



CNW Public Facilities Layout



STEM Center
•10,000 SF



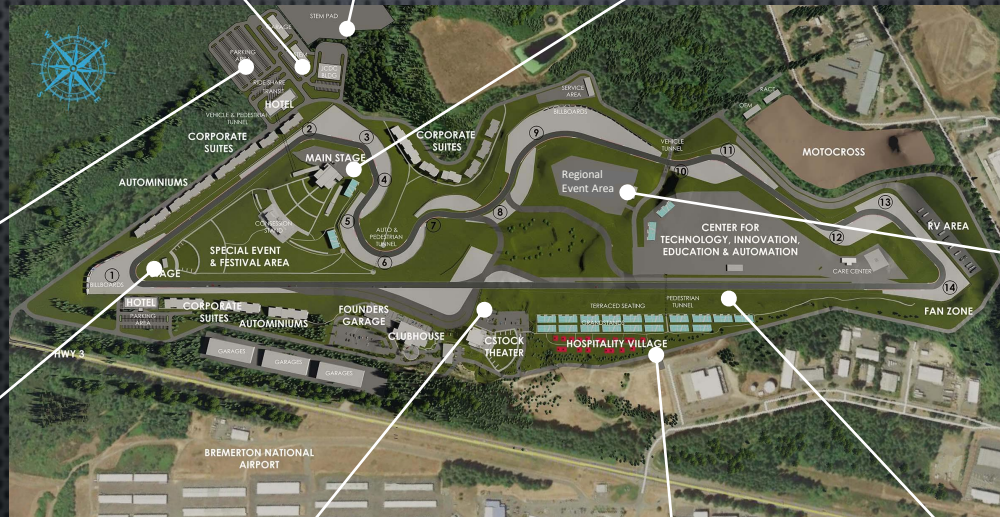
Skid Pad Testing



Large Music
•20,000 Person Venue



Parking Area



Regional Sports Area
•Hard surface entertainment



Small Music Venue



CSTOCK
•4,000 Person Venue

Event Parking



Seating
•Hillside
•Major Event (30,000)

Public Facilities - Cost Estimate

Circuit of the Northwest

Cost Estimate 5-4-2022

| Description | Total Conceptual Project | | | | Comments |
|------------------------------------------------------|--------------------------|------|--------------|----------------------|-------------------------|
| | Qty | Unit | UP | ESTIMATE | |
| 1. Public Facilities - Event Centers | | | | | |
| CNW - Public Facilities Buildings | | | | | |
| Main Amphitheater | 1 | ls | \$ 6,500,000 | \$ 6,500,000 | |
| Small Amphitheater | 1 | ls | \$ 269,000 | \$ 269,000 | |
| Main Concession Area | 1 | ls | \$ 2,654,000 | \$ 2,654,000 | |
| Medium Concession Area | 1 | ls | \$ 504,840 | \$ 504,840 | |
| Small Concession Area | 1 | ls | \$ 373,800 | \$ 373,800 | |
| Infield Elevator & Stair Tower | 1 | ls | \$ 450,000 | \$ 450,000 | |
| Site Improvements for Public Facilities | | | | | |
| Site Prep | 150 | ac | \$ 5,000 | \$ 750,000 | |
| Earthwork | 106,500 | cy | \$ 10 | \$ 1,065,000 | |
| Paving - Asphalt | 1 | ls | \$ 1,811,100 | \$ 1,811,100 | |
| Fine Grading | 110,000 | sy | \$ 1 | \$ 110,000 | |
| Erosion Control/ BMP | 154 | ac | \$ 2,500 | \$ 384,500 | |
| Straw Mulch | 335,000 | sy | \$ 0 | \$ 33,500 | |
| Hydroseed | 70 | ac | \$ 3,500 | \$ 245,000 | |
| Landscaping | 1 | ls | \$ 115,000 | \$ 115,000 | |
| Walks & Surfaces (asph) | 1 | ls | \$ 758,140 | \$ 758,140 | |
| Curb & Gutters | 1,100 | lf | \$ 25 | \$ 27,500 | Curbing Reduced for LID |
| Pedestrian Tunnel | 1 | ls | \$ 850,000 | \$ 850,000 | Ramp in Civil Cost |
| Pedestrian Tunnel/Elevator Tower | 1 | ls | \$ 1,400,000 | \$ 1,400,000 | Ramp in Civil Cost |
| Vehicular Tunnels | 2 | ls | \$ 1,100,000 | \$ 2,200,000 | |
| Category Total (Event Centers) | | | | \$ 20,501,380 | |
| 2 Park Perimeter Roads and Main Utilities | | | | | |
| Perimeter Roadway Improvements | | | | | |
| Earthwork | 105,500 | cy | \$ 10 | \$ 1,055,000 | |
| Sidewalks | 3,950 | sy | \$ 55 | \$ 217,250 | |
| Curb & Gutter | 23,650 | lf | \$ 25 | \$ 591,250 | |
| Paving - Asphalt | 1 | ls | \$ 1,739,820 | \$ 1,739,820 | |
| Water Lines | 1 | ls | \$ 697,800 | \$ 697,800 | |
| Sewer Lines | 1 | ls | \$ 2,919,150 | \$ 2,919,150 | |
| Equalization Basin | 1 | ls | \$ 1,550,000 | \$ 1,550,000 | |
| Storm Water Main | 1 | ls | \$ 2,629,250 | \$ 2,629,250 | |
| Street Lights | 40 | ea | \$ 7,000 | \$ 280,000 | |
| Landscaping | 1 | ls | \$ 125,000 | \$ 125,000 | |
| Category Total (Perimeter Rd & Utilities) | | | | \$ 11,679,520 | |

* All costs are based on unit pricing from cost manuals and previous similar projects, costs may not accurately reflect bid pricing due to inflation pricing.

