
Board of Directors Meeting*
Monday, September 19, 2022
Kitsap County Administration Building
& Zoom Webinar ID – 845 5333 5984
AGENDA

1. Call to Order / Comments Board Chair Hatchel

CONSENT AGENDA

- A. August 22, 2022, Meeting Minutes
 - B. Blanket Voucher # 26-SEP 2022 96968 Operating Expenses
 - C. Blanket Voucher # 27-SEP 2022 96977 POCEC Project
 - D. Blanket Voucher # 28-SEP 2022 96977 POBCNW Project
 - E. Blanket Voucher # 29-SEP 2022 96977 PERC Project
 - F. Executive Director Report – SEP 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** – Kitsap County Port Gamble Forest Heritage Park Trails (PGFHP) Project Update

5. New Business

- A. Upcoming WSAPFD State-Wide Conference – September 21 & 22, 2022, Tacoma, WA
- B. KPFDP Re-Branding Efforts
- C. PERC Project Review Scheduled

6. Financial Reports

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

7. Ongoing Business/Good of the Order

- A. KPFDP & Kitsap County 2021B Bond Refunding Update
- B. POB/CNW Financial Report Update

8. Meeting Adjournment

Next Meeting: October 24, 2022, at 5:30 pm
Location: Port Orchard City Hall & Virtual Zoom Webinar
Topics: General Business, Port Orchard Community Events Center (POCEC) Project Report

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Kitsap Public Facilities District

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

Monday, August 22, 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: Bond Counsel Mr. Marc Greenough; Financial Advisors Mr. Ryan Neumeister & Mr. Scott Bauer; Construction Consultant Ms. Cindy Rogers

1. **Call to Order:** KPFD Chairman Hatchel called the meeting to order at 5:30 PM.
2. **Public Comment:** Public comment was given concerning a pause in the Port Gamble Forest Heritage Park Trails project so that further environmental studies could be conducted based on public concern.
3. **Approval of Consent Agenda:** A motion was made to approve the Consent Agenda items as presented by Treasurer Draper. The motion was seconded by Director Bullock and unanimously approved by the Board of Directors.
4. **Facilities Project Progress Report:** Port of Bremerton Circuit of the Northwest (POBCNW). Port of Bremerton CEO Mr. Jim Rothlin; Joel Cohen Group CEO Mr. Joel Cohen, Co-Project Manager Mr. Andy Gredom; Caldwell Sutter Capital Mr. James Towne
 - Final plans for the project will be presented to the Port of Bremerton on or before Sep 30, 2022.
 - Cost estimates for the public events and private portions of the project were presented.
 - Annual economic impact was estimated based on events held throughout the year at the CNW.
 - Funding options for the public portion of the project were presented.
 - Private facility financing by Caldwell Sutter Capital was discussed.
5. **New Business:**
 - A. **KPFD & Department of Commerce Initial Discussion on POBCNW Feasibility Study** – Executive Director Shiplet
 - KPFD held an initial meeting with the Department of Commerce to discuss the requirements for a feasibility study, which is required prior to committing public funds toward city, county, or public entity projects. A separate meeting was held with the Department of Commerce and a third-party contractor to detail the required project revenue estimates, bonding instruments, and public/private portions of the proposed funding. A third meeting will be held with all parties to begin piecing documents together.

B. Kitsap Environmental Coalition (KEC) Letter to Kitsap Board of County of Commissioners - Executive Director Shiplet

- KPFD recently received notification from the Kitsap Environmental Coalition (KEC), along with a copy of a letter submitted to the Kitsap Board of County Commissioners, seeking an environmental review of the Port Gamble Forest Heritage Park Trails project IAW the WA State Environmental Protects Act (SEPA). The PFD will follow up with the County regarding their response. Kitsap County is scheduled to provide an update on the Port Gamble Forest Heritage Park Trails project at the September 19, 2022, KPFD Board of Directors meeting.

6. Financial Reports – KPFD Executive Director Shiplet

- A. The July 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 – Executive Director Shiplet

- A. The KPFD administration office has recently been relocated to 19980 10th Ave NE, Suite 204F, Poulsbo, WA 98370. The official occupancy date of the move was August 3, 2022.
- B. On July 27, 2022, the KPFD Board of Directors, legal counsel, and financial advisors met with the Kitsap County Board of County to Commissioners to discuss the refunding of the current 2021B bonds through 2041. The Commissioners voted unanimously to refund the bonds. The PFD will begin working with the County to refund the bonds by December 1, 2022.
- C. Kitsap Bank recently issued a business credit card to the PFD for the use of online charges and purchases necessary for maintaining specific operating expenses of the district.

8. Meeting adjourned @ 7:02 PM.

Next Meeting of the Board: September 19, 2022 – Kitsap County Administration Building

Topics: General Business, Port Gamble Forest Heritage Park Trails 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/channel/UCCxJLvS0fSBUKch_Zn9OPmQ

**BLANKET VOUCHER APPROVAL****FUND: 96968.00968****BV# 26-SEP 2022**

We thus undersigned of Kitsap Public Facilities District, Kitsap County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers are approved for payment in the amount of **\$10,366.13** on this 19th day of September 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:		
Central Plaza Office Lease (SEP 2022)	5451	\$ 831.40
Help Desk Cavalry Monthly IT Service (SEP 2022)	5419(a)	\$ 259.20
Help Desk Cavalry O365 Monthly Subscript (SEP 2022)	5311	\$ 196.56
Kitsap Bank Credit Card – VISA (SEP 2022)	5311	\$ 311.54
Employment Security Department (SEP 2022)	5203	\$ 87.28
BKAT – Board Meeting Recording (AUG 2022)	5419(b)	\$ 315.00
Comcast Phone/Internet (SEP 2022)	5421	\$ 108.15
JPC LLC Invoice (SEP 2022)	5416	\$ 1,650.00
Enduris Insurance Renewal (2022-2023)	5311	\$ 5,607.00
Sunny Jack Events LLC (2022 EventFund)	5499(a)	\$ 1,000.00
Other items:		
	PAGE TOTAL	\$ 10,366.13

Central Plaza LLC
c/o American Property LLC
PO Box 10666
Bainbridge Island, WA 98110

Statement

Billing Period	Statement Date
09/01/22 - 09/30/22	08/30/22

Property	Unit	Type	Acc #
Central	204 F	Commercial	1284

Previous Balance	Current Charges	Current Credits	Balance Due
0.00	831.40	0.00	831.40

Last Payment	Amount Enclosed
\$0.00	

TO:

Kitsap Public Facilities District
Russ Shiplet
19980 10th Ave NE STE 204F
Poulsbo, WA 98370



PLEASE RETURN TOP PORTION WITH YOUR REMITTANCE

Date	Unit	Description	Amount
09/01/22	204 F	Rent Charge	521.06
09/01/22	204 F	NNN current year	310.34
Sub Total			831.40
Unapplied Credits			0.00
Balance Due			831.40

Comments



Friendly Support Fixed-Price IT 24x7 Monitoring

Help Desk Cavalry, LLC

Bill To

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

1676 NE McWilliams Rd
Bremerton, WA 98311
360-9306990

[Click here for W-9](#)

Invoice Number	Invoice Date	Account
35403	9/1/2022	Kitsap Public Facilities District
Billing Terms	PO Number	Reference
Due Upon Receipt		Monthly Billing for September

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 10th Ave NE Suite 201F Poulsbo, WA 98370 United States

Date	Invoice
09/01/2022	35517
Account	
Kitsap Public Facilities District	

Terms	PO Number	Reference	
Due Upon Receipt		Monthly Billing for September	

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.



Account Summary

Billing Cycle 08/24/2022
Days In Billing Cycle 33
Previous Balance \$0.00
Purchases + \$311.54
Cash + \$0.00
Balance Transfers + \$0.00
Special + \$0.00
Credits - \$0.00
Payments - \$0.00
Other Charges + \$0.00
Finance Charges + \$0.00

NEW BALANCE \$311.54

Credit Summary

Total Credit Line \$10,000.00
Available Credit Line \$9,688.46
Available Cash \$0.00
Amount Over Credit Line \$0.00
Amount Past Due \$0.00
Disputed Amount \$0.00

Account Inquiries



Call us at: (866) 317-0355
Lost or Stolen Card: (866) 839-3485



Go to www.MyCardStatement.com



Write us at PO BOX 30495, TAMPA, FL 33630-3495

Payment Summary

NEW BALANCE \$311.54

MINIMUM PAYMENT \$311.54

PAYMENT DUE DATE 09/18/2022

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/17	08/18	PBUS01	24240522230006009034523	ESD PAID FML OLYMPIA WA	\$142.66
08/17	08/18	PBUS01	24240522230006009028483	ESD PAID FML OLYMPIA WA	\$160.10
08/17	08/18	PBUS01	24240522230006009034523	ESD PAID FML*SERVICE FEE OLYMPIA WA	\$4.14
08/17	08/18	PBUS01	24240522230006009028483	ESD PAID FML*SERVICE FEE OLYMPIA WA	\$4.64

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

KITSAP BANK
PO BOX 1080
BREMERTON WA 98337-0375



Account Number

3580

Check box to indicate
name/address change ☐
on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

Closing Date

08/24/22

New Balance

\$311.54

**Total Minimum
Payment Due**

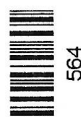
\$311.54

Payment Due Date

09/18/22

\$

RUSSELL E SHIPLET
KITSAP PUBLIC FAC DIST
19880 10TH AVE NE
SUITE 204F
POULSBORO WA 98370



564

MAKE CHECK PAYABLE TO:



VISA
PO BOX 6818
CAROL STREAM IL 60197-6818

18 4257 7700 0002 3580 00031154 00031154 2



RUSSELL E SHIPLET
KITSAP PUBLIC FAC DIST
Account Number: ##### 3580
Page 3 of 3

Finance Charge Summary / Plan Level Information									
Plan Name	Plan Description	FCM ¹	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
Purchases									
PBUS01 001	PURCHASE COMMERCIAL	G	\$0.00	1.25000%(M)	15.0000%	\$0.00	\$0.00	0.0000%	\$311.54
Cash									
CBUS01 001	CASH COMMERCIAL	A	\$0.00	1.25000%(M)	15.0000%	\$0.00	\$0.00	0.0000%	\$0.00
* Periodic Rate (M)=Monthly (D)=Daily							Days In Billing Cycle: 33		
** includes cash advance and foreign currency fees							APR = Annual Percentage Rate		
¹ FCM = Finance Charge Method									
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									

**Employment Security Department**

WASHINGTON STATE

P.O. Box 9046 • Olympia, WA 98507-9046

**UI Tax Billing Statement
August 2022**

11544

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

ESD number: 000-530274-00-7

UBI number: 604-903-519

How to pay

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

Questions?

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

Dates

Billing period: July 10, 2022 - August 20, 2022
Oldest original due date: May 2, 2022
Statement closed: August 20, 2022
Payment due: On receipt
Additional charges accrue on: September 1, 2022

Summary

Previous balance	\$50.00
Charges	\$87.28
Payments	\$50.00
Amount due	\$87.28

Warning

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

RECEIVED
8/29/22

Return with your check**Payable to**

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

Credit this account

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

Amount

Due: \$87.28
Enclosed: \$
Due Date: August 31, 2022

ESD number: 000-530274-00-7
UBI number: 604-903-519
EIN: 76-0820379

Departmental use:	Staff ID	Date Received	Remitted \$
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000530274007000000008728

Total

**COMCAST
BUSINESS**

Kitsap Public Facilities

Account number
8498 36 003 0993901

For service at:
19980 10TH AVE NE STE 204F
POULSBO WA 98370-6322

Your monthly account summary

Previous balance	-155.57 cr
No payment received	0.00
New charges	
Comcast Business services	244.89
Other charges and credits	8.34
Taxes and fees	10.49

Thanks for choosing Comcast Business

Amount due

\$108.15

Payment due Sep 24, 2022



Need help?

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

Ready to pay?

Visit business.comcast.com/myaccount

➔ **Manage your services online**

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

Service updates

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

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

Please write your account number on your check or money order

**COMCAST
BUSINESS**

9602 S 300 W. STE B SANDY UT 84070-3302
8633 0440 NO RP 28 08292022 NNNNNYNN 01 000101 0001

KITSAP PUBLIC FACILITIES
19980 10TH AVE NE STE 204F
POULSBO, WA 98370

Account number **8498 36 003 0993901**

Payment due **Sep 24, 2022**

Please pay \$108.15

Amount enclosed \$

Make checks payable to Comcast
Do not send cash



COMCAST
PO BOX 60533
CITY OF INDUSTRY CA 91716-0533



849836003099390100108159



Tel 206.292.1994
Fax 206.292.1995

801 Second Avenue, Suite 700
Seattle, Washington 98104

September 1, 2022

Kitsap Public Facilities District
Attn: Russ Shiplet
19880 10th Ave NE, Suite 204F
Poulsbo, WA 98370

Invoice 141155 BEL

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

FOR LEGAL SERVICES RENDERED AND COSTS ADVANCED

\$ 1,650.00

\$ 1,650.00

Enduris Washington

1610 S. Technology Blvd, Suite 100
Spokane, WA 99224
800-462-8418
www.enduris.us



Statement

TO

Kitsap Public Facilities
District
19980 10TH AVE NE SUITE
204F
POULSBO, WA 98370
United States

STATEMENT NO. 4252**DATE 09/13/2022****TOTAL DUE \$5,607.00****ENCLOSED**

DATE	DESCRIPTION	AMOUNT	OPEN AMOUNT
07/13/2022	Invoice #R22-393-3: Due 08/12/2022.	450.00	450.00
08/08/2022	Invoice #R23-393-1: Due 09/01/2022.	5,952.00	5,952.00
09/13/2022	Credit Memo #R23-393-2	-795.00	-795.00

Current Due	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due	Amount Due
-795.00	5,952.00	450.00	0.00	0.00	\$5,607.00

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. : 1614
Invoice date : 9/13/22
Terms : Net 30
Due date : 10/13/22

Product or service		Amount
1. NW Food Truck Fest Sponsorship	1 unit x \$1,000.00	\$1,000.00
Sponsorship for the NW Food Truck Fest - reimbursable expense		

Ways to pay	Total	\$1,000.00
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**BLANKET VOUCHER APPROVAL****FUND: 96977.00977****BV# 29-SEP 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 **\$ 141,374.81** on this **19th** day of **SEP 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 Orchard Community Events Center (POCEC)	
SEP 2022 POCEC Invoice #INV01294	\$ 141,374.81
PAGE TOTAL	\$ 141,374.81

City of Port Orchard
216 Prospect St.
Port Orchard, WA 98366-5304
Phone: 360-876-4407

INVOICE

Billed To:
Kitsap Public Facilities District
Executive Director
9230 Bay Shore Drive NW
Suite 101
Silverdale, WA 98383

DATE: 9/1/2022
INVOICE #: INV01294
DUE DATE: 9/30/2022
TOTAL DUE: 141,374.81

CUSTOMER ACCOUNT # : 0131

ITEM DESCRIPTION	UNITS	PRICE	AMOUNT
6/22 C082-19 SK community center	1.00	69,735.57	69,735.57
7/22 C082-19 SK community center	1.00	71,639.24	71,639.24
TOTAL THIS INVOICE			141,374.81

For questions, please call 360-876-7019

REMIT TO:

City of Port Orchard
216 Prospect St
Port Orchard, WA 98366-5304

A copy of this invoice should accompany your check. Thank you!

