

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, February 27, 2017

Silverdale Beach Hotel, East Bay Room, 3073 NW Bucklin Hill Rd, Silverdale, WA

Attending: Daron Jagodzinske, Chair; Patrick Hatchel, Vice-Chair; Walt Draper, Treasurer; Tom Bullock, and Adrienne Breznau.

Staff: Mike Walton, Executive Director

Absent: Rick Smith; Teresa Osinski.

1. **Call to Order:** A quorum being present, the Chair called the meeting to order at 5:44 PM.
2. **Meeting Minutes:** Minutes from the Meeting on the 23rd of January were distributed electronically before the meeting.
A motion was made to approve the Minutes as submitted by Adrienne Breznau. The motion was seconded by Tom Bullock and approved unanimously.
3. **Regional Facilities:**
 - A. **Kitsap Conference Center** – Annual Report, submitted by Arne Bakker, General Manager.
 - B. **Kitsap Fairgrounds and Event Center** – Annual Report by Billie Schmidt
Monthly reports were submitted electronically. Some major events left the schedule, but others were added. Discussions were progressing for the construction of a second artificial turf field at Gordon Fields.
 - C. **NKREC update** -
ED, Daron & Patrick to meet with Jason & Poulsbo engineers before next meeting -didn't happen because of weather, new date not set yet. Previously - Highest priority were approx.. \$200-250K; all projects would be perhaps \$1.5 M. Projects identified as #1, #6 and #7 would be approx.. \$500K. The Board is still receptive, but need more concrete cost and timing data to make a decision to re-activate the 2012 storm water funding set aside.
4. **Financial Reports:**
 - A. **Monthly Financial Reports** – The ED summarized from the January financial reports which are now stated in QuickBooks format.
January tax revenue was \$112.9K, up 7.2% over 2016. Debt service transfer to 286 was <\$70.2K>. Expenses were <\$12.4K> and net to cash was \$31.3K.
 - B. **Sales Tax Rebate Revenue by Month Report** – February receipt data was in – sales tax rebate was \$147.2K (from Dec sales), highest for any month ever.
 - C. **Current Invoices** –
A Blanket Voucher of invoices in the amount of \$8,861.93 for January was submitted for approval.
A motion was made by Walt Draper to approve the Blanket Voucher for \$8,861.93. The motion was seconded by Tom Bullock and passed unanimously.
5. **Ongoing Business:**
 - A. **Executive Director's Report:** Submitted electronically and summarized by the ED
 - B. **PFD Legislation Update** –
The Kitsap suggested language change was NOT put forward by the AWSPFD Board after all, on the recommendation by their attorney, Marc Greenough, who said that the existing language "...was sufficient to address our issue...". There was a two to three-week gap between when I asked for and got that reply. We are still urging the support of the bill, to achieve the extension, Brian feels there are other ways to address the additional projects issue.

6. **New Business:**

- A. **Public Records Act requirements** – Brian prepared some background material (in your packets) and was also available to discuss via telephone. The ED summarized the info and after some discussion, the Board agreed to proceed with the recommended process to comply with the PRA requirements.
- B. **Resolution 01-2017 re: PRA Officer – The ED will be appointed the PRA Officer Pat Hatchel moved to approve Resolution 01-2017, to appoint Mike Walton as the KPFD Public Records Request Officer. Walt Draper seconded the motion and it was approved unanimously.**

7. **Public Comment/Announcements:** None

Meeting was adjourned at 7:20 pm

The next Regular Meeting of the Board will be on April 24th, 2017 at 5:30 pm in the East Bay Room at the Silverdale Beach Hotel.