
Board of Directors Meeting*
Monday, December 12, 2022
Kitsap Public Facilities District Office
Meeting Location: Bainbridge Island City Hall
& via Zoom Webinar ID – 876 5039 0937

AGENDA

1. Call to Order / Comments Board Chairman Hatchel

CONSENT AGENDA

- A. Blanket Voucher #36-DEC 2022 96968 Operating Expenses
 - B. Blanket Voucher #37-DEC 2022 POCEC Project
 - C. Blanket Voucher #38-DEC 2022 PGFHP Project
 - D. Executive Director Report – NOV 2022
 - E. KCC Financial Report – OCT 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. Project Financial Update

- A. City of Port Orchard - POCEC Project – Mayor Rob Putaansuu

5. Facility Progress Report – No Report this Month

6. New Business

- A. Ratify NOV 2022 968 Operating Expenses & 977 Project Reimbursements (action required)
- B. Resolution 06-2022 KPFD Enrollment in WA State PERS2 Retirement Program (action required)
- C. Resolution 07-2022 KPFD BOD Meeting Schedule for 2023 (action required)
- D. Poulsbo Events & Recreation Center (PERC) ILA Amendment #3 – Ms. Karla Boughton (action required)
- E. 2023 Budget Proposal – Treasurer Draper (action required)

7. Financial Reports

- A. OCT & NOV 2022 Financial Reports
- B. OCT & NOV 2022 Rebate Summary Report
- C. NOV & DEC 2022 Facilities Tracking Report

8. Ongoing Business/Good of the Order

9. Meeting Adjournment

Next Meeting: Jan 30, 2023, at 6:30 pm
Location: Poulsbo City Hall & Virtual Zoom Webinar
Topics: General Business, Poulsbo Events & Recreation Center (PERC) Project Report

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

**CONSENT AGENDA
DECEMBER 2022**

- A. OCT 24, 2022 Meeting Minutes
 - B. Blanket Voucher #36-DEC 2022 96968 Operating Expenses
 - C. Blanket Voucher #37-DEC 2022 97977 POCEC Project
 - D. Blanket Voucher #38-DEC 2022 97977 PGFHP Project
 - E. Executive Director Report – NOV 2022
 - F. KCC Financial Report – NOV 2022
-

Port Orchard Community Events Center
Community Center Costs & Funding

Original cost estimate \$16M - \$20M

Total PFD funding \$12M

PFD construction funding \$9.5M

Estimated funding gap to be shared between City & KRL \$8M

October 2022 construction cost estimate \$20.6M

Construction cost estimate in 2026 \$25.6M

Current funding gap \$16.1M

Building alone \$690sf / with site work \$775sf / with soft costs \$970sf

Value engineering could reduce the cost by \$2.2M with lesser quality finishes.
Solar panels, polycarbonate, roof, windows, siding, floor coverings & artwork.

\$28.1M – Total project cost

\$18.5M – 66% of total cost estimate (Requested PFD funding)

-\$2.5M – Less land acquisition & design costs

\$16.M – Construction cost eligible for PFD funding

\$25.6M – Construction estimates in 2026

-\$16.M – Eligible PFD construction funding - **Increase of \$6.5M**

\$9.6M – Estimated funding gap to be shared by City & KRL

Projects to be funded by the City of Port Orchard related to the CEC

\$4.5M - Rebuilding Bay Street

\$2.5M - New Seawall & Waterfront Plaza

\$2.5M - Orchard Street Plaza

\$9.5M – Offsite investment by City of Port Orchard

\$19.1M – Total investment by the City & KRL

Our ask is that the Kitsap Public Facilities fund 66% of the total project cost estimated at \$28.1 million for an increase in funding of \$6.5 million, and a total construction funding amount of \$16M (*current funding of \$9.5M + additional construct cost of \$6.5M = \$16M*).

LEGEND																							
						CITY DESIGN MTGS	KRL	STEERING COMMITTEE	POCC	KPFD	DESIGN TASKS	DESIGN DELIVERABLES											
		YEAR	2022	2023								2024											
		MONTH	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR		
		WEEK STARTING DATE	3	10	17	24	31																
			PHASE 2A DESIGN DEVELOPMENT	PHASE 2B SHORELINE RESTORATION & SHORELINE PERMITTING																			
ILA TASK	RFP	RFM PHASE																					
4	2	2	DESIGN DEVELOPMENT PHASE																				
4.1	2.1	2	DESIGN																				
			Finalize Design Development Package																				
			Stakeholder Updates																				
			Steering Committee Update	5																			
			KPFD Update		24																		
			KRL Design Review at Board Meeting (Pending)		25																		
			POCC Update		25																		
4.2	2.2		COST ESTIMATE																				
			Construction Cost Estimating																				
			O&M Cost Estimating																				
			PO Cost Estimate Mtg																				
4.3	2.3		Cost Estimate Summary to PO																				
			PUBLIC OUTREACH																				
			Public Notice of Upcoming Presentation																				
			Public Presentation at POCC Mtg																				
			Public Social Media Sharing of POCC Presentation																				
4.1	2.1		CEC AND SHORELINE RESTORATION SSDP																				
			Note: See separate Shoreline Restoration Design schedule																				
			Shoreline Restoration Schematic Design																				
			Shoreline Restoration Design Development																				
		Submit Shoreline Substantial Development Permit (SSDP) & Other Related Permits																					
			SSDP & Other Related Permit Reviews																				
									PHASE 3 CONSTRUCTION DOCUMENTS														
5	3	3	CONSTRUCTION DOCUMENTS PHASE																				
			BUILDING PERMIT SUBMITTAL (50 to 70% CD's) BEFORE CODE CYCLE CHANGES ON JULY 1, 2023																				
			BUILDING PERMIT SUBMITTAL																				
			BUILDING PERMIT PROCESS																				
			CD COMPLETION / BID READY DOCUMENTS																				

**Kitsap Public Facilities District
Resolution 06-2022**

**A RESOLUTION Authorizing Enrollment into WA State Department of Retirement
System (DRS) Public Employees' Retirement System Plan 2 (PERS2)**

WHEREAS the Kitsap Public Facilities District (KPDFD) is a local governmental agency operating under RCW 36.100.

WHEREAS, employees of the KPDFD are eligible to participate in the Washington State Department of Retirement Systems (DRS), including Public Employees' Retirement System Plan 2 (PERS2).

WHEREAS, the KPDFD Board authorized and approved the enrollment of KPDFD into PERS2 on its October 24, 2022.

BE IT RESOLVED that the Board of Directors:

1. The Board directs and authorizes the Executive Director, under the supervision of the Board Chair, to join and enroll in PERS2 to implement the Board's decision of October 24, 2022, as soon as is practicable. This authorization includes signing all documents necessary for enrollment in PERS2.
2. The Board directs the Executive Director to establish and maintain files and records of PERS2 enrollment and employee participation in PERS2.
3. The Board directs the Executive Director to report to the Board upon the successful enrollment in PERS2 and subsequently to report to the Board from time and time, as requested by the Board, and in any event not less than once annually on employee participation in PERS2.

Adopted at a regular and open public meeting of the Kitsap Public Facilities District on the 12th day of December 2022, the following directors being present and voting:

KPDFD:

Patrick Hatchel

Patrick Hatchel, Chair

Attest:

John Morrissey

John Morrissey, Vice-Chair

Approved as to Form:

Brian Lawler

Brian E. Lawler, Legal Counsel

Kitsap Public Facilities District

Kitsap County, Washington

RESOLUTION 07-2022

A RESOLUTION of the Board of Directors of the Kitsap Public Facilities District (KPF) of Kitsap County, Washington establishing a regular meeting schedule and principal office for the KPF for the calendar year 2023.

Regular meetings will be held on the 3rd, 4th, or 5th Monday of each month, beginning at 5:30 PM in one of four sites where Bremerton Kitsap Access Television (BKAT) recording is available, and virtually via Zoom Webinar unless otherwise notified by public notice. In the event that any of the locations listed becomes unavailable, the KPF principal office will serve as the meeting place with a Zoom Webinar option.

The following is a schedule of probable dates for the calendar year 2023. The Board reserves the right to add or subtract dates as necessary, with public notice.

- January 30 Poulsbo City Hall
- February 27 Bainbridge Island City Hall
- March 20 Kitsap County Administration Building
- April 24 Bainbridge Island City Hall
- May 22 Poulsbo City Hall
- June 19 Kitsap County Administration Building
- July 31 Norm Dicks Government Center
- August 28 Bainbridge Island City Hall
- September 25 Norm Dicks Government Center
- October 23 Poulsbo City Hall
- December 18* Kitsap County Administration Building

* The Board elects to combine the November & December meetings to avoid a lack of quorum during year-end Holiday weeks.

The principal office for KPF is 19980 10th Ave NE, Suite 204F, Poulsbo, WA 98370

APPROVED: *Patrick Hatchel*
Patrick Hatchel, Board Chair

DATE: 12/12/2022

ATTEST: *John Morrissey*
John Morrissey, Board Vice-Chair

Approve as to Form: *Brian E. Lawler*
Brian Lawler, Legal Counsel

REGIONAL CENTER INTERLOCAL AGREEMENT
Between the Kitsap Public Facilities District and the City of Poulsbo

APPROVAL	December 4, 2019
AMENDMENT #1	December 16, 2020
AMENDMENT #2	November 3, 2021
AMENDMENT #3	December 12, 2022

This **REGIONAL CENTER INTERLOCAL AGREEMENT** (the “Agreement”) is made pursuant to Chapter 39.34 RCW between the City of Poulsbo, a Washington non-charter code city operating under RCW 35A.12 (“the CITY”), and the Kitsap Public Facilities District, a Washington special purpose district operating under Chapter 36.100 RCW (the “District”).

WHEREAS, pursuant to RCW 36.100.030(1) and RCW 35.57.20, the District is authorized to acquire, construct, own, remodel, maintain, equip, repair, and operate a regional center, and pursuant to chapter 36.100.030(2), the District may enter into interlocal agreements with other agencies to operate such facilities. For these purposes, “regional center” means a convention, conference, serving a regional population constructed after July 25, 1999, at cost of at least ten million dollars.

WHEREAS, pursuant to RCW 35.57.020(1) (a), the term “regional center” includes a “special events center.”

WHEREAS, pursuant RCW 82.14.390, the District is entitled to receive certain local sales taxes which the District may use for the development of qualifying regional centers.

WHEREAS, the District believes it has the financial capacity to support the development of one or more new regional centers in Kitsap County and has requested proposals from public agencies for new regional centers in Kitsap County.

WHEREAS, the CITY has invested \$60,000 to prepare concept plans, renderings, financial analyses, and perform stakeholder outreach for the project (the “Project”) which the parties believe qualifies as a regional center.