RICE/fergusMILLER

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

RECEIVED

By City of Port Orchard Finance Department at 11:59 am, Aug 19, 2022

Remove Watermark Now

DEPARTMENT APPROVAL

CODING

001.04.575.50.40

**Nicholas
Bond**

Digital Signer: Nicholas
Bond
DN: C=US,
E=nbond@cityofportorchard.
us, CN=Nicholas Bond
Date: 2022.08.19

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

Invoice number 2020002.00-023
Date 07/13/2022

Project **2020002.00 South Kitsap Community
Event Center**

Professional services through 06/30/2022

Description	Contract Amount	Total Billed	Remaining Contract	Current Billed
Phase 1A Conceptual Design	200,000.00	200,000.00	0.00	0.00
Phase 1B Schematic Design	200,000.00	200,000.00	0.00	0.00
Amendment 01 - Off Site Design	210,943.00	154,007.00	56,936.00	0.00
Amendment 02 - Additional Geotechnical Engineering	2,672.00	1,316.80	1,355.20	600.00
Amendment 03 - Additional Off Site Development North of Kitsap Bank	97,673.28	85,469.00	12,204.28	1,625.00
Amendment 04-Bay Street Grant Application Support	12,200.00	1,000.00	11,200.00	230.00
Amendment 05- Time Extension	0.00	0.00	0.00	0.00
Amendment 06 -ILA Task 4 Design Development + Seawall Assessment	619,500.00	120,121.57	499,378.43	69,735.57
Amendment 06 - ILA Task 5 Construction Documents	770,000.00	0.00	770,000.00	0.00
Total	2,112,988.28	761,914.37	1,351,073.91	72,190.57

Invoice total 72,190.57

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
2020002.00-022	06/06/2022	51,454.10		51,454.10			
2020002.00-023	07/13/2022	72,190.57	72,190.57				
Total		123,644.67	72,190.57	51,454.10	0.00	0.00	0.00

Approved by: _____

For any questions regarding this invoice please contact Jill Wolfard at (360) 377-8773

SOUTH KITSAP COMMUNITY EVENTS CENTER (SKCEC)

MONTHLY PROGRESS SUMMARY

SERVICES THROUGH JUNE 30, 2022

SEE ATTACHED PROJECT SCHEDULE FOR REFERENCE ON ALL TASKS NOTED

THE FOLLOWING ARE TIED TO PORT ORCHARD'S ILA WITH KPFD UP TO TASK 2:

- **RFM PHASE 1A (KPFD ILA TASK 1) – COMPLETED JANUARY 2021**
- **RFM PHASE 1B (KPFD ILA TASK 2) – COMPLETED NOVEMBER 2021**
- **RFM AMENDMENT 06 (KPFD ILA TASK 4 & 5) – DESIGN DEVELOPMENT THROUGH CONSTRUCTION DOCUMENTS PLUS SEAWALL ASSESSMENT**
- **TASKS COMPLETED THIS BILLING MONTH**
 - ARCHITECTURAL AND INTERIOR DESIGN PROGRESS
 - DESIGN COORDINATION MEETINGS WITH CITY OF PORT ORCHARD AND KITSAP REGIONAL LIBRARY
 - CIVIL, LANDSCAPE, STRUCTURAL, MEP DESIGN PROGRESS
 - SEAWALL ASSESSMENT AND REPORT
- **TASKS IN PROGRESS**
 - ARCHITECTURAL AND INTERIOR DESIGN CONTINUES
 - DESIGN COORDINATION MEETINGS WITH CITY OF PORT ORCHARD AND KITSAP REGIONAL LIBRARY CONTINUES
 - CIVIL, LANDSCAPE, STRUCTURAL, MEP DESIGN CONTINUES
 - CEC STEERING COMMITTEE AND PORT ORCHARD CITY COUNCIL UPDATES

THE FOLLOWING ARE NOT TIED TO PORT ORCHARD'S ILA WITH KPFD:

- **RFM AMENDMENT 01 – OFF SITE DESIGN**
- **RFM AMENDMENT 02 – ADDITIONAL GEOTECHNICAL ENGINEERING**
- **RFM AMENDMENT 03 – ADDITIONAL OFF SITE DEVT NORTH OF KITSAP BANK**
- **RFM AMENDMENT 04 – BAY STREET GRANT APPLICATION SUPPORT**
- **RFM AMENDMENT 05 – CONTRACT TIME EXTENSION**
- **TASKS COMPLETED THIS BILLING MONTH AND IN PROGRESS**
 - OFF-SITE DESIGN COORDINATION WITH CIVIL AND LANDSCAPE IN CONJUNCTION WITH THE CEC SITE DESIGN PROGRESS

7/21/2022

DESIGN TEAM DELIVERABLES

T	NOV	DEC
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PHASE 2B
SHORELINE SUBSTANTIAL DEVELOPMENT PERMITTING

DEPARTMENT APPROVAL

CODING 001.04.575.50.40

Nicholas
Bond

Digital Signer: Nicholas Bond
DN: C=US,
E=nbond@cityofportorchard.us,
CN=Nicholas Bond
Date: 2022.08.19
10:52:25 -07:00

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

Invoice number 2020002.00-024
Date 08/10/2022

Project **2020002.00 South Kitsap Community
Event Center**

Professional services through 07/31/2022

Description	Contract Amount	Total Billed	Remaining Contract	Current Billed
Phase 1A Conceptual Design	200,000.00	200,000.00	0.00	0.00
Phase 1B Schematic Design	200,000.00	200,000.00	0.00	0.00
Amendment 01 - Off Site Design	210,943.00	159,558.25	51,384.75	5,551.25 Task 2
Amendment 02 - Additional Geotechnical Engineering	2,672.00	1,316.80	1,355.20	0.00
Amendment 03 - Additional Off Site Development North of Kitsap Bank	97,673.28	85,469.00	12,204.28	0.00
Amendment 04-Bay Street Grant Application Support	12,200.00	6,821.00	5,379.00	5,821.00 Task 2
Amendment 05- Time Extension	0.00	0.00	0.00	0.00
Amendment 06 -ILA Task 4 Design Development + Seawall Assessment	619,500.00	191,760.81	427,739.19	71,639.24 Task 4
Amendment 06 - ILA Task 5 Construction Documents	770,000.00	0.00	770,000.00	0.00
Total	2,112,988.28	844,925.86	1,268,062.42	83,011.49

Invoice total 83,011.49

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
2020002.00-023	07/13/2022	72,190.57	72,190.57				
2020002.00-024	08/10/2022	83,011.49	83,011.49				
Total		155,202.06	155,202.06	0.00	0.00	0.00	0.00

Approved by: 

For any questions regarding this invoice please contact Jill Wolfard at (360) 377-8773

SOUTH KITSAP COMMUNITY EVENTS CENTER (SKCEC)

MONTHLY PROGRESS SUMMARY

SERVICES THROUGH JULY 31, 2022

SEE ATTACHED PROJECT SCHEDULE FOR REFERENCE ON ALL TASKS NOTED

THE FOLLOWING ARE TIED TO PORT ORCHARD'S ILA WITH KPFD UP TO TASK 2:

- **RFM PHASE 1A (KPFD ILA TASK 1) – COMPLETED JANUARY 2021**
- **RFM PHASE 1B (KPFD ILA TASK 2) – COMPLETED NOVEMBER 2021**
- **RFM AMENDMENT 06 (KPFD ILA TASK 4 & 5) – DESIGN DEVELOPMENT THROUGH CONSTRUCTION DOCUMENTS PLUS SEAWALL ASSESSMENT**
- **TASKS COMPLETED THIS BILLING MONTH**
 - ARCHITECTURAL AND INTERIOR DESIGN PROGRESS
 - CIVIL, LANDSCAPE, STRUCTURAL, MEP DESIGN PROGRESS
 - DESIGN COORDINATION MEETINGS WITH CITY OF PORT ORCHARD AND KITSAP REGIONAL LIBRARY
 - STEERING COMMITTEE AND PORT ORCHARD CITY COUNCIL MEETINGS
- **TASKS IN PROGRESS**
 - ARCHITECTURAL AND INTERIOR DESIGN CONTINUES
 - CIVIL, LANDSCAPE, STRUCTURAL, MEP DESIGN CONTINUES
 - DESIGN COORDINATION MEETINGS WITH CITY OF PORT ORCHARD AND KITSAP REGIONAL LIBRARY CONTINUES

THE FOLLOWING ARE NOT TIED TO PORT ORCHARD'S ILA WITH KPFD:

- **RFM AMENDMENT 01 – OFF SITE DESIGN**
- **RFM AMENDMENT 02 – ADDITIONAL GEOTECHNICAL ENGINEERING**
- **RFM AMENDMENT 03 – ADDITIONAL OFF SITE DEVT NORTH OF KITSAP BANK**
- **RFM AMENDMENT 04 – BAY STREET GRANT APPLICATION SUPPORT**
- **RFM AMENDMENT 05 – CONTRACT TIME EXTENSION**
- **TASKS COMPLETED THIS BILLING MONTH AND IN PROGRESS**
 - OFF-SITE DESIGN COORDINATION WITH CIVIL AND LANDSCAPE IN CONJUNCTION WITH THE CEC SITE DESIGN PROGRESS



City of Port Orchard

Project Activity Report

By Project Number

Report Dates: 01/01/2000 - 08/31/2022

Project Number	Project Name	Group	Type	Status		
18	SK Community Events Center-KPFD	Public Works-DCD	Culture & Recreation	Active Project		
Revenues						
Account Key	Account Name	Category	Total Activity			
001ComCntr	001-City Funded-ineligible for ILA items	Local Funds - Local Funding	-8,041.36			
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
NO GL ACCOUNT		12/31/2020	Local Revenues for Benefits exp incurred in 2020			-404.06
NO GL ACCOUNT		12/31/2020	Local Revenues for Salaries exp incurred in 2020			-1,329.44
NO GL ACCOUNT		03/31/2021	Post Jan-Mar LocalRevenues			-5,631.07
NO GL ACCOUNT		04/30/2021	Post April 2021 Local Revenue			-428.73
NO GL ACCOUNT		05/31/2021	5/21 Local Revenues			-88.06
NO GL ACCOUNT		10/31/2021	2021.10.31 C066-21 CO NO.1			-1,030.00
NO GL ACCOUNT		10/31/2021	Recorded Rev to wrong acccount			1,030.00
Feasibility Study, Outreach & A&E Total:						-7,881.36
NO GL ACCOUNT		07/31/2022	Permit Fee's LU22-PRE APP-16			-160.00
Property Acq Permits, 100% Ad Ready PS&E Total:						-160.00
Task 2-Rev						-450,481.90
KPFD Funded- Planning Out Reach Design & Cost Est ILA-302 - ILA-Kitsap Public Facilities District						
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
001.00.337.00.00	Local Grants,Entitlmnts, Other	11/10/2020	2020.11.10AR			-60,095.90
001.00.337.00.00	Local Grants,Entitlmnts, Other	02/10/2021	2021.02.10 AR			-137,371.72
001.00.337.00.00	Local Grants,Entitlmnts, Other	04/01/2021	2021.04.01AR			-20,628.28
001.00.337.00.00	Local Grants,Entitlmnts, Other	05/13/2021	2021.05.13AR			-22,000.00
001.00.337.00.00	Local Grants,Entitlmnts, Other	06/10/2021	2021.06.10AR			-30,003.45
001.00.337.00.00	Local Grants,Entitlmnts, Other	07/23/2021	2021.07.23AR			-30,002.84
001.00.337.00.00	Local Grants,Entitlmnts, Other	10/01/2021	2021.10.01AR			-86,287.13
001.00.337.00.00	Local Grants,Entitlmnts, Other	12/01/2021	2021.12.01AR			-12,263.00
001.00.337.00.00	Local Grants,Entitlmnts, Other	12/31/2021	2021.12.31 PFD			-1,443.58
Feasibility Study, Outreach & A&E Total:						-400,095.90
001.00.337.00.00	Local Grants,Entitlmnts, Other	08/01/2022	2022.08.01AR			-50,386.00
Property Acq Permits, 100% Ad Ready PS&E Total:						-50,386.00
Task 2-Rev(AMD1)						-154,007.00
001-Task 2-Rev(AMD1) Local Funds - Local Funding						
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
NO GL ACCOUNT		10/31/2021	Recorded Rev to wrong acccount			-1,030.00
NO GL ACCOUNT		11/30/2021	Amd-01, Invoice 2020002.00-14			-16,937.50
NO GL ACCOUNT		11/30/2021	Amd-01, Invoice 2020002.00-15			-10,058.50

Project Activity Report

Report Dates: 01/01/2000 - 08/31/2022

GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
NO GL ACCOUNT		12/31/2021	C066-20 Amd 1 Invoice 2020002.00-016			-8,596.20
NO GL ACCOUNT		12/31/2021	C066-20 Amd 1 Invoice 2020002.00-017			-81,203.80
					Feasibility Study, Outreach & A&E Total:	-117,826.00
NO GL ACCOUNT		02/22/2022	C066-20 AMD 1-Invoice 2020002.00-018			-5,466.00
NO GL ACCOUNT		03/31/2022	C066-20 Amd 1 Invoice 2020002.00-019			-13,491.56
NO GL ACCOUNT		04/26/2022	C066-20 Amd 1 Invoice 2020002.00-020			-15,347.81
NO GL ACCOUNT		06/07/2022	C066-20 Amd 1 Invoice 2020002.00-021			-1,875.63
					Property Acq Permits, 100% Ad Ready PS&E Total:	-36,181.00
Task 2-Rev(AMD2)	001-Task 2-Rev(AMD2)		Local Funds - Local Funding			-716.80
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
NO GL ACCOUNT		02/22/2022	C066-20 AMD 2-Invoice 2020002.00-018			-151.20
NO GL ACCOUNT		03/31/2022	C066-20 Amd 2 Invoice 2020002.00-019			-565.60
					Property Acq Permits, 100% Ad Ready PS&E Total:	-716.80
Task 2-Rev(AMD3)	001-Task 2-Rev(AMD3)		Local Funds - Local Funding			-83,844.00
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
NO GL ACCOUNT		12/31/2021	C066-20 Amd 3 Invoice 2020002.00-016			-234.39
NO GL ACCOUNT		12/31/2021	C066-20 Amd 3 Invoice 2020002.00-017			-17,056.78
					Feasibility Study, Outreach & A&E Total:	-17,291.17
NO GL ACCOUNT		02/22/2022	C066-20 AMD 3-Invoice 2020002.00-018			-7,400.00
NO GL ACCOUNT		03/31/2022	C066-20 Amd 3 Invoice 2020002.00-019			-6,018.77
NO GL ACCOUNT		04/26/2022	C066-20 Amd 3 Invoice 2020002.00-020			-1,582.98
NO GL ACCOUNT		06/07/2022	C066-20 Amd 3 Invoice 2020002.00-021			-41,421.98
NO GL ACCOUNT		07/12/2022	C066-20 Amd 3 Invoice 2020002.00-022			-10,129.10
					Property Acq Permits, 100% Ad Ready PS&E Total:	-66,552.83
Task 2-Rev(AMD4)	001-Task 2-Rev(AMD4)		Local Funds - Local Funding			-770.00
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
NO GL ACCOUNT		03/31/2022	C066-20 Amd 4 Invoice 2020002.00-019			-200.00
NO GL ACCOUNT		04/26/2022	C066-20 Amd 4 Invoice 2020002.00-020			-570.00
					Property Acq Permits, 100% Ad Ready PS&E Total:	-770.00
Task 3-Rev (2)(AMD2)	001-Task 3-Rev (2)(AMD2)		Local Funds - Local Funding			-292,292.60
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
302.00.397.00.00	Transfers In	12/31/2021	Kitsap Bank Purchase-Local Rev			-292,292.60
					Feasibility Study, Outreach & A&E Total:	-292,292.60
Task 3-Rev(1)(AMD2)	DeptOfCommerce-Property Acquisition		State Grant - State Grant			-1,211,280.00
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
302.00.334.04.20	State Grant from Dept. of Co...	12/14/2021	DOC-Grant Community Center Property Purchase			-1,211,280.00
					Feasibility Study, Outreach & A&E Total:	-1,211,280.00
Task 3-Rev(AMD2)	KPFD Funded-Property Acquisition		ILA-302 - ILA-Kitsap Public Facilities District			-1,000,000.00

