

# ***Kitsap Public Facilities District***

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## **Minutes of the Board of Directors Meeting**

Monday, March 28, 2016

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

**Attending:** Jeff Braden, Chair; Patrick Hatchel, Vice-Chair; and Rick Smith. Daron Jagodzinske

**Staff:** Mike Walton, Executive Director.

**Absent:** Teresa Osinski, Treasurer; Walt Draper and Tom Bullock.

1. **Call to Order:** A quorum being present, the Chair called the meeting to order at 5:40 PM.
2. **Meeting Minutes:**– Minutes from the Meetings on the 22nd of February were distributed electronically before the meeting.  
**A motion was made to approve the Minutes by Rick Smith. The motion was seconded by Jeff Braden and approved with three yeas and one abstention.**
  - A. ***EventFund Report – Samantha Smith, Redeemed Revival***  
Samantha gave her report about the Redeemed Revival Spring Market at the KFEC and what a success it was. She estimated 3-4000 might attend and more than 6700 people attended, and thousands of dollars of merchandise was reported sold by the vendors. It was so successful, that the Parks staff invited her back and offered more space for another show in October, which she is planning now. The Board indicated that it would entertain another funding request at the June meeting.
3. **Financial Reports:**
  - A. ***Monthly Financial Reports*** – The ED summarized from the February financial reports (December tax revenue). The February tax revenue was \$140.8 K, up 10% over 2015 and highest ever in KPFD history. Debt service transfer to 286 was <\$69.9K> and expenses were low at <\$7.6K>. Net to cash was \$63.3K. A transfer of \$20K will be made to the 968 Operations Fund.
  - B. ***Sales Tax Rebate Revenue by Month Report*** – The report through February was available and showed the total tax revenue received in the first two months just shy of a quarter million dollars at \$246.2K.
  - C. ***Current Invoices*** – A Blanket Voucher of invoices in the amount of \$7,054.78 for March was submitted for approval. The largest invoices were for VKP at \$1500 and.  
**A motion was made by Daron Jagodzinske to approve the Blanket Voucher for \$7,054.78. The motion was seconded by Patrick Hatchel and passed unanimously.**  
A Blanket Voucher for invoice #1 for the Lobe Field Project in the amount of \$64,961.04 was submitted for approval.  
**A motion was made by Daron Jagodzinske to approve the Blanket Voucher for \$64,961.04. The motion was seconded by Patrick Hatchel and passed unanimously.**
4. **Regional Facilities:**
  - A. ***Kitsap Conference Center*** – report for February submitted electronically.
  - B. ***Kitsap Fairgrounds and Event Center*** – report submitted electronically  
Lobe Field project probably 75% complete and should be finished on or before mid-April. A preliminary discussion was held with Billie & Jim on possible funding for Gordon Field #2 – the 2<sup>nd</sup> of the two fields initially designed for Gordon Field. Possible additional funding may be contributed by the Kitsap Soccer Alliance, project is probably 2-3 years off, but planning and preparation can begin now.
  - C. ***NKREC update*** – Discussed annual financial report from the Superintendent of NKSD and possible relation to receptivity to Performance Audit, when scheduled.

5. **Ongoing Business:**

- A. **Performance Review Agenda** – Mayor Becky Erickson attempting to get representatives to set a date for the first meeting, to set agenda and subsequent meetings. Board is willing to let her take the first steps.

6. **New Business:**

- A. **Legislative Update** – It looked promising for HB 2296 to receive 96-0 unanimous passage in House, but died in Ways & Means committee in the Senate.
- B. Jeff announced that he wanted to proceed with the Strategy & Planning agenda, and to go forward preferably an hour before the regular monthly meeting. The Board members present seemed amenable to that plan. The ED will present an agenda for next month of this plan and see how many Board members are available to attend an earlier session.

7. **Executive Director's Report:** Sent electronically.

- A. The ED summarized his report.

8. **Public Comment:** None

9. **Announcements:**

The AWSPFD conference for 2016 will occur on May 16, in Spokane. Further details will be provided when they are available.

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

**Meeting was adjourned at 7:30 pm**