WHEREAS, the District Board has completed an evaluation and review process for seven (7) new regional centers and has initially determined to proceed with further review for possible funding with several applicants, including the CITY.

WHEREAS, the District anticipates collaborating with the CITY on the development of a regional center, specifically, the Poulsbo Event & Recreation Center (PERC) where the District’s primary role would be to provide funding to create public benefits for Kitsap County. This regional center will include, but is not limited or constrained to the following primary features:

- Up to 20,000 square foot events center with multi-use conference space, with private meeting rooms, office space for a management team, field viewing platform, and associated parking, mechanical, electrical, utility and safety systems.
- Up to 20,000 feet of classrooms, catering kitchen, work out facilities, meeting rooms, and workspace for the CITY Parks and Recreation team.
- Up to 4 acres of all-season lighted synthetic turf fields for multi-use sporting, recreational, and entertainment events.
- Complimentary facilities that may include swim facilities, sport courts, trails, food service, bleachers, security, fencing, or other facilities or uses that would support the overall PERC operation. Complimentary facilities would be selected based on available space, community need, funding availability, or other criteria established by the CITY and District.

WHEREAS, the District has not yet committed to a funding any elements of the PERC, nor committed to any particular timing of funding, but desires to work collaboratively with the CITY in furtherance of the development of a regional center.

WHEREAS, the District and City intend to jointly conduct a feasibility analysis to demonstrate the long-term financial viability of the PERC. The roles and responsibilities for completing the feasibility analysis are presented in Attachment A.

WHEREAS, District funding is subject to an independent financial feasibility review prior to the issuance of any indebtedness or the long-term lease, purchase, or development of a regional facility pursuant to RCW 36.100.025.

NOW, THEREFORE, in consideration of the mutual obligations and benefits herein, the parties agree as follows:

1. **Purpose of Agreement.** The purpose and intent of this Agreement is for the CITY and District to work collaboratively to evaluate the feasibility of a regional center development project, to wit, the PERC, which will utilize CITY property and funds in part and District funds in part. The CITY project is more fully described in Attachment B (Project Summary).
2. **CITY Funding Request.** The CITY has requested funding in the amount of **\$243,900** for the purposes described in Attachment C, as amended.
3. **CITY Obligations.** The CITY shall undertake the following tasks (the "Agreement Tasks"), as set forth in Attachment "A": In addition, the CITY shall perform:
 - 3.1 **Contract Administration.** The CITY shall be responsible for all aspects of the contract administration for the Agreement Tasks, which shall include, but not be

limited to, advertising, bidding, awarding, and monitoring the contract(s), as generally required by any applicable RCW.

3.2 Reporting. The CITY shall regularly (not less than monthly) meet with the District to evaluate the progress of its Agreement Tasks and all adjustments to the Contract Accounting, as presented in Attachment “C” as amended.

3.3 Timing of Agreement Tasks. The anticipated timing of the Agreement Tasks is set forth in Attachment “C.” as amended.

3.4 Ownership of Work Product and/or Intellectual Property. [Reserved]

3.5 Recognition. The CITY shall publicly recognize the District’s contribution to the Project in a manner to be agreed upon. The District may require some identification of the Project as “Regional Center” or “Special Event Center.”

4. **The District’s Obligations**. The District shall fund the tasks set forth in Attachment “C” and further summarized below in an amount not to **exceed two hundred forty-three thousand nine hundred dollars (\$243,900)**. The CITY may propose to shift or reallocate funds to different tasks, provided the CITY first provides written notice to the KPFD, who shall have a right of approval, not to be unreasonably withheld.

5. Process for Payment.

5.1 Establish of Account. The CITY will establish accounting for the PERC through a separate project number unique from any other Poulsbo account to hold the funds deposited by the District for purpose of this Agreement.

5.2 Advance Deposits. The District may, but is not required to, pre-pay Poulsbo for each of the Agreement Tasks and subtasks, where applicable, before the CITY contracts with the consultant/service provider that will perform the particular task.

5.3 Use of Funds. The funds from the District shall solely be used for the payment of invoices for the Agreement Tasks and no other purposes. The CITY may not reimburse itself for any of its expenses from the funds on deposit.

5.4 Release of Funds. The CITY shall only release funds for the Agreement Tasks upon receipt of invoices for work performed, which work complies with the terms and conditions of the contracts for the Agreement Tasks. Further, the CITY shall notify the District of any proposed payment for review and consent, not to be unreasonably withheld or delayed.

5.5 Increase in Consultant Contract Amounts. The CITY will promptly inform the District if any of the consultants inform the CITY that the consultant/service provider

is proposing an increase in a contract sum. The District shall, in its sole discretion, determine if the District's contribution to the contract sum should be increased.

5.6 **Refund of District Funds.** The CITY shall not be required to reimburse the District for the funds transmitted to The CITY that are either (i) paid to a consultant/service provider; or (ii) committed to be paid to a consultant/service provider pursuant to a valid contract between The CITY and that consultant/service provider. Otherwise, unused funds shall be reimbursed to the District.

5.7 **CITY Funds.** The CITY shall keep an accounting of all CITY staff time, CITY expenses, including consultant fees, and CITY contributions directly related to PERC development. This accounting will be considered part of the CITY match to KPFD Funding.

5.8 **Final Accounting.** Within thirty days of the completion of the Assignment Tasks, The CITY shall provide a final written accounting of the District funds.

6. **No Continuing Obligation.** Although the parties contemplate a potential phased project, consisting of completion of Phases I, II and III as described in the District's Project Proposal Funding Process dated June 7, 2017. nothing in this Agreement should be construed or interpreted as a commitment by the District fund further phases.

7. **Notice and Project Coordinators.** The following individuals are the Project Coordinators and official contacts for The CITY and the District. Any notice, request, approval, direction, invoice, statement, or other communication which may, or are required to be given under this Agreement shall be in writing and shall be deemed to have been given if hand delivered, sent by a nationally recognized overnight delivery service, or if deposited in the U.S. mail and sent by certified mail, return receipt requested, postage prepaid to the Project Coordinators:

For The CITY: Becky Erickson
 Mayor
 City of Poulsbo
 200 Moe Street
 Poulsbo, WA 98370
 Phone:360.394.9748
 Email: berickson@cityofpoulsbo.com

For the District: Russ Shiplet
 Executive Director
 Kitsap Public Facilities District
 19980 10th Avenue NE Suite 204F
 Poulsbo, WA 98370
 Email: execdirector@kitsap-pfd.org

13. **Governing Law.** This Agreement, and the right of the parties hereto shall be governed by and construed in accordance with the laws of the State of Washington, and the parties agree that in any such action, jurisdiction and venue shall lie exclusively in Kitsap County, Washington.

14. **No Third-Party Beneficiaries.** There are no third-party beneficiaries to this Agreement.

15. **Interpretation.** Each party participated in this Agreement and has had this Agreement reviewed by legal counsel. Therefore, any language herein shall not be construed against either party on the basis of which party drafted the particular language.

16. **True and Full Value.** The CITY and the District have each independently determined as to itself that (i) it has the authority to enter into this Agreement and (ii) the promises and covenants received from the other party represent "true and full value" received by it pursuant to RCW 43.09.210.

17. **Survivability.** All obligations contained herein shall survive termination until fully performed.

18. **Entire Agreement.** This Agreement, including all predicate paragraphs and exhibits which are incorporated into this agreement, contains all of the understandings between the parties. Each party represents that no promises, representations, or commitments have been made by the other as a basis for this Agreement, which have not been reduced to writing herein. No oral promises or representations shall be binding upon any party whether made in the past or to be made in the future, unless such promises or representations are reduced to writing in the form of a written modification of this Agreement executed by both parties.

IN WITNESS WHEREOF, The CITY and the District have executed this Agreement as of the date last written below.

CITY OF POULSBO

By: Becky Erickson
Its: Mayor

Date: _____

KITSAP PUBLIC FACILITIES DISTRICT

By: Patrick Hatchel
Its: Chair

Date: _____

ATTEST:

BY: John Morrissey
Its: Vice-Chair

Date: _____

APPROVED AS TO FORM:

Brian E. Lawler, District Legal Counsel

Date: _____

ATTACHMENT “A”

WORK DESCRIPTION AND ROLES AND RESPONSIBILITIES

WORK DESCRIPTION – PERC FEASIBILITY ANALYSES KITSAP PUBLIC FACILITIES DISTRICT PHASE I FUNDING PROCESS

The following work elements and specific roles and responsibilities for performing project feasibility are derived from three documents that are currently guiding the KPFD evaluation and assessment of the proposed PERC development:

- *Feasibility Study Guide for Sports and Recreation Facilities produced by the Western Australia Department of Sport and Recreation* (further referred to as the 2007 FS Guide)
- KPFD Proposal Funding Process dated June 7, 2017 (further referred to as the 2017 Funding Process)
- CITY PERC Proposal dated December 31, 2018, and subsequent presentations and clarifications (further and collectively referred to as the PERC Proposal).

Each of these guiding documents identifies a Feasibility Study as a necessary step to develop a sufficient level of detail to present specific design criteria and construction programming. The 2007 FS Guide identifies a five-part feasibility study, that occurs at Phase II of facility planning process (2007 FS Guide, section 2). The 2017 Funding Guidelines identifies independent feasibility review by both the KPFD and the Facility Partner (Phase I paragraph B). The PERC Proposal identifies a seven-part Feasibility requirement as part of Phase I of the project development process, many of which overlap with the 2007 FS Guide process. The work elements and specific roles and responsibilities described below were derived to address elements of each guiding document. Specific work elements identify the guiding document(s) that cited that work element.

The feasibility study work will involve completing the Concept Planning and implementing the Feasibility Analysis as described in the 2007 FS Guide (process chart shown in Section 5.0 Figure 1). To better align with the 2017 Funding Process and PERC Proposal, the Design and Technical Evaluation, Staging Alternatives, and Sustainability elements of the 2007 FS Guide process will be reserved for Phase II of the 2017 KPFD Funding Process.

The following work elements and roles and responsibilities define the Feasibility Study process for the PERC Proposal:

Community Outreach (2007 FS Guide Phase I; 2017 Funding Process Phase I; PERC Proposal Phase I)

Objective: Engage community members and potential user groups to solicit more specific community input on PERC functions and funding alternatives for the CITY match

Understanding: The CITY spent \$ 20,000 conducting community outreach in 2015 through 2017 to assess recreational and community facility development. This work identified a community demand for more sports fields that are better accessible to multiple organized sports leagues

and to provide more opportunities for regional tournament events. This outreach also identified a community need for improved recreation facilities and meeting spaces. The CITY's outreach in 2018 with business and educational institutions identified a need for meeting and conference facilities to support the neighboring college and university facilities and business programs. This community input was the basis for the CITY preparing and submitting their proposal for the PERC. With the PERC being identified as a finalist for KPFD funding, the CITY now needs to refine its usage analysis and confirm the feasibility of constructing and operating sports fields and the events and recreation center. The outreach work will support critical decisions regarding possible real estate requirements, building space layout, the fields configuration and connectivity to campuses, hotels, and retail centers.

