

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, September 23, 2019

Norm Dicks Government Center, 345 6th St, Bremerton, WA

Attending: Walt Draper, Treasurer; Erin Leedham; Rick Smith, Tom Bullock; and Patrick Hatchel.

Staff: Mike Walton, Executive Director; Brian Lawler, Attorney

Absent: Daron Jagodzinske, Chair; Bill Mahan, Vice-Chair

1. **Call to Order:** The Treasurer called the meeting to order at 5:32 PM.
2. **Meeting Minutes:** The ED presented the Minutes of the August 26th meeting,
Erin Leedham moved to approve the Minutes as submitted. Pat Hatchell seconded the motion and it passed with 3 yeas and two abstentions.
3. **Public Comment:** (Limited to 3 minutes, otherwise not on Agenda)
 - A. **Becky Erickson, Mayor** – appreciated all the work the PFD Board has accomplished; she emphasized that this would be a phased ask, with clarifications about the differences in the projects and feasibility requirements. Probable bonding effort in 2023.
 - B. **Charlie King** – spoke in support of the BI Pool project, pointing out the need in the condition of the Ray pool and also the project meeting the four main criteria of the KPFDF.
4. **Financial Reports**
 - A. **Monthly Financials & Tax Rebate Summary** – the ED reported that the PFD received \$166.3K in tax rebate revenue in August, 5.2% more than 2018; Walt Draper pointed out that it was the highest single month tax rebate transfer in the KPFDF history, which was verified by the ED. <\$70 K> was transferred to 286 for Debt Service; and <\$14.56K> in Expenses.. The result was a Net to Cash of \$81.8K. The 96977 General Fund balance rose to \$2.74 million at the end of August.
 - B. **Blanket Voucher** – The ED submitted a Blanket Voucher of \$6,472.64 for various expenses to be paid.
Rick Smith moved to approve the Blanket Voucher in the amount of \$6,472.64. It was seconded by Erin Leedham and passed unanimously.
5. **Ongoing Business**
 - A. **Approve Bond counsel agreement** – Brian Lawler
A copy of the agreement was in the Director's packets and Brian related that He and Marc had resolved the questions raised at the previous meeting when it was reviewed. He described the provisions of the Agreement and functions of the Bond Counsel in future bonding efforts, especially if the KPFDF has so sell bonds on their own. Foster Pepper (soon to be Foster Garvey following a merger) has worked with most of the PFDs in WA.
Patrick Hatchel moved to approve the Bond Counsel Services Agreement. Erin Leedham seconded, and the motion was approved unanimously.
 - B. **Feasibility RFP Proposal** – ED
Following up on the discussion from last meeting, a copy of the proposed Feasibility RFP was in the Directors packets for review. The ED explained the reasoning behind this RFP, that the same economic conditions, demographics and other common factors would be the same in all three feasibility studies, so this was an attempt to see if it were reasonable to have one contractor do all three studies, utilizing the same common factors, and save some money. There was some feedback that this would not likely to be possible due to the very diverse natures of the projects.

NOTE: After the presentation of Bonding scenarios at the last meeting by the Financial Advisor, Alan Dashen of NW Municipal Advisors, the Chair asked for totals on the amount

available in the next 22 years and Alan provided a calculation that it could be a little over \$47 Million at 3% growth rate. Daron inquired about results at a more conservative 2% growth rate and directed the ED to get that number from Alan. The ED included a report in the Directors packets and reported that the amount would be approximately \$40 Million.

6. ILA Discussion:

A. **Port Orchard Conference and Event Center (POCEC), Rob Putaansuu, Mayor** - The Mayor submitted a revised ILA for the Board. The Chair asked Brian about his comments on this next iteration – he relayed 5 items, two smaller fixable items and three major concerns to be resolved. Considerable discussion ensued about form of the ILA, phase scheduling and more, without a consensus or a motion to approve the \$12 Million ask. The Chair directed the staff to set meetings with Port Orchard, and the other projects, to resolve some of the ILA issues.

B. **Review/Discuss ILA & Feasibility – Heritage Park, Kol Medina**

Kol presented a similar argument against a “cookie cutter” feasibility study approach for the Heritage Park project as well. He also emphasized this project is scalable and can be done in several smaller digestible pieces, such as the Ride Park for only \$775K, which is already in the permitting process.

Connie Reckord – Package of Park Improvements

Connie also described how sections can be separated and timed according to funding and availability. The key is to establish the Master Plan, which includes the Market Study and working plan of the larger project.

The Board had other questions about the Ride Park, the STO trail, and where other sources of funding might come from. Kol mentioned a small section of the STO on Bainbridge only cost BI 13% of the total cost.

7. New Business:

A. **BI Parks and Rec PRA request** – A report to the Board that the KPFD had received a PRA request for documents and emails relating to the selection process and ranking of projects. The ED and Attorney and processing the request and should respond by mid-October.

B. **Regional Facility Reports** – The reports from the KCC and KFEC were both positive, reporting results better than plan or budget. The KFEC had record attendance to the Fair in August and the KCC exceeded budgeted bookings and profits.

8. Announcements: The next meeting will be in Bremerton at the Norm Dicks Government Center Council Chambers, 345 6th St.

9. Meeting adjourned at 7:15 pm.

Next Regular Meeting of the Board, October 28th, 2019 at 5:30 pm

Council Chambers, Norm Dicks Gov't. Center, 345 6th St, Bremerton

Topics: General Business; Discussion of ILAs; Bonding & Funding discussion.

NOTE: This is a location change from our normal meeting location. There will be location changes at each of the following regular meeting dates. Check the website for updates.