** Pricing assumes construction of all elements at one time.

*** Costs do not include design, surveying, mobilization, demobilization, and contingency.

Annual Economic Impact of Events

Large Venue Amphitheater:

Direct Impact @ 15 Concerts Per Season (approximately \$140 per person) = \$ 37,800,000

Small Venue Amphitheater:

Direct Impact @ 30 Concerts Per Season (approximately \$165 per person) = \$ 17,400,000

Regional Event Center and Parking Areas:

Direct Impact: 10 Events @ 6,000 attendees (approximately \$100 per person)= \$ 6,000,000

•Indirect Impact is traditionally (Direct Impact divided by 1.7) including local economy impacts from hotels, food, and services in the local region around a facility

•Based on Gorge Amphitheater , Virginia Beach Amphitheater, and Violet Crown Project (Austin, TX)

Total Annual Attendance Projected for the Event Centers

| | |
|-----------------------------------------|---------|
| Main Concert Amphitheater (15 events) = | 270,000 |
| Small Amphitheater (indoor & outdoor) = | 105,000 |
| Regional Event area and Parking Lot= | 60,000 |
| Total for Event Areas = | 435,000 |

Public Facility District Revenue from facilities charges Event Center Areas

| | |
|-------------------------------------------------------|---------------|
| Average Spend per Attendee (Ticket only)= | \$85 |
| Number of Shows = | 15 |
| Attendees (90 % Level)= | <u>18,000</u> |
| Total Revenue from 5% Facility Charge = | \$1,147,500 |
| Regional Event area and Parking Lot Facility Charge = | \$300,000 |

Non-Public (Motorsport) Events on Event Center Areas

Total Revenue from 5% Facilities Charge = \$525,000

Total Public Event & Non-Public Event Area Revenue = **\$1,972,500**

Public Event Center Approximate Construction Cost = \$20,501,380

20 yr – 3.5% bond payment = \$1.427M annually with a Debt Coverage of 1.38

Surplus \$545,500

Funding Option for the Public Event Centers

The following elements of bonding are presented for a funding solution. The elements have been reviewed by Caldwell Sutter (James Towne). They believe it is the best way to move forward with the project.

- KPFD bonds the project with proceeds going to Master Trustee (Trustee of segregated accounts for all bonds). Bond proceeds never are conveyed to private entity.
- KPFD supports payments by contribution of pledged facilities fees that are charged by CNW together with KPFD portion of increased sales tax. Pledged facility fees paid by CNW directly to trustee.
- Develop an agreement for 5% gross sales between the facility, the Port of Bremerton and the KPFD
- Project is on public ground that is leased to CNW
- Facility charges are incurred by the facility and paid to the KPFD by the facility for the term of the bond (KPFD retain incremental sales tax revenue after retirement of bonds). Payment of the bond with facility charges does not affect the payment or development of other KPFD projects.
- During Construction - Capitalize all payments or just capitalize principle and third-party group pays interest
- Facility is retained by CNW. If bond payment backstopping, facility charge, incremental sales tax and bond reserve fall short of bond payment, CNW will relinquish the facility. Bond reserve will be established as part of bond issuance.
- CNW receives revenues from the facility, maintains, and manages everything on facility.
- The Joel Cohen Group will continue as ownership representative and program developer to maintain consistency in the development of the project.
- Risk managed by the development of the project as a Guaranteed Maximum Price Project with Surety bonds.
- Infrastructure for the serving the site is provided by the Port of Bremerton as the lessor.



Port of Bremerton Support Projects

Circuit of the Northwest - 18 Acre STEM Area

Cost Estimate 4-9-2022

| Description | Total Conceptual Project | | | | Comments |
|--------------------------------------------------------|--------------------------|--------------------|-------------|---------------------|--------------------------------------|
| | Qty | Unit | UP | ESTIMATE | |
| 1. STEM Skid Pad | | | | | |
| Asphalt Pavement | 5,651 | ton | \$99 | \$ 559,449 | Entire Pad Area |
| Stone Base | 3,612 | ton | \$42 | \$ 150,982 | Entire Pad Area |
| Security Fencing (6') | 2,030 | lf | \$45 | \$ 91,350 | |
| Triple Beam Guard Rail | 2,000 | lf | \$72 | \$ 143,000 | |
| Lime Stabilization | 1 | ls | \$15,000 | \$ 15,000 | Allowance (TBD) |
| General Grading | 1 | ls | \$120,000 | \$ 120,000 | |
| Lighting | 1 | ls | \$18,000 | \$ 18,000 | |
| Category Sub-total | | | | \$ 1,079,781 | |
| 2. STEM Center Building | | | | | |
| 10,000 SF Classroom/Lab Building | 10,000 | sf | \$275.0 | \$ 2,750,000 | |
| Parking Pavement | 1 | ls | \$124,500.0 | \$ 124,500 | |
| Curbs | 2,240 | lf | \$14.0 | \$ 31,360 | |
| Lighting | 1 | ls | \$21,000.0 | \$ 21,000 | |
| Drainage | 1 | ls | \$28,500.0 | \$ 28,500 | Connection to CNW System |
| Category Sub-total | | | | \$ 2,955,360 | |
| 3. General Parking/Rideshare/Transit | | | | | |
| Asphalt Pavement | 3,486 | ton | \$99 | \$ 345,114 | |
| Stone Base | 2,941 | ton | \$42 | \$ 123,522 | |
| Curbs | 4,154 | lf | \$14.0 | \$ 58,156 | |
| Lighting | 1 | ls | \$32,000.0 | \$ 32,000 | |
| Drainage | 1 | ls | \$28,000.0 | \$ 28,000 | Connection to CNW System |
| Category Sub-total | | | | \$ 586,792 | |
| 4. Main Entry Drive | | | | | |
| Asphalt Pavement (11.5" section) | 1,646 | ton | \$99 | \$ 162,954 | Full Depth Pavement Design |
| Curbs | 1,540 | lf | \$14.0 | \$ 21,560 | |
| Lime Stabilization | 1 | ls | \$8,000 | \$ 8,000 | Allowance (TBD) |
| Lighting | 1 | ls | \$16,000.0 | \$ 16,000 | |
| Drainage | 1 | ls | \$30,000.0 | \$ 30,000 | Connection to CNW System |
| Category Sub-total | | | | \$ 238,514 | |
| 5. General Site Costs | | | | | |
| Unsuitable Soil | 1,000 | cy | \$22.0 | \$ 22,000 | Allowance (TBD) |
| Seeding | 1 | ls | \$26,000.0 | \$ 26,000 | |
| Erosion Control | 1 | ls | \$35,000.0 | \$ 35,000 | |
| Gas, Electric, and Telephone By Utility | 1 | ls | \$50,000.0 | \$ 50,000 | Coordination & Secondary Connections |
| Water - 6" C900 | 1,450 | lf | \$75.0 | \$ 108,750 | |
| Water - Hydrant | 4 | ea | \$3,600.0 | \$ 14,400 | |
| Clearing | 18 | ac | \$5,000.0 | \$ 90,000 | |
| Category Sub-total | | | | \$ 346,150 | |
| Subtotal All Categories | | | | \$ 5,206,597 | |
| Contingency (5%) | | | | \$ 260,330 | |
| Subtotal (w/o Design & Admin) | | | | \$ 5,466,926 | |
| Architectural | 1 | ls | \$ 248,250 | \$ 248,250 | Includes landscape design |
| Civil Engineering Plans | 1 | ls | \$ 246,012 | \$ 246,012 | |
| Borings, Survey, Environmental, Transportation, Zoning | 1 | ls | \$ 78,099 | \$ 78,099 | |
| Program Management (3%) | 1 | ls | \$ 164,008 | \$ 164,008 | |
| TOTAL | | Grand Total | | \$ 6,203,295 | |