Roles and Responsibilities: The CITY will establish a coordinating committee (2007 FS Guide) that will include the KPFD Executive Director, a CITY Director, and community members jointly selected by the CITY and KPFD. The coordinating committee will facilitate and monitor community outreach through the feasibility process to arrive at a final facility and field configuration for the PERC. The outreach will involve meetings to assess usage requirements and space alternatives. There will be public information meetings to present alternatives and the ultimate findings of the Feasibility Study. All recommendations developed by the committee will be presented to the KPFD Board and CITY Council. The KPFD Board action on the final recommendations will conclude the coordinating committee. Future outreach in the form of open houses or informational meetings will be completed by the CITY under later phases of the 2017 Funding Process.

Work Products:

- Outreach Plan – Final
- Public Meeting Notices and Summaries
- Press Plan and updates
- Summary of community inputs

Market Analysis (2007 FS Guide, PERC Proposal)

Objective: To assess and identify the potential facility users and target market groups that would rely on or utilize the facility and provide usage estimates input to the Draft Management Plan (2007 FS Guide).

Understanding: The PERC is proposed as a multi-functional facility providing for sports and recreation, conferences, trade shows, training, performing arts, and community events. As such the market analysis will need to identify and assess multiple users and target market groups that span across several industries, age ranges, regions, and government sectors. Therefore, the Market Analysis should be performed by professional with experience with the multi-use facilities or a group of professionals that can assess key PERC functions and combine their assessments into a single Market Analysis Report.

Roles and Responsibilities: The CITY will issue a Request for Professional Services for a professional consultant team to conduct the market analysis. The KPFD will review and provide input to the RFP and participate with the CITY in selecting the consultant team. The CITY will manage the consultant's work and provide milestone reports to the KPFD. The analysis will rely on socio-demographic information compiled by the CNW in their recent market study and supplement it with new and more specific information about the multiple uses anticipated for

the PERC. The CITY will provide the KPFD with a draft Market Analysis. The KPFD will submit the draft Market Analysis to an independent 3rd Party for review and concurrence with the methods, assumptions, findings, and conclusions. The final Market Analysis will be published with the input from the 3rd party review.

Work Products

Draft and Final Market Analysis Report
Responses to 3rd Party Comments

Draft Management Plan (2007 FS Guide)

Objective: Refine the CITY's existing management plan (PERC Proposal) to incorporate findings of the Market Analysis and Community Outreach and to prepare a preliminary management and marketing strategy (2007 FS Guide) for the PERC.

Understanding: The PERC Proposal identifies that the CITY will employ a combination of direct management for recreation facilities and fields, and contract management for the events center. The PERC proposal also identifies preliminary staffing requirements. Because of the multiple uses for the PERC, individual usage estimates and marketing strategies (2007 FS Guide) need to be independently developed for the conference facility, the fields, and the recreation facilities. The development of usage estimates will be based on input from the market analysis and recommendations from the coordinating committee that oversees community outreach activities. The usage estimates will be further analyzed to arrive at specific participation projections for each target group and PERC function identified in the market analysis.

Roles and Responsibilities: The CITY will use a combination of input from the Market Analysis and Community Outreach, existing Parks and Recreation information and comparable sports field usage rates, and PERC proposal information to prepare a Draft Management Plan. The CITY will utilize a combination of in-house resources and professional services to perform the necessary analysis and prepare the plan as described in the 2007 FS Guide. The KPFD will review the Draft Management Plan and use the findings to assess the opportunities and constraints associated with developing the PERC.

Work Products:

Draft Management Plan

Concept Plan/Location Rationale (2007 FS Guide, PERC Proposal (land use))

Objective: Integrate the Market Analysis and Draft Management Plan inputs to further inform a Concept Plan for the PERC, including site configuration and connectivity for both the fields and the events space

Understanding: The PERC Proposal presents preliminary concept plans for PERC elements. The plan reflects the input received during outreach performed by the CITY in 2016 and 2017 but does not reflect the anticipated outputs from the Market Analysis and Community Outreach elements of the Feasibility process. While the CITY is contributing six acres of land for the PERC

that is considered suitable for development, there is no specific site analysis as described in the 2007 FS Guide and identified in Phase I B.A of the 2017 Funding Process.

Roles and Responsibilities: The CITY will conduct a site analysis to evaluate specific provisions for building pads, fields configuration, parking requirements, the location of utility connections, public services requirements, and adjacencies to arrive at a preferred facility orientation. Based on this analysis, the CITY may recommend to the KPFD that additional property be acquired to accommodate all project objectives. Using information from the site analysis, market analysis, community outreach, and Draft Management Plan, the CITY will prepare a revised Concept Plan that will become the basis for future development analysis. The CITY will use a combination of in-house staff and professional services to develop and prepare the Concept Plan. The output from this work will be a series of site plans and building floor plans that will inform the Design and Technical Evaluation element of the 2007 FS Guide and the 2017 Funding Process Phase II A.

Work Products:

- Concept Site Plan
- Building Floor Plans
- Concept Quantity and Preliminary Construction Cost Estimate

Financial Analysis (2007 FS Guide; 2017 Funding Process; PERC Proposal)

Objective: To evaluate financing options and develop financial estimates of capital cost requirements, net operating revenue, sales and revenue tax generation, job creation, and maintenance obligations and prepare a preliminary 20-year financial analysis for PERC operation.

Understanding: The development of an up to \$35M public project requires a significant analysis of multiple financial elements. The analysis must consider not only the facility development and operations costs, but also the costs for pursuing and obtaining supplemental funding (CITY match); which may include a combination of government bonds, voted levy, formation of a special use district, grants, legislative allocations, private contributions, and general fund revenues. The Financial Analysis needs to be sufficiently robust to explore the details and combinations of each funding source and assess the timeline and processes necessary to obtain supplemental funding.

Roles and Responsibilities: The KPFD will authorize the KPFD Bond Counsel and Financial Advisor to work with the CITY on key elements of a meaningful financial analysis. The CITY will retain a financial and economic consultant to provide facility-specific analyses of retail sales, lodging tax, operational revenues, and job creation resulting from development of the PERC. The CITY, with the support of the KPFD Financial Advisor will prepare a 20-year financial plan (2007 FS Guidelines). The financial analysis will be developed consistent with the requirements of the Washington Department of Commerce and consider the following cost elements:

- Capital Costs, including engineering and architectural costs, permits, construction, management, and administration.
- Operations and maintenance for both the fields, and events and recreation facility, including routine requirements, anticipated capital replacement projects, and possible future improvements.

- Bond alternatives and the associated cost to develop bond programs, sell bonds, and repayment costs for municipal bonds of varying value (KPFD Bond Counsel).
- Levy or special use district alternatives and the associated costs of developing legal and revenue analyses.
- Identify state and federal grant programs, their funding levels, and associated timelines, including the effort and match required to pursue, negotiate, and administer grant agreements.
- Analyze legislative processes to obtain funding through a state or federal legislative allocation.
- Private financing alternatives
- Private and Institutional partnerships
- Sponsorship and naming rights revenues
- Community funding, including the establishment and operation of a 501C3 (i.e., Friends of the PERC) to lobby for and gather funds for stewardship and maintenance of the Facility

Working with the KPFD Financial Advisor, this information will be analyzed under differing scenarios to assess the possible financial outcomes of the PERC development. The financial statements developed through the Financial Analysis will also be tested for sensitivity (2007 FS Guide) to assess the impact of possible future changes in usage demand, increased price competition, changes in regional economic conditions (i.e., downturn) and other factors. The CITY will prepare a financial analysis report for consideration by the KPFD Board. The KPFD will conduct an independent review of the financial analysis to ensure consistency with Department of Commerce requirements and to validate assumptions and sensitivities presented in the analysis. The report will also provide a basis for future community engagement, CITY Council budget approvals, and project controls that will be developed during Phase II of the KPFD Funding Process.

Work Products:

Bond Analysis (with input from KPFD Bond Counsel)
 20-year financial projections (with input from KPFD Financial Advisor)
 Sensitivity Analysis
 Final Financial Report

Project Administration – Feasibility Determination (PERC Proposal)

Objective: The shared administration of the PERC Feasibility Study to ensure the timely and cost-effective delivery of work funded by the KPFD and the CITY.

Understanding: The analysis and delivery of a viable and defensible feasibility study in accordance with the guiding documents will require regular and routine administration and communication between the KPFD and the CITY. Regular meetings to discuss progress, identify issues, reconcile issues, and monitor costs are needed to ensure timely decision making and the efficient processing of invoices and reports. will form a steering committee to administer the day-to-day work and decision-making needed

Roles and Responsibilities: The KPFD and CITY will jointly form an executive team to provide for the administration and decision-making necessary to deliver the Feasibility Study. The KPFD Executive and a CITY Director will serve as the executive team. The CITY will provide support staff to administer scheduling, meetings, and reporting.

Work Products:

- Monthly reports and invoices for re-imbursement
- Meeting agendas and summaries

Upon completion of the Feasibility Study, the CITY will present the feasibility findings and recommendation to the KPFD Board. The KPFD Board will review the information, assess the business feasibility and financial viability of the PERC, and render a decision on forwarding the PERC to Phase II of the 2017 Funding Process. The KPFD and CITY will prepare a new ILA for any Phase II work authorized by the KPFD Board.

ATTACHMENT “B”

PROJECT DESCRIPTION

POULSBO EVENTS AND RECREATION CENTER (PERC) CITY OF POULSBO

December 31, 2018



PROJECT DESCRIPTION

The continued impressive growth of the greater Poulsbo community has generated a ground swell of resident demands for expanded opportunities for education, recreation and athletics, community support services, and a venue for meetings, industry forums and performances. The demand is shown through the steady and balanced growth of families and retirees in the North Kitsap and Southwest Jefferson County that has increased enrollment and course offerings at the Olympic College/Western Washington University Poulsbo Campuses and provided the economic catalyst for the re-investment and expansion of the College Market Place. Studies conducted by the City over the past several years¹ support that there is a pent-up demand in the Poulsbo area for a new special events center.

