

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, January 22, 2018

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

Attending: Patrick Hatchel, Vice-Chair; Tom Bullock; and Bill Mahan.

Staff: Mike Walton, Executive Director

Absent: Daron Jagodzinske, Chair, Walt Draper, Treasurer; and Rick Smith
No replacement for Teresa Taylor, who resigned, has been appointed yet

1. **Call to Order:** The Vice-Chair called the meeting to order at 5:38 PM, However, a quorum was not present, but we had people there to make presentations and chose to proceed.
2. **EventFund Presentations:**
 - A. **Josephine's Redeemed Revival – Samantha Smith**
Samantha is presenting for her third year, after three successful shows in two years. She is requesting \$5000 for marketing & promoting her show.
 - B. **Second Chance Prom –Kitsap Klassics Car Club, Debbie Thumma**
The Kitsap Klassics Car Club are sponsoring a dance and event for those who might have missed their prom or want to relive those special moments. This will be organized by Samantha's mother and held in the Pavilion (similar to the previous Sock Hop events). They are requesting \$3000 for marketing.
 - C. **Turkey Trot** – the proposal was withdrawn before the meeting.
3. **Meeting Minutes:** Minutes from the Meeting on the 4th of December were distributed electronically before the meeting. **Without a quorum, no motion was made to approve the Minutes.**
4. **Financial Reports:**
 - A. **Monthly Financial Reports** – The ED summarized from the December financial reports. **December** tax revenue was \$124.5K (from Oct sales), up 5.9% over 2016. Debt service transfer to 286 was <\$70K>. Expenses were <\$12.3K> and net to cash was \$42.2K.
 - B. **Sales Tax Rebate Revenue by Month Report** – December revenue, was \$124K, totaling \$1,507K for the year to date. We exceeded \$1.5 Million for the first time!
 - C. **Current Invoices** –
A Blanket Voucher of invoices in the amount of \$1,598.52 for November was submitted by the ED for approval.
Bill Mahan moved to pre-approve the Blanket Voucher of \$1,598.52 as presented. It was seconded by Tom Bullock and approved unanimously, pending concurrence from the Board at the Feb meeting.
5. **Regional Facilities:**
 - A. **Kitsap Conference Center** – reports were provided in the Director's packets. The ED summarized from the report. Reports showed lower results from projections and last year. Continuing impact from poor hotel support and competition from new facilities contributed.
 - B. **Kitsap Fairgrounds and Event Center** – reports from Nov & Dec were in the Directors folders. The ED had conversation from Billie that she was disappointed about not receiving a commitment in Dec and wondered where to go from here. I advised her to come to the February meeting with a defined proposal and we will make a commitment at that time.
 - C. **NKREC update** – no report and no activity
6. **Ongoing Business:**
 - A. **Executive Director's Report:** ED reported to the Board on his activities in Dec/Jan.

B. EventFund Decisions –

1. Josephine’s Redeemed Revival –

Bill Mahan moved to Pre-approve the award of \$5000 to JRR, seconded by Tom Bullock. It was unanimously approved, pending concurrence from the Board at the Feb meeting.

2. Second Chance Prom –

Tom Bullock moved to Pre-approve the award of \$3000 to the Kitsap Klassic Car Club for marketing the 2nd Chance Prom. It was seconded by Bill Mahan and approved unanimously, pending concurrence from the Board at the Feb meeting.

7. New Business:

A. Legal Services Contract Renewal – Tabled until the Feb meeting

B. Resolution 01-2018: Salary increase for ED - Tabled until the Feb meeting

8. Public Comment/Announcements:

The ED mentioned the WEDA Legislative Conference on Feb 1 that he will be attending. And the KEDA Economic Forecast breakfast on Jan 30 at the Clearwater Casino Event Center.

Meeting was adjourned at 7 pm

The next Regular Meeting of the Board will be on February 26th, 2018 at 5:30 pm in the East Bay Room at the Silverdale Beach Hotel.