



Board of Directors Meeting*
Monday, June 26, 2023
Kitsap Public Facilities District Office
Meeting Location: Port Orchard City Hall
& via Zoom Webinar ID* – <https://us02web.zoom.us/j/89629206399>

MEETING AGENDA

1. Call to Order / Comments from Board Chairman Hatchel

CONSENT AGENDA

- A. MAY 2023 KPFD BOD Meeting Minutes
 - B. Blanket Voucher #11-JUN 2023 96968 Operating Expenses
 - C. Blanket Voucher #12-JUN 2023 96977 POCEC Project
 - D. JUN 2023 KPFD Financial Report
 - E. Executive Director Report – JUN 2023
 - F. KCC Financial Report – MAY 2023
-

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 Project Report – Port Orchard Community Event Center (POCEC) – presented by Mr. Nick Bond, Director of Community Development

5. General Business/Good of the Order

- Update to PFD Board of Directors webpage
- EventFund Application – Sleighin Weights 2023 - presented by Mr. Ryan Turgano, Dungeon Fitness

6. Meeting Adjournment

Next Meeting: July 31, 2023, at 5:30 pm
Location: Norm Dicks Government Center
Topics: General Business, Poulsbo Events & Recreation Center (PERC) Project Update

Building Communities, Enriching Lives

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



**KITSAP PUBLIC FACILITIES DISTRICT
CONSENT AGENDA
JUN 26 2023**

- A. MAY 30, 2023 Board of Directors Meeting Minutes
 - B. Blanket Voucher #11-JUN 2023 96968 Operating Expenses
 - C. Blanket Voucher #12-JUN 2023 96977 POCEC Project
 - D. JUN 2023 KPFD Financial Report
 - E. Executive Director Report – JUN 2023
 - F. KCC Financial Report – MAY 2023
-



Kitsap Public Facilities District

Minutes of the Board of Directors Meeting (Including optional “remote” element)

Tuesday, May 30, 2023

Attendance:

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

Board Members Absent: Treasurer Walter Draper

Staff Present: Executive Director Russ Shiplet

1. **Call to Order:** KPFD Chairman Hatchel called the meeting to order at 5:30 PM.
2. **Public Comment:** Public comment was provided, thanking the board for recognizing them and encouraging other public citizens to attend.
3. **Approval of Consent Agenda:** Vice Chairman Morrissey motioned to approve the Consent Agenda as presented. Director Leedham seconded the motion. There was no discussion, and the Board of Directors passed the motion unanimously.
4. **Facilities Project Progress Report:** No facilities project report was presented at this meeting.
5. **General Business:**
 - No new business was discussed.
 - No ongoing business was discussed.
 - Nothing for the good of the order was discussed.
6. **Board Roundtable Discussions:**
 - There was a discussion about the length of the Board of Directors bio for the KPFD website, which will include board member pictures, titles, and district or city representation.
 - The deadline to file the WA State Annual Report is May 30, 2023. The annual report was submitted on time.
 - Chairman Morrissey pointed out that the April 2023 Sales Tax Rebate Summary reflected just a 0.1% increase from the previous month and year.
7. **Meeting Adjournment:**
 - The Board of Directors meeting adjourned at 5:36 PM

Next Meeting of the Board: June 26, 2023 – Poulsbo City Hall

Project Update: Port Orchard Community Events Center

Building Communities, Enriching Lives TM



BLANKET VOUCHER APPROVAL

FUND: 96968.00968

BV# 11-JUN 2023

We, thus undersigned of Kitsap Public Facilities District, Kitsap County, Washington, certify that the merchandise or services hereinafter specified have been received and that the following vouchers are approved for payment in the amount of **\$14,705.55** on this 26th day of JUN 2023

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
Invoices:		
Kitsap Bank Visa (MAY 2023) – detail attached on next page	5311	\$ 2,848.63
BKAT BOD Meeting Recording (MAY 2023)	5419(b)	\$ 436.00
Barker Creek Consulting LLC (FEB-JUN 2023)	5419	\$ 8,247.50
WA State PERS2 Employee Retirement (JUN 2023)	5249	\$ 1,788.42
JPC PLLC (MAY 2023)	5416	\$ 385.00
KEDA Annual Dues (2023)	5311	\$ 1,000.00
Other items:		
	PAGE TOTAL	\$ 14,705.55



VENDOR	SPEND CAT	AMOUNT
Kitsap Bank Visa (MAY 2023)		\$ 2,848.63
-Comcast for Business (MAY 2023 Phone/Internet)	5421	(\$262.11)
-Office Rent (MAY 2023)	5451(b)	(\$851.44)
-Help Desk Cavalry Email Support (MAY 2023)	5311	(\$202.64)
-Help Desk Cavalry Monthly IT Support (MAY 2023)	5419(a)	(\$279.95)
-Dropbox 2023 Annual Subscription Renewal	5311	(\$786.96)
-Storage (MAY 2023)	5311	(\$119.00)
-Q1 2023 ESD Family Medical Leave	5311	(\$193.43)
-ESD FMLA Filing Fee	5311	(\$5.61)
-Zoom Webinar Monthly Subscription (MAY 2023)	5311	(\$87.44)
-Adobe Cloud Storage (MAY 2023)	5311	(\$60.05)
	PAGE TOTAL	\$ 2,848.63



Account Summary

Billing Cycle		05/24/2023
Days In Billing Cycle		31
Previous Balance		\$2,418.05
Purchases	+	\$2,848.63
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$0.00
Payments	-	\$2,418.05-
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

NEW BALANCE **\$2,848.63**

Credit Summary

Total Credit Line	\$10,000.00
Available Credit Line	\$7,151.37
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	\$2,848.63
MINIMUM PAYMENT	\$2,848.63
PAYMENT DUE DATE	06/18/2023

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
04/25	04/25	PBUS01	24692163115102059343181	COMCAST CABLE COMM 800-COMCAST WA	\$262.11
04/26	04/27	PBUS01	24906413116172548950904	PYL*American Property LLC 866-7295327 WA	\$851.44
04/29	04/30	PBUS01	24692163119105823277813	DROPBOX*CN3Y8XMHZFMW DROPBOX.COM CA	\$786.96
05/01	05/02	PBUS01	24377353122000003041291	HELP DESK CAVALRY 360-9306990 WA	\$202.64
05/01	05/02	PBUS01	24377353122000003041309	HELP DESK CAVALRY 360-9306990 WA	\$279.95
05/01	05/03	PBUS01	24275393122050553925624	Pro-Guard Self Storage 360-6977368 WA	\$119.00
05/03	05/04	PBUS01	24240523124006009296590	ESD PAID FML OLYMPIA WA	\$193.43
05/03	05/04	PBUS01	24240523124006009296590	ESD PAID FML*SERVICE FEE OLYMPIA WA	\$5.61
05/06	05/07	PBUS01	24011343126000048195226	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$87.44
05/15	05/16	PBUS01	24692163135108140476514	ADOBE *800-833-6687 ADOBE.LY/ENUS CA	\$60.05
05/15	05/16			PAYMENT - THANK YOU PORT ORCHARD WA	\$2,418.05-

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

05/24/23

New Balance

\$2,848.63

Total Minimum Payment Due

\$2,848.63

Payment Due Date

06/18/23

\$

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



MAKE CHECK PAYABLE TO:



VISA
PO BOX 6818
CAROL STREAM IL 60197-6818

18 4257 7700 0002 3580 00284863 00284863 2

COMCAST BUSINESS

Kitsap Public Facilities

Account number
8498 36 003 0993901

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

Thanks for choosing Comcast Business

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

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

Your monthly account summary

Previous balance	262.10
Credit Card Payment May 23, 2023	-262.10 cr
New charges	
Comcast Business services	234.89
Other charges and credits	15.80
Taxes and fees	11.41

Amount due **\$262.10**
Payment due Jun 23, 2023



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.