To address the community need, leverage opportunities with private and institutional partners, and stimulate the economic growth of the greater Poulsbo area and the broader Kitsap Community, the City of Poulsbo proposes to match Kitsap Public Facility District (KFPD) funding dollar for dollar, for the development of the Poulsbo Events and Recreation Center (PERC). The new public facility will be constructed on City-owned property within the College Market Place Master Plan adjacent to the SR3 and SR305 interchange. The PERC would include a 15,000 sf Event Center for trade shows, corporate meetings, exhibitions, weddings, and institutional functions such as lecture series or off-campus collaboration events. The Event Center will be connected to a minimum of 4-acres of multi-use lighted all-season sports fields with tournament capabilities for soccer, lacrosse, football, ultimate, and other field sports. Coincident with the Event Center and sports fields there will be an additional 10,000 to 15,000 square feet of office, classroom, and administration space for Parks and Recreation classes, training sessions, events management, and a commercial kitchen to support the conference facility and culinary training. Other elements such as indoor sport courts, a swim facility, and a performance auditorium may be considered during the project feasibility study (Part III) but will be ancillary to the three primary components: fields, events, and recreation programs.

The Poulsbo Events and Recreation Center meets the PFD Legislative Objectives by providing:

- Event Space
- Tournament-scale sports fields
- Continuing education and recreation programs

¹ 2015 Poulsbo Parks Plan; 2016 Poulsbo Comprehensive Plan; 2016 YMCA Outreach Survey

ATTACHMENT C
PRELIMINARY FEASIBILITY STUDY FEE ESTIMATE
POULSBO EVENTS AND RECREATION CENTER DEVELOPMENT PROJECT
Adoption December 4, 2019
Amendment #1 December 7, 2020
Amendment #2 November 4, 2021

Work Element	Estimated Duration*	Costs	Assumptions
TASK 100: COMMUNITY OUTREACH			
Prepare Outreach Plan	1 month	\$5,000	City staff and/or consultant
Establish and Administer Coordinating Committee	18 months	\$9,000	9 mo @ \$1000/mo
Mailing Lists	on-going	\$2,000	City staff
Establish Web Page	1 month	\$1,500	Modify City webpage
Public Meetings (x2)	Month 14 through 18	\$8,000	City staff w/consultant support
Stakeholder Outreach			City staff w/consultant support
<i>Organizations</i>	Month 12-24	\$3,000	
<i>Institutions</i>	Month 12-24	\$3,000	
Community Outreach			City staff w/consultant support
<i>Opinion leaders</i>	Months 9 - 24	\$2,000	
<i>Businesses</i>	Month 6-24	\$3,500	
Agreements			City attorney
<i>meetings</i>	Month 16 - 20	\$2,500	City staff w/consultant support
<i>legal</i>	Month 1 and on-going	\$5,000	City attorney
Press Plan	Month 1 and on-going	\$2,500	City staff w/consultant support
TOTAL		\$47,000	\$39,765

TASK 200: MARKET ANALYSIS			
Consultant Selection	Month 9-10		Public procurement process by City
<i>RFP</i>		\$2,000	Solicitation and response by City
<i>Selection/Negotiation</i>		\$2,000	Interview and contracting by City
Technical Analysis	Month 10-18	\$6,000	Consultant
Council Communications	Monthly	\$2,400	City staff w/consultant support
KPFD 3rd Party Review	Month 16-24	TBD	KPFD work
City Technical Work	Month 6 through 20	\$6,400	City Staff/Consultant
Consultant Fees		\$30,000	To be negotiated
Final Report	Month 18-20	\$5,000	City or Consultant

~~\$53,800~~ ~~\$49,526~~

TASK 300: DRAFT MANAGEMENT PLAN			
Consultant Selection	Month 9-10		Public procurement process by City
<i>RFP</i>		-\$1,000	Solicitation and response by City Completed by City
<i>Selection/Negotiation</i>		\$1,000	Interview and contracting by City Completed by City
Consultant Mgt	Month 10-20	-\$1,500	City staff 10 hours @ \$150/hr Completed by City
Consultant Fees		-\$10,000	To be negotiated
Staff research		\$4,800	City staff/Consultant support
Document Preparation		\$5,000	City or w/Consultant support
KPFD Presentation	Month 19	-\$1,500	City w/ consultant
Final Document	Month 20	\$3,000	City w/ Consultant
		\$27,800	\$12,800

TASK 400: CONCEPT PLAN/LOCATION RATIONALE			
Consultant Selection	Month 10-12		Public procurement process by City
<i>RFP</i>		\$3,000	Solicitation and response by City
<i>Selection/Negotiation</i>		\$3,000	Interview and contracting by City
Consultant Mgt	Month 12-16	\$4,500	City staff 30 hrs @ 150
Consultant Fees		\$30,000	To be negotiated
Concept Plan Drawings and Summary	Month 18	\$5,000	Consultant
		\$45,500	

TASK 500: FINANCIAL ANALYSIS			
Consultant Selection	Month 14-15		Public procurement process by
<i>RFP</i>		-\$3,000	Solicitation and response by City
<i>Selection/Negotiation</i>		\$3,000	Interview and contracting by City
Consultant Mgt	Month 15-20	-\$3,000	to be negotiated
Consultant Fees		\$25,000	
Bond Analysis	Month 16-18	\$3,000	Bond Counsel 20 hrs @ 150
20-year financial plan	Month 17-18	\$3,000	Financial Analyst 20 hrs @ 150
Sensitivity Analysis	Month 19	\$2,000	Consultant w/City Staff
Final Report	Month 20	\$4,000	Consultant w/City Staff
		\$56,000	\$42,000

TASK 600: PROJECT ADMINISTRATION			
Monthly Administration	Month 1-24	\$10,800	
Expenses	Month 1-24	\$3,000	Misc. Costs; Travel
		\$13,800	\$54,309

Preliminary Total \$ 243,900

** Durations may adjust based on community input and site opportunities. The City will notify the District of any schedule adjustment.*

KITSAP PUBLIC FACILITIES DISTRICT						
	2023 Budget	2022 Budget	2021 Budget	YTD	2022 Totals	+/-
OPERATIONS DEPOSITS	\$ 320,000.00	\$ 312,000.00	\$ 239,000.00			
EXPENSES						
Payroll						
Payroll (Full-time Exec Director)	\$ 128,125.00	\$ 125,000.00	\$ 59,750.00	\$ 125,000.04	\$ 125,000.04	\$ (0.04)
OT at straight time	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -
Federal Income Tax	\$ 15,375.00	\$ 10,000.00	\$ 9,000.00	\$ 14,091.96	\$ 14,091.96	\$ (4,091.96)
Medicare	\$ -			\$ 1,882.19	\$ 1,882.19	\$ (1,882.19)
ED Reimbursements	\$ -			\$ -	\$ -	\$ -
L&I	\$ 500.00			\$ 418.03	\$ 418.03	\$ (418.03)
SSN	\$ -			\$ 8,047.57	\$ 8,047.57	\$ (8,047.57)
FMLA	\$ 150.00			\$ 146.61	\$ 146.61	\$ (146.61)
Employment Security Dept	\$ 175.00			\$ 162.83	\$ 162.83	\$ (162.83)
Helath Stipend	\$ 4,800.00	\$ 4,800.00	\$ 8,000.00	\$ 4,800.00	\$ 4,800.00	\$ -
Retirement Stipend	\$ 13,000.00	\$ 7,500.00	\$ -	\$ 7,500.00	\$ 7,500.00	\$ -
Subtotal	\$ 162,125.00	\$ 147,300.00	\$ 86,750.00	\$ 162,049.23	\$ 162,049.23	\$ (14,749.23)
Communications						
Printing/Copying	\$ 250.00	\$ 250.00	\$ 250.00	\$ -	\$ -	\$ 250.00
Postage	\$ 120.00	\$ 50.00	\$ 50.00	\$ 118.00	\$ 118.00	\$ (68.00)
Zoom Webinar Subscription	\$ 1,050.00			\$ 873.60	\$ 873.60	\$ (873.60)
Telephone/Internet	\$ 3,250.00	\$ 3,000.00	\$ 2,500.00	\$ 3,103.09	\$ 3,103.09	\$ (103.09)
Website Service	\$ 2,000.00			\$ 1,657.50	\$ 1,657.50	\$ (1,657.50)
IT Services	\$ 3,350.00	\$ 3,100.00	\$ 3,000.00	\$ 3,125.96	\$ 3,125.96	\$ (25.96)
Email Subscription	\$ 2,850.00	\$ -	\$ -	\$ 2,633.96	\$ 2,633.96	\$ (2,633.96)
Subtotal	\$ 12,870.00	\$ 6,400.00	\$ 5,800.00	\$ 11,512.11	\$ 11,512.11	\$ (5,112.11)
Promotional Hosting/Marketing						
Publicity/Advertising	\$ -	\$ 6,000.00	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00
Mktg & Advertising services	\$ -	\$ 24,000.00	\$ 24,000.00	\$ 4,666.25	\$ 4,666.25	\$ 19,333.75
Event Fund & Support	\$ 15,000.00	\$ 25,000.00	\$ 20,000.00	\$ 5,000.00	\$ 5,000.00	\$ 20,000.00
Subtotal	\$ 15,000.00	\$ 55,000.00	\$ 50,000.00	\$ 9,666.25	\$ 9,666.25	\$ 45,333.75
Consulting Services						
Legal	\$ 38,000.00	\$ 25,000.00	\$ 25,000.00	\$ 32,026.57	\$ 32,026.57	\$ (7,026.57)
BOD Meeting Recordings	\$ 5,040.00	\$ 3,500.00	\$ 5,000.00	\$ 3,622.50	\$ 3,622.50	\$ (122.50)
Construction Consulting	\$ 30,000.00	\$ 15,000.00	\$ 15,000.00	\$ 28,777.20	\$ 28,777.20	\$ (13,777.20)
Accounting	\$ 8,500.00	\$ 6,000.00	\$ 4,000.00	\$ 8,482.75	\$ 8,482.75	\$ (2,482.75)
WA State Audit	\$ -			\$ 7,426.65	\$ 7,426.65	\$ (7,426.65)
Bonding/Financing	\$ 12,000.00	\$ 15,000.00	\$ 15,000.00	\$ 8,390.00	\$ 8,390.00	\$ 6,610.00
L&I Quarterly Filing	\$ 500.00	\$ -	\$ -	\$ 442.58	\$ 442.58	\$ (442.58)
Subtotal	\$ 94,040.00	\$ 64,500.00	\$ 64,000.00	\$ 89,168.25	\$ 89,168.25	\$ (24,668.25)
Office & Associated Costs						
Software & Renewals	\$ 4,100.00	\$ -	\$ -	\$ 3,916.85	\$ 3,916.85	\$ (3,916.85)
Equipment/Office Furnishings	\$ 1,200.00	\$ 3,000.00	\$ 1,000.00	\$ 1,179.27	\$ 1,179.27	\$ 1,820.73
Insurance	\$ 6,500.00	\$ 5,500.00	\$ 4,000.00	\$ 5,607.00	\$ 5,607.00	\$ (107.00)
Office Rent - VKP	\$ -	\$ 15,000.00	\$ 14,400.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00
Office Rent - Central Plaza	\$ 10,280.00	\$ -	\$ -	\$ 4,306.88	\$ 4,306.88	\$ (4,306.88)
Meeting (Rental Space)	\$ 500.00	\$ 2,000.00	\$ 2,000.00	\$ 300.00	\$ 300.00	\$ 1,700.00
Other/Miscellaneous	\$ 2,000.00	\$ 500.00	\$ 500.00	\$ 1,856.36	\$ 1,856.36	\$ (1,356.36)
Supplies	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 744.27	\$ 744.27	\$ 255.73
Governance (BOD Stipends, etc.)	\$ 5,500.00	\$ 6,000.00	\$ 4,000.00	\$ 5,300.00	\$ 5,300.00	\$ 700.00
Subtotal	\$ 31,080.00	\$ 33,000.00	\$ 26,900.00	\$ 33,210.63	\$ 33,210.63	\$ (210.63)
Membership Dues						
Kitsap Econ Dev Assoc (KEDA)	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	
WA State Assoc of PFDs (WSAPFD)	\$ 550.00	\$ 300.00	\$ 300.00	\$ 550.00	\$ 550.00	\$ (250.00)
WA Econ Dev Assoc (WEDA)	\$ 400.00	\$ 600.00	\$ 600.00	\$ 400.00	\$ 400.00	\$ 200.00
Subtotal	\$ 1,950.00	\$ 900.00	\$ 900.00	\$ 1,950.00	\$ 1,950.00	\$ (1,050.00)
Travel						
WEDA Conference	\$ 400.00	\$ -	\$ -	\$ 205.00	\$ 410.00	
WSAPFD Conference	\$ 400.00	\$ -	\$ -	\$ 200.00	\$ 400.00	
ED Travel	\$ 400.00	\$ 400.00	\$ 400.00	\$ 409.37	\$ 409.37	\$ (9.37)
BOD Mileage Reimbursement	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 879.66	\$ 879.66	\$ 120.34
Food/lodging	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Subtotal	\$ 2,700.00	\$ 2,400.00	\$ 2,400.00	\$ 1,694.03	\$ 1,289.03	\$ 1,110.97
Total Operating Expenses	\$ 319,765.00	\$ 309,500.00	\$ 236,750.00	\$ 309,250.50	\$ 309,250.50	\$ 249.50
NET	\$ 235.00	\$ 2,500.00	\$ 2,250.00	\$ 249.50	\$ 249.50	\$ 2,250.50