Project Activity Report

Report Dates: 01/01/2000 - 08/31/2022

GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
NO GL ACCOUNT		12/08/2021	Recording KPFD \$1 million Contribution to purchase			-1,000,000.00
Feasibility Study, Outreach & A&E Total:						-1,000,000.00
Total Revenues:						-3,201,433.66

Expenses						Total Activity
Account Key	Account Name	Category				
10-ComCntr	Salaries-SK Community Events Center	Salaries - Salaries				2,512.71
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
001.01.514.23.10	Salaries - Financial Services	10/02/2020	PYPKT00736 - 2020.10.02 - Pay 10/2/2020			21.06
002.05.543.10.10	Salaries -Management	10/02/2020	PYPKT00736 - 2020.10.02 - Pay 10/2/2020			6.58
411.05.534.10.10	Salaries-Administration	10/02/2020	PYPKT00736 - 2020.10.02 - Pay 10/2/2020			14.48
421.05.531.10.10	Salaries-Storm Drain GenAdm	10/02/2020	PYPKT00736 - 2020.10.02 - Pay 10/2/2020			9.21
431.05.535.10.10	Salaries - Administration	10/02/2020	PYPKT00736 - 2020.10.02 - Pay 10/2/2020			14.48
001.04.524.20.10	Salaries - Build Insp.	10/30/2020	PYPKT00755 - 2020.10.30 Payroll - Pay 10/30/2020			33.15
001.04.558.60.10	Salaries - Planning	10/30/2020	PYPKT00755 - 2020.10.30 Payroll - Pay 10/30/2020			343.86
001.04.524.20.10	Salaries - Build Insp.	11/13/2020	PYPKT00763 - 2020.11.13 Payroll - Pay 11/13/2020			26.52
001.04.558.60.10	Salaries - Planning	11/13/2020	PYPKT00763 - 2020.11.13 Payroll - Pay 11/13/2020			238.68
001.04.524.20.10	Salaries - Build Insp.	11/27/2020	PYPKT00767 - 2020.11.27 - Pay 11/27/2020			26.52
001.04.558.60.10	Salaries - Planning	11/27/2020	PYPKT00767 - 2020.11.27 - Pay 11/27/2020			329.70
001.04.524.20.10	Salaries - Build Insp.	12/11/2020	PYPKT00779 - 2020.12.11 - Pay 12/11/2020			26.52
001.04.558.60.10	Salaries - Planning	12/11/2020	PYPKT00779 - 2020.12.11 - Pay 12/11/2020			238.68
001.01.514.23.10	Salaries - Financial Services	12/31/2020	Community Center Salary & Benefits Coding Correction for..			-21.06
001.04.524.20.10	Salaries - Build Insp.	12/31/2020	Community Center Salary & Benefits Coding Correction for..			-26.52
001.04.524.20.10	Salaries - Build Insp.	12/31/2020	Community Center Salary & Benefits Coding Correction for..			-33.15
001.04.524.20.10	Salaries - Build Insp.	12/31/2020	Community Center Salary & Benefits Coding Correction for..			-26.52
001.04.524.20.10	Salaries - Build Insp.	12/31/2020	Community Center Salary & Benefits Coding Correction for..			-26.52
001.04.558.60.10	Salaries - Planning	12/31/2020	Community Center Salary & Benefits Coding Correction for..			-343.86
001.04.558.60.10	Salaries - Planning	12/31/2020	Community Center Salary & Benefits Coding Correction for..			-238.68
001.04.558.60.10	Salaries - Planning	12/31/2020	Community Center Salary & Benefits Coding Correction for..			-329.70
001.04.558.60.10	Salaries - Planning	12/31/2020	Community Center Salary & Benefits Coding Correction for..			-238.68
001.04.575.50.10	Salaries - Community Center	12/31/2020	Community Center Salary & Benefits Coding Correction for..			356.22
001.04.575.50.10	Salaries - Community Center	12/31/2020	Community Center Salary & Benefits Coding Correction for..			265.20
001.04.575.50.10	Salaries - Community Center	12/31/2020	Community Center Salary & Benefits Coding Correction for..			377.01
001.04.575.50.10	Salaries - Community Center	12/31/2020	Community Center Salary & Benefits Coding Correction for..			65.81
001.04.575.50.10	Salaries - Community Center	12/31/2020	Community Center Salary & Benefits Coding Correction for..			265.20
002.05.543.10.10	Salaries -Management	12/31/2020	Community Center Salary & Benefits Coding Correction for..			-6.58
411.05.534.10.10	Salaries-Administration	12/31/2020	Community Center Salary & Benefits Coding Correction for..			-14.48
421.05.531.10.10	Salaries-Storm Drain GenAdm	12/31/2020	Community Center Salary & Benefits Coding Correction for..			-9.21
431.05.535.10.10	Salaries - Administration	12/31/2020	Community Center Salary & Benefits Coding Correction for..			-14.48
001.04.524.20.10	Salaries - Build Insp.	01/08/2021	Correct Coding for Salaries-PYPKT00794 - 2021.01.08: 12/...			-16.58
001.04.524.20.10	Salaries - Build Insp.	01/08/2021	PYPKT00794 - 2021.01.08 - Pay 1/8/2021			16.58

Project Activity Report

Report Dates: 01/01/2000 - 08/31/2022

GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
001.04.558.60.10	Salaries - Planning	01/08/2021	Correct Coding for Salaries-PYPKT00794 - 2021.01.08: 12/...			-149.17
001.04.558.60.10	Salaries - Planning	01/08/2021	PYPKT00794 - 2021.01.08 - Pay 1/8/2021			149.17
001.04.575.50.10	Salaries - Community Center	01/08/2021	Correct Coding for Salaries-PYPKT00794 - 2021.01.08: 12/...			165.75
001.04.524.20.10	Salaries - Build Insp.	02/05/2021	Project Accounts- Sal & Benefits			-10.90
001.04.524.20.10	Salaries - Build Insp.	02/05/2021	PYPKT00843 - 2021.02.05 Payroll - Pay 2/5/2021			10.90
001.04.558.60.10	Salaries - Planning	02/05/2021	Project Accounts- Sal & Benefits			-98.12
001.04.558.60.10	Salaries - Planning	02/05/2021	PYPKT00843 - 2021.02.05 Payroll - Pay 2/5/2021			98.12
001.04.575.50.10	Salaries - Community Center	02/05/2021	Project Accounts- Sal & Benefits			109.02
001.04.575.50.10	Salaries - Community Center	02/19/2021	PYPKT00853 - 2021.02.19 Payroll - Pay 2/19/2021			399.74
001.04.575.50.10	Salaries - Community Center	03/05/2021	PYPKT00869 - 2021.03.05 Payroll - Pay 3/5/2021			72.68
001.04.575.50.10	Salaries - Community Center	03/19/2021	PYPKT00879 - 2021.03.19 Payroll - Pay 3/19/2021			145.36
001.04.575.50.10	Salaries - Community Center	04/02/2021	PYPKT00886 - 2021.04.02 Payroll - Pay 4/2/2021			72.68
001.04.524.20.10	Salaries - Build Insp.	04/16/2021	PYPKT00896 - 2021.04.16 Payroll - Pay 4/16/2021			7.27
001.04.524.20.10	Salaries - Build Insp.	04/16/2021	Reversing Salaries-Payroll Correction-Community Center			-7.27
001.04.558.60.10	Salaries - Planning	04/16/2021	PYPKT00896 - 2021.04.16 Payroll - Pay 4/16/2021			65.41
001.04.558.60.10	Salaries - Planning	04/16/2021	Reversing Salaries-Payroll Correction-Community Center			-65.41
001.04.575.50.10	Salaries - Community Center	04/16/2021	Posting Salaries-Payroll Correction-Community Center			72.68
001.04.575.50.10	Salaries - Community Center	04/30/2021	PYPKT00915 - 2021.04.30 Payroll - Pay 4/30/2021			72.68
001.04.575.50.10	Salaries - Community Center	05/14/2021	PYPKT00926 - 2021.05.14 Payroll - Pay 5/14/2021			72.68
Feasibility Study, Outreach & A&E Total:						2,512.71
150-ComCntr	Misc-SK Community Events Center	Misc - Misc				255.90
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
001.05.518.30.40	Services- Facilities	04/14/2020	ADV A &E svc community event center	Daily Journal of Commerce INC	3356186	84.00
001.05.518.30.40	Services- Facilities	04/14/2020	RFQ community event center	Sound Publishing, Inc.	POI892191	11.90
Feasibility Study, Outreach & A&E Total:						95.90
001.04.575.50.40	Services - Community Center	07/31/2022	Permit Fees for Community Center			160.00
Property Acq Permits, 100% Ad Ready PS&E Total:						160.00
20-ComCntr	Benefits-SK Community Events Center	Benefits - Benefits				868.65
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
001.04.575.50.20	Benefits - Community Center	12/31/2020	Community Center Salary & Benefits Coding Correction for..			55.93
001.04.575.50.20	Benefits - Community Center	12/31/2020	Community Center Salary & Benefits Coding Correction for..			56.04
001.04.575.50.20	Benefits - Community Center	12/31/2020	Community Center Salary & Benefits Coding Correction for..			162.67
001.04.575.50.20	Benefits - Community Center	12/31/2020	Community Center Salary & Benefits Coding Correction for..			115.48
001.04.575.50.20	Benefits - Community Center	12/31/2020	Community Center Salary & Benefits Coding Correction for..			13.94
001.04.575.50.20	Benefits - Community Center	01/08/2021	Correct Coding for Benefits-PYPKT00794 - 2021.01.08: 12...			34.91
001.04.575.50.20	Benefits - Community Center	02/05/2021	Project Accounts- Sal & Benefits			23.03
NO GL ACCOUNT		02/19/2021	02/19/21 Benefits PYPKT00853			138.03
NO GL ACCOUNT		03/05/2021	3/5 Benefits PYPKT00869			15.38
NO GL ACCOUNT		03/19/2021	3/19 Benefits PYPKT00869			50.20
NO GL ACCOUNT		04/02/2021	Payroll Benefits PYPKT00886			15.42

Project Activity Report

Report Dates: 01/01/2000 - 08/31/2022

GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
001.04.575.50.20	Benefits - Community Center	04/16/2021	Posting Benefits-Payroll Correction-Community Center			15.36
NO GL ACCOUNT		04/30/2021	Payroll Benefits PYPKT00915			156.88
NO GL ACCOUNT		05/14/2021	5/14/21 Benefits-PYPKT00926			15.38
Feasibility Study, Outreach & A&E Total:						868.65
SH&H-C024-21	SH&H Valuation & Consulting-KBank Appraisal	Appraising - Appraising				4,500.00
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
001.04.575.50.40	Services - Community Center	03/09/2021	SK Community Center appraisal report	SH&H Valuation and Consulting I...	15264-21	4,500.00
Feasibility Study, Outreach & A&E Total:						4,500.00
Task 2-Exp	C066-20 Rice,Fergus,Miller,Outreach Design&CostE	Consulting - Consulting				653,165.05
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
001.04.575.50.40	Services - Community Center	09/29/2020	C066-20 8/20 SK Com Event Center Conceptual Design	Rice Fergus Miller Inc	2020002.00-001	25,000.00
001.04.575.50.40	Services - Community Center	10/20/2020	C066-20 9/20 SK Community Event Center	Rice Fergus Miller Inc	2020002.00-002	35,000.00
001.04.575.50.40	Services - Community Center	12/22/2020	C066-20 10/20SK Com Event Center Conceptual Design	Rice Fergus Miller Inc	2020002.00-003	70,000.00
001.04.575.50.40	Services - Community Center	12/22/2020	C066-20 11/20SK Com Event Center Conceptual Design	Rice Fergus Miller Inc	2020002.00-004	55,000.00
001.04.575.50.40	Services - Community Center	12/31/2020	C066-20 12/20 SK Community Event Center	Rice Fergus Miller Inc	2020002.00-005	12,371.72
001.04.575.50.40	Services - Community Center	02/23/2021	C066-20 1/21 SK Community Event Center	Rice Fergus Miller Inc	2020002.00-006	2,628.28
001.04.575.50.40	Services - Community Center	03/16/2021	C066-20 2/21 SK Community Event Center	Rice Fergus Miller Inc	2020002.00-007	18,000.00
001.04.575.50.40	Services - Community Center	04/27/2021	C066-20 3/21 SK Community Event Center	Rice Fergus Miller Inc	2020002.00-008	22,000.00
001.04.575.50.40	Services - Community Center	06/01/2021	C066-20 4/21 SK Community Event Center	Rice Fergus Miller Inc	2020002.00-009	30,003.45
001.04.575.50.40	Services - Community Center	07/06/2021	C066-20 5/21 SK Community Event Center	Rice Fergus Miller Inc	2020002.00-010	30,002.84
001.04.575.50.40	Services - Community Center	08/31/2021	C066-20 7/31SK Community Event Center	Rice Fergus Miller Inc	2020002.00-12	23,102.50
001.04.575.50.40	Services - Community Center	09/28/2021	C066-20 6/21 SK Community Event Center	Rice Fergus Miller Inc	2020002.00-011	39,999.63
001.04.575.50.40	Services - Community Center	09/28/2021	C066-20 8/21 SK Community Event Center	Rice Fergus Miller Inc	2020002.00-013	24,215.00
001.04.575.50.40	Services - Community Center	11/09/2021	9/21 C066-20 SK Community Event Center	Rice Fergus Miller Inc	2020002.00-014	29,200.50
001.04.575.50.40	Services - Community Center	11/30/2021	10/21 C066-20 SK Community Event Center	Rice Fergus Miller Inc	2020002.00-015	10,058.50
001.04.575.50.40	Services - Community Center	12/31/2021	11/21 C066-20 SK Community Event Center	Rice Fergus Miller Inc	2020002.00-016	10,274.17
001.04.575.50.40	Services - Community Center	12/31/2021	12/21 C066-20 SK Community Event Center	Rice Fergus Miller Inc	2020002.00-017	98,260.58
Feasibility Study, Outreach & A&E Total:						535,117.17
001.04.575.50.40	Services - Community Center	02/22/2022	1/22 C066-20 SK Community Event Center	Rice Fergus Miller Inc	2020002.00-018	13,017.20
001.04.575.50.40	Services - Community Center	03/29/2022	C066-20 2/22 SK Community Event Center	Rice Fergus Miller Inc	2020002.00-019	20,275.93
001.04.575.50.40	Services - Community Center	04/26/2022	C066-20 3/22 SK Community Event Center	Rice Fergus Miller Inc	2020002.00-020	17,500.79
001.04.575.50.40	Services - Community Center	06/07/2022	C066-20 4/22 SK Com Event Center Conceptual Design	Rice Fergus Miller Inc	2020002.00-021	52,358.61
001.04.575.50.40	Services - Community Center	07/12/2022	C066-20 5/22 SK Community Event Center-amend 3	Rice Fergus Miller Inc	2020002.00-022	10,129.10
001.04.575.50.40	Services - Community Center	08/30/2022	4/22 C066-20 SK Community Event Center	Rice Fergus Miller Inc	20220002.00-021mv	-52,358.61
001.04.575.50.40	Services - Community Center	08/30/2022	4/22 C066-20 SK Community Event Center amend 1	Rice Fergus Miller Inc	2020002.00-021 correct	1,875.63
001.04.575.50.40	Services - Community Center	08/30/2022	4/22 C066-20 SK Community Event Center amend3	Rice Fergus Miller Inc	2020002.00-021 correct	41,421.98
001.04.575.50.40	Services - Community Center	08/30/2022	6/22 C066-20 SK Community Event Center amend 2	Rice Fergus Miller Inc	2020002.00-023	600.00
001.04.575.50.40	Services - Community Center	08/30/2022	6/22 C066-20 SK Community Event Center amend 3	Rice Fergus Miller Inc	2020002.00-023	1,625.00
001.04.575.50.40	Services - Community Center	08/30/2022	6/22 C066-20 SK Community Event Center amend 4	Rice Fergus Miller Inc	2020002.00-023	230.00
001.04.575.50.40	Services - Community Center	08/30/2022	7/22 C066-20 SK Community Event Center-amend 1	Rice Fergus Miller Inc	2020002.00-024	5,551.25