CNW Private Facilities - Cost Estimate

Circuit of the Northwest

Cost Estimate 5-4-2022

| | Qty | Unit | UP | ESTIMATE | |
|-------------------------------------------------------|-----------|------|--------------------|----------------------|----------------------------------------|
| 3. Road Course & Facilities | | | | | |
| Road Course Pavement (Polymer 25%) | 6,315 | ton | \$ 216 | \$ 1,364,040 | Tiike layout |
| Road Course Pavement (Standard 75%) | 18,939 | ton | \$ 108 | \$ 2,045,412 | |
| Road Course Stone Base | 23,479 | ton | \$ 46 | \$ 1,079,642 | |
| Security Fencing (6') | 17,500 | lf | \$ 34 | \$ 588,000 | |
| Crowd Control Fencing (4') | 4,300 | lf | \$ 35 | \$ 150,500 | |
| Triple Beam Guard Rail | 22,000 | lf | \$ 90 | \$ 1,980,000 | |
| Tire Barrier | 1,500 | lf | \$ 120 | \$ 180,000 | |
| FIA Kerb | 2,500 | lf | \$ 36 | \$ 90,000 | Allowance (design to be determined) |
| Moveable Barriers | 2,000 | lf | \$ 54 | \$ 108,000 | |
| Barrier Wall w/ Crash Fence | 1,000 | lf | \$ 425 | \$ 425,000 | |
| Scoring System | 1 | ls | \$ - | \$ - | By Others |
| Fueling Station (race facilities by sponsor) | 1 | ls | \$ 42,000 | \$ 42,000 | per previous estimate |
| Underdrain | 33,000 | lf | \$ 7 | \$ 237,600 | |
| Lime Stabilization | 1 | ls | \$ 240,000 | \$ 240,000 | Allowance (As required by conditions) |
| Motocross Course | 1 | ls | \$ 600,000 | \$ 600,000 | Allowance |
| Skid Pad/Skills Area | 1 | ls | \$ 588,000 | \$ 588,000 | Allowance |
| Category Total (Road Course & Facilities) | | | | \$ 9,709,194 | |
| Parking / Paddock Asphalt | | | | | |
| Paddock/Garage Asphalt | 22,886 | ton | \$ 108 | \$ 2,471,688 | |
| Paddock/Garage Stone Base | 29,260 | ton | \$ 46 | \$ 1,334,256 | |
| Car Parking Asphalt | 5,990 | ton | \$ 108 | \$ 646,920 | |
| Car Parking Stone Base | 7,660 | ton | \$ 46 | \$ 349,296 | |
| Category Sub-total (Parking / Paddock) | | | | \$ 4,802,160 | |
| Buildings & Facilities | | | | | |
| Gate House | 3,420 | sf | \$ 375 | \$ 1,282,500 | Also acts as ticket building |
| Motocross Building | 4,800 | sf | \$ 140 | \$ 672,000 | Race Control/Misc |
| Member Rental Garages | 16,000 | sf | \$ 110 | \$ 1,760,000 | |
| Track Side Rental Garages | 9,600 | sf | \$ 130 | \$ 1,248,000 | |
| Race Control | 3,000 | sf | \$ 96 | \$ 288,000 | |
| Hospitality/Clubhouse | 29,085 | sf | \$ 400 | \$ 11,634,000 | |
| Maintenance Facilities | 10,000 | sf | \$ 225 | \$ 2,250,000 | Included in garages |
| First Aid / Medical Building Equipment | 1 | ls | \$ 600,000 | \$ 600,000 | Space in garages; number for equipment |
| Tech Services | | | \$ - | \$ - | Included in garages |
| Concessions | | | \$ - | \$ - | Included in clubhouse/garages |
| Restrooms | | | \$ - | \$ - | Included in garages |
| Motor Coach Areas | 1 | ls | \$ 186,000 | \$ 186,000 | |
| Category Sub-total (Building & Facilities) | | | | \$ 19,920,500 | |
| Entry and Landscaping | | | | | |
| Entry Gates/Hospitality Area | 1 | ls | \$ 120,000 | \$ 120,000 | Allowance (design to be determined) |
| Landscaping (race venue only) | 1 | ls | \$ 112,000 | \$ 112,000 | Allowance (design to be determined) |
| Access Improvements | 1 | ls | \$ 345,000 | \$ 345,000 | Per previous doc |
| Category Sub-total (Entry & Landscape) | | | | \$ 577,000 | |
| Sitework and Utilities | | | | | |
| Earthwork | 150,000 | cy | \$ 12 | \$ 1,800,000 | Allowance (design to be determined) |
| Unsuitable Soil | 2,500 | cy | \$ 24 | \$ 60,000 | Allowance |
| Seeding | 3,200,000 | sf | \$ 0.07 | \$ 230,400 | |
| Erosion Control | 1 | ls | \$ 96,000 | \$ 96,000 | |
| Access Road Asphalt (25FT Width) | 10,752 | ton | \$ 108 | \$ 1,161,216 | |
| Access Road stone base | 13,745 | ton | \$ 46 | \$ 626,772 | |
| Gas, Electric, and Telephone By Utility | 1 | ls | \$ - | \$ - | Per previous estimate |
| Water - 6" C900 | 4,000 | lf | \$ 78 | \$ 312,000 | |
| Water - Hydrant | 10 | ea | \$ 3,840 | \$ 38,400 | |
| Storm Sewer | 1 | ls | \$ 425,000 | \$ 425,000 | |
| Site Lighting (parking and paddock only) | 1 | ls | \$ 222,000 | \$ 222,000 | |
| Emergency (E) Power | 1 | ls | \$ 72,000 | \$ 72,000 | |
| Clearing | 80 | ac | \$ 6,000 | \$ 480,000 | |
| Category Sub-total (Site Work & Utilities) | | | | \$ 5,523,788 | |
| Misc Costs | | | | | |
| City Fees | 1 | ls | \$ 5,000 | \$ 5,000 | Per previous doc |
| R/W Fees | 1 | ls | \$ 7,500 | \$ 7,500 | Per previous doc |
| Monitoring Well Relocation | 1 | ls | \$ 25,000 | \$ 25,000 | Per previous doc |
| Geotech | 1 | ls | \$ 100,000 | \$ 100,000 | Per previous doc |
| Wetland Buffer Plan | 1 | ls | \$ 10,000 | \$ 10,000 | Per previous doc |
| Traffic Impact Analysis | 1 | ls | \$ 25,000 | \$ 25,000 | Per previous doc |
| Category Sub-total (Misc Costs) | | | | \$ 172,500 | |
| TOTAL (Road Course & Facilities) | | | Grand Total | \$ 40,705,142 | |