Kitsap Public Facilities District

Statement of Financial Position by Fund

As of October 31, 2022

	October 2022	286	968	977	TOTAL
ASSETS					
Current Assets					
Checking/Savings					
286 · LTGO Bond Fund 2002A-PFD		4,816,362.07	0.00	0.00	4,816,362.07
968 · Fund 96-968 KPFD Operations Fnd		0.00	38,534.08	0.00	38,534.08
977 · Fund 96-977 KPFD Holding Fund		0.00	0.00	3,111,399.41	3,111,399.41
Total Checking/Savings		<u>4,816,362.07</u>	<u>38,534.08</u>	<u>3,111,399.41</u>	<u>7,966,295.56</u>
Total Current Assets		<u>4,816,362.07</u>	<u>38,534.08</u>	<u>3,111,399.41</u>	<u>7,966,295.56</u>
TOTAL ASSETS		<u><u>4,816,362.07</u></u>	<u><u>38,534.08</u></u>	<u><u>3,111,399.41</u></u>	<u><u>7,966,295.56</u></u>
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Other Current Liabilities					
968-L · 968 PFD Operations Liabilities		0.00	928.75	0.00	928.75
Total Other Current Liabilities		<u>0.00</u>	<u>928.75</u>	<u>0.00</u>	<u>928.75</u>
Total Current Liabilities		<u>0.00</u>	<u>928.75</u>	<u>0.00</u>	<u>928.75</u>
Long Term Liabilities					
286-LT · LTGO Bond Fund Liabilities		250,000.00	0.00	0.00	250,000.00
977-LT · 2636 Regional Ctr Notes Payable		0.00	0.00	3,850,000.00	3,850,000.00
Total Long Term Liabilities		<u>250,000.00</u>	<u>0.00</u>	<u>3,850,000.00</u>	<u>4,100,000.00</u>
Total Liabilities		<u>250,000.00</u>	<u>928.75</u>	<u>3,850,000.00</u>	<u>4,100,928.75</u>
Equity					
286 FB · LTGO Bond Fund Balance/RE		3,916,163.49	0.00	0.00	3,916,163.49
9682880 · Fund Balance - Unassigned		0.00	1,272.55	0.00	1,272.55
9772880 · 77 Fund Balance - Unassigned		0.00	0.00	-814,846.67	-814,846.67
32000 · Unrestricted Net Assets		1,663.15	16,672.49	-581,036.78	-562,701.14
Net Income		<u>648,535.43</u>	<u>19,660.29</u>	<u>657,282.86</u>	<u>1,325,478.58</u>
Total Equity		<u>4,566,362.07</u>	<u>37,605.33</u>	<u>-738,600.59</u>	<u>3,865,366.81</u>
TOTAL LIABILITIES & EQUITY		<u><u>4,816,362.07</u></u>	<u><u>38,534.08</u></u>	<u><u>3,111,399.41</u></u>	<u><u>7,966,295.56</u></u>

Kitsap Public Facilities District

Statement of Financial Position by Fund

As of October 31, 2022

October 2022	286	968	977	TOTAL
ASSETS				
Current Assets				
Checking/Savings				
286 · LTGO Bond Fund 2002A-PFD				
2861111 · 00998 Interco ITC Ac Cash	48.68	0.00	0.00	48.68
2861181 · Beginning Investment	250,236.61	0.00	0.00	250,236.61
2861182 · Investments Purchased	717,076.78	0.00	0.00	717,076.78
2861183 · Investments Sold	-1,000.00	0.00	0.00	-1,000.00
2861630 · Notes/Contracts Receivable	3,850,000.00	0.00	0.00	3,850,000.00
Total 286 · LTGO Bond Fund 2002A-PFD	4,816,362.07	0.00	0.00	4,816,362.07
968 · Fund 96-968 KPFD Operations Fnd				
9681111 · 00998 Post Interco ITC Ac	0.00	38,534.08	0.00	38,534.08
Total 968 · Fund 96-968 KPFD Operations Fnd	0.00	38,534.08	0.00	38,534.08
977 · Fund 96-977 KPFD Holding Fund				
9771111 · 00998 Post Interco ITC Ac				
PERC · PERC Fund	0.00	0.00	80,626.08	80,626.08
PGHP · PG Heritage Park Allocation	0.00	0.00	-230,151.23	-230,151.23
POB/CNW · POB/Circuit of the NW	0.00	0.00	-120,889.54	-120,889.54
SKCEC · SKCEC Fund	0.00	0.00	-191,856.71	-191,856.71
9771111 · 00998 Post Interco ITC Ac - Other	0.00	0.00	943,189.23	943,189.23
Total 9771111 · 00998 Post Interco ITC Ac	0.00	0.00	480,917.83	480,917.83
9771181 · PFD Reg Ctr Beg Investment	0.00	0.00	2,564,017.69	2,564,017.69
9771182 · Investments Purchased	0.00	0.00	216,463.89	216,463.89
9771183 · Investments Sold	0.00	0.00	-400,000.00	-400,000.00
9771650 · Receivable-Advances to Other	0.00	0.00	250,000.00	250,000.00
Total 977 · Fund 96-977 KPFD Holding Fund	0.00	0.00	3,111,399.41	3,111,399.41
Total Checking/Savings	4,816,362.07	38,534.08	3,111,399.41	7,966,295.56
Total Current Assets	4,816,362.07	38,534.08	3,111,399.41	7,966,295.56
TOTAL ASSETS	4,816,362.07	38,534.08	3,111,399.41	7,966,295.56
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
968-L · 968 PFD Operations Liabilities				
9682315 · Employee Benefits Payable	0.00	-148.96	0.00	-148.96
9682134 · Vouchers Payable	0.00	1,019.88	0.00	1,019.88
9682312 · USE Tax Payable	0.00	29.50	0.00	29.50
9682317 · Accrued Taxes	0.00	28.33	0.00	28.33
Total 968-L · 968 PFD Operations Liabilities	0.00	928.75	0.00	928.75
Total Other Current Liabilities	0.00	928.75	0.00	928.75
Total Current Liabilities	0.00	928.75	0.00	928.75
Long Term Liabilities				
286-LT · LTGO Bond Fund Liabilities				
2862639 · LGTO Long Term Liabilities	250,000.00	0.00	0.00	250,000.00
Total 286-LT · LTGO Bond Fund Liabilities	250,000.00	0.00	0.00	250,000.00

Kitsap Public Facilities District

Statement of Financial Position by Fund

As of October 31, 2022

October 2022	286	968	977	TOTAL
977-LT · 2636 Regional Ctr Notes Payable	0.00	0.00	3,850,000.00	3,850,000.00
Total Long Term Liabilities	250,000.00	0.00	3,850,000.00	4,100,000.00
Total Liabilities	250,000.00	928.75	3,850,000.00	4,100,928.75
Equity				
286 FB · LTGO Bond Fund Balance/RE				
2862821 · LTGO Loans/Advances	3,850,000.00	0.00	0.00	3,850,000.00
2862880 · LTGO Undesignated Retained	-583,836.51	0.00	0.00	-583,836.51
2862940 · 49 Uses Other Than OP	650,000.00	0.00	0.00	650,000.00
Total 286 FB · LTGO Bond Fund Balance/RE	3,916,163.49	0.00	0.00	3,916,163.49
9682880 · Fund Balance - Unassigned	0.00	1,272.55	0.00	1,272.55
9772880 · 77 Fund Balance - Unassigned	0.00	0.00	-814,846.67	-814,846.67
32000 · Unrestricted Net Assets	1,663.15	16,672.49	-581,036.78	-562,701.14
Net Income	648,535.43	19,660.29	657,282.86	1,325,478.58
Total Equity	4,566,362.07	37,605.33	-738,600.59	3,865,366.81
TOTAL LIABILITIES & EQUITY	4,816,362.07	38,534.08	3,111,399.41	7,966,295.56

