



Kitsap Public Facilities District

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

Monday, June 24, 2024

Attendance:

Board Members Present: Chairman Patrick Hatchel, Vice Chairman Erin Leedham (Remote), Treasurer Walt Draper (Remote), Director Phil Havers, Director John Morrissey, Director Tom Bullock

Board Members Absent: Director Jagodzinske

Staff Present: Executive Director Russ Shplet, Legal Counsel Brian Lawler (Remote)

1. **Call to Order:** KPFD Chairman Hatchel called the meeting to order at 5:30 PM.
2. **Public Comment:** Public comment included an introduction of incoming KPFD Board Member Bob Russell, who will represent the City of Bainbridge Island from July 1, 2024, to June 30, 2028.
3. **Approval of Consent Agenda:** Director Morrissey motioned to approve the Consent Agenda as presented. Vice-Chair Leedham seconded the motion. There was no discussion, and the Board of Directors passed the motion unanimously.
4. **Project Update:** City of Port Orchard Mayor Rob Putaansuu provided an update on the Port Orchard Community Event Center (POCEC) project. The City plans to do the necessary road and drainage improvements on Bay Street in the spring of 2025. After the work on Bay Street, Kitsap Bank will begin the construction of its new headquarters. The Marina Lift Station construction is currently underway.
5. **General Business:**
 - Executive Director (ED) Shplet gave an update on the City of Poulsbo PERC project ILA, which the KPFD Board approved at their April 22, 2024 meeting. On June 17, 2024, the Poulsbo City Council approved the ILA. The ILA is now in effect.
 - ED Shplet spoke to the KPFD Board of Directors appointments for the 2024-2028 term. Chairman Hatchel will remain as the District 1 representative; Director Havers will remain as the District 3 representative; new board member Shawn Cucciardi will represent the City of Port Orchard (replacing current representative John Morrissey); and Bob Russell will represent the City of Bainbridge Island (replacing Tom Bullock).



- On July 27, 2024, the KPF Board of Directors will hold a special meeting via Zoom to elect the 2024-2026 Executive Committee positions of chair, Vice-Chair, and Treasurer. The public can attend the in-person meeting at the KPF Office in Poulsbo.
- ED Shplet reported on the progress of the Department of Commerce's (DOC) financial feasibility review of the PERC ILA. The first draft has been created, with KPF comments back to DOC for the second draft, which is anticipated for a second review and comment on June 26, 2024.
- The initial draft of the KPF Board of Directors Handbook is complete. ED Shplet will share the draft with the Policy Committee and KPF legal counsel for review and comment. The Policy Committee is meeting in late July 2024 to discuss its content and revisions as necessary before presenting the proposed policies to the whole board for approval.
- ED Shplet and Board Chair Hatchel recognized Directors Morrissey and Bullock for their commitment and service to the board. Director Morrissey served on the KPF board from 07/01/2020 to 06/30/2024, and Director Bullock served from 12/08/2014 to 06/30/2024.

6. Meeting Adjournment:

- The Board of Directors meeting adjourned at 5:58 PM.

Next Meetings of the Board:

- **Monday, August 26, 2024 – Bainbridge Island City Hall**