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** Pricing assumes construction of all elements at one time.

*** Costs do not include design, surveying, mobilization, demobilization, and contingency.

Success Factors for the Event Center

The entertainment event center area at the CNW –Public Event Center will be successful for the following reasons:

- ASM Global has contracted for management and provided design assistance on the facility. ASM books 75% of Live Nation events.
- Entertainment demand is high. Live Nation CEO (Mike Rapino) indicated that ticket sales are up 25% and will continue to grow at an 8-9% rate for the near future. Venues are running at over 90% occupancy.
- Facility development by one of the leaders in the industry.
- Facility has been designed for multipurpose event use. Broad entertainment market diversity minimizing risk.
- Entertainment center draws additional revenue from the other CNW facilities. Costs are reduced through sharing with other CNW facilities and additional revenue realized through event sharing with CNW.

CNW Private Facility Financing

Private Financing – The financing for the project will be provided by the financial group Caldwell Sutter Capital . This group is well experienced in both private equity financing and debt financing. In this instance, Ownership has been advised by Caldwell Sutter to have them provide bond financing and some private equity in the fulfillment of the required capital needed for the project.

The managing director of the firm, James Towne, will be managing the development of the bond and equity acquisition for the project. Under contract with the Circuit of the Northwest, Caldwell Sutter has provided initial sizing and his firm believes that with the Port of Bremerton and the Kitsap Public Facilities District participating in the development of the Public Event Centers at the site, together with the current and projected private investment the bond offering will be successful.

Financing Group : Caldwell Sutter Capital (James Towne - Managing Director)

Current Private Bond Sizing : \$55,000,000

Term : 20 Years

Rate : Estimated at 7%

Thank You



Board of Directors Meeting*
Monday, August 22, 2022
Norm Dicks Government Center
& Zoom Webinar ID – 827 6624 7288
AGENDA

1. Call to Order / Comments Board Chair Hatchel

CONSENT AGENDA

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- A. Update on KPFD Administration Office Relocation
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8. Meeting Adjournment

Next Meeting: September 19, 2022, at 5:30 pm
Location: Kitsap County Administration Building & Virtual Zoom Webinar
Topics: General Business, Port Gamble Forest Heritage Park Trails (PGFHP) Project Report

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Kitsap Public Facilities District

Statement of Financial Position by Fund

As of July 31, 2022

| | 286 | 968 | 977 | TOTAL |
|------------------------------------------|----------------------------|-------------------------|----------------------------|----------------------------|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| 286 · LTGO Bond Fund 2002A-PFD | 4,614,403.15 | 0.00 | 0.00 | 4,614,403.15 |
| 968 · Fund 96-968 KPF D Operations Fnd | 0.00 | 30,179.49 | 0.00 | 30,179.49 |
| 977 · Fund 96-977 KPF D Holding Fund | 0.00 | 0.00 | 3,144,838.14 | 3,144,838.14 |
| Total Checking/Savings | <u>4,614,403.15</u> | <u>30,179.49</u> | <u>3,144,838.14</u> | <u>7,789,420.78</u> |
| Total Current Assets | <u>4,614,403.15</u> | <u>30,179.49</u> | <u>3,144,838.14</u> | <u>7,789,420.78</u> |
| TOTAL ASSETS | <u><u>4,614,403.15</u></u> | <u><u>30,179.49</u></u> | <u><u>3,144,838.14</u></u> | <u><u>7,789,420.78</u></u> |
| LIABILITIES & EQUITY | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Other Current Liabilities | 0.00 | -1,347.64 | 159,864.32 | 158,516.68 |
| Total Current Liabilities | <u>0.00</u> | <u>-1,347.64</u> | <u>159,864.32</u> | <u>158,516.68</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 | -1,347.64 | 4,009,864.32 | 4,258,516.68 |
| 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>446,576.51</u> | <u>13,582.09</u> | <u>530,857.27</u> | <u>991,015.87</u> |
| Total Equity | <u>4,364,403.15</u> | <u>31,527.13</u> | <u>-865,026.18</u> | <u>3,530,904.10</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>4,614,403.15</u></u> | <u><u>30,179.49</u></u> | <u><u>3,144,838.14</u></u> | <u><u>7,789,420.78</u></u> |