Project Activity Report

Report Dates: 01/01/2000 - 08/31/2022

GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
001.04.575.50.40	Services - Community Center	08/30/2022	7/22 C066-20 SK Community Event Center-amend 4	Rice Fergus Miller Inc	2020002.00-024	5,821.00
Property Acq Permits, 100% Ad Ready PS&E Total:						118,047.88
						2,503,572.60
Task 3-Exp(AMD2)	Property Acquisition		Purchases - Property Purchase			
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
NO GL ACCOUNT		12/08/2021	Recording KPFD \$1 million Contribution to purchase			1,000,000.00
302.05.594.75.60	Capital Expense-Culture & Rec...	12/08/2021	Purchase 619 Bay Street (Kitsap Bank)	Land Title Company of Kitsap Cou...	E2021-417239	1,503,979.60
302.05.594.75.60	Capital Expense-Culture & Rec...	12/10/2021	Land Title Co. Reimb unused recording fees 619 Bay St La...			-407.00
Feasibility Study, Outreach & A&E Total:						2,503,572.60
						191,760.81
Task 4-Exp(AMD6) RFMPH2	C066-20(AMD6) Design Devl PH2		Consulting - Consulting			
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
001.04.575.50.40	Services - Community Center	07/12/2022	C066-20 5/22 SK Community Event Center-task4	Rice Fergus Miller Inc	2020002.00-022	41,325.00
001.04.575.50.40	Services - Community Center	08/30/2022	4/22 C066-20 SK Community Event Center amend 6	Rice Fergus Miller Inc	2020002.00-021 correct	9,061.00
001.04.575.50.40	Services - Community Center	08/30/2022	6/22 C066-20 SK Community Event Center amend 6	Rice Fergus Miller Inc	2020002.00-023	69,735.57
001.04.575.50.40	Services - Community Center	08/30/2022	7/22 C066-20 SK Community Event Center-amend 6	Rice Fergus Miller Inc	2020002.00-024	71,639.24
Property Acq Permits, 100% Ad Ready PS&E Total:						191,760.81
Total Expenses:						3,356,635.72
18 Total:						155,202.06

Summary

Project Summary

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
18	SK Community Events Center-KPFD	3,201,433.66	3,356,635.72	-155,202.06
Project Totals:		3,201,433.66	3,356,635.72	-155,202.06

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Public Works-DCD	3,201,433.66	3,356,635.72	-155,202.06
Group Totals:	3,201,433.66	3,356,635.72	-155,202.06

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Culture & Recreation	3,201,433.66	3,356,635.72	-155,202.06
Type Totals:	3,201,433.66	3,356,635.72	-155,202.06

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
		-1,247,379.16	1,000,391.29	-246,987.87
001.00.337.00.00	Local Grants,Entitlmnts, Other	-450,481.90	0.00	-450,481.90
001.01.514.23.10	Salaries - Financial Services	0.00	0.00	0.00
001.04.524.20.10	Salaries - Build Insp.	0.00	0.00	0.00
001.04.558.60.10	Salaries - Planning	0.00	0.00	0.00
001.04.575.50.10	Salaries - Community Center	0.00	2,512.71	2,512.71
001.04.575.50.20	Benefits - Community Center	0.00	477.36	477.36
001.04.575.50.40	Services - Community Center	0.00	849,585.86	849,585.86
001.05.518.30.40	Services- Facilities	0.00	95.90	95.90
002.05.543.10.10	Salaries -Management	0.00	0.00	0.00
302.00.334.04.20	State Grant from Dept. of Co...	-1,211,280.00	0.00	-1,211,280.00
302.00.397.00.00	Transfers In	-292,292.60	0.00	-292,292.60
302.05.594.75.60	Capital Expense-Culture & Rec...	0.00	1,503,572.60	1,503,572.60
411.05.534.10.10	Salaries-Administration	0.00	0.00	0.00
421.05.531.10.10	Salaries-Storm Drain GenAdm	0.00	0.00	0.00
431.05.535.10.10	Salaries - Administration	0.00	0.00	0.00
GL Account Totals:		-3,201,433.66	3,356,635.72	155,202.06

**BLANKET VOUCHER APPROVAL****FUND: 96977.00977****BV# 27-SEP 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 **\$ 192,992.21** on this **19th** day of **SEP 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)	
SEP 2022 POBCNW Invoice #7660	\$ 192,922.21
PAGE TOTAL	\$ 192,992.21



INVOICE

7660

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

9-01-2022

DESCRIPTION	AMOUNT
Services 8-9-2022 to 9-01-2022 86.66348% Project Complete to Date	\$192,922.21
Map (see attached billing)	\$9,510.00
Kartchner Engineering (see attached billing)	\$14,000.00
Joel Cohen Group	\$169,412.21
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	\$192,922.21



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

TO

Billing Period: _____

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

KARTCHNER ENGINEERING
101 S. Stevens Street Suite 201
Spokane, WA 99201
(509) 922-0383
susan@kartchnerengineering.com



INVOICE

BILL TO

247 4th St
Bremerton, WA 98337
United States

INVOICE # 22-130-1

DATE 08/22/2022

DUE DATE 09/21/2022

TERMS Net 30

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Mechanical Design Mechanical Design for Stage (Approx. 2,200 SF) 35%	1	2,205.00	2,205.00
	Plumbing Design Plumbing Design for Stage (Approx. 2,200 SF) 35%	1	1,925.00	1,925.00
	Mechanical Design Mechanical Design for Satellite Concession (Approx. 1,200 SF) 35%	1	1,820.00	1,820.00
	Plumbing Design Plumbing Design for Satellite Concession (Approx. 1,200 SF) (Kitchen Design included) 35%	1	1,295.00	1,295.00
	Mechanical Design Mechanical Design for Concession (Approx. 6,000 SF) 35%	1	3,955.00	3,955.00
	Plumbing Design Plumbing Design for Concession (Approx. 6000 SF) (Kitchen Design included) 35%	1	1,820.00	1,820.00
	Mechanical Design Mechanical Design for Satellite Concession (Approx. 820 SF) 35%	1	595.00	595.00
	Plumbing Design Plumbing Design for Satellite Concession (Approx. 820 SF) 35%	1	385.00	385.00

CNW 35% Invoice

BALANCE DUE

\$14,000.00



Circuits of the Northwest ~ Phase 3 Joel Cohen Contract													
Task	Description	Start Date	End Date	Days	Contract	Pay App #14 % Complete	Pay App #14	Pay App #15 % Complete	Pay App #15	Pay App #16 % Complete	Pay App #16	Pay App #17 % Complete	Pay App #17
1	Award Funding Event Center Design	12/16/2020	12/17/2220	1	\$ -	0		100	\$ -	100	\$ -	100	\$ -
2	Bond Funding Public Event Center	12/16/2020	12/17/2020	1	\$ -	0		0	\$ -	0	\$ -	0	\$ -
3	Initiate GeoTech Studies	3/1/2021	3/31/2021	30	\$ 55,000.00	0		5	\$ 2,750.00	5	\$ 2,750.00	20	\$ 11,000.00
4	Additional Survey Work Activities	3/1/2021	3/31/2021	30	\$ 38,500.00	0		5	\$ 1,925.00	5	\$ 1,925.00	20	\$ 7,700.00
5	Off-site Transportation Imp Study/Design	3/29/2021	5/28/2021	60	\$ 45,000.00	5	\$ 2,250.00	5	\$ 2,250.00	5	\$ 2,250.00	20	\$ 9,000.00
6	Event Center Charrette	4/5/2021	4/6/2021	1	\$ 17,350.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -
7	Event Center Space Programming	4/12/2021	4/16/2021	4	\$ 24,900.00	0	\$ -	0	\$ -	-10	\$ (2,490.00)	0	\$ -
8	Develop Building Programming	4/19/2021	5/7/2021	18	\$ 23,500.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -
9	Modify Masterplan based on Charrette	5/10/2021	5/24/2021	14	\$ 39,500.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -
10	Event Center Schematic Design	6/1/2021	7/31/2021	60	\$ 96,257.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -
11	Event Center Design Dev Drawings	8/11/2021	10/10/2021	60	\$ 285,500.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -
12	Prep Design Dev Cost Estimate	10/10/2021	10/15/2021	5	\$ 18,503.00	10	\$ 1,850.30	8	\$ 1,480.24	8	\$ 1,480.24	-3	\$ (555.09)
13	Event Ctr Prelim Grade/Util Bid Set	10/10/2021	11/24/2021	45	\$ 158,000.00	5	\$ 7,900.00	-5	\$ (7,900.00)	0	\$ -	0	\$ -
14	Event Ctr Prelim Grade/Util Packet Review	10/10/2021	11/9/2021	30	\$ 23,000.00	5	\$ 1,150.00	5	\$ 1,150.00	0	\$ -	0	\$ -
15	Final Event Center Design	11/24/2021	2/22/2022	90	\$ 613,990.00	8	\$ 49,119.20	11	\$ 67,538.90	11	\$ 67,538.90	27	\$ 165,777.30
	Billing this Period						\$ 62,269.50		\$ 69,194.14		\$ 73,454.14		\$ 192,922.21
	Total Contract Amount						\$1,439,000.00		\$1,439,000.00		\$1,439,000.00		\$1,439,000.00
	Total Contract Billing to Date						\$ 911,517.06		\$ 980,711.20		\$ 1,054,165.34		\$ 1,247,087.55
	Remaining Contract Amount						\$527,482.94		\$458,288.80		\$384,834.66		\$191,912.45

Circuit of the Northwest- Services Contract

Phase 3 Public Facilities

Progress Report

Prepared for the Port of Bremerton

By

The Joel Cohen Group LLC

9-01-2022

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 August 9, 2022 to September 1, 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 team has been focused on the development of the final plan submittal. Mechanical, electrical, plumbing, landscape architecture, civil engineering, and architecture have all been coordinating the final plan changes so that the final product is a set of plans that can be estimated for construction. With the civil engineering near completion, the major work elements are on the delivery of the interior and systems of the buildings. The major buildings include the main stage, secondary stage, main concession, and alternate concessions. The pedestrian elevator tunnel is also under final design and will be included in the final plans. Final plans are scheduled for the end of September and the plans will be to a level for pricing and government review authority. The final plans will not include all the recommendations for the City of Bremerton Land Use Review since a number of those comments relate to elements outside of the scope of the current project. It is estimated that the coordination between the civil drawings and the architectural drawings will be complete within the next week and that will conclude the civil design effort. The coordination between the architectural drawings and the building systems will extend beyond the next few weeks but will be finished in time for the delivery of the entire package at the end of September. As stated above we have received Land Use review comments back from the City of Bremerton and comments relating to on-site project development are being addressed.

The geotechnical engineer is still reviewing the initial design of the stormwater catchment system designed by MAP Ltd. These systems will infiltrate all stormwater from the site. This is in agreement with the previous Land Use approval received from the City and will prevent increases in suspended solids from leaving 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.

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

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** – MAP Ltd and Aspect Consulting continue to review the proposed catchment systems given the existing soil conditions. It does appear that additional borings will be required after the completion of the initial design documents. These borings will be acquired as part of the permitting phase of the project.
- **Off-site Transportation Imp Study/Design-** Heath Associates and TENW traffic consultants have provided an initial document for the project and have coordinated with state and local authorities on the potential impacts for the project. The off-site improvements will be studied as the project moves forward and coordination on the off-site element to be provided by others will be included in the permit applications and final construction documents.
- **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 final design documents for on-site elements (100% plan complete) will be submitted for review by the entire design team by the 3rd week of September and the final documents (100% Construction Documents) will be delivered at the end of September. With the completion of the final design documents the team will move its efforts into Phase #4 when funded which will be the inclusion of stakeholder comments since the final document submittal; changes caused by the Land Use review from the City of Bremerton; and the inclusion of off-site elements such as transportation elements that are needed for the operation of the facility.

Summary: The team is working with a concerted effort to complete the final construction documents for the Public Event Center. Each discipline feels comfortable that the design and coordination with the other groups will occur to allow for the completion of the project by the end of September. The team appreciates the coordination and support for the owner, Port of Bremerton, Kitsap Public Facilities District, and all stakeholders to the project

**BLANKET VOUCHER APPROVAL****FUND: 96977.00977****BV# 29-SEP 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 **\$ 141,374.81** on this **19th** day of **SEP 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 Orchard Community Events Center (POCEC)	
SEP 2022 POCEC Invoice #INV01294	\$ 141,374.81
PAGE TOTAL	\$ 141,374.81

CITY OF POULSBO
200 NE MOE STREET
POULSBO, WA 98370

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

CUSTOMER NO: 0000002630

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

INVOICE: GRNT000945 PAGE 1
DATE: Sep 08, 2022 OF 1

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

DUE DATE: Oct 08, 2022

SERVICE ADDRESS:

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

-----DESCRIPTION-----	QTY----	UNIT PRICE	-TOTAL PRICE-	TAX
PERC GRANT - AUGUST 2022	1.00	11,961.50	11,961.50	N

TOTAL CHARGES: 11,961.50
TOTAL TAX: 0.00

TOTAL INVOICE: 11,961.50

PAYMENTS: 0.00
ADJUSTMENTS: 0.00
TOTAL DUE: 11,961.50

Purchase Order # PO200013-01

Date Posted _____

CITY OF POULSBO PAYMENT FORM

Vendor Name:	<u>Berk Consultants</u>	Vendor #	<u>2656</u>
Address:	<u>2200 Sixth Avenue Suite 1000</u>	Phone #	<u>(206) 324 8760</u>
	<u>Seattle, WA 98121</u>	Fax #	_____
Date Submitted	<u>08/15/22</u>	Email:	_____
Comments:	<u>Professional Services 08-01-22 to 08-31-22: PERC 2022 Poulsbo Market Analysis</u>		

DEPARTMENT PRE-AUTHORIZATION SECTION

Date Authorized	_____	Department:	<u>Planning</u>
Pre-Authorization	_____	Originator:	<u>Tsimmons</u>
Signature	_____		

Invoice #	Invoice Date	ACCOUNT CODING INFORMATION				Amount
		Organization	Account	Project	Account	
10551-07-22	08/12/22	00158000055860	50000410			2,072.50
	Description:	BERKMAPERC220815				
	Description:					
	Description:					
	Description:					
	Description:					
					Total	\$ 2,072.50

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

Authorizing/Department
Head Signature:

Heather Wright
Heather Wright, PED Director

Date 08/17/22

10046760



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

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

August 12, 2022
Project No: R0010551
Invoice No: 10551-07-22

Invoice Total	\$2,072.50
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Project R0010551 City of Poulsbo Public Facilities Market Analysis (PERC)

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

Task 0 Project Management

Professional Services

	Hours	Rate	Amount
Hennessey, Jason	1.00	170.00	170.00
Totals	1.00		170.00
Total Labor			170.00
Total this Task			\$170.00

Task 4 Finalize Market Analysis

Professional Services

	Hours	Rate	Amount
Alfarag, Yasir	2.00	100.00	200.00
Hennessey, Jason	7.75	170.00	1,317.50
Santos, Sabrina	2.75	140.00	385.00
Totals	12.50		1,902.50
Total Labor			1,902.50
Total this Task			\$1,902.50

Billing Summary

	Current Invoice	Previous Invoices	Total Invoiced To-Date
Total Billings	2,072.50	37,671.25	39,743.75
Total Budget			54,860.00
Budget Remaining			15,116.25
Total Due this Invoice			\$2,072.50

Project

R0010551

Poulsbo Public Fac Mkt Analysis

Invoice

10551-07-22

Project	R0010551	Poulsbo Public Fac Mkt Analysis	Invoice	10551-07-22
---------	----------	---------------------------------	---------	-------------

Billing Backup

Friday, August 12, 2022

BERK Consulting, Inc.

