

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, July 28, 2014

Silverdale Beach Hotel Cove Room, 3073 NW Bucklin Hill Rd, Silverdale, WA

Attendance: Jeff Braden, Chair; Patrick Hatchel, Vice-Chair; Anita Albright, Treasurer; Rick Smith.

Staff: Mike Walton, Executive Director

Absent: Teresa Osinski.

1. **Call to Order:** A quorum being present, the Chair called the meeting to order at 5:31 PM.
2. **Meeting Minutes:**– Minutes from the Regular Meeting on the 23rd of June were distributed electronically before the meeting. The minutes were submitted by the ED.
A motion was made by Anita Albright to approve the Minutes of the June 23rd Meeting as submitted. The motion was seconded by Rick Smith and passed unanimously.
3. **Financial Reports:**
 - A. **Monthly Financial Reports –**
The Treasurer summarized from the June report. Revenue in June (from April sales tax) was \$95.1K, up 7% over 2013 and highest since 2008. After the 286 transfer of \$70.1K, the expenses were average at \$9.76K and the net was \$15K addition to cash. A \$10K transfer to the 96968 account will be made in August.
 - B. **Sales Tax Rebate Revenue by Month Report –** The report through June was available and showed revenue at \$95K, a continuing increase – up 6% over last year’s amount and a total of \$577K year-to-date.
 - C. **Current Invoices –**The Treasurer submitted a general Blanket Voucher request of \$1,902.50 of normal expenses to the Chair for approval by the Board members. The largest expense was marketing consulting services to the VKP of \$1250.
Rick Smith moved to approve the Blanket Voucher for payment of \$5,235.52 as submitted. Patrick Hatchel seconded and the motion passed unanimously.
4. **Regional Project Reports:**
 - A. **Conference Center Mid-Year Report –** Arne Bakker, General Manager
The operations report was sent electronically to the Directors, Arne Bakker was present to give the mid-year progress report. The new expansion is getting some additional new business but other areas were down during the first half of the year. Most of the impact will be felt in 2015. The additional funding provided by the PFD has made the operations more efficient and cost effective. A major change will come when Columbia Hospitality returns the management of the Fountain Room back to the City, the Navy is interested in utilizing that space.
 - B. **KFEC –** The report was sent electronically to the Directors, the mid-year report will probably not be given until after the Fair at the September meeting.
 - C. **NKREC ILA progress –** A ILA partner meeting is scheduled for the Friday following the Board meeting. Some additional discussion arose around questions posed by the Chair about expectations of continuing the partnership.
5. **New Business**
 - A. **Update Construction Consultants Agreement:** Tabled until the next month’s meeting, Schedule A was submitted but not updated.
 - B. **Lobe Field discussion –** There was a continuation of the consideration of how to approach the Commissioners to request a “partner match” of the remaining funds of ~\$90K to complete the funding of the project. The ED will discuss with Jim Dunwiddie and draft a letter to the

Commissioners requesting consideration of a “partner match” of funds to complete the project this year.

6. **Executive Director’s Report:** submitted electronically by the ED prior to the meeting. No additional special mention was made.
7. **Public Comment:** None
8. **Announcements:** None

The next Regular Meeting of the Board will be on August 25th at 5:30 pm in the Cove Room at the Silverdale Beach Hotel.

Meeting was adjourned at 7:05 pm