

# County Administrator's Briefing Notes

**2:00 PM Monday – February 25, 2008**  
**Port Blakely Conference Room**

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

Attendance: Steve Bauer, Chair; Commissioner Jan Angel, Nancy Buonanno Grennan, County Administrator; Randy Casteel, Barry Loveless, Public Works; Eric Baker, Commissioner's Office; Tom Kilbane, Rob Schneider, Dorothea Lintz, Don Poggi, Kitsap Community Foundation (KCF); Chris Koebel, Nathan Uffens, Silverdale Beach Hotel; Kelly Sills, Clark County; Steven Gear, Oxford Suites; Grant Griffin, Visitor and Convention Bureau (VCB); Jackie Rossworn, Citizen; Chris Dunagen, *Kitsap Sun*; Charlie Bermant, *Port Orchard Independent*; and Katherine Brown, Administrative Specialist. .

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**2:00**

**1. Approve Minutes of Previous Briefing:**

**February 11, 2008:**

Action: Approved as submitted.

**2:10**

**2. Kitsap Community Foundation (Tom Kilbane, Rob Schneider)**

Action:

Presentation detailing the mission and goals of the Kitsap Community Foundation (KCF). KCF asked the Board to help by suggesting names of citizens who would be able to serve on their Board, which they plan to expand, and for support in efforts to lobby Congress while pursuing grant funds. Commissioner Angel requested a list of current Board members.

The Board pledged support if specific needs emerge and suggested making presentation to the Citizen Committees throughout the county.

**2:35**

**3. Formation of Tourism Promotion Area (Grant Griffin, Kelly Sills)**

Action:

Presentation by Grant Griffin, Kelley Sills, Steven Gear, and Nathan Uffens outlining the Tourism Promotion Area (TPA) as a way of funding destination marking areas. Ten Washington counties have TPAs. There was some discussion on the virtues of forming a TPA in Kitsap which could add up to \$2 to the price of a hotel room. They noted that they would still need to keep the hotel/motel tax as a funding vehicle. Private sector feels it would be a "huge shot in the arm" for Kitsap County.

Summary:

- A TPA would respond to inadequate funding by the hotel/motel tax,
- A strategic plan is being developed and should be completed in July of this year
- Local government's role would be to bring parties together and build relationships

3:25

### 3. Waste Water Capital Improvements (Barry Loveless)

Action:

Barry Loveless gave presentation from a hand out regarding two capital improvement projects: South Central Force Main Replacements and Central Kitsap Wastewater Treatment Plant Phase III Expansion. These two projects are running in excess of estimates so they wanted to brief the Board.

There was some discussion about consolidating plants and the “eternal flame”, which uses the energy the plants produce. Randy noted that they have combined several operations in the Central Kitsap area and he noted that the “eternal flame” issue should be revisited.

There was some discussion about challenging design assumptions that will allow the Board to assure public that the county has taken all the necessary steps and looked at all solutions.

It was determined that the South Central Force Main Replacements project needs to be done now and the performance value engineering will be analyzed before moving ahead on the Central Kitsap Wastewater Treatment Plant Phase III Expansion project .

#### Other Business:

- Baccalaureate program languishing, need letter to legislators, Kathy Brown will prepare a draft
- Report from Sharon Wylie
- Ben Holland:
  - Because of the timing of repairs at the jail, amendments need to be done
  - Sales tax for January and February are both lower than projected, lower than 2006 and 2007
  - The county will end 2007 better than anticipated

#### 4:30 Adjourn

#### Review Draft Agenda for Upcoming Meetings

##### February 27, 2008 Wednesday Work/Study (8:30AM)

Information Sharing  
Crane Ave Road Vacation

##### March 3, 2008 Monday AM Brief (10:00AM)

Cascade Evergreen Road Vacation (Mollie Foster)  
Kitsap County Block Grant Program (Bonnie Tufts)  
GUMPOD/County Courthouse (Brian Lyman, Eric Baker, Ben Holland)

##### March 5, 2008 Wednesday Work/Study (8:30AM)

BOCC Agenda Review for March 10, 2008  
Information Sharing  
Kiwi Fencing Appeal (Dennis Oost)

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