Invoice 10551-07-22 Dated
8/12/2022

4:03:24 PM

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

Task	0	Project Management		
			Total this Task	\$170.00

Task	4	Finalize Market Analysis
------	---	--------------------------

Total this Task	\$1,902.50
------------------------	-------------------

Total this Project	\$2,072.50
---------------------------	-------------------

Total this Report	\$2,072.50
--------------------------	-------------------

Poulsbo PERC Market Analysis

Invoicing Progress Report

Invoice Period: 07/01/2022-07/31/2022

TASK 0: PROJECT MANAGEMENT

- Project management communications with City staff throughout month

TASK 4: FINALIZE MARKET ANALYSIS

- Internal coordination meeting for market analysis
- Research potential facility-user groups
- Contact and interview potential facility users
- July 25, 2022: Meeting with City staff to discuss

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



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

KEYBANK
POULSBO, WA 98370
19-57/1250

CHECK DATE
08/25/22

CHECK NO.
10046760

AMOUNT \$ *****2,072.50*

PAY THE SUM OF TWO THOUSAND SEVENTY TWO DOLLARS & 50 CENTS

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

[Signature]
MP

⑈10046760⑈ ⑆125000574⑆ 479681099293⑈

66512

PAY TO THE ORDER OF
COMMERCE BANK OF WA
SEATTLE, WA 98101
PAY TO THE ORDER OF ONLY THE
CORNER OF 6TH AND 1ST WASHINGTON
12500013
12500013 FOR
REMOTE DEPOSIT CAPTURE ONLY
CREDITED TO THE ACCOUNT OF
WITHIN NAMED PAYEE

Account
479681099293

Check #
10046760

Amount
\$ 2072.50

Date
08/31/2022

Return Item Reporting

Purchase Order # PO210011

Date Posted _____

CITY OF POULSBO PAYMENT FORM

Vendor Name:	<u>ARC Architects Inc.</u>	Vendor #	<u>9086</u>
Address:	<u>119 S Main St Ste. 200</u>	Phone #	<u>(206) 322 3322</u>
	<u>Seattle, WA 98104-2579</u>	Fax #	_____
Date Submitted	<u>08/30/22</u>	Email:	_____
Comments:	<u>Architectural and Other Consulting Services as authorized by City of Poulsbo Professional Services Agreement (Contract No: CN 2021-055) dated May 10, 2021 in the amount of \$31,500.00; and increased by Amendment #1 dated June 21, 2022 for \$15,340.00 = Total Fee of \$46,840.00</u>		

DEPARTMENT PRE-AUTHORIZATION SECTION

Date Authorized	_____	Department:	<u>Planning</u>
Pre-Authorization	_____	Originator:	<u>Tsimmons</u>
Signature	_____		

Invoice #	Invoice Date	ACCOUNT CODING INFORMATION				Amount
		Organization	Account	Project	Account	
0000000007	07/31/22	00158000055860	50000410	00119810	50000410	9,889.00
	Description:	ARCPERC220830				KB
	Description:					
	Description:					
	Description:					
	Description:					
					Total	\$ 9,889.00

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

Authorizing/Department
Head Signature:

Heather Wright
Heather Wright, PED Director

Date 08/31/22



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

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

July 31, 2022
Project No: 2021009.000
Invoice No: 0000000007

Project 2021009.000 Poulsbo Event and Recreation Center
Architectural and Other Consulting Services as authorized by City of Poulsbo Professional Services Agreement (Contract No: CN 2021-055) dated May 10, 2021 in the amount of \$31,500.00; and increased by Amendment #1 dated June 21, 2022 for \$15,340.00 = Total Fee of \$46,840.00


*Additional owner-directed services of \$5,000 if/as needed

Professional Services from June 26, 2022 to July 25, 2022

Phase	01	Site Design and Concept Planning		
Fee				
Total Fee		46,840.00		
Percent Complete	85.00	Total Earned	39,814.00	
		Previous Fee Billing	29,925.00	
		Current Fee Billing	9,889.00	
		Total Fee		9,889.00
		Total this Phase		\$9,889.00
		Total this Invoice		<u>\$9,889.00</u>

Principal Paul Curtis

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

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

KEYBANK
POULSBO, WA 98370
19-57/1250

CHECK DATE
09/08/22

CHECK NO.
10046864

AMOUNT \$ *****9,889.00*

PAY THE SUM OF NINE THOUSAND, EIGHT HUNDRED EIGHTY NINE DOLLARS & ZERO CENTS

TO THE ORDER OF ARC ARCHITECTS
119 S MAIN STREET, STE 200
SEATTLE WA 98104-2579

[Signature]

MP

⑈ 10046864 ⑈ ⑆ 125000574 ⑆ 479681099293 ⑈

66637

>322070381<
For Deposit at
East West Bank Only
Pasadena, CA
09152022
0000051250

WARNING: THE BACK OF THIS DOCUMENT CONTAINS A
SECURED AREA. PAY TO THE ORDER OF
EAST WEST BANK
BELLEVUE, WA 98004-5841
123109492
FOR DEPOSIT ONLY
ARC ARCHITECTS
8662006074

Account
479681099293

Check #
10046864

Amount
\$ 9889.00

Date
09/15/2022

Return Item Reporting

From: [Paul Curtis](#)
To: [Karla Boughton](#)
Subject: RE: ARC Architects' July invoice
Date: Thursday, August 25, 2022 11:27:19 AM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Karla,
The vacation was great! We had some wonderful experiences! I was particularly taken with Amsterdam.

Here's a brief description of our activities in July. Let us know if you need anything further.

- Prime contract and sub-consultant contract amendments
- Kick off meeting with City and BDA to determine initial site approach
- Coordination meetings with BDA to review preliminary findings
- Initial site plan development
- Initial structures development
- Initial plan presentation to City
- Site and structures refinements including grading and accessibility
- Costing
- Final plan graphics and meeting with City to review

How has the 'fields approach' been received? Has a timeline for next steps been discussed or too soon? I know among the next steps is our 'chapter' of the report. When will that information be needed?

Thanks!

Paul Ross Curtis 

From: Karla Boughton <kboughton@cityofpoulsbo.com>
Sent: Tuesday, August 23, 2022 1:07 PM
To: Paul Curtis <curtis@arcarchitects.com>
Subject: FW: ARC Architects' July invoice

Hi Paul,
Thank you for the July 2022 invoice. Can you please provide (email is fine), a progress report that summarizes work completed to accompany this invoice? The new executive director at the KPFD likes to have a short narrative describing work completed to accompany the invoices.

Thank you! Hope your vacation was great!
Karla

From: ARC Accounting <arcaccounting@arcarchitects.com>

Sent: Thursday, August 18, 2022 12:27 PM

To: Karla Boughton <kboughton@cityofpoulsbo.com>

Cc: Jess Rae <jrae@cityofpoulsbo.com>

Subject: ARC Architects' July invoice

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Afternoon,

Attached please find ARC Architects' July invoice for the Poulsbo Event and Recreation Center project. If there are work content questions, please contact Paul (Curtis@arcarchitects.com).

Thank you,

Martha Share

ARC Architects

400 West 1st Avenue, Suite 200, Poulsbo, WA 98260

www.arcarchitects.com

CAUTION: This email is from outside of ARC Architects. Do not open links or attachments unless you know the content is safe.



Planning and Economic Development Department
200 NE Moe Street | Poulsbo, Washington 98370
(360) 394-9748 | fax (360) 697-8269
www.cityofpoulsbo.com | plan&econ@cityofpoulsbo.com

June 21, 2022

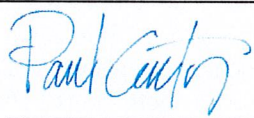
Consultant:
Arc Architects
119 S Main Street, Ste 200 Seattle,
WA 98104-2579

Contract Date: 05/10/2021
Contract No: CN 2021-055
Amendment #1

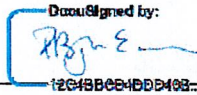
This amendment includes three items:

- 1) Extension of Contract: The contract is to be extended from October 31, 2021 through December 31, 2022.
- 2) Amendment to Scope of Work: The scope of work is to be revised as set forth in Attachment A; its purpose is to accommodate requested additional architectural and landscape architectural services to align with the recent decision to phase the PERC project, and Phase I on the PERC site will be multi-use athletic fields and outdoor recreation.
- 3) Increase Budget: The contract budget is increased by \$15,340 to cover the additional tasks identified in Attachment A, thereby increasing the contract amount to \$46,840. (There is an additional owner-directed services of \$5,000 from the original contract that is if/as needed.)

CONSULTANT: ARC Architects

By: Paul Curtis Title: Principal
Signature:  Date: 6/28/2022

CITY OF POULSBO:

Signature:  Date: 6/27/2022
DocuSigned by: Rebecca Erickson, Mayor

ARC PERC Contract Amendment #1: ATTACHMENT A



June 14, 2022

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

RE: Poulsbo Events & Recreation Center Feasibility Study - Amendment #1

Dear Karla:

Thank you for your continued efforts and leadership in developing a workable path forward for the Poulsbo Events and Recreation Center. ARC Architects is pleased to submit this proposal for Amendment #1 to the *Poulsbo Events & Recreation Center* feasibility study, which we were previously contracted to complete. The scope of this amendment will include architectural and landscape architectural services with estimating performed by ARC and BDA (no third party estimator). In addition to ARC, our team for this amendment to the study includes the following consultants:

Landscape Architect - Bruce Dees and Associates

The Design Team's total original fee for Standard and Specialty Services for the Feasibility Study was **\$31,500** including reimbursable expenses. In addition, **\$5,000** dollars was reserved for owner-directed additional services such as, but not limited to, changes, delays, or additional client requests. For the additional work included in Amendment #1, we propose additional design team fees of **\$15,340**. Further details of the proposed scope can be found below and in our attached Task Analysis (Exhibit B).

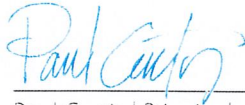
Project Understanding

This proposal is based on the information provided in an email from Karla Boughton on 5/19/22. We will revise the previously developed feasibility findings to indicate a three-phased approach. The team's deliverables will focus on Phase 1 and will include a brief, summarizing report and an updated site plan including the following amenities; two multi-use sports fields, a playground, a perimeter walking path, sports courts, a field house, public art opportunities, and off- and on-site parking.

Feasibility Study & Site Concept Planning (Original Contract)	\$30,000.00
Mark-ups (Original Mark-Ups)	\$1,500.00
Amendment #1	\$14,400.00
Amendment #1 Mark-Ups	\$940.00
Total	\$46,840.00
Owner-Directed Additional Services (Original Contract)	\$5,000.00 as needed

We sincerely appreciate the opportunity to offer this proposal and look forward to working with you. Should this proposal adequately define the services you require for your project then please return a signed copy for our files. Should you have any questions please contact me at 503-407-5552.

Sincerely,



Paul Curtis | Principal, AIA, LEED AP BD+C
ARC Architects
D: (503) 407-5552

Attachments:

- Exhibit A - Fee Proposal
- Exhibit B - Task Analysis
- Exhibit C - Consultant Proposals

Poulsbo Events & Recreation Center (PERC) - Feasibility Study - Amendment #1

ARC Architects and Consultants

06.14.2022

FEE SUMMARY		fee			remarks
ARC Fee					
feasibility study	\$15,000	1	\$15,000		From original contract
Subtotal - ARC Fee			\$15,000		
Fees for Other Consultants					
Landscape: Bruce Dees & Associates	\$10,000	1.1	\$11,000		From original contract
Estimator: DCW Cost Management	\$5,000	1.1	\$5,500		From original contract
Subtotal - Consultant Fees			\$16,500		
Additional Services					
owner-directed additional services	\$5,000	1	\$0		From original contract
Public Meetings	\$0	1	\$0		From original contract
Marketing / Public Relations Renderings	\$0	1	\$0		From original contract
BDA: Redesign with (2) sports fields	\$9,400	1.1	\$10,340		Amendment 1: see BDA proposal
ARC: Redesign with (2) sports fields	\$5,000	1	\$5,000		Amendment 1: see ARC task analysis
Subtotal - Additional Services			\$15,340		
Estimated Expenses					
architect - ARC	\$0		\$0		From original contract
landscape - BDA	\$0		\$0		From original contract
estimator - DCW	\$0		\$0		From original contract
Subtotal			\$0		
Total - Proposed Contract Amount			\$46,840		

Poulsbo Events & Recreation Center (PERC) - Feasibility Study - Amendment #1
ARC Architects and Consultants
06.14.2022

Task 1 - PROJECT MANAGEMENT

Our first coordination step is to develop a detailed project schedule including decision milestones and funding deadlines. Provide monthly invoices and progress reports.

Task 2 - IMMERSION

Our team will begin with immersion into the project and review of existing documentation including previous studies and existing site information. ARC will facilitate a virtual or socially distanced kick-off meeting with the Owner and Design team including a discussion on construction budgets and goals.

-Deliverables: Meeting prep and notes

-Assumptions: Owner-provided resources shared with ARC

Task 3 - SITE ANALYSIS

Site analysis provides the basis for development of concept and space planning. ARC will review the Olhaver Development Agreement and relevant zoning code requirements including setbacks, lot coverage, building height, and parking needs. Findings will be incorporated into Task 4

Task 4 - PROGRAMMING

With the stakeholder team, ARC will review the owner's survey results and provide program options based on similar facilities and experience. We will develop 3 program options including one with a pool. For the site plan design, we will develop priorities for outdoor program options based on Owner and survey input. This will include one meeting with the Steering Committee workgroup to solicit input on programming options

-Deliverables: (3) programs with related square footage and ROM costs (MACC)

Task 5 - CONCEPT OPTIONS

From data collected and discussions with Owner, ARC will develop 3 building and site plan options for consideration. Design options will consider many variables including access, views, adjacency, parking and drop off. This will involve one meeting with the Steering Committee

-Deliverables: Site Plan, Massing Studies

-Assumptions: Analyze programs w/ (3) siting options. Every program may not fit in all site locations.

Task 6 – PREFERRED OPTION & IMAGES

With review and input from the Steering Committee on the concept options, the design team will refine the site design to one preferred option. We will create interior and exterior renderings showing potential design character and relationships. These will be reviewed and refined based on Owner input.

-Deliverables: Site Plan, (2) Exterior Renderings, (1) Interior Rendering

-Assumptions: The preferred program and siting option is assumed to be one of the options studied in Task 5.

Task 7 - COST ESTIMATE & BUDGET ALIGNMENT

DCW will develop a detailed cost estimate to be reviewed by the team and owner group to finalize the budget including construction costs and potential softs costs for a full project budget.

Task 8 - FINAL REPORT AND PRESENTATION

Together, we will develop a draft report for the Steering Committee's review. The report will provide a clear executive summary and timeline of recommended next steps. If requested, we will facilitate a presentation

Task 9 - AMENDMENT 1

Working closely with Bruce Dees and Associates, ARC will revise the previously developed feasibility findings to indicate a three-phased approach. The team's deliverables will focus on Phase 1 and will include a brief, summarizing report and an updated site plan including the following amenities: two multi-use sports fields, a playground, a perimeter walking path, sports courts, a field house, public art opportunities, and off- and on-site parking. We will use the email provided by Karla Boughton on 5/19/22 for additional guidance during development of the design.



