

# ***Kitsap Public Facilities District***

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

Monday, April 25, 2016

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

**Attending:** Jeff Braden, Chair; Patrick Hatchel, Vice-Chair; Teresa Osinski, Treasurer; Walt Draper, Tom Bullock, Rick Smith and Daron Jagodzinske

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

**Absent:** none.

1. **Call to Order:** A quorum being present, the Chair called the meeting to order at 5:38 PM.
2. **Meeting Minutes:**– Minutes from the Meetings on the 28th of March were distributed electronically before the meeting.  
**A motion was made to approve the Minutes by Walt Draper. The motion was seconded by Patrick Hatchel and approved unanimously.**
3. **Financial Reports:**
  - A. **Monthly Financial Reports** – The ED summarized from the March financial reports (January tax revenue) but incorrectly noted the amount received. The correct March tax revenue was \$96K, up 5.8% over 2015 and highest March in KPFD history. Debt service transfer to 286 was <\$69.9K> and expenses were <\$11.6K>. Net to cash was \$15K. A transfer of \$20K will be made to the 968 Operations Fund.
  - B. **Sales Tax Rebate Revenue by Month Report** – The report (restated) through March was available and showed the total tax revenue received in the first three months at \$442K.
  - C. **Current Invoices** – A Blanket Voucher of invoices in the amount of \$2,887.13 for March was submitted for approval. The largest invoices were for VKP at \$1500.  
**A motion was made by Patrick Hatchel to approve the Blanket Voucher for \$2,887.13. The motion was seconded by Tom Bullock and passed unanimously.**
4. **Regional Facilities:**
  - A. **Kitsap Conference Center** – report for February submitted electronically.
  - B. **Kitsap Fairgrounds and Event Center** – report supplied in their folders  
Lobe Field project substantially complete and play has resumed 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** – no report available
5. **Ongoing Business:**
  - A. **Performance Review Agenda** – Daron Jagodzinske announced that representatives are set to meet on June 5th, to set the goals and identify subsequent meetings.
6. **New Business:**
  - A. The Strategy & Planning meeting, was held an hour before the regular monthly meeting. The Board members present discussed several items on the agenda and agreed on some changes that would reduce the number of meetings per year to six and streamline the meeting agenda. As a result, there will be no May meeting of the Board. The June meeting will have the EventFund presentations, there will be no July, August or October meetings. The new schedule will be announced to the media and posted on the KPFD website.

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.

**The next Regular Meeting of the Board will be on June 27th at 5:30 pm in the Cove Room at the Silverdale Beach Hotel.**

**Meeting was adjourned at 6:35 pm**