COMCAST BUSINESS

9602 S 300 W. STE B SANDY UT 84070-3302
8633 0440 NO RP 28 05292023 YNNNNNNN 01 999904

KITSAP PUBLIC FACILITIES
19880 10TH AVE NE STE 204F
POULSBO, WA 98370

Account number **8498 36 003 0993901**
Automatic payment due **Jun 23, 2023**
Please pay **\$262.10**
Credit Card Payment to Be Applied 06/23/23

COMCAST
PO BOX 60533
CITY OF INDUSTRY CA 91716-0533

849836003099390100262105

PO Box 10666
Bainbridge Island, WA 98110

Billing Period	Statement Date
05/01/23 - 05/31/23	04/25/23

Previous Balance	Current Charges	Current Credits	Balance Due
0.00	826.64	0.00	826.64

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

Comments	



Help Desk Cavalry, LLC
1676 NE McWilliams Rd
Bremerton, WA 98311
(360) 930-6990

PAID

Bill To:
Kitsap Public Facilities District Attn: Russ Shiplet 19980 10th Ave NE Suite 204F Poulsbo, WA 98370 United States

Date	Invoice
06/01/2023	38096
Account	
Kitsap Public Facilities District	

Terms	PO Number	Reference	
Due Upon Receipt		Monthly Billing for June	

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:	\$16.74	
	Invoice Total:	\$196.74	
	Payments:	-\$196.74	
	Credits:	\$0.00	
	Balance Due:	\$0.00	

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.



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](#)

Paid

Invoice Number	Invoice Date	Account
37981	6/1/2023	Kitsap Public Facilities District
Billing Terms	PO Number	Reference
Due Upon Receipt		Monthly Billing for June

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
2023 Annual 5% Increase	\$12.50	1	\$12.50

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	\$262.50
Tax	\$9.30
Invoice Total	\$271.80
Payments Applied	\$271.80
Total Amount Due	\$0.00

Dropbox Inc.
1800 Owens St
San Francisco, CA 94158
United States
billing-support@dropbox.com

Receipt for Kitsap PFD

Purchaser	Payment
Executive Director	4/29/2023
98370	Visa ending in 3580 approved
United States	Amount paid: \$786.96
execdirector@kitsap-pfd.org	Receipt ID: 5K3KHS5M36YR

Description	Amount
Dropbox Business Standard Plan (includes 3 licenses) + 1 Additional License (4/29/2023 to 4/29/2024)	
Dropbox Business Standard Plan (includes 3 licenses)	\$540.00
1 Additional License	\$180.00
Subtotal	\$720.00
+ Sales tax (9.3%)	\$66.96
Total	\$786.96

All amounts shown are in USD. This is not an invoice. No additional payment is required.

Glacier West Poulsbo
20554 Little Valley Rd
Poulsbo, WA 98370 (USA)
Phone/Fax : (360)317-2895 /
poulsbo@glacierwest.com

Invoice

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

Invoice Number : 8268

Date : 5/17/2023

ATTN: Shiplit, Russ :

Please remit your payments to the above mentioned address.

Unit #	Charge Date	Description	Amount	Tax	Discount	Total
New Dues						
112	06/01/2023	Rent Charged - Jun 1 2023 to Jun 30 2023	\$119.00	\$0.00	\$0.00	\$119.00
Total Due						\$119.00
Prepaid Rent/Fee						\$0.00
Balance Due						\$119.00

Summary					
Unit #	Lease #	Paid Thru	Total	Prepaid	Balance
112	1247	05/31/2023	\$119.00	\$0.00	\$119.00
			\$119.00	\$0.00	\$119.00

From: DoNotReply@esd.gov
To: [Russ Shiplet](#)
Subject: Payment Confirmation
Date: Tuesday, May 2, 2023 12:11:05 PM

Thank you for your recent payment to Paid Family & Medical Leave.

Payment Application: Paid Family & Medical Leave
Payment Status: Payment completed successfully.
Confirmation Number: 23050278640102
Payment Date: 05/02/2023

Billing Address: Kitsap Public Fac District
19980 10th Ave NE
Suite 204F
Poulsbo, WA 98370
3606981885

Card Type: VISA
Card Number: x3580

Payment Amount: 193.43 USD
Convenience Fee: 5.61 USD
Total Amount: 199.04 USD

DO NOT REPLY DIRECTLY TO THIS EMAIL.

Invoice



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

Invoice Date: Jun 6, 2023
Invoice #: INV205314111
Payment Terms: Due Upon Receipt
Due Date: Jun 6, 2023
Account Number: 119302675
Currency: USD
Payment Method: Visa *****3580
Account Information: Kitsap Public Facilities District

Federal Employer ID Number: 61-1648780

Purchase Order Number:

Tax Exempt Certificate ID:

[Zoom W-9](#)

Sold To Address: 19980 10th Ave NE, Suite 204F
Poulsbo, Washington 98370
United States
3606981885
execdirector@kitsap-pfd.org

Bill To Address: 19980 10th Ave NE, Suite 204F
Poulsbo, Washington 98370
United States
3606981885
execdirector@kitsap-pfd.org

Charge Details

CHARGE DESCRIPTION	SUBSCRIPTION PERIOD	SUBTOTAL	TAXES, FEES & SURCHARGES	TOTAL
Charge Name: Webinar 500 Monthly PROMO Quantity: 2 Unit Price: \$40.00	Jun 6, 2023 - Jul 5, 2023	\$80.00	\$7.44	\$87.44
		Subtotal		\$80.00
		Total (Including Taxes, Fees & Surcharges)		\$87.44
		Invoice Balance		\$0.00

Taxes, Fees & Surcharge Details



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

ORIGINAL

Invoice Information

Invoice Number	2477642164
Invoice Date	14-JUN-2023
Payment Terms	Credit Card
Purchase Order	AB00025213459CUS
Order Number	7043865110
Customer Number	156036510
Currency	USD

Bill To

Russell Shiplet
WA 98365-9312

INVOICE

Item Details

Service Term: 14-JUN-2023 to 13-JUL-2023

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

Invoice Total

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

GRAND TOTAL (USD)	60.05
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Comments:

Billing Contact

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

Thank you for your business!

Subtotal	\$436.00
Tax	
Total	\$436.00

Barker Creek Consulting Inc.

PO Box 2011

Silverdale, WA 98383 US

3602719207

shannont@barkercreek-ors.com

http://barkercreek-ors.com/

Invoice



BILL TO

Russ Shipleet

KFPD

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1395	06/05/2023	\$8,247.50	07/05/2023	Net 30	

DATE	ACTIVITY	QTY	RATE	AMOUNT
	KFPD			
	Project management:Project Billing	2	85.00	170.00
	SUBTOTAL - KFPD			170.00
	KFPD:Kitsap Public Facilities District			
01/30/2023	Project management:KFPD - Project Oversight [Jan 30 – June 2] - Shannon D Thompson	41:30	165.00	6,847.50
01/30/2023	Project management:KFPD- Coordinator [Jan 30 – Apr 24] - Cynthia E Rogers	10:15	120.00	1,230.00
	SUBTOTAL - KFPD:Kitsap Public Facilities District			8,077.50

BALANCE DUE

\$8,247.50



Plans 1, 2 and 3 Payment Advice

This form is for employers to report Plans 1, 2 and 3 payments to DRS.

Send completed form to:
Department of Retirement Systems
PO Box 9018
Olympia, WA 98507-9018
www.drs.wa.gov
800.547.6657, option 6 then option 1
360.664.7000, option 1
TTY: 711

When submitting payments to DRS, include copies of each payment advice form along with your payment. You do not need to include any payment advices with a \$0.00 total. Do not use staples, paperclips or tape. Print single-sided copies only.

