



PUBLIC FACILITIES DISTRICT BOARD OF DIRECTORS POSITION DESCRIPTION

POSITION: Director, Kitsap Public Facilities District

POSITION SUMMARY:

Serve as member of [Board of Directors of the Kitsap Public Facilities District](#) (KPFDD), a Washington state municipal corporation, an independent taxing “authority” and a “taxing district” as described in [RCW 36.100](#). KPFDD is responsible for building, improving and operating sports, recreation, entertainment and conference facilities in Kitsap County. Board members are appointed to four-year, renewable terms by the Kitsap County Board of Commissioners and serve without compensation.

JOB DUTIES:

- Govern and provide general oversight of the KPFDD, as well as the public facilities projects developed and/or funded by KPFDD;
- Hold public meetings on current and proposed public facilities projects;
- Play an integral part in developing ways to pay for the KPFDD projects;
- Provide financial oversight of KPFDD funding used for construction, maintenance and operation of public facilities’ projects;
- Solicit ideas, information and recommendations about the need for community facilities, the types of facilities needed, and the availability of existing facilities;
- Explore and develop opportunities for public and private partnerships and potential sources and mechanisms for funding recommended community facilities;
- Delegate day-to-day operations of the KPFDD to the Administrator;
- Annually evaluate work of the Administrator.

SKILLS AND QUALIFICATIONS:

- Must be well-versed in community needs currently existing in Kitsap County.
- Must be willing to participate in all activities relevant to the role of a Public Facilities District board member.
- Background and interest in economic development and/or recreation and sports organizations is preferred.

TIME COMMITMENT:

The KPFDD board meets as frequently as necessary to effectively and efficiently serve its purposes. The board is currently meeting every other month (Feb/April/June/August/October/December).

Applications will be accepted until the position is filled.

Applications are available online at: <https://kcowa.us/advisorygroups>

For more information, contact Kitsap County Volunteer Services in the Kitsap County Commissioners’ Office at (360) 337-4650 or rpirtle@kitsap.gov.