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

| | 286 | 968 | 977 | TOTAL |
|-----------------------------------------------|---------------------|------------------|---------------------|---------------------|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| 286 · LTGO Bond Fund 2002A-PFD | | | | |
| 2861111 · 00998 Interco ITC Ac Cash | 37.17 | 0.00 | 0.00 | 37.17 |
| 2861181 · Beginning Investment | 250,236.61 | 0.00 | 0.00 | 250,236.61 |
| 2861182 · Investments Purchased | 515,129.37 | 0.00 | 0.00 | 515,129.37 |
| 2861183 · Investments Sold | -1,000.00 | 0.00 | 0.00 | -1,000.00 |
| 2861630 · Notes/Contracts Receivable | 3,850,000.00 | 0.00 | 0.00 | 3,850,000.00 |
| Total 286 · LTGO Bond Fund 2002A-PFD | 4,614,403.15 | 0.00 | 0.00 | 4,614,403.15 |
| 968 · Fund 96-968 KPDFD Operations Fnd | | | | |
| 9681111 · 00998 Post Interco ITC Ac | 0.00 | 30,179.49 | 0.00 | 30,179.49 |
| Total 968 · Fund 96-968 KPDFD Operations Fnd | 0.00 | 30,179.49 | 0.00 | 30,179.49 |
| 977 · Fund 96-977 KPDFD Holding Fund | | | | |
| 9771111 · 00998 Post Interco ITC Ac | | | | |
| PERC · PERC Fund | 0.00 | 0.00 | 91,144.00 | 91,144.00 |
| PGHP · PG Heritage Park Alocation | 0.00 | 0.00 | -69,364.55 | -69,364.55 |
| POB/CNW · POB/Circuit of the NW | 0.00 | 0.00 | -120,889.54 | -120,889.54 |
| SKCEC · SKCEC Fund | 0.00 | 0.00 | 1,347.68 | 1,347.68 |
| 9771111 · 00998 Post Interco ITC Ac - Other | 0.00 | 0.00 | 620,691.31 | 620,691.31 |
| Total 9771111 · 00998 Post Interco ITC Ac | 0.00 | 0.00 | 522,928.90 | 522,928.90 |
| 9771181 · PFD Reg Ctr Beg Investment | 0.00 | 0.00 | 2,564,017.69 | 2,564,017.69 |
| 9771182 · Investments Purchased | 0.00 | 0.00 | 207,891.55 | 207,891.55 |
| 9771183 · Investments Sold | 0.00 | 0.00 | -400,000.00 | -400,000.00 |
| 9771650 · Receivable-Advances to Other | 0.00 | 0.00 | 250,000.00 | 250,000.00 |
| Total 977 · Fund 96-977 KPDFD Holding Fund | 0.00 | 0.00 | 3,144,838.14 | 3,144,838.14 |
| Total Checking/Savings | 4,614,403.15 | 30,179.49 | 3,144,838.14 | 7,789,420.78 |
| Total Current Assets | 4,614,403.15 | 30,179.49 | 3,144,838.14 | 7,789,420.78 |
| TOTAL ASSETS | 4,614,403.15 | 30,179.49 | 3,144,838.14 | 7,789,420.78 |
| LIABILITIES & EQUITY | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Other Current Liabilities | | | | |
| 968-L · 968 PFD Operations Liabilities | | | | |
| 9682315 · Employee Benefits Payable | 0.00 | 148.96 | 0.00 | 148.96 |
| 9682134 · Vouchers Payable | 0.00 | -1,467.10 | 0.00 | -1,467.10 |
| 9682312 · USE Tax Payable | 0.00 | -29.50 | 0.00 | -29.50 |
| Total 968-L · 968 PFD Operations Liabilities | 0.00 | -1,347.64 | 0.00 | -1,347.64 |
| 977-L · PFD Regional Center Liabilities | | | | |
| 9772134 · Vouchers Payable | 0.00 | 0.00 | 159,864.32 | 159,864.32 |
| Total 977-L · PFD Regional Center Liabilities | 0.00 | 0.00 | 159,864.32 | 159,864.32 |
| Total Other Current Liabilities | 0.00 | -1,347.64 | 159,864.32 | 158,516.68 |
| Total Current Liabilities | 0.00 | -1,347.64 | 159,864.32 | 158,516.68 |
| Long Term Liabilities | | | | |
| 286-LT · LTGO Bond Fund Liabilities | | | | |

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

| | 286 | 968 | 977 | TOTAL |
|--------------------------------------------------|---------------------|------------------|---------------------|---------------------|
| 2862639 · LGTO Long Term Liabilities | 250,000.00 | 0.00 | 0.00 | 250,000.00 |
| Total 286-LT · LTGO Bond Fund Liabilities | 250,000.00 | 0.00 | 0.00 | 250,000.00 |
| 977-LT · 2636 Regional Ctr Notes Payable | 0.00 | 0.00 | 3,850,000.00 | 3,850,000.00 |
| Total Long Term Liabilities | 250,000.00 | 0.00 | 3,850,000.00 | 4,100,000.00 |
| Total Liabilities | 250,000.00 | -1,347.64 | 4,009,864.32 | 4,258,516.68 |
| Equity | | | | |
| 286 FB · LTGO Bond Fund Balance/RE | | | | |
| 2862821 · LTGO Loans/Advances | 3,850,000.00 | 0.00 | 0.00 | 3,850,000.00 |
| 2862880 · LTGO Undesignated Retained | -583,836.51 | 0.00 | 0.00 | -583,836.51 |
| 2862940 · 49 Uses Other Than OP | 650,000.00 | 0.00 | 0.00 | 650,000.00 |
| Total 286 FB · LTGO Bond Fund Balance/RE | 3,916,163.49 | 0.00 | 0.00 | 3,916,163.49 |
| 9682880 · Fund Balance - Unassigned | 0.00 | 1,272.55 | 0.00 | 1,272.55 |
| 9772880 · 77 Fund Balance - Unassigned | 0.00 | 0.00 | -814,846.67 | -814,846.67 |
| 32000 · Unrestricted Net Assets | 1,663.15 | 16,672.49 | -581,036.78 | -562,701.14 |
| Net Income | 446,576.51 | 13,582.09 | 530,857.27 | 991,015.87 |
| Total Equity | 4,364,403.15 | 31,527.13 | -865,026.18 | 3,530,904.10 |
| TOTAL LIABILITIES & EQUITY | 4,614,403.15 | 30,179.49 | 3,144,838.14 | 7,789,420.78 |

