



Kitsap Public Facilities District

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

Monday, March 20, 2023

Attendance:

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

Board Members Absent: Director Phil Havers, Director Tom Bullock

Staff Present: Executive Director Russ Shplet

Advisors, Counsel, & Consultants Present: Financial Advisors Mr. Ryan Neumeister & Mr. Scott Bauer; Bond Counsel Mr. Marc Greenough, Construction Consultant Mr. Shannon Thompson & Ms. Cindy Rogers

1. **Call to Order:** KPFD Chairman Hatchel called the meeting to order at 5:42 PM.
2. **Public Comment:** Public comment was provided regarding the timeliness of the Kitsap Conference Center (KCC) monthly report as part of the board meeting packet.
3. **Approval of Consent Agenda:** A motion was made to approve the Consent Agenda presented by Vice Chairman Morrissey, except for item E. KCC MAR 2023 report, which would be discussed during the General Business portion of the meeting. The motion was seconded by Director Draper and unanimously approved by the Board of Directors.
4. **Facilities Project Progress Report:** Port of Bremerton Circuit of the NW (POBCNW) Project. Port Commissioner Axel Strakeljahn from the Port of Bremerton and Mr. Jim Towne of Hilltop Securities presented.
 - The Port of Bremerton presented a Proposal for a Public-Private Partnership to construct a regional event center to be built within the grounds of the Circuit of the NW project.
 - The request for funding is \$10,250,380, to be paid directly to the Port of Bremerton monthly over the course of 10 years, beginning in JAN 2024.
 - Mr. Towne presented a breakdown of the annual/monthly payment amount based on a financial model of projected sales tax rebates through 2038.
 - Executive Director Shplet will work with KPFD legal counsel, financial advisors, and bond counsel to craft a Letter of Interest (LOI) to be presented to the KPFD Board of Directors for consideration at the April 24, 2023, meeting.

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5. General Business:

A. **NW Municipal Advisors Contract Extension** – Executive Director Shiplet

- At the FEB 27, 2023, KPF Board of Directors meeting, the NW Municipal Advisors (NWMA) contract extension was presented for consideration and approval; however, legal counsel, Mr. Lawler, had not had an opportunity to review it.
- Executive Director Shiplet and Mr. Lawler worked through the extension, provided feedback to NWMA, and crafted the version proposed to the Board of Directors for approval.
- Director Leedham made a motion to accept the extension as presented. Director Jagodzinske seconded the motion. The motion passed unanimously by the board.

B. **KPF & Kitsap County ILA Amendment #3** – Executive Director Shiplet

- The KPF & Kitsap County are currently working on an amendment to ILA which includes an additional \$350,000 of financial support from the KPF to assist with cost increases of the Port Gamble Forest Heritage Park (PGFHP) Project.
- ILA Amendment #3 will be presented to the KPF Board of Directors for consideration at the April 24, 2023, meeting.

C. **KPF Website Update** – Executive Director Shiplet

- The KPF website has been updated to reflect the new logo and tagline. Director Shiplet encouraged the board to look it over and provide feedback.

D. **KPF Board Member Photos for Website** – Executive Director Shiplet

- Director Shiplet asked the board to consider having their picture taken by a professional photographer, which will be placed on the KPF website. The board agreed to participate.

E. **Kitsap Conference Center MAR 2023 Report** – Director Morrissey

- Consent Agenda E. – Kitsap Conference Center MAR 2023 Report was pulled for discussion during General Business as a point of order since the report was not included in the original Consent Agenda provided to the board in the previous week. Director Morrissey moved to accept the report as presented. Director Jagodzinske seconded the motion. The motion passed unanimously by the board.

F. **MAR 2003 Financial Report** – Executive Director Shiplet

- The financial report is now part of the Consent Agenda so the board can review it before the meeting. In an effort of transparency, Director Shiplet covered the content of the financial report for public view during the meeting and reminded the public they could also review all meeting materials ahead of time by going to the KPF website, Meeting Archives section.

6. Meeting adjourned @ 6:39 PM

Next Meeting of the Board: April 24, 2023 – Bainbridge Island City Hall

Topics: Poulsbo Events & Recreation Center (PERC) Project Update, Consent Agenda, General Business

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