Employer:	Kitsap Public Facilities District (4296)
Employer Contact:	(360) 698-1885

Payment Advice: Plans 1 and 2

Employer:	Kitsap Public Facilities District (4296)	System:	PERS
Employer Contact:	(360) 698-1885	Report Group:	4296P

Plan 1:

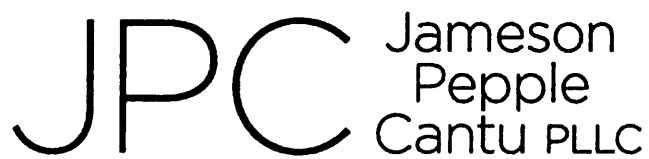
Check #	Report Period (mm/yyyy)	Invoice #	Payment Amount
Subtotal for Plan 1			\$0.00

Plan 2:

Check #	Report Period (mm/yyyy)	Invoice #	Payment Amount
1234	06/2023		\$1,788.42
Subtotal for Plan 2			\$1,788.42

Total for Plans 1 and 2:	\$1,788.42
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Tel 206.292.1994
Fax 206.292.1995

801 Second Avenue, Suite 700
Seattle, Washington 98104

June 20, 2023

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

Invoice 152996 BEL

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

FOR LEGAL SERVICES RENDERED AND COSTS ADVANCED

\$ 385.00

\$ 385.00



2021 NW Myhre Road, Suite 100, Silverdale, WA 98383

KEDA Contract Invoice

Bill To

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

Date: 6/22/2023

Invoice #: KPFD-2023

<i>Due on receipt</i>	
Description	Amount
2023 Direct Partner Investment in KEDA	1,000.00
Thank you for your support of Economic Development in Kitsap County!	Total \$1,000.00

Mail Payments to:

KEDA
2021 NW Myhre Road, Suite 100
Silverdale, WA 98383

**BLANKET VOUCHER APPROVAL****FUND: 96977.00977****BV# 12-JUN 2023**

We, thus undersigned of Kitsap Public Facilities District, Kitsap County, Washington, certify that the merchandise or services hereinafter specified have been received and that the following vouchers are approved for payment in the amount of **\$40,377.00** on this **26th** day of **JUN 2023**.

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)	
JUN 2023 POCEC Invoice # 01551	\$ 40,377.00
PAGE TOTAL	\$ 40,377.00

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
19980 10th Ave NE
Suite 204F
Poulsbo, WA 98370

DATE: 6/16/2023
INVOICE #: INV01551
DUE DATE: 7/16/2023
TOTAL DUE: 40,377.00

CUSTOMER ACCOUNT # : 0131

ITEM DESCRIPTION	UNITS	PRICE	AMOUNT
C082-19 Sk Community Center 4/30/2023 RFM C066-20	1.00	40,377.00	40,377.00
TOTAL THIS INVOICE			40,377.00

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!



Kitsap Public Facilities District
JUN 2023 Available Funds & Expenditures Report

977 CAPITAL FUND							
As of			Current Blance		Fund		Description
5/31/2023			\$ 3,844,861.00		977 CAPITAL		MAY 2023 Capital Funds Balance
977 CASH FUND							
Date	Reconcile Date	Supplier	Invoice #	Amount	Check/EFT	Fund	Description
4/30/2023	4/30/2023			\$ 388,533.41	EFT	977 CASH	APR 2023 Cash Fund Balance
5/5/2023	5/5/2023			\$ (30,000.00)	XFR		XFR from 977 to 968 For Operating Expenses
5/11/2023	5/11/2023			\$ (9,279.25)	XFR		APR 2023 POCEC Project Invoice
5/31/2023	5/31/2023			\$ 197,898.50	EFT		MAY 2023 Sales Tax Rebate
5/31/2023	5/31/2023			\$ (71,219.45)	EFT		MAY 2023 Debt Service Payment
5/31/2023	5/31/2023			\$ (19,372.13)	XFR		MAY 2023 Adjustment to Pay PFD Bond Payments
5/31/2023	5/31/2023			\$ 456,561.08			YTD 2023 Cash Fund Balance
977 CASH FUND EXPENSE							
Date	Reconcile Date	Supplier	Invoice #	Amount	Check/EFT	Fund	Description
6/30/2023		City of Port Orchard	01551	\$ (40,377.00)	EFT	977/BV#12-JUN 2023	POCEC Project Invoice
968 OPERATING EXPENSES							
Process Date	Reconcile Date	Supplier	Invoice #	Amount	Check/EFT	Fund	Spend Category Description
6/13/2023	6/16/2023	Kitsap Bank Visa	MAY 2023	\$ (2,848.63)	VISA	968/BV#11-JUN 2023	5311 MAY 2023 CC Payment
		-Help Desk Calvary	MAY 2023	\$ (279.95)			5419(a) MAY 2023 IT Services
		-Help Desk Calvary	MAY 2023	\$ (202.64)			5311 MAY 2023 O365 Email Subscription
		-Dropbox Annual Subscription	MAY 2023	\$ (786.96)			5311 2023 Annual Subscription
		-Storage	MAY 2023	\$ (119.00)			5451(b) MAY 2023 Storage
		-Central Plaza Office Rent	MAY 2023	\$ (851.44)			5451(b) MAY 2023 Office Rent
		-Comcast for Business	MAY 2023	\$ (262.11)			5311 MAY 2023 Phone/Internet
		-Q1 2023 ESD FMLA	MAY 2023	\$ (193.43)			5311 Q1 2023 Family Medical Leave Act
		-ESD FMAL Filing Fee	MAY 2023	\$ (5.61)			5311 FMLA Filing Fee
		-Zoom Webinar Monthly	MAY 2023	\$ (87.44)			5311 MAY 2023 Monthly Subscription
		-Adobe Cloud	MAY 2023	\$ (60.05)			5311 MAY 2023 Monthly Subscription
6/13/2023		BKAT	012023-01	\$ (436.00)	Check	968/BV#11-JUN 2023	5419(a) MAY 2023 BOD Meeting
6/20/2023		JPC LLC	152996 BEL	\$ (385.00)	Check	968/BV#11-JUN 2023	5416 MAY 2023 Legal Counsel
6/13/2023		WA DRS PERS2	JUN 2023	\$ (1,788.42)	Check	968/BV#11-JUN 2023	5249 JUN 2023 PERS2 Employee & Employer Contribution
6/13/2023		Barker Creek Consulting	1395	\$ (8,247.50)	Check	968/BV#11-JUN 2023	5419 FEB-MAY 2023 Construction Consultation
6/22/2023		KEDA	KPFD-2023	\$ (1,000.00)	EFT	968/BV#11-JUN 2023	5311 2023 Annual Partnership Investment
6/30/2023		Russell Shiplet	May-23	\$ (9,223.45)	EFT	96968	JUN 2023 Net Pay (includes Health Stipend)
				\$ (160.62)			JUN 2023 Medicare
				\$ (997.65)			JUN 2023 Federal Withholding
				\$ (16.29)			JUN 2023 WAMAF
				\$ (25,103.56)			
968 OPERATIONS BALANCE				\$ 4,896.44			



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	AO	AP
1		FY 2015	%	FY 2016	%	FY 2017	%	FY 2018	%	FY 2019	%	FY 2020	%	FY 2021	%	FY 2022	%	FY 2023	%
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%	\$ 187,086.78	4.7%
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%	\$ 209,039.13	5.8%
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%	\$ 167,293.61	3.0%
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%	\$ 167,784.23	0.1%
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%	\$ 197,898.50	-1.8%
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%	\$ 192,632.39	8.4%	\$ -	
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%	\$ 2,304,514.04	7.8%	\$ 929,102.25	2.4%
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%	\$ 192,042.84	7.8%	\$ 309,700.75	2.4%
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

