

# County Administrator's Briefing Agenda

2:30 PM Monday – March 21, 2005

Commissioners' Conference Room

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

Draft Number: 2 (Subject to Change)

Attendance: Chair Chris Endresen; Commissioner Patty Lent; Commissioner Jan Angel; Administrator Cris Gears; Don Burger; R'lene Orr, Administrative Services; Rick Kimball, DCD; Joseph Coppo, Facilities, Parks and Recreation; Bud Harris, Jim Masee, Information Services; Vivian Henderson, (KAPO); and Administrative Specialist Kathy Brown.

2:35

## 1. Convene Meeting & Approve Minutes of Previous Briefing:

3/14 PM Brief:

Approved as corrected.

2:40

## 2. Discuss bid spec for newspaper advertising (BOCC) R'lene Orr

Action:

- Timing issues should be included in the specifications.
- R'Lene Orr will meet with the County's Legal Department, Department of Community Development, Public Works and Clerk of the Board Opal Robertson, to establish a response time that that would be included in the specifications.
- Commissioner Lent would like to see specific public issues advertised with county logo rather than in the legal notice section of the chosen publication. R'Lene will quote that separately.

2:50

## 2. Schold Farm (Discussion requested by Commissioner Endresen) Rick Kimball/Joseph Coppo

Action:

- Signs disallowing off-leash animals must be posted soon.
- Commissioner Endresen would like to see documentation from the grant to see the original intent for this property regarding agriculture and wetlands.
- Board directed staff to write a phasing plan will be written and brought back to the Board in one month (no later than April 20,2005).
- Will investigate whether barriers will be removed so the Halls can mow the property.

3:37

## 3. Web Design Update (Jim Masee)

Action:

- The Board approved changes to the *Structure and Operating Standards* document presented by Jim Masee.

- 1 • Bud Harris will send email to all county departments letting them know that the  
2 Board has officially sanctioned this document.  
3

4 **4:00**

5 **4. Board of Commissioner's/Administrator's Issues**  
6

7 Action:  
8

9 Commissioner Endresen

- 10 • Commissioners' salaries should be set. Tasked Cris Gears to find out how far  
11 Malcolm got with that project. He will look at past resolutions. This should be done  
12 by the end of May.  
13 • Sent email to Clinton Bush.  
14 • Jim Trainer inquired about BKAT funding for his Heritage Trees project. Those are  
15 identified only as internal funds; the Board will let him know that. Commissioner  
16 Endresen will follow up.  
17 • Animal Control issues. Commissioner Endresen reported that Rance McIntire of  
18 Animal Control gave input indicating that all cities in the county should follow same  
19 guidelines and should enhance laws that are already in place. He recommended a  
20 few revisions to the ordinance including the animal noise section to make violation  
21 a misdemeanor rather than an infraction. Cris Gears will talk to the Animal Hearing  
22 Examiner to get his input and check with the legal department before anything  
23 changes are proposed.  
24 • Cris Gears reported that the contract with Steve Grear, Animal Control Hearing  
25 Examiner, has expired and they have offered the contract to Katherine Portius...the  
26 former Hearing Examiner. Cris will discuss it with Shelley Kneip in the Civil  
27 Division.  
28 • The Board will co-sponsor and give a discount on the facility for Kids Day on June  
29 11. Cris Gears will contact them to let them know what they can expect.  
30 • Commissioner Endresen met with Undersheriff Dennis Bonneville and Sheriff  
31 Steve Boyer regarding increasing traffic enforcement since speeding is the number  
32 one complaint from constituents. Mr. Boyer is putting together a press release to  
33 let the public know they are out in force.  
34

35 Commissioner Lent

- 36 • Commissioner Lent inquired about putting in a right turn lane off of Bucklin Hill  
37 Road to be paid for with remaining grant money earmarked for Bucklin Hill  
38 improvements. The Board agreed.  
39 • Since Silverdale Waterfront Park won't have fireworks this year she asked  
40 everyone to put forth ideas to find a way to celebrate Fourth of July.  
41 • Commissioner Lent will be gone from May 2 – 4.  
42

43 Commissioner Angel

- 44 • Commissioner Angel will need a status report on Olalla when she gets back  
45 from vacation as well as a briefing on McCormick Woods since she will be

1 gone. Don Burger will talk to Eric Baker and set up a time for her to meet with  
2 him.

- 3 • Whoever takes minutes from that meeting should take detailed notes of that  
4 discussion.
- 5 • Asked Cris Gears for an update on the little league park. She would like to  
6 lease it to them for a low cost.

7  
8 **Cris Gears**

- 9 • Suggested the Board consider participating in presenting employee evaluations  
10 to the employee. The Board agreed.
- 11 • Salary adjustments are in the works.
- 12 • Cris Gears offered to explore ways to control personalized public comments  
13 directed a staff during public hearings. He will work with staff on presentation  
14 skills, offering himself and Terrie Battuello as audience.
- 15 • Cris Gears met with the Public Works Director from Bremerton, Phil Williams.  
16 He suggested the county get together with city on the projects that affect the  
17 city and the county jointly. Also suggested that he meet with Randy Casteel, as  
18 well as the planning and parks departments from both the city and county.
- 19 • Moving forward with new position in Auditor's Department.
- 20 • Gordon Field parking lot cost estimate is higher than first expected because it  
21 was originally going to be paved in the traditional way.

22  
23 **Don Burger**

- 24 • Reported a retreat date conflict that he is working to resolve.
- 25 • It was noted by the Board that all Directors need to attend retreats.

26  
27 **Review Draft Agenda for Upcoming Meetings.**

- 28  
29 a. 3/23/05 - Work/Study Session (8:30 a.m.)  
30 BOCC Agenda Review for March 28
- 31  
32 b. 3/28/05 – BOCC Regular Meeting (10:00 a.m.)
- 33  
34 c. 3/28/05 – Monday PM Brief (2:00 p.m.)  
35 Kitsap Community Resource & Community Services Center  
36 (Bremerton) Mike Botkin
- 37  
38 d. 3/30/05 – Work Study Session (8:30 a.m.)
- 39  
40 e. 4/4/05 – Monday AM Brief (10:00 a.m.)
- 41  
42 f. 4/4/05 – Monday PM Brief (2:00 p.m.)
- 43  
44 g. 4/6/05 – Work Study Session (BOCC Chambers)(8:30 a.m.)  
45 BOCC Agenda Review for April 11, 2005  
46 Surface and Stormwater Management (SSWM) Kick-Off Meeting  
(Ben Holland, Randy Casteel, Financial Consulting Solutions Group)

1  
2 4:50  
3 5. Adjourn

APPROVED