

County Administrator's Briefing Notes
10:00 AM Monday – August 6, 2007
Port Blakely Conference Room

*What are we asking for?
Why is it important?
Is it realistic?*

Draft Number: 1 (Subject to Change)

Attendance: Chair Josh Brown; Commissioner Jan Angel; Commissioner Steve Bauer; County Administrator Nancy Buonanno Grennan; Carolyn Siems, Assistant to County Administrator; Ben Holland, Director of Administrative Services; Clarence Moriwaki, Public Information Officer; Chip Faver, Director, Brian Lyman, Capital projects Manager and Elizabeth Ratliff, Parks and Recreation; Chris Henry, *The Kitsap Sun*; Charlie Bermant, *The Newspaper Group*; Kathy Brown, Vivian Henderson and Administrative Specialist, Debbie Austin

8:30

1. CONTINUATION OF BUDGET DISCUSSION (BEN HOLLAND)

Action: Ben Holland discussed what the budget revenue and expense projections look like without the Department of Community Development included in the General Fund. Discussion of the General Administrative and Operations Contracts. Discussion of the distribution of personnel in the general fund through the elected and appointed departments. Staff will provide the Electeds and the appointed departments the dollar amount and the full time employee cuts that will need to be made for the 2008 year using Scenario A on the chart.

FIVE MINUTE BREAK

10:05

1. APPROVE NOTES FROM THE AM. BRIEF OF JULY 30, 2007

Action: The Notes were approved as written.

10:10

2. SINCLAIR INLET SURPLUS PROPERTY (CHIP FAVER)

Action: Discussion of the Kitsap County park property located in Gorst and to use the proceeds from the auction sale of the property for the development of the public park and trail system for the Sinclair Inlet Restoration project. The Commissioners declare the property surplus and direct the County Treasurer to sell the property per Kitsap County procedures. The Commissioners have asked to see the Phase II plans and costs for the completion of the Gorst Estuary Project.

10:25

3. ILLAHEE PROPERTY PURCHASE (CHIP FAVER)

Action: Discussion of the potential purchase of a one-acre parcel situated in the Illahee Preserve. The Commissioners approve the purchase of the property

currently owned by Jessica Olsen-Williams to be added to the Illahee Preserve. The Commissioners have requested a briefing update before a parks issue in their respective district is brought before the Board.

10:30

4. FOSS MARITIME SETTLEMENT (CHIP FAVER)

Action: Discussion of a Memorandum of Agreement with Foss Maritime/Point Wells Oil Spill. This MOA would document the transfer of \$415,000 from Foss to Kitsap County Parks and Recreation. The primary objective of these monies is to replace the existing culvert under Chief Sealth Drive with a bridge or box culvert. Corrections were made to the wording of the MOA. The Commissioners agree to move ahead with the transfer of funds, but want a scope of work and the actual costs of the proposed project and grant funding opportunities plus a public meeting before agreeing to the project. There is a five year window for this project.

11:00

5. CONSTRUCTION PROJECT UPDATE (BRIAN LYMAN)

Action: Discussion of the Public Works building weatherization project. The 3.5 million dollar project is approximately two thirds finished and is scheduled for completion by the end of the year. Discussion of the Administration Building and Court House Remodel. The Administration Building is basically finished. The Court House remodel is on hold until Public Works vacates their temporary offices and a clear budget is determined. Brian then gave an update on the design phase of the Coroner's office. This phase is over 50% complete.

11:30

6. COMMISSIONERS BOARDS (CAROLYN SIEMS)

Action: The Commissioners reviewed the Board assignments and made new ones that each Commissioner will participate in for the County.

11:45

Adjourn

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