MAY 2023	FUNDS	COMMENT
Sales Tax Rebate (977)	\$197,898.50	Down 1.8% from MAY 2022
Debt Service (286)	(\$71,219)	
Net Income	\$126,679	
Expenses (968)	\$16,677	
NET GAIN	\$143,356.53	



Kitsap PFD
Project Funding Record
JUNE 2023

Year	Month	Port Orchard Community Events Center (POCEC)					Poulsbo Events & Recreation Center (PERC)				Port Gamble Forest Heritage Park (PGFHP)				Port of Bremerton (POB)				Total Commitment			
2018					ILA \$ 12,000,000					ILA \$ 243,900.00					ILA \$ 2,047,556		Phase 1		ILA \$ 1,439,000	\$ 15,730,456.00		
	June	Invoices	Board Approved	Date Paid	Amount Paid	ILA Task #	Invoices	Board Approved	Date Paid	Amount Paid	Invoices	Board Approved	Date Paid	Amount Paid	Invoices	Board Approved	Date Paid	Amount Paid				
	September																					
2018 Totals					\$ -					\$ -					\$ -			Ph1 Bal	\$ (60,000.00)	\$ (60,000.00)	\$ (60,000.00) 2018 Totals	
2019	March	Invoices	Board Approved	Date Paid	Amount Paid	ILA Task #	Invoices	Board Approved	Date Paid	Amount Paid	Invoices	Board Approved	Date Paid	Amount Paid				Invoices	Reviewed	Invoice Amount	Amount Paid	
	April																	Phase 2	3/25/2019	\$ (19,760.00)	\$ (19,760.00)	
	May																		4/24/2019	\$ (77,321.00)	\$ (77,321.00)	
	July																		5/20/2019	\$ (72,215.00)	\$ (72,215.00)	
	October																		7/29/2019	\$ (55,170.00)	\$ (55,170.00)	
2019 Totals					\$ -					\$ -					\$ -			Ph2 Bal	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				Invoices	Reviewed	Invoice Amount	Amount Paid	
	February																		1/20/2020	\$ (90,214.00)	\$ (90,214.00)	
																			5201			
																			5819	2/24/2020	\$ (153,675.00)	\$ (153,675.00)
																			5978			
																			5979			
	September							GRNT000725	9/21/2020	9/21/2020	\$ (8,650.00)											
October							GRNT000731	9/21/2020	9/21/2020	\$ (5,317.50)												
2020 Totals							GRNT000723	9/21/2020	9/21/2020	\$ (1,318.75)												
							GRNT000738	10/26/2020	10/26/2020	\$ (5,156.25)												
		INV00606	12/14/2020	12/14/2020	\$ (60,095.60)	Task 2	GRNT000754	12/14/2020	12/14/2020	\$ (6,693.75)												
2020 Totals					\$ (60,095.60)					\$ (27,136.25)					\$ -			Ph2 Bal		\$ (243,889.00)	\$ (243,889.00)	\$ (331,120.85) 2020 Totals
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	ILA Stage	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)												
	March						GRNT000771	1/25/2021	1/25/2021	\$ (16,387.93)	21-0100	2/22/2021	2/22/2021	\$ (29,943.70)	Stage 2							
	April	INV00753	4/26/2021	4/26/2021	\$ (20,628.28)	Task 2	GRNT000785	3/22/2021	3/22/2021	\$ (9,410.81)												
	May	INV00795	5/24/2021	5/24/2021	\$ (1,000,000.00)	Task 3	GRNT000791	4/26/2021	4/26/2021	\$ (10,868.75)												
	June	INV00825	6/28/2021	6/28/2021	\$ (30,000.03)	Task 2	GRNT000805	5/24/2021	5/24/2021	\$ (15,516.25)												
	July	INV00873	8/23/2021	8/23/2021	\$ (30,002.84)	Task 2	GRNT000811	6/28/2021	6/28/2021	\$ (9,253.35)												
	August						GRNT000818	7/26/2021	7/26/2021	\$ (7,275.65)												
	September						GRNT000831	8/23/2021	8/23/2021	\$ (23,434.49)												
	October	INV00961	10/25/2021	10/25/2021	\$ (86,287.13)	Task 2	GRNT000839	9/27/2021	9/27/2021	\$ (8,955.00)												
	December						GRNT000847	10/25/2021	10/25/2021	\$ (6,450.00)	21-0101	10/25/2021	10/25/2021	\$ (142,237.84)	Stage 2	7011	5/24/2021	\$ (86,340.00)				
	2021 Totals					\$ (1,326,290)					\$ (120,993.98)					\$ (172,181.54)	sub-total			\$ (438,257.65)	\$ -	\$ (1,619,465.52) 2021 Totals
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)	Stage 2		Invoice	Reviewed	Invoice Amount	Amount Paid		
	February	INV00016	2/28/2022	2/28/2022	\$ (1,443.58)	Task 2	GRNT000864	2/28/2022	2/28/2022	\$ (1,575.00)							7080	1/24/2022	\$ (118,025.00)			
	March						GRNT000870	2/28/2022	2/28/2022	\$ (8,536.25)							7090	2/4/2022	\$ (105,115.30)	\$ (143,900.00)		
	April						GRNT 000888	3/28/2022	4/5/2022	\$ (1,257.19)							7100	3/18/2022	\$ (74,440.00)			
	May																7110	4/19/2022	\$ (61,661.25)			
	June																7310	5/13/2022	\$ (51,695.13)			
	July						GRNT000914	6/27/2022	6/28/2022	\$ (732.50)	22-0106	6/27/2022	6/28/2022	\$ (180,766.80)	Stage 2	7360	6/15/2022	\$ (62,269.50)				
	August						GRNT000923	7/25/2022	7/26/2022	\$ (297.50)	22-00397	7/25/2022	7/26/2022	\$ (159,566.82)	Stage 2	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)	Stage 2	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	12/22/2022	12/28/2022	\$ (125,741.06)	Task 4																
2022 Totals					\$ (521,109.38)					\$ (36,888.69)					\$ (632,512.03)				\$ (1,000,689.12)	\$ (143,900.00)	\$ (1,334,410.10) 2022 Totals	
2023	January	INV01400	1/30/2023	2/3/2023	\$ (68,700.70)	Task 4	GRNT000983	1/30/2023	2/3/2023	\$ (12,153.50)	22-0914	1/30/2023	2/9/2023	\$ (6,874.79)	Stage 2		Invoice	Board Approved	Date Paid	Amount Paid		
	February																2023	1/30/2023		2/9/2023	\$ (143,900.00)	
	March																					
	April	INV01496	4/19/2023	5/11/2023	\$ (9,279.25)	Task 4																
	May																					
	June	INV01551	PENDING		\$ (40,377.00)	Task 5																
	July																					
	August																					
	September																					
	October																					
	November																					
	December																					
2023 Totals					\$ (118,356.95)					\$ (12,153.50)				\$ (6,874.79)						\$ (143,900.00)	\$ (281,285.24)	2023 Totals
Total Paid to Date					\$ (2,025,851.93)					\$ (197,172.42)				\$ (811,568.36)						\$ (850,100.00)	\$ (3,884,692.71)	Total PTD
Remaining Balance					\$ 9,974,148.07					\$46,727.58				\$ 1,235,988						\$ 1,151,200.00	\$ 12,408,063.29	Remaining Balances

JUN 2023 96977 CASH FUND	
AVAILABLE CASH	CASH BALANCE
\$ 456,561.08	\$ 416,184.08



EXECUTIVE DIRECTOR REPORT

TO: KPSD Board of Directors
FROM: Russ Shiplet, Executive Director
RE: Activity Report for JUNE 2023

Project Updates:

- **POCEC:** Nick Bond, Port Orchard Community Development Director, will update the project during the June 26, 2023, Board of Directors meeting.
- **PERC:** No updates to report this month.
- **PGFHP:** No updates to report this month.
- **POB/CNW:** No updates to report this month.

