



Kitsap Public Facilities District

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

Monday, October 23, 2023

Attendance:

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

Board Members Absent: Director Daron Jagodzinske, Director Erin Leedham, Treasurer Walt Draper

Staff Present: Executive Director Russ Shiptet

1. **Call to Order:** KPF D Chairman Hatchel called the meeting to order at 5:30 PM.
2. **Public Comment:** Public comment suggested that the KPF D board provide an update and allow multiple citizens and perspectives to weigh in on the Port Gamble Forest Heritage Park project and consider those comments before agreeing to additional PFD funding or payment of current project invoices.
3. **Approval of Consent Agenda:** Vice Chairman Morrissey motioned to approve the Consent Agenda as presented. Director Bullock seconded the motion. There was no discussion, and the Board of Directors passed the motion unanimously.
4. **Facilities Project Progress Report:** Poulsbo Events & Recreation Center – Ms. Karla Boughton presenting. Ms. Boughton provided an update on the PERC Steering Committee and City Council meetings. During the November 1, 2023, City of Poulsbo County meeting, a resolution will be presented to the councilmembers approving the PERC feasibility study, statement of intent to develop Phase 1 of the PERC with KPF D as its funding partner, and direct staff to coordinate with the KPF D to draft a new ILA. The City of Poulsbo requests KPF D funds of \$1.7M for final design, engineering, permitting, project management, and bid documents within the new ILA.
5. **Bainbridge Island Japanese American Exclusion Memorial Association (BIJAEMA) Funding Request:** Mr. Val Tollefsons presenting. Mr. Tollefsons provided a history of the BI Japanese American Exclusion Memorial. The future of the memorial includes a visitor center and outdoor amphitheater. BIJAEMA is seeking \$250,000 - \$500,000 of KPF D funding to provide water from a nearby wellhead directly to the memorial. The KPF D board will investigate the legality of funding the request and reconvene for a special meeting in November 2023 to discuss it.



6. General Business:

- Executive Director Shplet is meeting with accounting firms to discuss the need for district accounting services. Finalists will be presented to the PFD Finance Committee for interview and final recommendation to the board of directors at the December 18, 2023 meeting.
- Executive Director Shplet reported on the Association of WA State PFDs conference, which was held in late September 2023. One of the biggest takeaways from the conference was hearing about a potential bill to be introduced to the WA State legislators in 2024 or 2025, extending the collection of sales and use taxes through 2056.
- The KPFM Finance Committee will gather in November 2023 to draft the PFD 2024 Budget, which will be presented to the board during the December 18, 2023, meeting for approval.

7. Meeting Adjournment:

- The Board of Directors meeting adjourned at 6:34 PM.

Next Meetings of the Board:

- **Special Meeting November 16, 2023 – Bainbridge Island Council Chambers**
- **Monthly Meeting December 18, 2023 – Kitsap County Administration Chambers**