

# County Administrator's Briefing Notes

2:00 PM Monday – June 6, 2005

Commissioner' Conference Room

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

Attendance: Chair Chris Endresen; Commissioner Patty Lent; Commissioner Jan Angel, Administrator Cris Gears; Jim Bolger, DCD; Eric Baker, DCD; Robbyn Myers, DCD; Jim Roda, Public Works; Dick Dadisman, Public Works; Joseph Coppo, Parks; Dana Ceggon, KC Noxious Weed Control; Don Burger, Administrative Coordinator; Gordon Roycroft, WSDOT; Kathy Annett; Peggy Hall; Joanne Weber; Travis Baker, Kitsap Sun; Charlie Bermant, The Newspaper Group and Administrative Specialist Deborah Heller.

**2:00**

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

5/16 PM Brief:

**2:10**

## 2. Discuss Vote by Mail Implementation (Karen Flynn / Winnie Flores-Logan)

Action:

- Legislation has passed that gives the counties the right to go to vote by mail elections.
- County also required to meet a deadline of Jan 1, 2006 on the "Help America Vote" act; we will be required to provide disability voting devices (DRE's) at all voting places.
- Karen will check with Prosecutor if an ordinance is required for all county vote by mail to happen and get this to the BOCC.
- DRE's will be selected so they will interface with our current system.
- The only argument against vote by mail is the tradition of going to a polling place.
- Don to schedule a public hearing for vote by mail.
- Commissioner Endresen suggested Karen to talk to Dick Hayes at Kitsap Transit regarding a mobile unit (Access) for DRE.

**3:00**

## 3. Schold Property Brief (Robin Meyers/Eric Baker/Joseph Coppo)

Action:

- Administrator Cris Gears explained the purpose for this brief is to see if the intended use of Schold Farm can be brought back into play with the plans of the state and county.
- Joseph Coppo explained the county owned portion of the Schold farm property that was purchased when DCD was managing open space. Use is bound by acquisition grant rules, which are for wildlife habitat.
- Robbyn Myers described the mitigation areas. The goal is to restore the stream channel and forest canopy with some upland and wetland enhancement.

- Wetlands have since be re-delineated approx 2 years ago.
- Maintenance plans include open areas mowing.
- Goal is to shade out the invasive species with forest canopy.
- Commissioner Lent requested the total acreage on this mitigation area and photo simulation of area in 20 years.
- Joseph Coppo to look for a site plan for the Commissioners.
- Commissioner Endresen stated that no one discussed transferring land to WSDOT with the BOCC before telling us it had to happen. Put together a Schold farm file with as much info as possible; include a plan on mitigation sites in detail plus a check off list to show this is being done.
- Eric Baker to get a list to BOCC of projects needing to be completed.
- DCD will discuss mowing issues with the Halls and Weed board discussion on eradication and maintenance.
- Cris Gears suggested the County make Schold Farm a pilot program to help identify costs and plans to be able to maintain other areas of county owned property.

**Report back to Board within six weeks. (Eric Baker)**

**3:15**

#### **4. BKAT business plan/partnership agreement (Cris Gears)**

Action:

- The County has been using funding for Capitol improvements to subsidize BKAT. Suggest the Franchise holder be able to provide services outside of the franchise to supplement their income.
- Look at other options like schools and private entities to contribute to the cost of maintaining BKAT.
- Service changes would be no daily office at the Fairgrounds and not lending out the equipment any longer, if used by outside source, must be used.&&&
- Purchase newer technology for better access.
- One of the BOCC goals is to have BKAT be able to broadcast on all cable companies in Kitsap.
- Cris Gears will get an answer to the fee schedule for the BOCC.

**4:15**

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

Action:

- Select Employee of the month for July and August  
Becky Froelich for July and Jaquelyn Aufderheide for August. Deanna will work out lunch schedule.

1 **Administrator Cris Gears:**

- 2 • Request from Mothers Against Drunk Driving (MADD) to use the Presidents hall  
3 without a fee. I will put this into a resolution that includes Veterans Day and Toys  
4 for Tots.  
5 • Will get together a list of projects that are lingering and start working collectively  
6 with the Department Managers.  
7 • Remodel for Courthouse will be more costly then first anticipated.  
8 • Met with Honey in the Rock Friday, they will stay in the basement during  
9 construction with main hallway access. At the conclusion of contract will be moving  
10 into the Bullard Building.  
11 • Suggest using an Executive search firm to find a new Facilities, Parks & Recreation  
12 Director. There are also two internal candidates interested.  
13 • Contacted by a SK Parks District volunteer on a committee to generate revenue.  
14 Would like to know if county still open to discussion?

15 **Commissioner Patty Lent:**

- 16 • Met with Seabeck Marina owners and other interested parties.  
17 • They want to build a new cement dock with 205 slips. Options were discussed,  
18 Seabeck Elementary property exchange.  
19 • They will also allow us to have the bathroom completed.  
20 • County promised to get people to the table the week of June 27th.

21 **Commissioner Chris Endresen:**

- 22 • Received postcards from Television Parents Council cable choice for families.  
23 Gave one to Bud to research them for validity.  
24 • Steve Boyer mentioned he is working on a web comment page.  
25 • Action Requests are not being delivered in a timely manner, Cris Gears to check  
26 into this.  
27 • Directed Cris Gears to get a report on who has left DCD in the past six months and  
28 do an evaluation.  
29 • Due to the Housing Conference in September, Don to ask Mary McClure to move  
30 meeting to Wednesday afternoon.

31 **Commissioner Jan Angel:**

- 32 • Reviewed the number of emails from Larry Keller of Kitsap Mental Health and  
33 wondered if anything had been done about them.  
34 • BOCC needs to be kept apprised on this subject from Steve Frazier or Anders  
35 Edgerton as they come up, Cris Gears to find out why information is not coming in.  
36 • Job Description for PIO, Cris Gears to get a copy of revised job description to  
37 BOCC.  
38  
39

40 5:10 **Adjourn**

41  
42  
43  
44

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

- 1 a. June 8, 2005: Work Study Session – 8:30 a.m.  
2 BOCC Agenda Review for June 13, 2005  
3 Information Sharing  
4 Sunset East Preliminary Plat Appeal (Rick McNicholas)  
5 Executive Session: Labor Relations (Rob Gudmundson)  
6 Executive Session: Collective Bargaining Matters (Rob Gudmundson)
- 7 b. June 8, 2005: Executive Session – 12:00 p.m.  
8 To discuss the conditions of employment for an individual employee
- 9 c. June 13, 2005: Regular Public Meeting – 10:00 a.m.
- 10 d. June 13, 2005: Monday PM Brief – 2:00 p.m.
- 11 e. June 15, 2005: Work Study Session – 8:30 a.m.  
12 Courthouse Facilitator Surcharge & User Fee (Dave Peterson/Alison Sonntag)  
13 Information Services (IS) Update (Bud Harris)
- 14 f. June 20, 2005: Monday AM Brief – 10:00 a.m.
- 15 g. June 20, 2005: Monday PM Brief – 2:00 p.m.  
16 National Pollutant Discharge Elimination System (NPDES) (Dave Tucker)
- 17 h. June 22, 2005: Work Study Session – 8:30 a.m.  
18 BOCC Agenda Review for June 27, 2005  
19 Information Sharing

20

21

22 **4:30**

23 **6. Adjourn**