KPSD Business Updates:

- The Board of Directors page on the KPSD website has been updated to include pictures, bios, and email links.
- The Executive Director provided a general overview of the Public Facilities District and an update on current funding projects to the Kingston Chamber of Commerce on June 1, 2023.
- A private citizen contacted the KPSD office, requesting information about invoice reimbursements to the County and the Port Gamble Forest Heritage Park project. All PFD information has been provided, but the County is now working to provide additional invoice information requested.
- The 2022 WA State Annual Report was filed on May 30, 2023.
- The Executive Committee met on June 21, 2023, to catch up on current KPSD efforts and discuss the upcoming June 26, 2023, Board of Directors meeting.



To: Mayor Wheeler

CC: Mike Riley
John Oppenheimer
Brian Flaherty

From: Tiffany Schenk

Date: June 20th, 2023

May 2023 Month End Recap

Overview

May revenues totaled \$83k, falling short to budget by \$47k. This was much in part to losing a large contract due to the lack of hotel rooms needed for their weeklong event. The client was looking for 200 hotel rooms, which our two Bremerton hotels just could not supply. Year to date we are positive to budgeted revenues by \$33k. We are forecasting to beat budgeted revenues in June and will continue to watch direct and variable expenses where we can, to ensure we hit targeted GOP and NOI by year's end.

Event Highlights

We hosted 17 total events in May. The 2023 Clergy Conference out of Olympia, and the Celebration of Philanthropy were our two large events for the month, accounting for \$53k of May's total revenue. We also kicked off prom season hosting both Bremerton High School as well as Klahowya Secondary School on the same evening. It was a delight to see our High School Seniors celebrating the successes of their journey at our beautiful venue. PSNS continues to contract with us in our beautiful fountain room almost weekly to train their new hires. Other clients included Anthony's restaurant, Greater Kitsap Chamber of Commerce, Puget Sound Regional Council and more. Guest survey scores are bright and YTD average is 97% positive overall scoring. We received great feedback in May including one of the best comments, (from prom), I've had the opportunity to read.

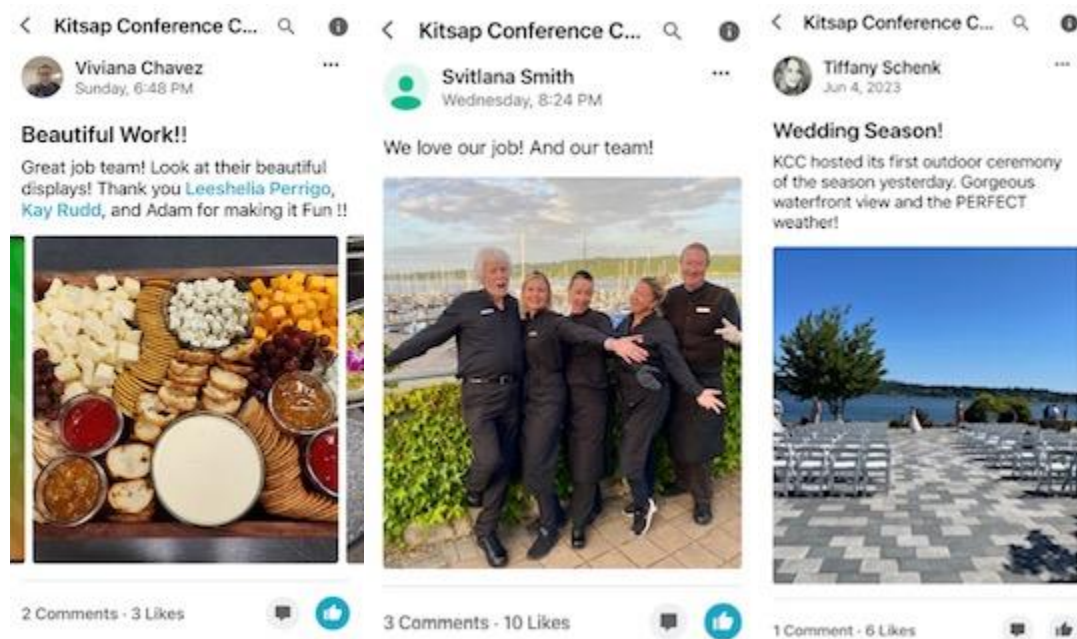
Students said that it got really warm, really quickly. But they are also weird. :)

Operations

May operating expenses were significant, however, we are positively optimistic this will level as we near Q-3 & Q-4, and align YTD with budgeted GOP. On top of the 2023 minimum wage increase for both hourly as well as salaried employees, we also added a full-time position in our Conference Services Department back in January. This position is vital to allowing our Sales team the time to conduct outreach to new clients as well as contract incoming proposals in a timely manner. Although we are feeling this up front labor expense, the addition to our property has already proven great success in securing future bookings.

Team Member

The KCC team is ready to grow! We have posted jobs for both front-of-house as well as back-of-house positions and look forward to welcoming some new faces to our dedicated team. Two of our more full-time servers have made May their last month at KCC as they enter the career world post college, and we are extremely proud of them. Both team members started with Columbia Hospitality as minors and together put in 10 dedicated years. We launched an internal communication tool in May called Beekeeper. This platform has already got the team “buzzing” with company updates at their fingertips as well as perks, kudos and more.



Sales

Our Sales Team had another active month of planning and contracting. \$72k in revenues were contracted in May. An additional \$21k in tentative bookings are in the process and just waiting for our clients to sign and secure their dates. Of the \$72k contracted in May, \$8,100.00 was booked in the month for the month, with the remaining revenues hitting future dates within 2023. Events contracted in May included the Naval Hospital Corpsman Ball, PSNS and multiple local proms. On-site tours and food tastings have also had a large increase this year, which has been fantastic to see.

Marketing/Communications

Marketing campaigns for the 2023 Kitsap Wine Festival are live and hitting both the Seattle and Kitsap markets. Ticket sales are also underway, and we are expecting 300-350 attendees this year. We host and manage a Kitsap Wine Festival website, which has also received a beautiful makeover and new fresh look. Our marketing team has been extremely helpful and efficient as we have now updated our website, menus and more for 2023.

Looking Ahead

We continue to stay on top of trends with a focus on in-person events, the carbon footprint an event leaves, diversity, equity and inclusion, technology, and wellness. The rise of in-person events makes the future more optimistic, and we are here, ready to create their personalized experiences.

Financial Results

Kitsap Conference Center Consolidated Income Statement For Period Ending 05/31/2023