June 9, 2022

Mr. Paul Curtis
ARC Architects
119 S Main St, Suite 200
Seattle, WA 98104

Job No.: 058-10-01

RE: Poulsbo Event and Recreation Center
Professional Services Agreement
Amendment #1

Dear Paul,

Per your request, this contract amendment is being provided for preliminary design and estimating services to reconfigure the site design concept for the Poulsbo Event and Recreation Center property. We understand the desired site program is to include sport fields, lighting, sport courts, parking, pathways and play areas as feasible based upon the site constraints. Deliverables will include a preliminary site plan, rendered site plan, preliminary cost estimate and design narrative for review and approval.

We are requesting additional fees to complete the new preliminary site design effort.

Additional Fees Requested: **\$9,400.00**

CONTRACT SUMMARY

\$ 10,000.00	Original Contract
\$ 9,400.00	This Request – Amendment #1
\$ 19,400.00	New Contract Total

If the above meets with your approval, we request that our agreement be amended to include **\$9,400.00** for a new contact total of **\$19,400.00**.

Extra Work:

1. Any services beyond preliminary design will be considered extra work.
2. Significant changes to the site program.

Assumptions:

1. Given the constraints of the site and grading requirements associated with the sport fields, we assume the extents of site grading may extend into the 50' landscape buffer.

Sincerely,

BRUCE DEES & ASSOCIATES



Shawn A. Jensen, PLA
Principal

SAJ:sas

EXECUTIVE DIRECTOR REPORT

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

Project Updates:

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

- **POCEC:** Invoice has been submitted for approval during Sep 19, 2022, Board of Directors meeting. The invoice and blanket voucher is part of the Consent Agenda.
- **POB/CNW:** Invoice has been submitted for approval during Sep 19, 2022, Board of Directors meeting. The invoice and blanket voucher is part of the Consent Agenda.
- **PERC:** Invoice has been submitted for approval during Sep 19, 2022, Board of Directors meeting. The invoice and blanket voucher is part of the Consent Agenda.
- **PGFHP:** No project invoice submittals for this month

KPFD Business Updates:

- The KPFD financial advisers are working with Kitsap County to get our 2021B bonds extended through 2041.
- KPFD has requested from the Port of Bremerton to provide a complete financial report of the Events Center for the CNW project. The PFD's bond counsel is working directly with Caldwell Sutter Capital to produce the report. This report will be required for the Dept of Commerce Feasibility Review and any bank Request for Proposal.
- The PFD Executive Director and Board Chair are working with the City of Poulsbo to have a meeting to discuss the PERC project, any adjustments to the ILA, and the anticipated timeline for construction to begin.
- The Executive Officer is currently working with a designer and marketing specialist on re-branding and logo design. Once complete, several options will be presented to the Board of Directors for approval.

General:

- The WA State Association of Public Facilities Districts (WASPFDD) will hold its 2022 Conference on September 21 & 22, 2022, at the Tacoma Convention Center. All board members are invited to attend. The Executive Director will be in attendance to represent KPFD.

Board of Directors Meeting*
Monday, September 19, 2022
Kitsap County Administration Building
& Zoom Webinar ID – 845 5333 5984
AGENDA

1. Call to Order / Comments Board Chair Hatchel

CONSENT AGENDA

- A. August 22, 2022, Meeting Minutes
 - B. Blanket Voucher # 26-SEP 2022 96968 Operating Expenses
 - C. Blanket Voucher # 27-SEP 2022 96977 POCEC Project
 - D. Blanket Voucher # 28-SEP 2022 96977 POBCNW Project
 - E. Blanket Voucher # 29-SEP 2022 96977 PERC Project
 - F. Executive Director Report – SEP 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 – Kitsap County Port Gamble Forest Heritage Park Trails (PGFHP) Project Update

5. New Business

- A. Upcoming WSAPFD State-Wide Conference – September 21 & 22, 2022, Tacoma, WA
- B. KPFDP Re-Branding Efforts
- C. PERC Project Review Scheduled

6. Financial Reports

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

7. Ongoing Business/Good of the Order

- A. KPFDP & Kitsap County 2021B Bond Refunding Update
- B. POB/CNW Financial Report Update

8. Meeting Adjournment

Next Meeting: October 24, 2022, at 5:30 pm
Location: Port Orchard City Hall & Virtual Zoom Webinar
Topics: General Business, Port Orchard Community Events Center (POCEC) Project Report

Port Gamble Forest Heritage Park

Project Status



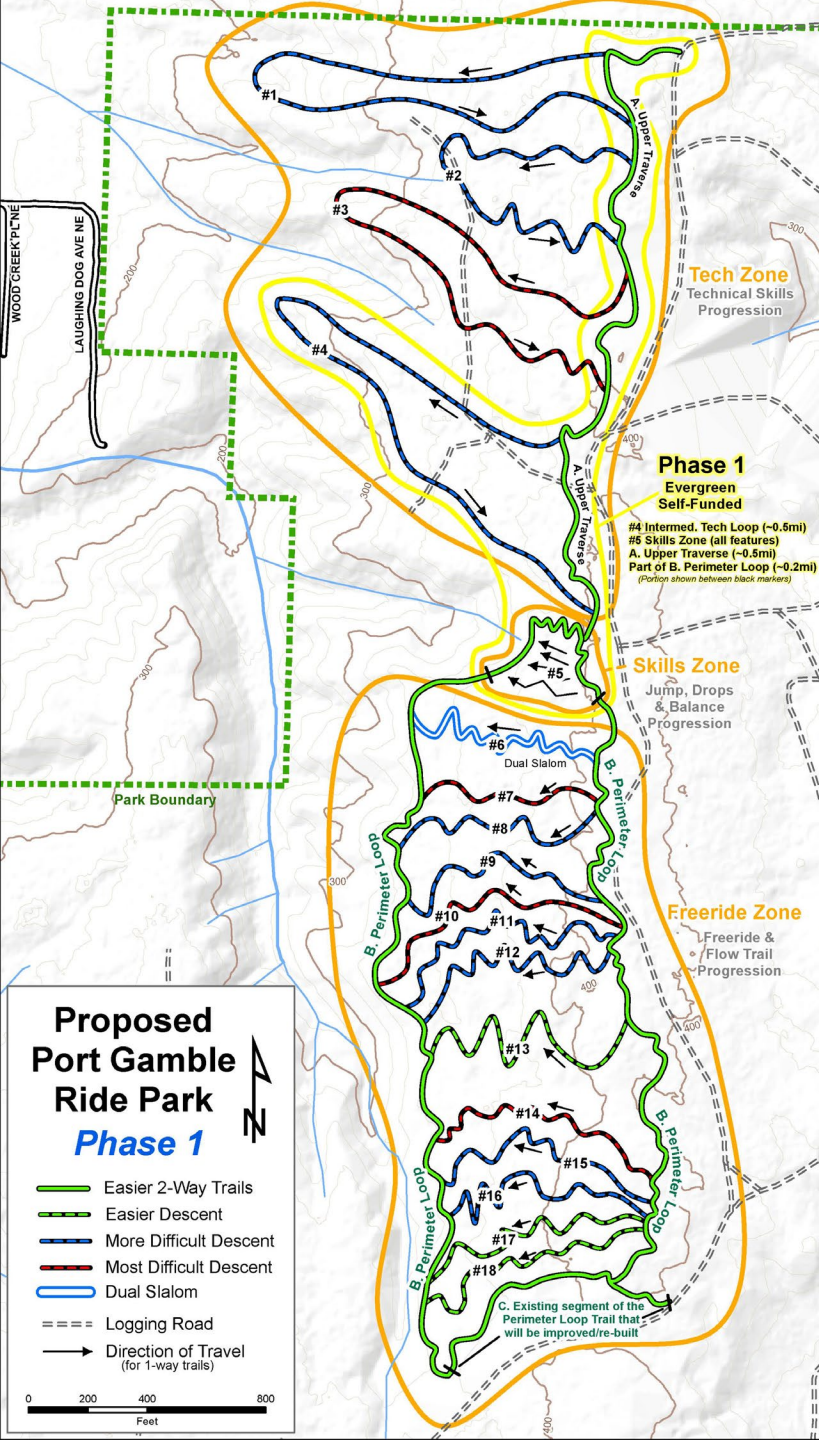
Project Components

- Mountain Biking Ride Park (Phases 1 and 2)
- Framework (FKA Master Plan)
- Sound to Olympics Trail Design (Northern Segments)
- Stottlemeyer Trailhead



Ride Park Phase 1

- 70% Complete
- The Evergreen Mountain Bike Festival was held in June drawing more than a thousand attendees both days.
- Evergreen Mountain Biking Alliance (EMBA) constructing and maintaining
- Construction resuming in Fall 2022
- **Project completion delayed - June 2023**



The map displays the Lamoille River and its surrounding areas. Key features include:

- Tracts:** Numerous tracts are labeled, including TRACT 944, TRACT 943, TRACT 942, TRACT 941, TRACT 940, TRACT 939, TRACT 938, TRACT 937, TRACT 936, TRACT 935, TRACT 934, TRACT 933, TRACT 932, TRACT 931, TRACT 930, TRACT 929, TRACT 928, TRACT 927, TRACT 926, TRACT 925, TRACT 924, TRACT 923, TRACT 922, TRACT 921, TRACT 920, TRACT 919, TRACT 918, TRACT 917, TRACT 916, TRACT 915, TRACT 914, TRACT 913, TRACT 912, TRACT 911, TRACT 910, TRACT 909, TRACT 908, TRACT 907, TRACT 906, TRACT 905, TRACT 904, TRACT 903, TRACT 902, TRACT 901, TRACT 900, TRACT 899, TRACT 898, TRACT 897, TRACT 896, TRACT 895, TRACT 894, TRACT 893, TRACT 892, TRACT 891, TRACT 890, TRACT 889, TRACT 888, TRACT 887, TRACT 886, TRACT 885, TRACT 884, TRACT 883, TRACT 882, TRACT 881, TRACT 880, TRACT 879, TRACT 878, TRACT 877, TRACT 876, TRACT 875, TRACT 874, TRACT 873, TRACT 872, TRACT 871, TRACT 870, TRACT 869, TRACT 868, TRACT 867, TRACT 866, TRACT 865, TRACT 864, TRACT 863, TRACT 862, TRACT 861, TRACT 860, TRACT 859, 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- # Ride Park Phase 1
- Good news: Rayonier to construct full paved access road (2023)
 - Bad news: Affects timing of Ride Park Phase 2.
 - Delay to July 2023.
- 
- The logo for Kitsap County, Washington, is located in the bottom right corner. It features a circular emblem with a red and white design in the center, surrounded by the text "KITSAP COUNTY" at the top and "WASHINGTON" at the bottom. The numbers "18" and "67" are also visible on the sides of the emblem.



CENTER OF SEC.
POULSBORO, KITSAP CO

Ride Park Phase 2

- 75 Vehicle Stalls
- Vault Bathrooms
- Design revisions required acquisition of timber rights
- In permitting
- **Proposed delay to July 2023**



Framework



VISION

Port Gamble Forest Heritage Park is focused on the quality of its diverse environment, wildlife, user experience and recreation opportunities. The Park is managed to ensure ecological, educational and economic sustainability by attracting local and regional visitors while bringing compatible economic benefits to the area.

GOALS



WILDLIFE HABITAT ENHANCEMENT & REGENERATION

To promote sensitive stewardship of park lands and trails, especially from previously altered landscapes, to improve habitat and regenerate natural systems for a wide range of wildlife.



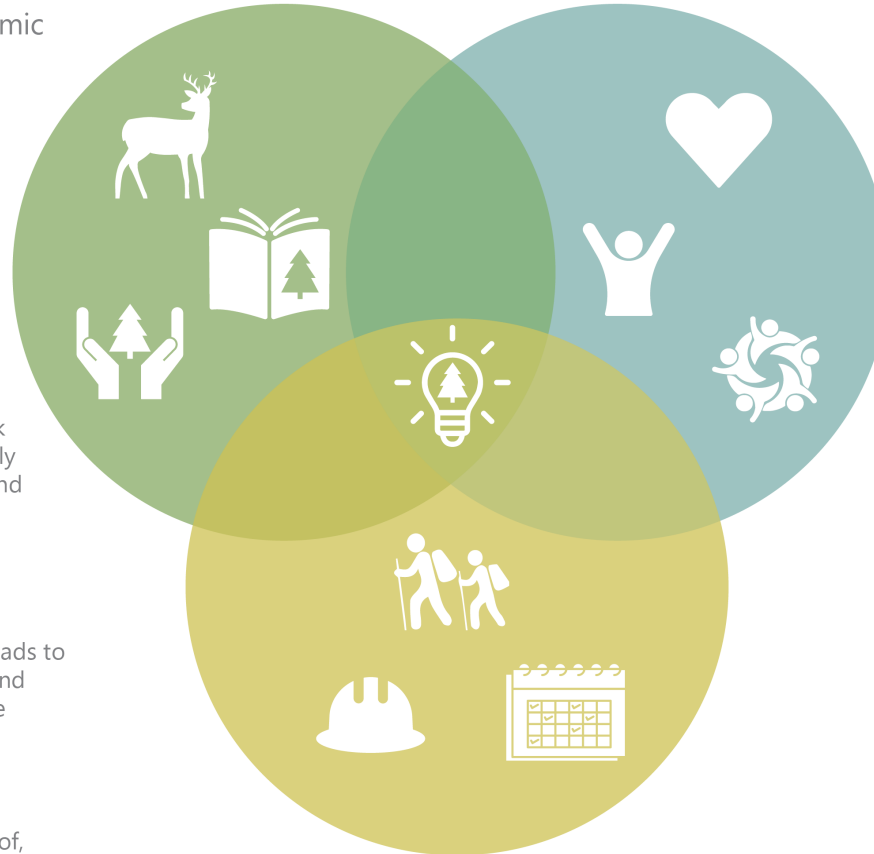
CONSERVATION ETHIC

To promote outdoor recreation, which leads to people placing value on natural places and believing it is important to steward these places for future generations.



EDUCATION

To provide access to, and interpretation of, park lands that have the array of wildlife, vegetation, history, and other assets that give the public a greater understanding of the importance of nature in our lives.



QUALITY OF LIFE

To improve quality of life for those in the community by increasing the amount of open space, particularly spaces with recreation opportunities.



PHYSICAL & EMOTIONAL HEALTH

To provide access to natural areas, trails, and outdoor recreation facilities, which has been shown to support improved physical and emotional health of users.



ACCESS & INCLUSION

To create a park and policies that support community values and provide equitable access to all people, with an active effort to ensure diverse participation in advancing the park's vision and goals.



NEW VENUES FOR ACTIVE RECREATION

To develop new facilities targeting specific events and activities providing a benefit to the local and regional community.