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

Jan-Oct 2022	286	968	977	TOTAL
Ordinary Income/Expense				
Income				
286 Rev · LTGO Bond Fund 2002B-PFD	673,295.58	0.00	0.00	673,295.58
968 Rev · PFD Operations Fund	0.00	280,000.00	0.00	280,000.00
977 Rev · PFD Regional Center Capital	0.00	0.00	1,919,602.84	1,919,602.84
Total Income	673,295.58	280,000.00	1,919,602.84	2,872,898.42
Expense				
286 Exp · LTGO Bnd Fnd 2002B-PFD	23,023.00	0.00	0.00	23,023.00
968 Exp · PFD Operations Fnd	0.00	241,122.12	396,396.30	637,518.42
977 Exp · PFD Regional Cntr Capital	0.00	0.00	1,446,960.46	1,446,960.46
Total Expense	23,023.00	241,122.12	1,843,356.76	2,107,501.88
Net Ordinary Income	650,272.58	38,877.88	76,246.08	765,396.54
Other Income/Expense				
Other Expense				
80000 · Timing Differences with County	1,737.15	19,217.59	-581,036.78	-560,082.04
Total Other Expense	1,737.15	19,217.59	-581,036.78	-560,082.04
Net Other Income	-1,737.15	-19,217.59	581,036.78	560,082.04
Net Income	648,535.43	19,660.29	657,282.86	1,325,478.58

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

Jan - Oct 2022	286	968	977	TOTAL
Ordinary Income/Expense				
Income				
286 Rev · LTGO Bond Fund 2002B-PFD				
2861I · LTGO Bond Fund 2002A PFD				
2863610 · Interest Earnings				
28611 · Investment Interest	4,723.76	0.00	0.00	4,723.76
Total 2863610 · Interest Earnings	4,723.76	0.00	0.00	4,723.76
3380/70 · Intergovernmental Service				
90 · Other Intergovt Services	668,571.82	0.00	0.00	668,571.82
Total 3380/70 · Intergovernmental Service	668,571.82	0.00	0.00	668,571.82
Total 2861I · LTGO Bond Fund 2002A PFD	673,295.58	0.00	0.00	673,295.58
Total 286 Rev · LTGO Bond Fund 2002B-PFD	673,295.58	0.00	0.00	673,295.58
968 Rev · PFD Operations Fund				
96968I · PFD Operations Fund				
9684970 · Operating Transfers In	0.00	280,000.00	0.00	280,000.00
Total 96968I · PFD Operations Fund	0.00	280,000.00	0.00	280,000.00
Total 968 Rev · PFD Operations Fund	0.00	280,000.00	0.00	280,000.00
977 Rev · PFD Regional Center Capital				
96977I · PFD Regional Center Capital				
3130 · Retail Sales and Use Tax				
19 · Regional Centers Sales & Use	0.00	0.00	1,903,138.95	1,903,138.95
Total 3130 · Retail Sales and Use Tax	0.00	0.00	1,903,138.95	1,903,138.95
3610 · Interest Earnings				
97711 · Investment Interest	0.00	0.00	16,463.89	16,463.89
Total 3610 · Interest Earnings	0.00	0.00	16,463.89	16,463.89
Total 96977I · PFD Regional Center Capital	0.00	0.00	1,919,602.84	1,919,602.84
Total 977 Rev · PFD Regional Center Capital	0.00	0.00	1,919,602.84	1,919,602.84
Total Income	673,295.58	280,000.00	1,919,602.84	2,872,898.42
Expense				
286 Exp · LTGO Bnd Fnd 2002B-PFD				
2861E · LTGO Bnd Fnd 2002A PFD				
5830 · Interest on Long-Term Ex	23,023.00	0.00	0.00	23,023.00
Total 2861E · LTGO Bnd Fnd 2002A PFD	23,023.00	0.00	0.00	23,023.00
Total 286 Exp · LTGO Bnd Fnd 2002B-PFD	23,023.00	0.00	0.00	23,023.00
968 Exp · PFD Operations Fnd				
96968E · PFD Operations Fnd				
5101 · Regular Salaries	0.00	104,166.70	0.00	104,166.70
5102 · Overtime Pay	0.00	3,991.19	0.00	3,991.19
5140 · Advisory Services	0.00	6,881.28	0.00	6,881.28
5190 · Miscellaneous Pay	0.00	4,000.00	0.00	4,000.00
5201 · Industrial Insurance	0.00	549.95	0.00	549.95
5202 · Social Security	0.00	8,580.08	0.00	8,580.08
5223 · Workers Comp-State Assessment	0.00	-19.32	0.00	-19.32
5249.02 · Employment Security Dept	0.00	448.82	0.00	448.82
5311 · Office/Operating Supplies				
5351 · Equipment/Office Furnishings	0.00	993.67	0.00	993.67
5311 · Office/Operating Supplies - Other	0.00	2,580.21	0.00	2,580.21
Total 5311 · Office/Operating Supplies	0.00	3,573.88	0.00	3,573.88
5411 · Accounting & Auditing	0.00	9,679.75	0.00	9,679.75
5416 · Special Legal Services	0.00	20,507.82	0.00	20,507.82
5419 · Other Prof Svcs - Reg Ctr Mktg				

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

Jan - Oct 2022	286	968	977	TOTAL
5419 a · Professional Services	0.00	10,820.85	0.00	10,820.85
5419 b · Recording	0.00	3,307.50	0.00	3,307.50
5419 c · Construction Consulting	0.00	28,632.50	0.00	28,632.50
5419 · Other Prof Svcs - Reg Ctr Mktg - Other	0.00	0.00	396,396.30	396,396.30
Total 5419 · Other Prof Svcs - Reg Ctr Mktg	0.00	42,760.85	396,396.30	439,157.15
5420 · Website	0.00	1,686.89	0.00	1,686.89
5421 · Telephone	0.00	2,571.25	0.00	2,571.25
5425 · Postage	0.00	58.00	0.00	58.00
5432 · Travel	0.00	191.88	0.00	191.88
5438 · Board Mileage/Airfare	0.00	420.00	0.00	420.00
5441 · Advertising	0.00	666.25	0.00	666.25
5451 · Operating Rental/Leases				
5451 b · Rental-Office Space	0.00	11,837.46	0.00	11,837.46
Total 5451 · Operating Rental/Leases	0.00	11,837.46	0.00	11,837.46
5461 · Gen/Auto/E&O Insurance	0.00	5,607.00	0.00	5,607.00
5492 · Dues/Subscriptions/Memberships	0.00	7,462.28	0.00	7,462.28
5497 · Registration & Tuition				
5497 a · Board Devel/Train Regist/Fees	0.00	188.11	0.00	188.11
5497 b · Staff Devel/Train Rester/Fees	0.00	235.00	0.00	235.00
Total 5497 · Registration & Tuition	0.00	423.11	0.00	423.11
5499 · Other				
5499 a · Events Support/Seed Money	0.00	5,000.00	0.00	5,000.00
5499 b · Rental-Meeting Space	0.00	77.00	0.00	77.00
Total 5499 · Other	0.00	5,077.00	0.00	5,077.00
Total 96968E · PFD Operations Fnd	0.00	241,122.12	396,396.30	637,518.42
Total 968 Exp · PFD Operations Fnd	0.00	241,122.12	396,396.30	637,518.42
977 Exp · PFD Regional Cntr Capital				
96977E · PFD Regional Cntr Capital				
5650 · Facility Project Investments				
5650 a · SKCEC - Port Orchard	0.00	0.00	205,467.39	205,467.39
5650 b · PERC - City of Poulsbo	0.00	0.00	30,659.94	30,659.94
5650 c · PGFHP - Kitsap County Parks	0.00	0.00	655,669.69	655,669.69
5650 d · POB/CNW - Port of Bremerton	0.00	0.00	339,329.54	339,329.54
5650 · Facility Project Investments - Other	0.00	0.00	-752,512.52	-752,512.52
Total 5650 · Facility Project Investments	0.00	0.00	478,614.04	478,614.04
5519 · Misc Intergovernmental Service	0.00	0.00	19,774.26	19,774.26
5520 · I/G Pymts, Fed, State, Local	0.00	0.00	668,572.16	668,572.16
6971 · Operating Transfers Out	0.00	0.00	280,000.00	280,000.00
Total 96977E · PFD Regional Cntr Capital	0.00	0.00	1,446,960.46	1,446,960.46
Total 977 Exp · PFD Regional Cntr Capital	0.00	0.00	1,446,960.46	1,446,960.46
Total Expense	23,023.00	241,122.12	1,843,356.76	2,107,501.88
Net Ordinary Income	650,272.58	38,877.88	76,246.08	765,396.54
Other Income/Expense				
Other Expense				
80000 · Timing Differences with County	1,737.15	19,217.59	-581,036.78	-560,082.04
Total Other Expense	1,737.15	19,217.59	-581,036.78	-560,082.04
Net Other Income	-1,737.15	-19,217.59	581,036.78	560,082.04
Net Income	648,535.43	19,660.29	657,282.86	1,325,478.58

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

November 2022	286	968	977	TOTAL
ASSETS				
Current Assets				
Checking/Savings				
286 · LTGO Bond Fund 2002A-PFD	4,106,387.81	0.00	0.00	4,106,387.81
968 · Fund 96-968 KPFD Operations Fnd	0.00	22,912.43	0.00	22,912.43
977 · Fund 96-977 KPFD Holding Fund	0.00	0.00	3,259,942.33	3,259,942.33
Total Checking/Savings	4,106,387.81	22,912.43	3,259,942.33	7,389,242.57
Total Current Assets	4,106,387.81	22,912.43	3,259,942.33	7,389,242.57
TOTAL ASSETS	4,106,387.81	22,912.43	3,259,942.33	7,389,242.57
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Credit Cards	0.00	-272.47	0.00	-272.47
Other Current Liabilities				
968-L · 968 PFD Operations Liabilities	0.00	1,574.07	0.00	1,574.07
Total Other Current Liabilities	0.00	1,574.07	0.00	1,574.07
Total Current Liabilities	0.00	1,301.60	0.00	1,301.60
Long Term Liabilities				
286-LT · LTGO Bond Fund Liabilities	250,000.00	0.00	0.00	250,000.00
977-LT · 2636 Regional Ctr Notes Payable	0.00	0.00	3,850,000.00	3,850,000.00
Total Long Term Liabilities	250,000.00	0.00	3,850,000.00	4,100,000.00
Total Liabilities	250,000.00	1,301.60	3,850,000.00	4,101,301.60
Equity				
286 FB · LTGO Bond Fund Balance/RE	3,916,163.49	0.00	0.00	3,916,163.49
9682880 · Fund Balance - Unassigned	0.00	1,272.55	0.00	1,272.55
9772880 · 77 Fund Balance - Unassigned	0.00	0.00	-814,846.67	-814,846.67
32000 · Unrestricted Net Assets	1,663.15	16,672.49	-581,036.78	-562,701.14
Net Income	-61,438.83	3,665.79	805,825.78	748,052.74
Total Equity	3,856,387.81	21,610.83	-590,057.67	3,287,940.97
TOTAL LIABILITIES & EQUITY	4,106,387.81	22,912.43	3,259,942.33	7,389,242.57