Current Month				Year to Date			
Actual	%	Budget	%	Actual	%	Budget	%
0	0.0%	10,300	8.0%	0	0.0%	45,240	10.7%
800	1.0%	3,405	2.6%	16,426	3.6%	10,864	2.6%
42,127	51.2%	64,280	49.7%	213,123	46.9%	200,944	47.7%
4,136	5.0%	13,020	10.1%	25,011	5.5%	39,936	9.5%
24,996	30.4%	25,520	19.7%	140,241	30.9%	82,896	19.7%
10,247	12.5%	12,800	9.9%	59,656	13.1%	41,742	9.9%
82,306	100.0%	129,325	100.0%	454,457	100.0%	421,622	100.0%
GROSS REVENUE				GROSS REVENUE			
COSTS OF SALES				COSTS OF SALES			
400	1.1%	3,505	6.7%	9,796	4.5%	11,266	6.2%
16,428	39.0%	15,427	24.0%	57,998	27.2%	48,227	24.0%
349	8.4%	2,702	20.8%	3,649	14.6%	8,287	20.8%
17,177	20.9%	21,633	16.7%	71,443	15.7%	67,779	16.1%
65,129	79.1%	107,691	83.3%	383,013	84.3%	353,843	83.9%
TOTAL COST OF SALES				TOTAL COST OF SALES			
GROSS MARGIN				GROSS MARGIN			
DIRECT EXPENSES:				DIRECT EXPENSES:			
11,882	14.4%	9,272	7.2%	55,325	12.2%	40,994	9.7%
40	0.0%	0	0.0%	564	0.1%	0	0.0%
29,299	35.6%	25,064	19.4%	148,839	32.8%	105,704	25.1%
3,236	3.9%	5,655	4.4%	17,540	3.9%	22,787	5.4%
44,457	54.0%	39,991	30.9%	222,268	48.9%	169,484	40.2%
20,672	25.1%	67,700	52.3%	160,745	35.4%	184,359	43.7%
TOTAL DIRECT EXPENSES				TOTAL DIRECT EXPENSES			
DEPARTMENT PROFIT				DEPARTMENT PROFIT			
UNDISTRIBUTED OPERATING EXPENSES				UNDISTRIBUTED OPERATING EXPENSES			
20,619	25.1%	23,325	18.0%	111,198	24.5%	117,810	27.9%
14,363	17.5%	14,156	10.9%	67,580	14.9%	71,914	17.1%
164	0.2%	450	0.3%	394	0.1%	2,410	0.6%
6,679	8.1%	4,812	3.7%	22,893	5.0%	24,060	5.7%
41,825	50.8%	42,744	33.1%	202,065	44.5%	216,194	51.3%
(21,153)	-25.7%	24,956	19.3%	(41,320)	-9.1%	(31,836)	-7.6%
TOTAL UNDISTRIBUTED OPERATING EXPENSES				TOTAL UNDISTRIBUTED OPERATING EXPENSES			
INCOME BEFORE FIXED CHARGES				INCOME BEFORE FIXED CHARGES			
FIXED CHARGES				FIXED CHARGES			
2,469	3.0%	3,880	3.0%	13,634	3.0%	12,649	3.0%
1,235	1.5%	1,940	1.5%	6,817	1.5%	6,324	1.5%
538	0.7%	475	0.4%	2,727	0.6%	2,375	0.6%
538	0.7%	510	0.4%	3,011	0.7%	2,550	0.6%
7,500	9.1%	7,500	5.8%	37,500	8.3%	37,500	8.9%
865	1.1%	776	0.6%	4,243	0.9%	2,530	0.6%
13,144	16.0%	15,081	11.7%	67,931	14.9%	63,928	15.2%
TOTAL FIXED CHARGES				TOTAL FIXED CHARGES			
116,604	141.7%	119,449	92.4%	563,708	124.0%	517,386	122.7%
(34,297)	-41.7%	9,876	7.6%	(109,252)	-24.0%	(95,763)	-22.7%
TOTAL OPERATING EXPENSES				TOTAL OPERATING EXPENSES			
NET OPERATING INCOME				NET OPERATING INCOME			