ECONOMIC VITALITY

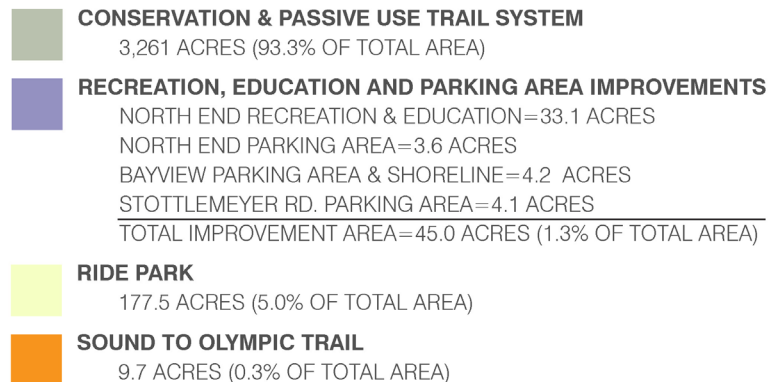
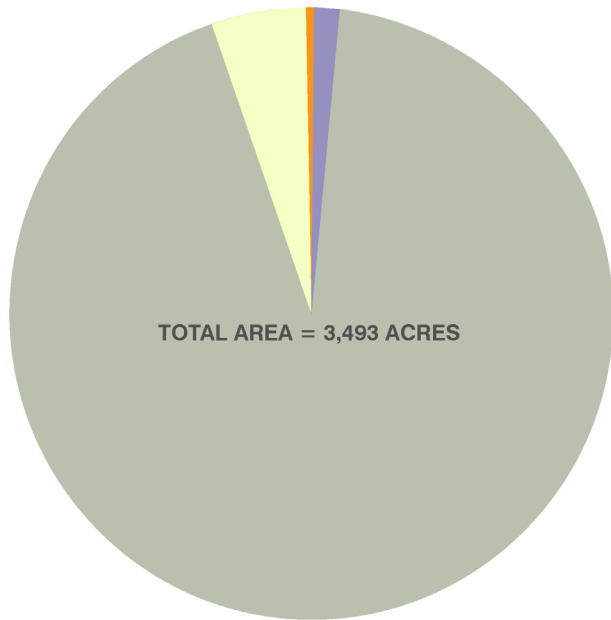
To realize the economic benefits of increased recreation and conservation-related jobs while providing job stability and security.



PREDICTABILITY

To plan for the long term to ensure that development and programming will move forward in a way that is predictable, reliable and in keeping with community goals and aspirations.

PROPORTION OF IMPROVEMENTS TO
CONSERVATION/RESTORATION AREA



Framework Overview

- 93.3% dedicated to conservation and passive recreation.
- Most of the elements shown in the master plan are either currently existing (trails) or part of the conversation from the very beginning (Sound to Olympics Trail, Mountain Bike Ride Park, Trailheads).
- The only portion fully new is the 33-acre education and recreation area adjacent to the Ride Park (less than 1% of Park).

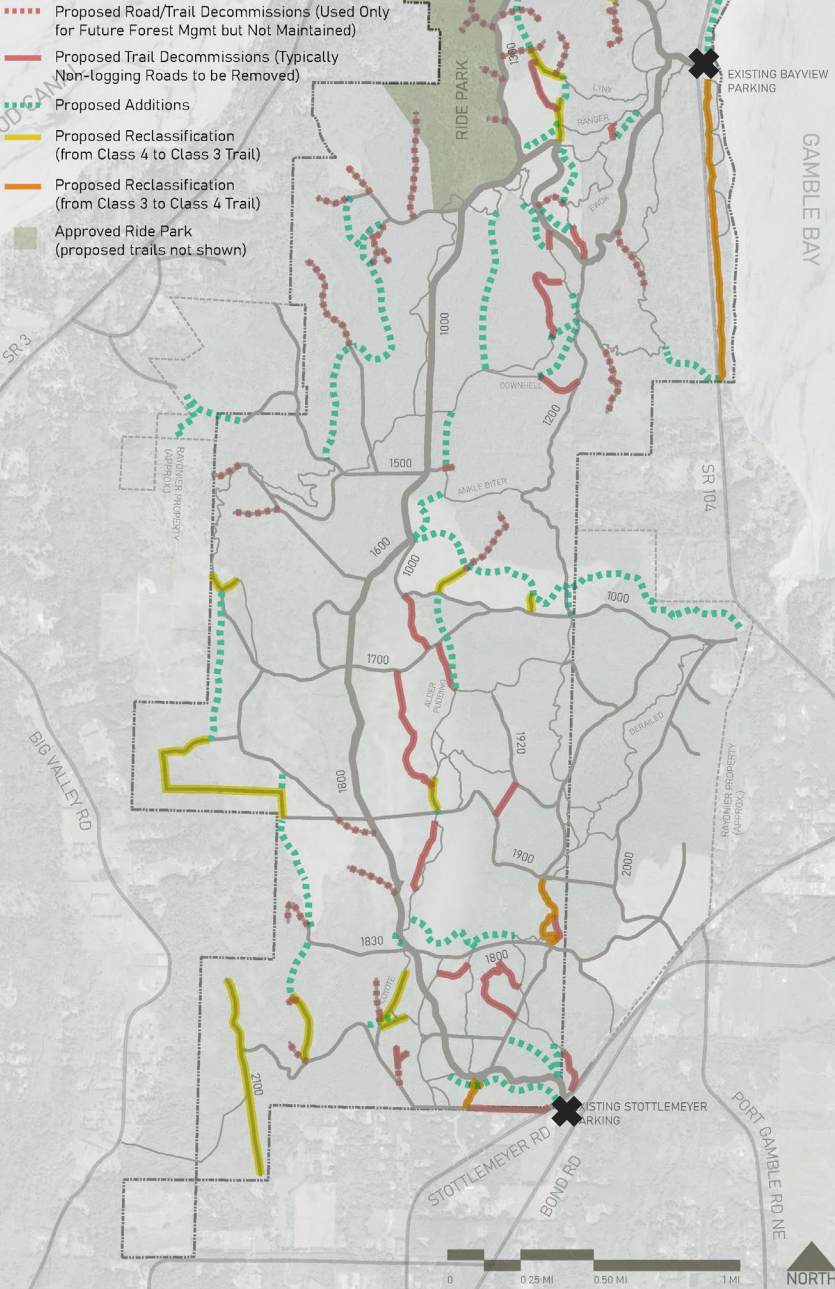


A photograph of a forest path with tall trees and lush green ferns.

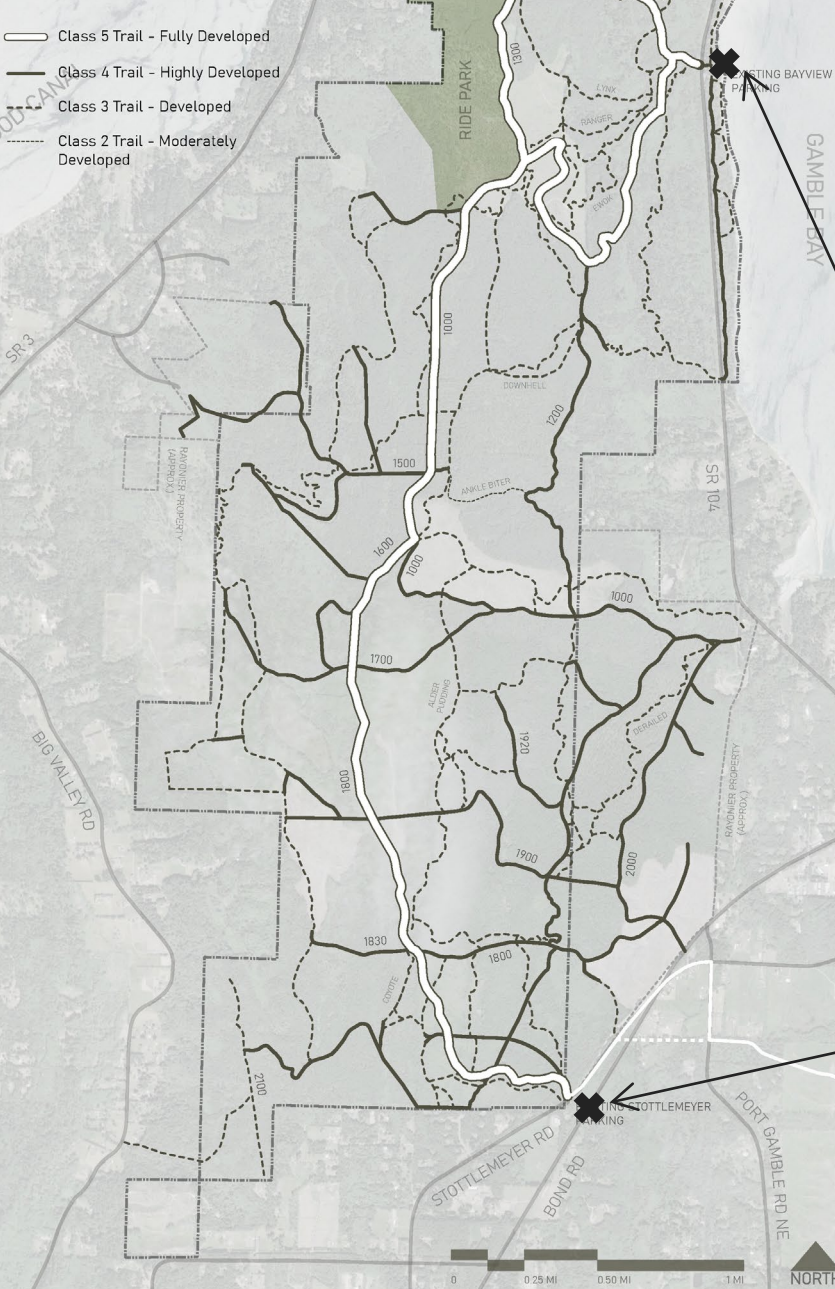
Saving the Forest

- Acquired 150 acres of timber - August 31
- Fundraising, state and local funds to save another 600 acres by December 2022.
- **[Ourforestfund.org](https://ourforestfund.org)**

TRAIL DECOMMISSIONS & ADDITIONS



PROPOSED TRAIL CLASSIFICATIONS



Trails:
Proposed
Changes &
Trail
Classifications

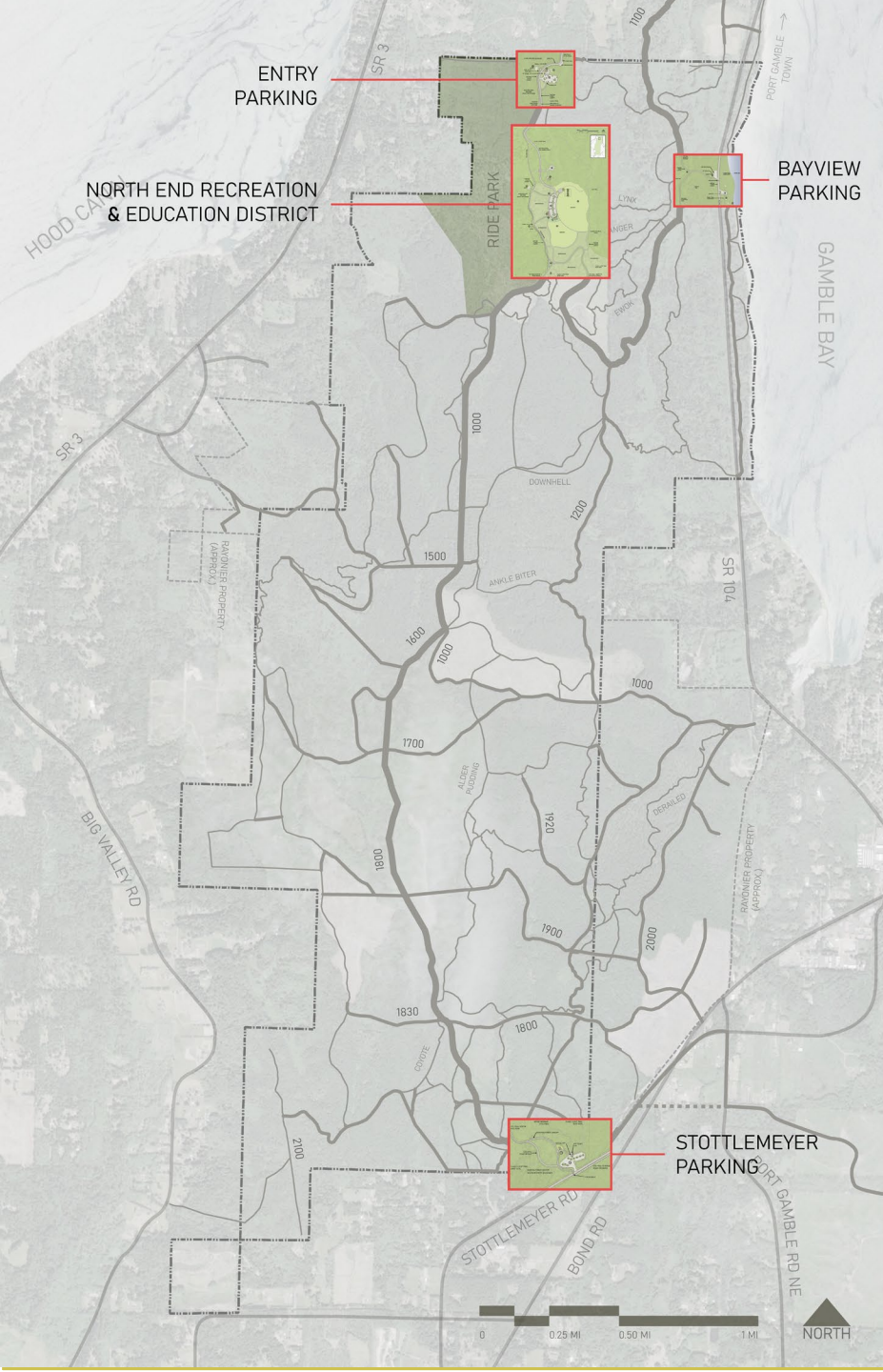
Bayview Parking

Focus on
Access and
Safety

Net Reduction
in Trails Miles

Stottlemeyer Parking





North End Recreation & Educational District

Benefits to Clustering Facilities/Uses

- Close to Port Gamble Town and existing utilities
- Serviced by a new road through Rayonier property
- Adjacent to approved STO trail and Ride Park
- Relatively large, flat area
- Avoids critical areas in this location (streams, wetlands, steep slopes)
- Maximizes views from top of ridge
- Focused on existing logged areas
- Reduced implementation and maintenance costs





Funding Options

- Public funding – taxes or special districts
- Donations/Public Grants/Partnerships with non-profits and institutions
- General park user fees
- Specific facility user fees/concession arrangements at park
 - Multipurpose event space/pavilions
 - Yurts
 - Camping
 - Adventure Tree Course

Funding Recommendations

- Develop in phases as funding procured
- Pursue all funding strategies (except general user fees): all have potential to be key \$ sources.
- Taxing mechanism (such as a special district) to sustain long-term operations and maintenance is likely needed – and needed early to ensure investments will be maintained.





