

# County Administrator's Briefing Notes

2:00 PM Monday – June 13, 2005

Commissioner' Conference Room

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

Draft Number: 1 (Subject to Change)

Attendance: Chair Chris Endresen; Commissioner Jan Angel, Administrator Cris Gears; Eric Baker, DCD; Joseph Coppo, Parks; Randy Casteel, Director, Kitsap County Public Works; Jon Brand, Kitsap County Public Works; Dana Coggon, Kitsap County Noxious Weed Control; Wendy McClure, Kitsap County Noxious Weed Control; Jane Wentworth, Kitsap Weed Board; Arno Bergstrom, WSU Extension; Art Castle, Home Builder's Association; Elizabeth Scott, Home Builder's Association; and Administrative Coordinator Don Burger.

2:00

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

6/6 PM Brief: Approved with revisions.

2:10

## 2. Weed Control Program Goals (Dana Coggon)

- Dana Coggon outlined current programs and status of noxious weed program.
- Program is currently concentrated on public education, primarily through:
  - Posters
  - Post Cards
  - Public Surveys conducted with a group call "Weed Advisors."
  - Site Surveys
- First priority is locating noxious weed sites with emphasis on eradication to follow.
- Weed Board passes operational guidelines. Copies provided to Board for informational purposes.

### Action:

- Planned for July 11<sup>th</sup> presentation at BOCC public meeting.
- Update report at public BOCC meeting in approximately one year, March 2006 (approximately).

2:25

## 3. Discuss Kitsap County Brownfields (Joseph Coppo/Peter Battuello)

1. Sinclair Inlet Restoration (refer to handout).
  - Project proceeding on schedule.
  - The Brownfields Team requested Kitsap County Board of Commissioners:

- 1 i. Authorize Parametrix to act as the county's agent to enter  
2 purchase and sale agreements for five properties. Total acquisition  
3 \$160,000.  
4 ii. Expedite the processing of purchase and sale agreements to  
5 secure property by September 30, 2005.

6 Action:

- 7 • Board concurred with briefed course of action.  
8

9 2. Charleston Beach Road Segment – SR304

- 10 • The Brownfields Team requested Kitsap County Board of  
11 Commissioners:  
12 i. Enter an inter-local agreement that allows the City of Bremerton to  
13 implement the assessment grant.  
14 ii. Participate with the City of Bremerton in assessing redevelopment  
15 strategies for Charleston Beach Road and SR 304 project areas.  
16

17 Action:

- 18  
19 • Board concurred with briefed course of action.  
20  
21

22 2:55

23 3. Nine-lot Short Plat & Code Amendments (Eric Baker)  
24

- 25 • Staff discussed proposed revisions to Kitsap County Code Title 16.48 to allow short  
26 subdivisions of up to nine lots within Urban Growth Areas (UGA's).  
27 • Staff discussed proposed recommendations by DCD staff, Public Works, the  
28 Planning Commission, the Homeowners Association, the cities and private  
29 developers.  
30 • Revisions included private road standards and refinements to the preliminary and  
31 final short subdivision process (refer to handout).  
32 • Board discussed how code changed down to 40 foot lot widths (which was  
33 specifically changed only for McCormick Village.) - not for the entire County code  
34 • Board discussed proposed changes that were added during deliberations instead  
35 of the public hearing phase of the previous planning meeting.  
36 • Board discussed proposed changes to view blockage process.  
37

38 Action:

- 39 • Board agreed to remove of the word "morals" from the code.  
40 • Board agreed that the view blockage process should be amended.  
41 • Commissioner Endresen requested Department of Community Development (Eric  
42 Baker) provide specific examples of how road standards process will work as well  
43 as criteria on how decisions will be based.  
44 • Cris Gears suggested providing a definition of utilities to include broadband.  
45 • Commissioner Angel requested to see testimony from the Planning Commission  
46 meeting

- 1 • Board will review changes and will discuss Nine-Lot Short Plat issues at work study
- 2 session on July 6, 2005.
- 3 • Code Amendment Changes:
- 4     o Commissioners requested pictures and actual examples.
- 5     o Board requested a review how County Code was changed when changes
- 6     were only supposed to apply to McCormick Village.
- 7     o Board requested a fail-safe mechanism to insure that unintended changes
- 8     do not become incorporated into County Code/Regulations when items are
- 9     passed for specific instances.
- 10    o Commissioner Endresen did not feel the changes are valid since there was
- 11    no public hearing, notice or discussion.

12  
13 **3:15**

#### 14 **5. Board of Commissioners'/Administrator's Issues**

- 15
- 16 • Board discussed DSHS Contract that will be on the June 27<sup>th</sup> BOCC Meeting
- 17 agenda.
- 18
- 19 • Commissioner Endresen: Recommended that a letter be sent to the Governor and
- 20 Secretary of DSHS (written in a persuasive style).
- 21
- 22 • Cris Gears discussed status of the DCD Assistant Director and County
- 23 Administrator job descriptions.
- 24
- 25 • Commissioner Angel – Tomorrow night will be he last scheduled meeting with the
- 26 Harper Seventeen. Meeting is scheduled to last one hour. Lisa Holmer to assist.
- 27
- 28 • Commissioner Endresen – Discussed a meeting at the Kiana Lodge with the tribe.
- 29 Tribe discussed proposed passenger ferry service to the Lodge.
- 30
- 31 • Board discussed photo enforcement as a safety/traffic issue.
- 32
- 33 • Commissioner Endresen discussed the availability of WASC insurance coverage
- 34 for nongovernmental organizations
- 35
- 36 • Commissioner Endresen discussed the State Human Rights Commission visit to
- 37 Kitsap County scheduled for June 23, 2005.
- 38
- 39 • Board discussed issues concerning Kitsap Transit Planners and County planners
- 40 working together.
- 41
- 42 • Board discussed payment of dues to support West Sound Technology
- 43 Professionals Association. Will refer to Information Services department (Bud
- 44 Harris).
- 45
- 46

1           **Review Draft Agenda for Upcoming Meetings.**

- 2    a.   June 15, 2005: Work Study Session – 8:30 a.m.  
3           Information Services (IS) Update (Bud Harris)  
4           Courthouse Facilitator Surcharge & User Fee (Dave Peterson / Alison  
5           Sonntag)
- 6    b.   June 20, 2005: Monday AM Brief – 10:00 a.m.
- 7    c.   June 20, 2005: Monday PM Brief – 2:00 p.m.
- 8    d.   June 22, 2005: Work Study Session – 8:30 a.m.  
9           BOCC Agenda Review for June 27, 2005
- 10   e.   June 27, 2005: BOCC Regular Public Meeting
- 11   f.   June 27, 2005: Monday PM Brief – 2:00 p.m.  
12           Proposed Sign Code Revisions (Steve Mount)  
13           Commission on Children & Youth – Public & Private Partnership Briefing  
14           (Gay Neil/Terri Jones)  
15           South Kitsap parks Discussion (S.K. Parks Bd)
- 16   g.   June 29, 2005: Work Study Session – 8:30 a.m.  
17           Executive Session – To discuss with legal counsel matters relating to  
18           potential litigation (Bud Harris/Shelley Kneip)
- 19   h.   July 4, 2005 – No Meetings – Fourth of July  
20

21  
22  
23   **4:30**

24   **6. Adjourn**

APPROVED