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

November 2022	286	968	977	TOTAL
ASSETS				
Current Assets				
Checking/Savings				
286 · LTGO Bond Fund 2002A-PFD				
2861111 · 00998 Interco ITC Ac Cash	-772,993.44	0.00	0.00	-772,993.44
2861181 · Beginning Investment	250,236.61	0.00	0.00	250,236.61
2861182 · Investments Purchased	780,144.64	0.00	0.00	780,144.64
2861183 · Investments Sold	-1,000.00	0.00	0.00	-1,000.00
2861630 · Notes/Contracts Receivable	3,850,000.00	0.00	0.00	3,850,000.00
Total 286 · LTGO Bond Fund 2002A-PFD	4,106,387.81	0.00	0.00	4,106,387.81
968 · Fund 96-968 KPFD Operations Fnd				
9681111 · 00998 Post Interco ITC Ac	0.00	22,912.43	0.00	22,912.43
Total 968 · Fund 96-968 KPFD Operations Fnd	0.00	22,912.43	0.00	22,912.43
977 · Fund 96-977 KPFD Holding Fund				
9771111 · 00998 Post Interco ITC Ac				
PERC · PERC Fund	0.00	0.00	80,626.08	80,626.08
PGHP · PG Heritage Park Allocation	0.00	0.00	-230,151.23	-230,151.23
POB/CNW · POB/Circuit of the NW	0.00	0.00	-120,889.54	-120,889.54
SKCEC · SKCEC Fund	0.00	0.00	-191,856.71	-191,856.71
9771111 · 00998 Post Interco ITC Ac - Other	0.00	0.00	1,087,806.86	1,087,806.86
Total 9771111 · 00998 Post Interco ITC Ac	0.00	0.00	625,535.46	625,535.46
9771181 · PFD Reg Ctr Beg Investment	0.00	0.00	2,564,017.69	2,564,017.69
9771182 · Investments Purchased	0.00	0.00	220,389.18	220,389.18
9771183 · Investments Sold	0.00	0.00	-400,000.00	-400,000.00
9771650 · Receivable-Advances to Other	0.00	0.00	250,000.00	250,000.00
Total 977 · Fund 96-977 KPFD Holding Fund	0.00	0.00	3,259,942.33	3,259,942.33
Total Checking/Savings	4,106,387.81	22,912.43	3,259,942.33	7,389,242.57
Total Current Assets	4,106,387.81	22,912.43	3,259,942.33	7,389,242.57
TOTAL ASSETS	4,106,387.81	22,912.43	3,259,942.33	7,389,242.57
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Credit Cards				
KB3580 · Kitsap Bank CC #3580	0.00	-272.47	0.00	-272.47
Total Credit Cards	0.00	-272.47	0.00	-272.47
Other Current Liabilities				
968-L · 968 PFD Operations Liabilities				
9682315 · Employee Benefits Payable	0.00	-148.96	0.00	-148.96
9682134 · Vouchers Payable	0.00	1,625.18	0.00	1,625.18
9682312 · USE Tax Payable	0.00	29.50	0.00	29.50
9682317 · Accrued Taxes	0.00	68.35	0.00	68.35
Total 968-L · 968 PFD Operations Liabilities	0.00	1,574.07	0.00	1,574.07
Total Other Current Liabilities	0.00	1,574.07	0.00	1,574.07
Total Current Liabilities	0.00	1,301.60	0.00	1,301.60
Long Term Liabilities				
286-LT · LTGO Bond Fund Liabilities				

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

November 2022	286	968	977	TOTAL
2862639 · LGTO Long Term Liabilities	250,000.00	0.00	0.00	250,000.00
Total 286-LT · LTGO Bond Fund Liabilities	250,000.00	0.00	0.00	250,000.00
977-LT · 2636 Regional Ctr Notes Payable	0.00	0.00	3,850,000.00	3,850,000.00
Total Long Term Liabilities	250,000.00	0.00	3,850,000.00	4,100,000.00
Total Liabilities	250,000.00	1,301.60	3,850,000.00	4,101,301.60
Equity				
286 FB · LTGO Bond Fund Balance/RE				
2862821 · LTGO Loans/Advances	3,850,000.00	0.00	0.00	3,850,000.00
2862880 · LTGO Undesignated Retained	-583,836.51	0.00	0.00	-583,836.51
2862940 · 49 Uses Other Than OP	650,000.00	0.00	0.00	650,000.00
Total 286 FB · LTGO Bond Fund Balance/RE	3,916,163.49	0.00	0.00	3,916,163.49
9682880 · Fund Balance - Unassigned	0.00	1,272.55	0.00	1,272.55
9772880 · 77 Fund Balance - Unassigned	0.00	0.00	-814,846.67	-814,846.67
32000 · Unrestricted Net Assets	1,663.15	16,672.49	-581,036.78	-562,701.14
Net Income	-61,438.83	3,665.79	805,825.78	748,052.74
Total Equity	3,856,387.81	21,610.83	-590,057.67	3,287,940.97
TOTAL LIABILITIES & EQUITY	4,106,387.81	22,912.43	3,259,942.33	7,389,242.57

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

January - November 2022	286	968	977	TOTAL
Ordinary Income/Expense				
Income				
286 Rev · LTGO Bond Fund 2002B-PFD	736,269.98	0.00	0.00	736,269.98
968 Rev · PFD Operations Fund	0.00	280,000.00	0.00	280,000.00
977 Rev · PFD Regional Center Capital	0.00	0.00	2,132,271.43	2,132,271.43
Total Income	736,269.98	280,000.00	2,132,271.43	3,148,541.41
Expense				
286 Exp · LTGO Bnd Fnd 2002B-PFD	796,046.00	0.00	0.00	796,046.00
968 Exp · PFD Operations Fnd	0.00	257,389.09	396,396.30	653,785.39
977 Exp · PFD Regional Cntr Capital	0.00	0.00	1,511,086.13	1,511,086.13
Total Expense	796,046.00	257,389.09	1,907,482.43	2,960,917.52
Net Ordinary Income	-59,776.02	22,610.91	224,789.00	187,623.89
Other Income/Expense				
Other Expense				
80000 · Timing Differences with County	1,662.81	18,945.12	-581,036.78	-560,428.85
Total Other Expense	1,662.81	18,945.12	-581,036.78	-560,428.85
Net Other Income	-1,662.81	-18,945.12	581,036.78	560,428.85
Net Income	-61,438.83	3,665.79	805,825.78	748,052.74

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

January - November 2022	286	968	977	TOTAL
Ordinary Income/Expense				
Income				
286 Rev · LTGO Bond Fund 2002B-PFD				
2861I · LTGO Bond Fund 2002A PFD				
2863610 · Interest Earnings				
28611 · Investment Interest	6,317.28	0.00	0.00	6,317.28
Total 2863610 · Interest Earnings	6,317.28	0.00	0.00	6,317.28
3380/70 · Intergovernmental Service				
90 · Other Intergovt Services	729,952.70	0.00	0.00	729,952.70
Total 3380/70 · Intergovernmental Service	729,952.70	0.00	0.00	729,952.70
Total 2861I · LTGO Bond Fund 2002A PFD	736,269.98	0.00	0.00	736,269.98
Total 286 Rev · LTGO Bond Fund 2002B-PFD	736,269.98	0.00	0.00	736,269.98
968 Rev · PFD Operations Fund				
96968I · PFD Operations Fund				
9684970 · Operating Transfers In	0.00	280,000.00	0.00	280,000.00
Total 96968I · PFD Operations Fund	0.00	280,000.00	0.00	280,000.00
Total 968 Rev · PFD Operations Fund	0.00	280,000.00	0.00	280,000.00
977 Rev · PFD Regional Center Capital				
96977I · PFD Regional Center Capital				
3130 · Retail Sales and Use Tax				
19 · Regional Centers Sales & Use	0.00	0.00	2,111,882.25	2,111,882.25
Total 3130 · Retail Sales and Use Tax	0.00	0.00	2,111,882.25	2,111,882.25
3610 · Interest Earnings				
97711 · Investment Interest	0.00	0.00	20,389.18	20,389.18
Total 3610 · Interest Earnings	0.00	0.00	20,389.18	20,389.18
Total 96977I · PFD Regional Center Capital	0.00	0.00	2,132,271.43	2,132,271.43
Total 977 Rev · PFD Regional Center Capital	0.00	0.00	2,132,271.43	2,132,271.43
Total Income	736,269.98	280,000.00	2,132,271.43	3,148,541.41
Expense				
286 Exp · LTGO Bnd Fnd 2002B-PFD				
2861E · LTGO Bnd Fnd 2002A PFD				
5710 · GO Bond Debt Service	750,000.00	0.00	0.00	750,000.00
5830 · Interest on Long-Term Ex	46,046.00	0.00	0.00	46,046.00
Total 2861E · LTGO Bnd Fnd 2002A PFD	796,046.00	0.00	0.00	796,046.00
Total 286 Exp · LTGO Bnd Fnd 2002B-PFD	796,046.00	0.00	0.00	796,046.00
968 Exp · PFD Operations Fnd				
96968E · PFD Operations Fnd				
5101 · Regular Salaries	0.00	114,583.37	0.00	114,583.37
5102 · Overtime Pay	0.00	3,991.19	0.00	3,991.19
5140 · Advisory Services	0.00	7,399.41	0.00	7,399.41
5190 · Miscellaneous Pay	0.00	4,400.00	0.00	4,400.00
5201 · Industrial Insurance	0.00	573.68	0.00	573.68
5202 · Social Security	0.00	9,407.55	0.00	9,407.55
5223 · Workers Comp-State Assessment	0.00	-19.32	0.00	-19.32
5249.02 · Employment Security Dept	0.00	474.37	0.00	474.37
5311 · Office/Operating Supplies				