Next Steps

- SEPA Comment Period
- County Commissioner Consideration (October/November)



Sound to Olympics Trail

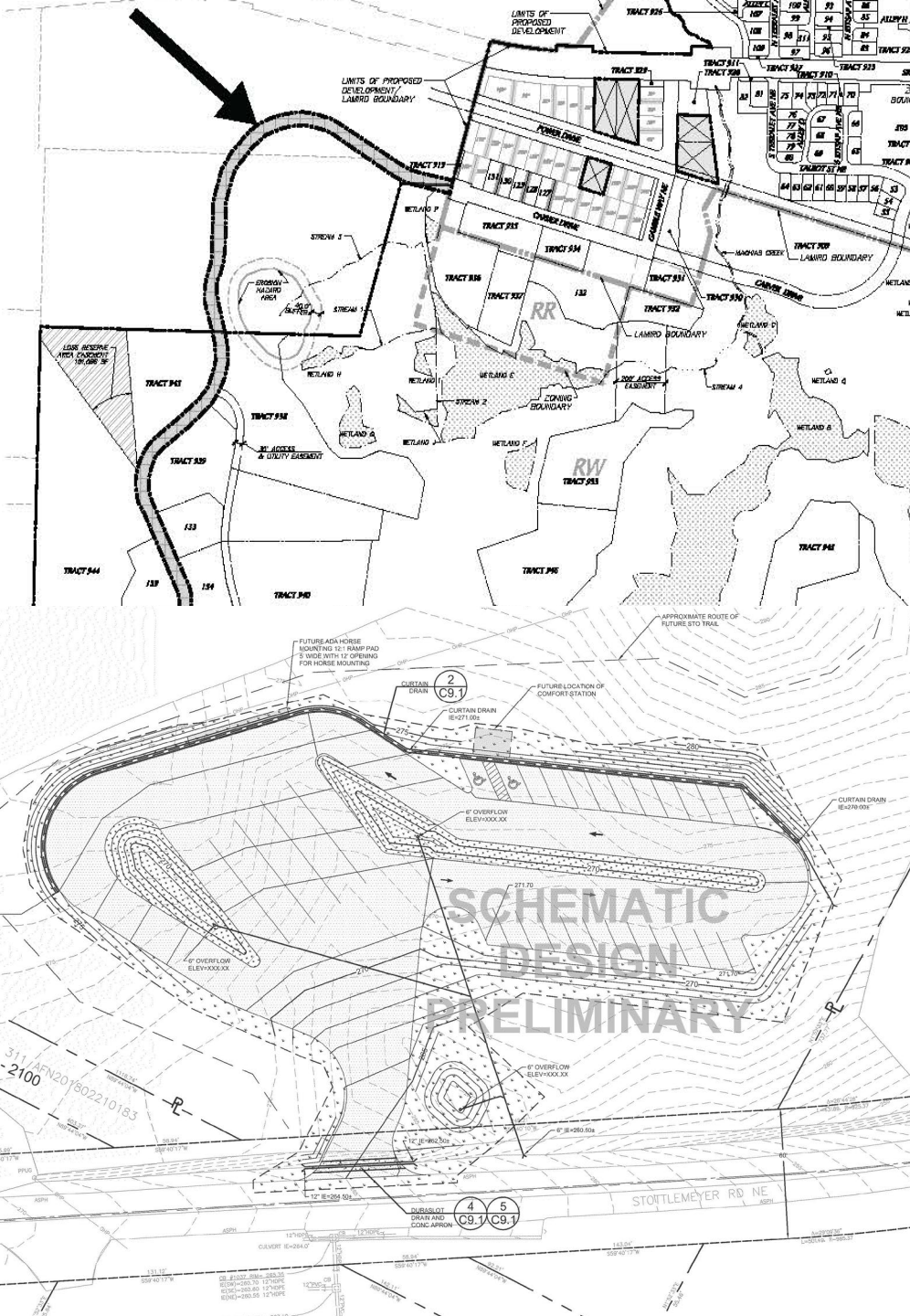
- Design underway
- Concerns regarding the engineering and construction of Segments A and B
- Costs triple 2019 estimates due to labor and supply costs and topography.
- Exploring using Segment D past Ride Park to connect to Port Gamble townsite.



-

Project Obstacles

- Construction cost increases (inflation, design challenges, material, labor and fuel costs).
- Volunteer and other streamlining addressed some of these factors.
- Permitting delays





Budget Increase Specifics

- Ride Park Phase I - \$70,000
- Ride Park Phase II - \$305,000
- Framework - \$40,000
- Stottlemeyer Trailhead - \$285,000
- **Total = \$700,000**

Kitsap has \$350,000 or the \$700,000
Additional PFD ask = \$350,000

Extension of ILA to July 1, 2023.





Thank You

Eric Baker

Deputy County Administrator

ebaker@kitsap.gov

[Port Gamble Forest Heritage Park](http://portgambleforestpark.com)
portgambleforestpark.com



Board of Directors Meeting*
Monday, September 19, 2022
Kitsap County Administration Building
& Zoom Webinar ID – 845 5333 5984
AGENDA

1. Call to Order / Comments Board Chair Hatchel

CONSENT AGENDA

- A. August 22, 2022, Meeting Minutes
 - B. Blanket Voucher # 26-SEP 2022 96968 Operating Expenses
 - C. Blanket Voucher # 27-SEP 2022 96977 POCEC Project
 - D. Blanket Voucher # 28-SEP 2022 96977 POBCNW Project
 - E. Blanket Voucher # 29-SEP 2022 96977 PERC Project
 - F. Executive Director Report – SEP 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 – Kitsap County Port Gamble Forest Heritage Park Trails (PGFHP) Project Update

5. New Business

- A. Upcoming WSAPFD State-Wide Conference – September 21 & 22, 2022, Tacoma, WA
- B. KPFDF Re-Branding Efforts
- C. PERC Project Review Scheduled

6. Financial Reports

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

7. Ongoing Business/Good of the Order

- A. KPFDF & Kitsap County 2021B Bond Refunding Update
- B. POB/CNW Financial Report Update

8. Meeting Adjournment

Next Meeting: October 24, 2022, at 5:30 pm
Location: Port Orchard City Hall & Virtual Zoom Webinar
Topics: General Business, Port Orchard Community Events Center (POCEC) Project Report

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Kitsap Public Facilities District								
AUG 2022								
968 INCOME								
Process Date	Reconcile Date	Supplier	Invoice #	Amount	Check/EFT	Fund	Spend Category	Description
8/15/2022	8/15/2022	9677 Fund	AUG 2022	\$ 30,000.00	EFT	968		Monthly XFR 977 to 968 for Op Expenses
				\$ 30,000.00				

977 INCOME								
Process Date	Reconcile Date	Supplier	Invoice #	Amount	Check/EFT	Fund	Spend Category	Description
8/31/2022	8/31/2022	Sales Tax Rebate	AUG 2022	\$ 207,417.76	EFT	977		AUG 2022 Sales Tax Rebate
				\$ 207,417.76				

286 INCOME								
Process Date	Reconcile Date	Supplier	Invoice #	Amount	Check/EFT	Fund	Spend Category	Description
8/31/2022	8/31/2022	Sales Tax Rebate	AUG 2022	\$ 66,337.17	EFT	286		AUG 2022 Debit Service Payment
				\$ 66,337.17				

968 EXPENSES								
	Reconcile Date	Supplier	Invoice #	Amount	Check/EFT	Fund	Spend Category	Description
8/4/2022	8/24/2022	Walter Draper	Q22022	\$ (235.90)	Check	968/BV# 24-AUG 2022	5140	Q2 2022 Board of Directors Stipend
8/4/2022	8/25/2022	Patrick Hatchel	Q22022	\$ (119.69)	Check	968/BV# 24-AUG 2022	5140	Q2 2022 Board of Directors Stipend
8/4/2022	8/24/2022	Daron Jagodzinske	Q22022	\$ (316.39)	Check	968/BV# 24-AUG 2022	5140	Q2 2022 Board of Directors Stipend
8/4/2022	8/20/2022	John Morrissey	Q22022	\$ (223.76)	Check	968/BV# 24-AUG 2022	5140	Q2 2022 Board of Directors Stipend
8/4/2022	8/20/2022	Erin Leedham	Q22022	\$ (226.95)	Check	968/BV# 24-AUG 2022	5140	Q2 2022 Board of Directors Stipend
8/4/2022	8/20/2022	Phillip Havers	Q22022	\$ (156.93)	Check	968/BV# 24-AUG 2022	5140	Q2 2022 Board of Directors Stipend
8/4/2022	8/23/2022	Thomas Bullock	Q22022	\$ (187.48)	Check	968/BV# 24-AUG 2022	5140	Q2 2022 Board of Directors Stipend
8/11/2022	8/15/2022	Visit Kitsap	11446	\$ (1,250.00)	EFT	968/BV# 24-AUG 2022	5451(b)	AUG 2022 Office Space Lease
8/11/2022	8/23/2022	Help Desk Calvary	35118	\$ (259.20)	Check	968/BV# 24-AUG 2022	5419(a)	AUG 2022 Monthly IT Service
8/11/2022	8/15/2022	Help Desk Calvary	35238	\$ (196.56)		968/BV# 24-AUG 2022	5311	AUG 2022 Monthly Email Subscription
8/11/2022	8/15/2022	Sunny Jack Events	1611	\$ (4,000.00)	EFT	968/BV# 24-AUG 2022	5499(a)	EventFund
8/15/2022	8/31/2022	JPC LLC	140207	\$ (2,667.50)	Check	968/BV# 24-AUG 2022	5416	JUL 2022 Legal Services
8/15/2022	8/26/2022	Russell Shiplet	AUG2022	\$ (1,937.82)	Check	968/BV# 24-AUG 2022	5311	AUG 2022 Executive Director Reimbursement
8/15/2022	9/8/2022	Central Plaza LLC	AUG2022_204F	\$ (831.40)	Check	968/BV# 24-AUG 2022	5451(b)	AUG 2022 Office Space Lease
8/15/2022	9/3/2022	City of Bremerton	BKAT000694	\$ (236.25)	Check	968/BV# 24-AUG 2022	5419(b)	JUL 2022 BOD Meeting Recording
8/31/2022	9/10/2022	WA State L&I	Q12022	\$ (34.46)	Check	968/BV# 24-AUG 2022	5201	Q1 2022 L&I Premium
8/31/2022	9/1/2022	Russell Shiplet	AUG 2022	\$ (1,341.28)	EFT	968/BV# 24-AUG 2022	5202	AUG 2022 Social Security Tax
8/31/2022	9/1/2022	Russell Shiplet	AUG 2022	\$ (313.68)	EFT	968/BV# 24-AUG 2022		AUG 2022 Medicare
8/31/2022	9/1/2022	Russell Shiplet	AUG 2022	\$ (1,174.33)	EFT	968/BV# 24-AUG 2022		AUG 2022 Federal Income Tax
8/31/2022	9/1/2022	Russell Shiplet	AUG 2022	\$ (8,798.57)	EFT	968/BV# 24-AUG 2022		AUG 2022 Payroll
				\$ (24,508.15)				

977 EXPENSES								
Process Date	Reconcile Date	Supplier	Invoice #	Amount	Check/EFT	Fund & BV	Spend Category	Description
8/4/2022	8/27/2022	Kitsap County	22-00397	\$ (159,566.82)	Check	977/BV# 21-JUL 2022		Port Gamble Forest Heritage Park (PGFHP) Project
8/11/2022	9/3/2022	Kitsap County	22-0108	\$ (1,219.86)	Check	977/BV# 21-JUL 2022		Port Gamble Forest Heritage Park (PGFHP) Project
8/15/2022	8/15/2022	96977	XFR to 968 Fund	\$ (30,000.00)	XFR	977		Monthly XFR 977 to 968 to Cover Op Expenses
8/31/2022	8/31/2022	Sales Tax Rebate	XFR to 286 Fund	\$ (66,337.17)	XFR	977		Monthly XFR 977 to 286 for Debit Service Payment
				\$ (257,123.85)				

**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%	\$ 207,417.76	1.0%
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%	\$ 1,498,749.18	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%	\$ 187,343.65	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

AUG 2022	FUNDS	COMMENT
Sales Tax Rebate (977)	\$207,417.76	Up 1.0% from AUG 2021
Debt Service (286)	(\$66,337)	
Net Income	\$141,081	
Expenses (968)	(\$24,508)	
NET GAIN	<u>\$116,572.44</u>	

**Kitsap PFD
Project Funding Record**

Year	Month	POCEC					PERC				PGFHP				POB/CNW				Total Commitment
					ILA					ILA				ILA	Invoice	Reviewed	Invoice Amount	ILA	
2018	June				\$12,000,000					\$243,900.00				\$ 1,697,556.00	Phase 1		\$ 60,000.00	\$ 1,439,000	\$ 15,380,456.00
	September														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	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)	
		Invoices	Board Approved	Date Paid	Amount Paid	ILA Task #	Invoices	Board Approved	Date Paid	Amount Paid	Invoices	Board Approved	Date Paid	Amount Paid	Invoice	Reviewed	Invoice Amount	Amount Paid	
2020	January															1/20/2020	\$ (90,214.00)	\$ (90,214.00)	
	February														5201				
															5819	2/24/2020	\$ (153,675.00)	\$ (153,675.00)	
															5978				
															5979				
	September						GRNT000725	9/21/2020	9/21/2020	\$ (8,650.00)									
							GRNT000731	9/21/2020	9/21/2020	\$ (5,317.50)									
							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	January						GRNT000765	1/25/2021	1/25/2021	\$ (13,441.75)									
	February	SKCEC #2	2/22/2021	2/22/2021	\$ (137,371.72)	Task 2	GRNT000771	1/25/2021	1/25/2021	\$ (16,387.93)	21-0100	2/22/2021	2/22/2021	\$ (29,943.70)					
	March						GRNT000785	3/22/2021	3/22/2021	\$ (9,410.81)									
	April	INV00753	4/26/2021	4/26/2021	\$ (20,628.28)	Task 2	GRNT000791	4/26/2021	4/26/2021	\$ (10,868.75)									
	May		5/24/2021	5/24/2021	\$ (1,000,000.00)	Task 3	GRNT000805	5/24/2021	5/24/2021	\$ (15,516.25)					7011	5/24/2021	\$ (86,340.00)		
	June	INV00795	6/28/2021	6/28/2021	\$ (22,000.00)	Task 2	GRNT000811	6/28/2021	6/28/2021	\$ (9,253.35)					7018	6/28/2021	\$ (69,653.55)		
	July	INV00825	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	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	6/28/2022	\$ (92,135.24)	7310	5/13/2022	\$ (51,695.13)		
	June						GRNT000914	6/27/2022	6/28/2022	\$ (732.50)	22-0106	6/27/2022	6/28/2022	\$ (180,766.80)	7360	6/15/2022	\$ (62,269.50)		
	July						GRNT000923	7/25/2022	7/26/2022	\$ (297.50)	22-00397	7/25/2022	7/26/2022	\$ (159,566.82)	7450	7/20/2022	\$ (69,194.14)		
	August										22-0108	7/25/2022	7/26/2022	\$ (1,219.86)	7560	8/17/2022	\$ (73,454.14)		
	September	INV01294	9/19/2022		\$ (141,374.81)	Task 4	GRNT000945	9/19/2022		\$ (11,961.50)					7660	9/14/2022	\$ (192,922.21)		
	October																		
	November																		
	December																		
2022 Totals					\$ (155,081.39)					\$ (30,659.94)				\$ (494,883.01)			\$ (808,776.67)	\$ (144,000.00)	\$ (824,624.34)
Total Paid to Date					\$ (1,541,466.99)					\$ (778,790.17)				\$ (667,064.55)			\$ (706,300.00)	\$ (706,300.00)	\$ (3,093,622)
Remaining Balance					\$ 10,458,533.01					\$65,109.83				\$ 1,030,491				\$ 732,700.00	\$ 12,286,834
																			2022 Totals
																			Total PTD
																			Remaining Balances

Task 2 \$ (400,092.18)
Task 3 \$ (1,000,000)

96977 CASH FUND		
AUG 2022 TOTALS	AVAILABLE CASH	CASH BALANCE
\$ (346,258.52)	\$ 472,925.31	\$ 126,666.79

Board of Directors Meeting*
Monday, September 19, 2022
Kitsap County Administration Building
& Zoom Webinar ID – 845 5333 5984
AGENDA

1. Call to Order / Comments Board Chair Hatchel

CONSENT AGENDA

- A. August 22, 2022, Meeting Minutes
 - B. Blanket Voucher # 26-SEP 2022 96968 Operating Expenses
 - C. Blanket Voucher # 27-SEP 2022 96977 POCEC Project
 - D. Blanket Voucher # 28-SEP 2022 96977 POBCNW Project
 - E. Blanket Voucher # 29-SEP 2022 96977 PERC Project
 - F. Executive Director Report – SEP 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 – Kitsap County Port Gamble Forest Heritage Park Trails (PGFHP) Project Update

5. New Business

- A. Upcoming WSAPFD State-Wide Conference – September 21 & 22, 2022, Tacoma, WA
- B. KPFDP Re-Branding Efforts
- C. PERC Project Review Scheduled

6. Financial Reports

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

7. Ongoing Business/Good of the Order

- A. KPFDP & Kitsap County 2021B Bond Refunding Update
- B. POB/CNW Financial Report Update

8. Meeting Adjournment

Next Meeting: October 24, 2022, at 5:30 pm
Location: Port Orchard City Hall & Virtual Zoom Webinar
Topics: General Business, Port Orchard Community Events Center (POCEC) Project Report

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