

Kitsap County Citizen's Budget Committee

December 1, 2008

Present: Steve Maxim, Chris Tibbs, Robert Meadows, Gary Nelson, Jim Sommerhauser, Monica Hunsaker, Bob Lamb, Paul Uhlig, John Ahl, Shannon Childs, Stephanie Pinard, Deanna Erstad – Larry Keaton, Director Community Development; Jeff Rowe-Hornbaker, Assistant Director Community Development; Tina Holguin, Administrative Services Manager Community Development.

Larry gave a presentation on Community Development.

Questions/Points

John

- Questioned contract signing authority
- Asked who negotiates the contracts

Paul

- Asked about annual revenue from impact fees
- What is potential if they were at 100% collection of impact fees?
- Could you or do use a tickler program to find if people failed to file for commercial permits?

Monica

- Where do impact fees go?

Rob

- Asked if they have the 2008 figures on revenues from grants

Jim

- Being an enterprise type fund – you need to have a cushion – how are you trying to build this?
- Define how department is split – general fund vs enterprise and what percent is from general fund

Gary

- Do majority of contracts that go out for bid go through Purchasing Dept?

Robert

- Urban Growth Area management agreements – the cities do the permitting – who bears the cost?
- The Hearing Examiner appeals are not fully funded by the fee – will this change when appeals go to Superior Court?
- How do you build any reserve?

Chris

- Initial construction inspections are done by Fire Marshal – then does the responsibility go to the Fire Districts?
- Is there an opportunity to charge a “expedite fee” for permits?

Shannon

- Point to some efficiencies in LIS
- Can impact fees be tracked on LIS?
- Are there other opportunities for creating greater efficiencies?

Steve

- Do you benchmark against other counties?
- Why is the permit process controlled by DCD with input from Public Works and the Health District? Are there any synergies there?
- Have you looked at an apprentice or volunteer programs to help with the work?
- If grant funding decreases how can you get projects like Chico Creek done without these grants?

The committee thanked Larry for his presentation.

The November 3rd minutes were approved as submitted. The November 17th minutes were approved with 2 corrections. Steve said Nancy will give her presentation the middle of January.

Jim moved to cancel the December 15th meeting and give the group time to study the information they have been given so far. Steve suggested that the December 15th meeting be kept as a work study with a facilitator and asked Jim if he would facilitate that meeting? After discussion it was agreed to hold the December 15th meeting as a work study.

John felt the group needs additional briefing on some items – possibly from Nancy.

The meeting was adjourned at 6:55.