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

January - November 2022	286	968	977	TOTAL
5351 · Equipment/Office Furnishings	0.00	993.67	0.00	993.67
5311 · Office/Operating Supplies - Other	0.00	-1,252.08	0.00	-1,252.08
Total 5311 · Office/Operating Supplies	0.00	-258.41	0.00	-258.41
5411 · Accounting & Auditing	0.00	9,679.75	0.00	9,679.75
5416 · Special Legal Services	0.00	22,900.82	0.00	22,900.82
5419 · Other Prof Svcs - Reg Ctr Mktg				
5419 a · Professional Services	0.00	13,246.95	0.00	13,246.95
5419 b · Recording	0.00	3,622.50	0.00	3,622.50
5419 c · Construction Consulting	0.00	28,632.50	0.00	28,632.50
5419 · Other Prof Svcs - Reg Ctr Mktg - Other	0.00	0.00	396,396.30	396,396.30
Total 5419 · Other Prof Svcs - Reg Ctr Mktg	0.00	45,501.95	396,396.30	441,898.25
5420 · Website	0.00	1,686.89	0.00	1,686.89
5421 · Telephone	0.00	2,837.17	0.00	2,837.17
5425 · Postage	0.00	58.00	0.00	58.00
5432 · Travel	0.00	409.37	0.00	409.37
5438 · Board Mileage/Airfare	0.00	420.00	0.00	420.00
5441 · Advertising	0.00	666.25	0.00	666.25
5451 · Operating Rental/Leases				
5451 b · Rental-Office Space	0.00	13,772.14	0.00	13,772.14
Total 5451 · Operating Rental/Leases	0.00	13,772.14	0.00	13,772.14
5461 · Gen/Auto/E&O Insurance	0.00	5,607.00	0.00	5,607.00
5492 · Dues/Subscriptions/Memberships	0.00	7,609.69	0.00	7,609.69
5497 · Registration & Tuition				
5497 a · Board Devel/Train Regist/Fees	0.00	188.11	0.00	188.11
5497 b · Staff Devel/Train Rester/Fees	0.00	423.11	0.00	423.11
Total 5497 · Registration & Tuition	0.00	611.22	0.00	611.22
5499 · Other				
5499 a · Events Support/Seed Money	0.00	5,000.00	0.00	5,000.00
5499 b · Rental-Meeting Space	0.00	77.00	0.00	77.00
Total 5499 · Other	0.00	5,077.00	0.00	5,077.00
Total 96968E · PFD Operations Fnd	0.00	257,389.09	396,396.30	653,785.39
Total 968 Exp · PFD Operations Fnd	0.00	257,389.09	396,396.30	653,785.39
977 Exp · PFD Regional Cntr Capital				
96977E · PFD Regional Cntr Capital				
5650 · Facility Project Investments				
5650 a · SKCEC - Port Orchard	0.00	0.00	205,467.39	205,467.39
5650 b · PERC - City of Poulsbo	0.00	0.00	30,659.94	30,659.94
5650 c · PGFHP - Kitsap County Parks	0.00	0.00	655,669.69	655,669.69
5650 d · POB/CNW - Port of Bremerton	0.00	0.00	339,329.54	339,329.54
5650 · Facility Project Investments - Other	0.00	0.00	-752,512.52	-752,512.52
Total 5650 · Facility Project Investments	0.00	0.00	478,614.04	478,614.04
5519 · Misc Intergovernmental Service	0.00	0.00	22,519.05	22,519.05
5520 · I/G Pymts, Fed, State, Local	0.00	0.00	729,953.04	729,953.04
6971 · Operating Transfers Out	0.00	0.00	280,000.00	280,000.00
Total 96977E · PFD Regional Cntr Capital	0.00	0.00	1,511,086.13	1,511,086.13
Total 977 Exp · PFD Regional Cntr Capital	0.00	0.00	1,511,086.13	1,511,086.13

Kitsap Public Facilities District

Statement of Financial Revenue & Expenses by Fund

January through November 2022

January - November 2022	286	968	977	TOTAL
Total Expense	796,046.00	257,389.09	1,907,482.43	2,960,917.52
Net Ordinary Income	-59,776.02	22,610.91	224,789.00	187,623.89
Other Income/Expense				
Other Expense				
80000 - Timing Differences with County	1,662.81	18,945.12	-581,036.78	-560,428.85
Total Other Expense	1,662.81	18,945.12	-581,036.78	-560,428.85
Net Other Income	-1,662.81	-18,945.12	581,036.78	560,428.85
Net Income	-61,438.83	3,665.79	805,825.78	748,052.74

**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	0.5%
9	AUG	\$ 121,969.93	14.4%	\$ 128,801.45	5.6%	\$ 142,050.14	10.3%	\$ 158,152.03	11.3%	\$ 166,341.19	5.2%	\$ 170,988.07	2.8%	\$ 204,719.00	19.7%	\$ 207,417.76	1.3%
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%	\$ 200,317.82	7.2%
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%	\$ 204,071.35	12.1%
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%	\$ 208,743.30	5.6%
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%	\$ 2,111,881.65	7.8%
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%	\$ 191,989.24	7.8%
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

NOV 2022	FUNDS	COMMENT
Sales Tax Rebate (977)	\$208,743.30	Up 5.6% from NOV 2021
Debt Service (286)	(\$61,381)	
Net Income	\$147,362	
Expenses (968)	(\$16,436)	
NET GAIN	\$130,926.77	

Kitsap PFD
Project Funding Record

Year	Month	POCEC					PERC				PGFHP				POB/CNW				Total Commitment
					ILA				ILA				ILA				ILA		
2018	June				\$12,000,000				\$243,900.00				\$ 1,697,556.00		Invoice	Reviewed	Invoice Amount	\$ 1,439,000	\$ 15,380,456.00
	September														Phase 1		\$ 60,000.00		
															4481	6/21/2018	\$ (30,000.00)	\$ (30,000.00)	
2018 Totals															4711	9/25/2018	\$ (30,000.00)	\$ (30,000.00)	
2019	March														Ph1 Bal		\$ -	\$ (60,000.00)	
	April														Invoice	Reviewed	Invoice Amount	Amount Paid	
	May														Phase 2	3/25/2019	\$ (19,760.00)	\$ (19,760.00)	
	July															4/24/2019	\$ (77,321.00)	\$ (77,321.00)	
	October															5/20/2019	\$ (72,215.00)	\$ (72,215.00)	
																7/29/2019	\$ (55,170.00)	\$ (55,170.00)	
2019 Totals																10/28/2019	\$ (33,945.00)	\$ (33,945.00)	
2020	January	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	
	February															1/20/2020	\$ (90,214.00)	\$ (90,214.00)	
	September						GRNT000725	9/21/2020	9/21/2020	\$ (8,650.00)					5201				
	October						GRNT000731	9/21/2020	9/21/2020	\$ (5,317.50)					5819	2/24/2020	\$ (153,675.00)	\$ (153,675.00)	
	December	INV00606	12/14/2020	12/14/2020	\$ (60,095.60)	Task 2	GRNT000754	12/14/2020	12/14/2020	\$ (6,693.75)					5978				
					\$ (60,096)					\$ (27,136.25)					5979				
2020 Totals																	\$ (243,889.00)	\$ (243,889.00)	
2021	January	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	
	February	SKCEC #2	2/22/2021	2/22/2021	\$ (137,371.72)	Task 2	GRNT000765	1/25/2021	1/25/2021	\$ (13,441.75)	21-0100	2/22/2021	2/22/2021	\$ (29,943.70)					
	March						GRNT000771	1/25/2021	1/25/2021	\$ (16,387.93)									
	April	INV00753	4/26/2021	4/26/2021	\$ (20,628.28)	Task 2	GRNT000785	3/22/2021	3/22/2021	\$ (9,410.81)									
	May		5/24/2021	5/24/2021	\$ (1,000,000.00)	Task 3	GRNT000791	4/26/2021	4/26/2021	\$ (10,868.75)									
	June	INV00795	6/28/2021	6/28/2021	\$ (22,000.00)	Task 2	GRNT000805	5/24/2021	5/24/2021	\$ (15,516.25)					7011	5/24/2021	\$ (86,340.00)		
	July	INV00825			\$ (30,000.03)	Task 2	GRNT000811	6/28/2021	6/28/2021	\$ (9,253.35)					7018	6/28/2021	\$ (69,653.55)		
	August	INV00873	8/23/2021	8/23/2021	\$ (30,002.84)	Task 2	GRNT000818	7/26/2021	7/26/2021	\$ (7,275.65)					7022	7/26/2021	\$ (62,173.55)		
	September						GRNT000831	8/23/2021	8/23/2021	\$ (23,434.49)					7031	7/26/2021	\$ (52,335.70)		
	October	INV00961	10/25/2021	10/25/2021	\$ (86,287.13)	Task 2	GRNT000839	9/27/2021	9/27/2021	\$ (8,955.00)					7036	8/23/2021	\$ (70,703.55)		
	December						GRNT000847	10/25/2021	10/25/2021	\$ (6,450.00)	21-0101	10/25/2021	10/25/2021	\$ (142,237.84)	7044	9/26/2021	\$ (58,990.70)		
															7052	12/13/2021	\$ (17,785.00)		
															7068	12/14/2021	\$ (20,275.60)		
2021 Totals					\$ (1,326,290)					\$ (120,993.98)							\$ (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														7110	4/19/2022	\$ (61,661.25)		
	June						GRNT000914	6/27/2022	6/28/2022	\$ (732.50)	21-0105	6/27/2022	6/28/2022	\$ (92,135.24)	7310	5/13/2022	\$ (51,695.13)		
	July						GRNT000923	7/25/2022	7/26/2022	\$ (297.50)	22-0106	6/27/2022	6/28/2022	\$ (180,766.80)	7360	6/15/2022	\$ (62,269.50)		
	August										22-00397	7/25/2022	7/26/2022	\$ (159,566.82)	7450	7/20/2022	\$ (69,194.14)		
	September	INV01294	9/19/2022	9/25/2022	\$ (141,374.81)	Task 4	GRNT000945	9/19/2022	9/25/2022	\$ (11,961.50)	22-0108	7/25/2022	7/26/2022	\$ (1,219.86)	7560	8/17/2022	\$ (73,454.14)		
	October	INV01274	10/24/2022	10/25/2022	\$ (50,386.00)	Task 4									7660	9/14/2022	\$ (192,922.21)		
	November	INV01363	11/21/2022	12/8/2022	\$ (189,900.93)	Task 4	GRNT000961	11/21/2022	12/8/2022	\$ (6,228.75)					7700	10/19/2022	\$ (191,912.45)		
	December	INV01386			\$ (125,741.06)	Task 4													
2022 Totals					\$ (521,109.38)					\$ (36,888.69)							\$ (1,000,689.12)	\$ (144,000.00)	\$ (1,334,510.10)
Total Paid to Date					\$ (1,907,494.98)					\$ (185,018.92)							\$ (706,300.00)	\$ (706,300.00)	\$ (3,603,507.47)
Remaining Balance					\$ 10,092,505.02					\$58,881.08				\$ 892,862			\$ 732,700.00	\$ 732,700.00	\$ 11,776,948.53

96977 CASH FUND		
NOV & DEC 2022 TOTALS	AVAILABLE CASH	CASH BALANCE
\$ (459,499.76)	\$ 625,535.46	\$ 166,035.70

2022 Totals	Total PTD	Remaining Balances
\$ (1,334,510.10)	\$ (3,603,507.47)	\$ 11,776,948.53