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

| | <u>286</u> | <u>968</u> | <u>977</u> | <u>TOTAL</u> |
|----------------------------------------|--------------------------|-------------------------|--------------------------|--------------------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 286 Rev · LTGO Bond Fund 2002B-PFD | 471,262.66 | 0.00 | 0.00 | 471,262.66 |
| 968 Rev · PFD Operations Fund | 0.00 | 190,000.00 | 0.00 | 190,000.00 |
| 977 Rev · PFD Regional Center Capital | 0.00 | 0.00 | 1,299,223.57 | 1,299,223.57 |
| Total Income | <u>471,262.66</u> | <u>190,000.00</u> | <u>1,299,223.57</u> | <u>1,960,486.23</u> |
| Expense | | | | |
| 286 Exp · LTGO Bnd Fnd 2002B-PFD | 23,023.00 | 0.00 | 0.00 | 23,023.00 |
| 968 Exp · PFD Operations Fnd | 0.00 | 172,076.65 | 0.00 | 172,076.65 |
| 977 Exp · PFD Regional Cntr Capital | 0.00 | 0.00 | 1,349,403.08 | 1,349,403.08 |
| Total Expense | <u>23,023.00</u> | <u>172,076.65</u> | <u>1,349,403.08</u> | <u>1,544,502.73</u> |
| Net Ordinary Income | <u>448,239.66</u> | <u>17,923.35</u> | <u>-50,179.51</u> | <u>415,983.50</u> |
| Other Income/Expense | | | | |
| Other Expense | | | | |
| 80000 · Timing Differences with County | 1,663.15 | 4,341.26 | -581,036.78 | -575,032.37 |
| Total Other Expense | <u>1,663.15</u> | <u>4,341.26</u> | <u>-581,036.78</u> | <u>-575,032.37</u> |
| Net Other Income | <u>-1,663.15</u> | <u>-4,341.26</u> | <u>581,036.78</u> | <u>575,032.37</u> |
| Net Income | <u><u>446,576.51</u></u> | <u><u>13,582.09</u></u> | <u><u>530,857.27</u></u> | <u><u>991,015.87</u></u> |

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

| | 286 | 968 | 977 | TOTAL |
|---------------------------------------------|-------------------|-------------------|---------------------|---------------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 286 Rev · LTGO Bond Fund 2002B-PFD | | | | |
| 2861I · LTGO Bond Fund 2002A PFD | | | | |
| 2863610 · Interest Earnings | | | | |
| 28611 · Investment Interest | 1,702.01 | 0.00 | 0.00 | 1,702.01 |
| Total 2863610 · Interest Earnings | 1,702.01 | 0.00 | 0.00 | 1,702.01 |
| 3380/70 · Intergovernmental Service | | | | |
| 90 · Other Intergovt Services | 469,560.65 | 0.00 | 0.00 | 469,560.65 |
| Total 3380/70 · Intergovernmental Service | 469,560.65 | 0.00 | 0.00 | 469,560.65 |
| Total 2861I · LTGO Bond Fund 2002A PFD | 471,262.66 | 0.00 | 0.00 | 471,262.66 |
| Total 286 Rev · LTGO Bond Fund 2002B-PFD | 471,262.66 | 0.00 | 0.00 | 471,262.66 |
| 968 Rev · PFD Operations Fund | | | | |
| 96968I · PFD Operations Fund | | | | |
| 9684970 · Operating Transfers In | 0.00 | 190,000.00 | 0.00 | 190,000.00 |
| Total 96968I · PFD Operations Fund | 0.00 | 190,000.00 | 0.00 | 190,000.00 |
| Total 968 Rev · PFD Operations Fund | 0.00 | 190,000.00 | 0.00 | 190,000.00 |
| 977 Rev · PFD Regional Center Capital | | | | |
| 96977I · PFD Regional Center Capital | | | | |
| 3130 · Retail Sales and Use Tax | | | | |
| 19 · Regional Centers Sales & Use | 0.00 | 0.00 | 1,291,332.02 | 1,291,332.02 |
| Total 3130 · Retail Sales and Use Tax | 0.00 | 0.00 | 1,291,332.02 | 1,291,332.02 |
| 3610 · Interest Earnings | | | | |
| 97711 · Investment Interest | 0.00 | 0.00 | 7,891.55 | 7,891.55 |
| Total 3610 · Interest Earnings | 0.00 | 0.00 | 7,891.55 | 7,891.55 |
| Total 96977I · PFD Regional Center Capital | 0.00 | 0.00 | 1,299,223.57 | 1,299,223.57 |
| Total 977 Rev · PFD Regional Center Capital | 0.00 | 0.00 | 1,299,223.57 | 1,299,223.57 |
| Total Income | 471,262.66 | 190,000.00 | 1,299,223.57 | 1,960,486.23 |
| Expense | | | | |
| 286 Exp · LTGO Bnd Fnd 2002B-PFD | | | | |
| 2861E · LTGO Bnd Fnd 2002A PFD | | | | |
| 5830 · Interest on Long-Term Ex | 23,023.00 | 0.00 | 0.00 | 23,023.00 |
| Total 2861E · LTGO Bnd Fnd 2002A PFD | 23,023.00 | 0.00 | 0.00 | 23,023.00 |
| Total 286 Exp · LTGO Bnd Fnd 2002B-PFD | 23,023.00 | 0.00 | 0.00 | 23,023.00 |
| 968 Exp · PFD Operations Fnd | | | | |
| 96968E · PFD Operations Fnd | | | | |
| 5101 · Regular Salaries | 0.00 | 72,916.69 | 0.00 | 72,916.69 |
| 5102 · Overtime Pay | 0.00 | 3,991.19 | 0.00 | 3,991.19 |
| 5140 · Advisory Services | 0.00 | 2,981.28 | 0.00 | 2,981.28 |
| 5190 · Miscellaneous Pay | 0.00 | 2,800.00 | 0.00 | 2,800.00 |
| 5201 · Industrial Insurance | 0.00 | 340.68 | 0.00 | 340.68 |
| 5202 · Social Security | 0.00 | 6,097.64 | 0.00 | 6,097.64 |
| 5223 · Workers Comp-State Assessment | 0.00 | -19.32 | 0.00 | -19.32 |
| 5249.02 · Employment Security Dept | 0.00 | 50.00 | 0.00 | 50.00 |
| 5311 · Office/Operating Supplies | 0.00 | 5,980.11 | 0.00 | 5,980.11 |