PORT ORCHARD COMMUNITY EVENT CENTER AND ADJACENT PROJECTS UPDATE

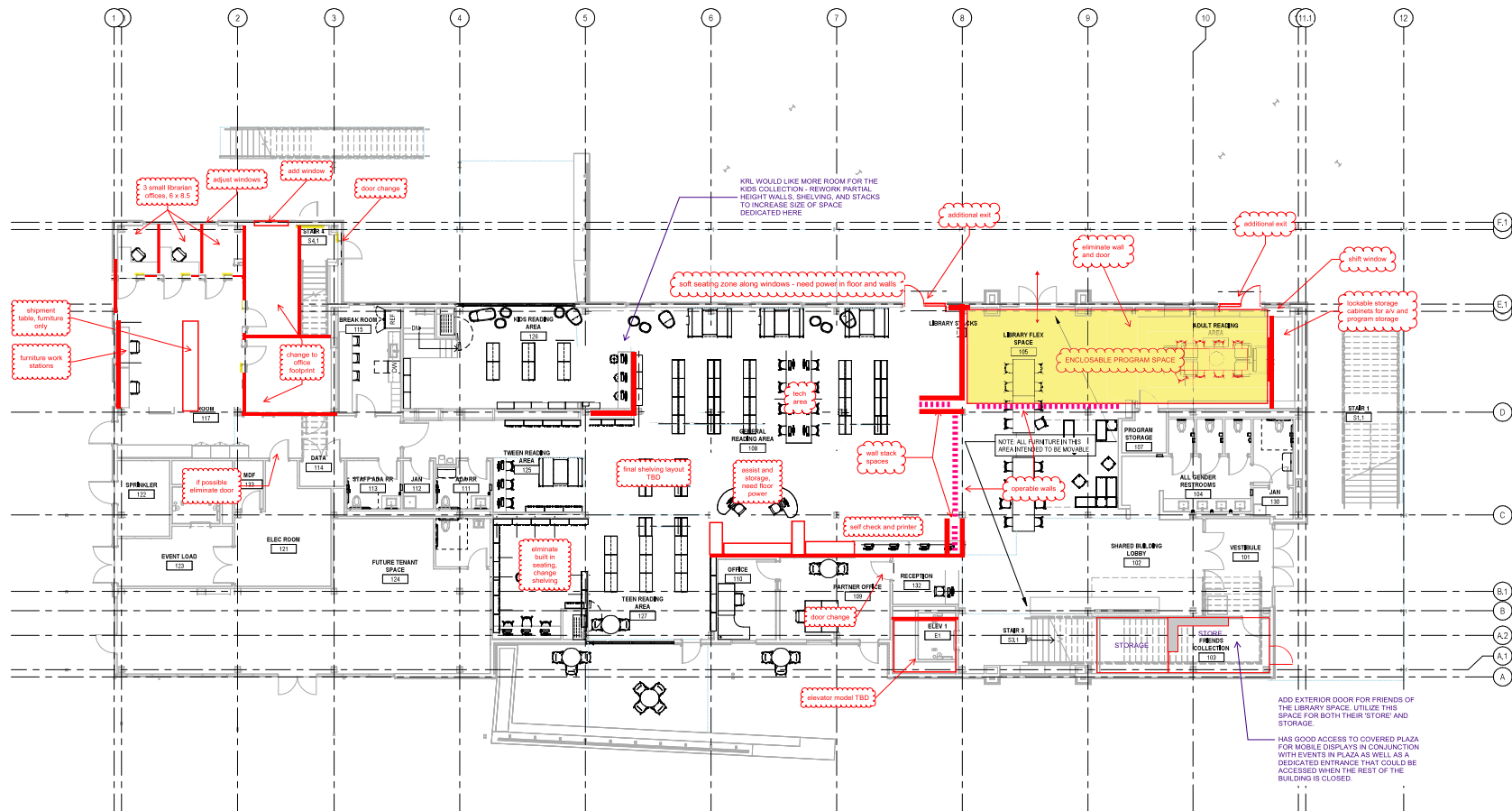


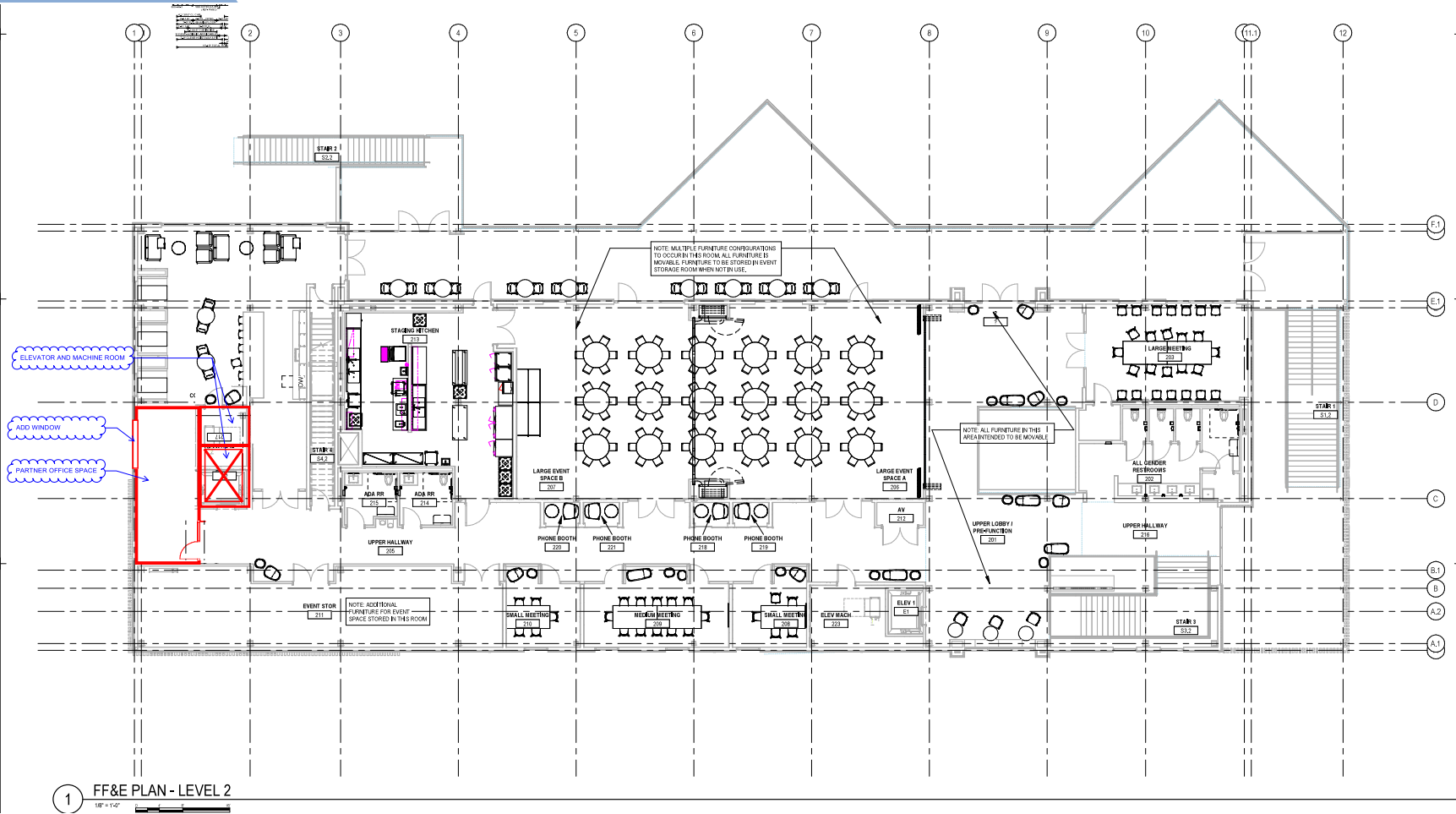
COMMUNITY EVENT CENTER

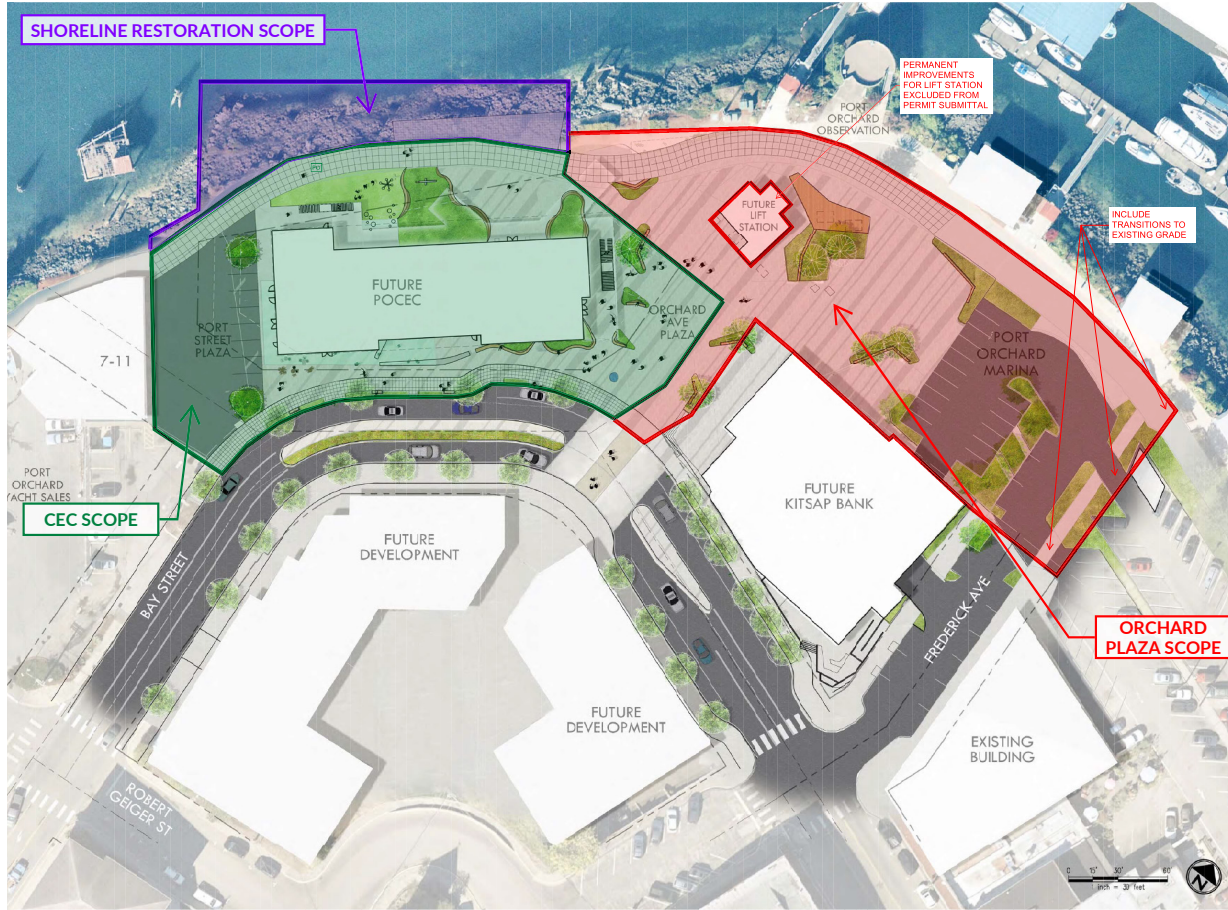


- The City has completed LEED Silver building plan review and has identified minor changes needed to achieve silver certification.