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

| | 286 | 968 | 977 | TOTAL |
|----------------------------------------------------|-------------------|-------------------|---------------------|---------------------|
| 5411 · Accounting & Auditing | 0.00 | 4,527.25 | 0.00 | 4,527.25 |
| 5416 · Special Legal Services | 0.00 | 13,818.32 | 0.00 | 13,818.32 |
| 5419 · Other Prof Svcs - Reg Ctr Mktg | | | | |
| 5419 a · Professional Services | 0.00 | 10,256.55 | 0.00 | 10,256.55 |
| 5419 b · Recording | 0.00 | 1,916.25 | 0.00 | 1,916.25 |
| 5419 c · Construction Consulting | 0.00 | 13,647.50 | 0.00 | 13,647.50 |
| 5419 · Other Prof Svcs - Reg Ctr Mktg - Other | 0.00 | 13,758.07 | 0.00 | 13,758.07 |
| Total 5419 · Other Prof Svcs - Reg Ctr Mktg | 0.00 | 39,578.37 | 0.00 | 39,578.37 |
| 5420 · Website | 0.00 | 590.39 | 0.00 | 590.39 |
| 5421 · Telephone | 0.00 | 2,196.83 | 0.00 | 2,196.83 |
| 5425 · Postage | 0.00 | 58.00 | 0.00 | 58.00 |
| 5432 · Travel | 0.00 | 191.88 | 0.00 | 191.88 |
| 5438 · Board Mileage/Airfare | 0.00 | 252.90 | 0.00 | 252.90 |
| 5441 · Advertising | 0.00 | 666.25 | 0.00 | 666.25 |
| 5451 · Operating Rental/Leases | | | | |
| 5451 b · Rental-Office Space | 0.00 | 8,750.00 | 0.00 | 8,750.00 |
| Total 5451 · Operating Rental/Leases | 0.00 | 8,750.00 | 0.00 | 8,750.00 |
| 5492 · Dues/Subscriptions/Memberships | 0.00 | 6,103.19 | 0.00 | 6,103.19 |
| 5497 · Registration & Tuition | | | | |
| 5497 b · Staff Devel/Train Rester/Fees | 0.00 | 205.00 | 0.00 | 205.00 |
| Total 5497 · Registration & Tuition | 0.00 | 205.00 | 0.00 | 205.00 |
| Total 96968E · PFD Operations Fnd | 0.00 | 172,076.65 | 0.00 | 172,076.65 |
| Total 968 Exp · PFD Operations Fnd | 0.00 | 172,076.65 | 0.00 | 172,076.65 |
| 977 Exp · PFD Regional Cntr Capital | | | | |
| 96977E · PFD Regional Cntr Capital | | | | |
| 5650 · Facility Project Investments | | | | |
| 5650 a · SKCEC - Port Orchard | 0.00 | 0.00 | 13,706.58 | 13,706.58 |
| 5650 b · PERC - City of Poulsbo | 0.00 | 0.00 | 18,698.44 | 18,698.44 |
| 5650 c · PGFHP - Kitsap County Parks | 0.00 | 0.00 | 494,883.01 | 494,883.01 |
| 5650 d · POB/CNW - Port of Bremerton | 0.00 | 0.00 | 339,329.54 | 339,329.54 |
| 5650 · Facility Project Investments - Other | 0.00 | 0.00 | -196,549.40 | -196,549.40 |
| Total 5650 · Facility Project Investments | 0.00 | 0.00 | 670,068.17 | 670,068.17 |
| 5519 · Misc Intergovernmental Service | 0.00 | 0.00 | 19,774.26 | 19,774.26 |
| 5520 · I/G Pymts, Fed, State, Local | 0.00 | 0.00 | 469,560.65 | 469,560.65 |
| 6971 · Operating Transfers Out | 0.00 | 0.00 | 190,000.00 | 190,000.00 |
| Total 96977E · PFD Regional Cntr Capital | 0.00 | 0.00 | 1,349,403.08 | 1,349,403.08 |
| Total 977 Exp · PFD Regional Cntr Capital | 0.00 | 0.00 | 1,349,403.08 | 1,349,403.08 |
| Total Expense | 23,023.00 | 172,076.65 | 1,349,403.08 | 1,544,502.73 |
| Net Ordinary Income | 448,239.66 | 17,923.35 | -50,179.51 | 415,983.50 |
| Other Income/Expense | | | | |
| Other Expense | | | | |
| 80000 · Timing Differences with County | 1,663.15 | 4,341.26 | -581,036.78 | -575,032.37 |
| Total Other Expense | 1,663.15 | 4,341.26 | -581,036.78 | -575,032.37 |
| Net Other Income | -1,663.15 | -4,341.26 | 581,036.78 | 575,032.37 |
| Net Income | 446,576.51 | 13,582.09 | 530,857.27 | 991,015.87 |

**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% | \$ 193,483.26 | 1.0% |
| 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% | \$ 1,291,331.42 | 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% | \$ 184,475.92 | 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

| JUL 2022 | FUNDS | COMMENT |
|------------------------|---------------------------|-----------------------|
| Sales Tax Rebate (977) | \$193,483.26 | Up 1.0% from JUL 2021 |
| Debt Service (286) | (\$66,337) | |
| Net Income | \$127,146 | |
| Expenses (968) | (\$30,179) | |
| NET GAIN | <u>\$96,966.60</u> | |

Kitsap PFD
Project Funding Record

| Year | Month | POCEC | | | | | PERC | | | | PGFHP | | | | POB/CNW | | | | Total Commitment | |
|--------------------|-----------|------------|----------------|----------------|-------------------|------------|-------------|----------------|---------------|-----------------|------------|----------------|-----------------|-----------------|------------------------------|----------------|-------------------|-----------------|------------------|----------------|
| 2018 | | | | | ILA | | | | | ILA | | | | ILA | | | Invoice | Reviewed | Invoice Amount | ILA |
| | June | | | | \$12,000,000 | | | | | \$243,900.00 | | | | \$ 1,697,556.00 | | | | | \$ 1,439,000 | \$15,380,456 |
| | September | | | | | | | | | | | | | | | | Phase 1 | | \$ 60,000.00 | |
| | | | | | | | | | | | | | | | | | 4481 | 6/21/2018 | \$ (30,000.00) | \$ (30,000.00) |
| | | | | | | | | | | | | | | | | | 4711 | 9/25/2018 | \$ (30,000.00) | \$ (30,000.00) |
| 2018 Totals | | | | | | | | | | | | | | | | | Ph1 Bal | | \$ - | \$ (60,000.00) |
| 2019 | | | | | | | | | | | | | | | | | Invoice | Reviewed | Invoice Amount | Amount Paid |
| | March | | | | | | | | | | | | | | | | Phase 2 | 3/25/2019 | \$ (19,760.00) | \$ (19,760.00) |
| | April | | | | | | | | | | | | | | | | | 4/24/2019 | \$ (77,321.00) | \$ (77,321.00) |
| | May | | | | | | | | | | | | | | | | | 5/20/2019 | \$ (72,215.00) | \$ (72,215.00) |
| | July | | | | | | | | | | | | | | | | | 7/29/2019 | \$ (55,170.00) | \$ (55,170.00) |
| | October | | | | | | | | | | | | | | | | | 10/28/2019 | \$ (33,945.00) | \$ (33,945.00) |
| 2019 Totals | | | | | | | | | | | | | | | | | Ph2 Bal | | \$ (258,411.00) | \$ (258,411) |
| | | | | | | | | | | | | | | | | | | | | |
| 2020 | | 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 | | |
| | January | | | | | | | | | | | | | | | 1/20/2020 | \$ (90,214.00) | \$ (90,214.00) | | |
| | February | | | | | | | | | | | | | | 5201 5819 5978 5979 | 2/24/2020 | \$ (153,675.00) | \$ (153,675.00) | | |
| | September | | | | | | GRNT000725 | 9/21/2020 | 9/21/2020 | \$ (8,650.00) | | | | | | | | | | |
| | | | | | | | GRNT000731 | 9/21/2020 | 9/21/2020 | \$ (5,317.50) | | | | | | | | | | |
| | | | | | | | GRNT000723 | 9/21/2020 | 9/21/2020 | \$ (1,318.75) | | | | | | | | | | |
| | October | | | | | | GRNT000738 | 10/26/2020 | 10/26/2020 | \$ (5,156.25) | | | | | | | | | | |
| | 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) | | |
| | | | | | | | | | | | | | | | | | | | | |
| 2021 | | 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 | | |
| | 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 | | | \$ (22,000.00) | Task 2 | GRNT000811 | 6/28/2021 | 6/28/2021 | \$ (9,253.35) | | | | | 7018 | 6/28/2021 | \$ (69,653.55) | | | |
| | July | INV00825 | 6/28/2021 | 6/28/2021 | \$ (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) | | | | |
| | December | | | | | | | | | | | | | 7052 | 12/13/2021 | \$ (17,785.00) | | | | |
| | | | | | | | | | | | | | | 7068 | 12/14/2021 | \$ (20,275.60) | | | | |
| 2021 Totals | | | | | \$ (1,326,290) | | | | | \$ (120,993.98) | | | | \$ (172,181.54) | sub-total | | \$ (438,257.65) | \$ - | | |
| | | | | | | | | | | | | | | | | | | | | |
| 2022 | | 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 | | |
| | 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 | | | | | | | | | | 21-0105 | 6/27/2022 | | \$ (92,135.24) | 7310 | 5/13/2022 | \$ (51,695.13) | | | |
| | June | | | | | | GRNT000914 | 6/27/2022 | | \$ (732.50) | 22-0106 | 6/27/2022 | | \$ (180,766.80) | 7360 | 6/15/2022 | \$ (62,269.50) | | | |
| | July | | | | | | GRNT000923 | 7/25/2022 | | \$ (297.50) | 22-00397 | 7/25/2022 | | \$ (159,566.82) | 7450 | 7/20/2022 | \$ (69,194.14) | | | |
| | August | | | | | | | | | | 22-0108 | 7/25/2022 | | \$ (1,219.86) | 7560 | 8/17/2022 | \$ (73,454.14) | | | |
| | September | | | | | | | | | | | | | | | | | | | |
| | October | | | | | | | | | | | | | | | | | | | |
| | November | | | | | | | | | | | | | | | | | | | |
| December | | | | | | | | | | | | | | | | | | | | |
| 2022 Totals | | | | | \$ (13,706.58) | | | | | \$ (18,698.44) | | | | \$ (494,883.01) | | | \$ (615,854.46) | \$ (144,000.00) | \$ (671,288.03) | |
| Total Paid to Date | | | | | \$ (1,400,092.18) | | | | | \$ (166,828.67) | | | | \$ (667,064.55) | sub-total | | \$ (1,556,412.11) | \$ (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 | | |
| AUG 2022 TOTALS | AVAILABLE CASH | CASH BALANCE |
| \$ (230,278.32) | \$ 361,884.72 | \$ 131,606.40 |

| | |
|-------------|--------------------|
| 2022 Totals | Total PTD |
| | Remaining Balances |

| 96977 FUND | | |
|-----------------|----------------|---------------|
| AUG 2022 TOTALS | AVAILABLE CASH | CASH BALANCE |
| \$ (230,278.32) | \$ 361,884.72 | \$ 131,606.40 |

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

Board of Directors Meeting*
Monday, August 22, 2022
Norm Dicks Government Center
& Zoom Webinar ID – 827 6624 7288
AGENDA

1. Call to Order / Comments Board Chair Hatchel

CONSENT AGENDA

- A. July 25, 2022, Meeting Minutes
 - B. Blanket Voucher # 24-AUG 2022 96968 Operating Expenses
 - C. Blanket Voucher # 25-AUG 2022 96977 POBCNW Project
 - D. Executive Director Report – AUG 2022
 - E. Kitsap Conference Center Financial 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 – Port of Bremerton Circuit of the Northwest (POBCNW) Project Update

5. New Business

- A. KPFD & Department of Commerce Initial Discussion on POBCNW Feasibility Study
- B. Kitsap Environmental Coalition (KEC) letter to Kitsap Co. Board of County Commissioners

6. Financial Reports

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

7. Ongoing Business/Good of the Order

- A. Update on KPFD Administration Office Relocation
- B. Update on KPFD BOD Meeting w/Kitsap County Commissioners re 2021B Refunding
- C. Update on KPFD Business Credit Card w/ Kitsap Bank

8. Meeting Adjournment

Next Meeting: September 19, 2022, at 5:30 pm
Location: Kitsap County Administration Building & Virtual Zoom Webinar
Topics: General Business, Port Gamble Forest Heritage Park Trails (PGFHP) Project Report

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