-CEC building permits were submitted to the City for review on June 19, 2023



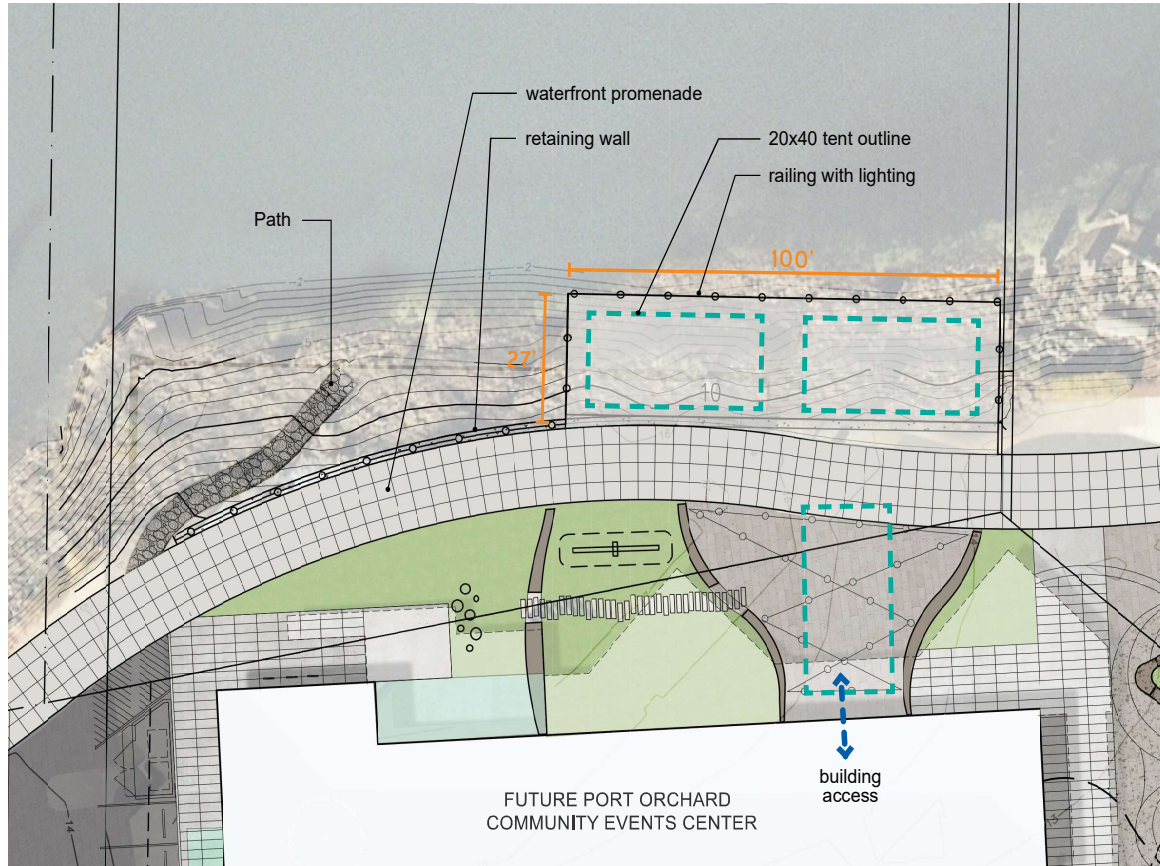




- Plaza areas shown in red now in schematic design
- Shoreline Substantial Development permit applications will be filed with the City upon completion of plaza schematic design.



Overview



- US Army Corps of Engineers review of in water work is underway

- City's intent to obtain shoreline permits for the combined projects (CEC, Plaza, shoreline) and bid entire project together. Work outside of the KPD funding agreement will be bid as a bid alternate.

- The Department of Fish and Wildlife has determined that a Hydraulic Project Approval (HPA) permit will be required for the combined project. The City's consultants are assembling the information as requested from DFW.

KITSAP BANK HEADQUARTERS



Groundbreaking expected Spring 2024

Kitsap Bank Headquarters | Exterior South

Conceptual Downtown Subarea Plan



- Proposed Kitsap Bank headquarters located adjacently to the CEC and directly across the Orchard Ave. Plaza.
- Kitsap Bank intends to apply for building permits by the end of June



- Proposed development agreement was approved by the City Council on June 13, 2023



BAY STREET RECONSTRUCTION



- Design consultant to be selected in August 2023
- 9-12 month design process
- The City aims to begin construction on this project in 2025



THANK YOU
QUESTIONS?





KPFD *EventFund*

Application and Instructions

• APPLICATION FORM

PART I - APPLICATION INFORMATION

a) Name of the Event: Sleighin Weights _____
Amount of funding requested \$ 3000 _____

b) Name of organization: DungeonFitness/USPA _____

c) Address 2901 perry ave ste 3 bremerton wa 98310 _____

d) Contact person Ryan Turgano _____

Telephone 360-509-5372 _____ Email DFstrength@gmail.com _____

e) Organizational structure United States Powerlifting Assosiation_ for profit _____
(For-profit; nonprofit; government/parks program, etc.)

f) If nonprofit group, list Board of Directors and affiliations:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

g) Geographic area and population served ___Nationwide 250,000+ members _____

h) Role of volunteers in organization _Volunteers will judge, spot, load, setup & breakdown competition equipment, help athletes with weigh in process, gear check, crowd control, admissions, cleaning, score keeping _____

i) If collaborative project, describe lead organization and its relation to others involved.

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NOTE: Fill out Application Form; use your own stationary or plain paper for the remainder of the Application.

• **APPLICATION INSTRUCTIONS – Supporting Information**

PART 2 - EVENT DESCRIPTION (limit 2 pages, one-side each)

a. Project goals, objectives, and timeline;

Goal is to provide an avenue for local and national strength athletes to compete and qualify for upcoming national and world championships, break state and national records and build more awareness around the powerlifting community and the positive impact it has on our community/country

b. Estimate anticipated economic impact;

With an approximate 120 athletes they typically bring 3-4 teammates, coaches and or family members and stay 1 night and two days sometimes 2 nights depending on where they are traveling from. These athletes spend money at restaurants immediately after weigh-ins and throughout the next couple days. I myself as an athlete spend roughly \$500 while attending an out of town event so the potential revenue for the local businesses is \$240,000.

c. Describe how will you monitor and measure the success of this activity; d. Number and type of people, including volunteers and staff, who will participate in and benefit from this activity;

For every event we have a roster of athletes, we have an admissions table and volunteer waivers so all in person attendees are accounted for. The people who benefit in addition to the in person participants are the local business along with all those whom we reach through social media, all the athletes and volunteers will have event shirts which will advertise for all sponsors wherever the athlete wears the shirt and the event photos will also show the sponsors which increases the reach through each athletes social media.

e. List potential and actual sources of support for this activity;

DungeonFitness Bremerton

Slippery Pig Poulsbo

Cafe Perfetto Bremerton

Tank Worx armory Bremerton

Core Vision Training Bremerton

USPA Powerlifting Nationwide

Fingers Duke Bremerton

Mise en Place Bremerton

Evergreen Auto Spa Bremerton

f. Explain plans for sustaining this activity in future years;

This Event Has been Running in Bremerton for the past 6 Years at Dungeon Fitness but in order to continue to grow the event and attract a larger geographic audience we would like to host it at a building in the kitsap Pavillion

g. Describe the public benefits to be derived from this activity. Large Financial impact to local businesses due to overnight stays and food consumption. Downtime after weigh ins for tourism activities, positive activity for the community to participate in. potential increased business for health stores in area for nutrition products.

PART 3 - EVENT BUDGET: (limit each summary to one side of one page)

a. Summary of proposed Event revenue and expense budget, **especially the marketing & promotion expenses**. Please note status (committed or requested) of each revenue source.

Venue Rental \$2000 (Sponsors)

Event Sanctioning and insurance costs - \$1200 (Dungeon Fitness)

T shirts for athletes and staffing- \$2400 (Dungeon Fitness)

Marketing (social media ads, Banners, flyers, signs) \$3000 (KPPD request)

Equipment and transportation \$5000 (Dungeon Fitness)

Judges/staffing food and accommodations \$800 (Dungeon Fitness)

b. If available, a summary of actual activity revenue and expense statement from current or prior year (include names of businesses or agencies, not necessary to list names of individual donors.)

PART 4 - DOCUMENTATION OF SUPPORT FROM COLLABORATING AGENCIES:

If the Event/activity for which you seek funds is being accomplished in collaboration with other teams, groups or agencies, include letters of commitment or other documentation of support from these partners. (no limitation on number of letters)

PART 5 - ADDITIONAL INFORMATION:

Please address anything else about this Event that you feel is relevant to this application.