



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

**December 14, 2005 MINUTES
 BOARD OF COMMISSIONERS – MANAGEMENT TEAM
 WORK/STUDY SESSION
 PUBLIC WORKS 3RD FLOOR CONFERENCE ROOM 8:30 AM**

DRAFT NUMBER: 1 (Subject to Change)

- Present were Commissioner Chris Endresen, Chair; Commissioner Jan Angel; Commissioner Patty Lent; County Administrator Cris Gears; Ben Holland, Administrative Services; Jim Bolger, Community Development; Mark Mauren, Facilities, Parks and Recreation; Shelley Kneip, Prosecutor’s Office; Bert Furuta, Director Personnel and Human Services; John Brand, Public Works Representative; Bud Harris, Information Services; PJ Ramos, Public Information Officer; Opal Robertson, Clerk of the Board; Shelley Kneip, Lisa Nichol, Jim Bolger, Eric Baker, Michael Katterman (DHEL), Deborah Munkberg (Jones and Stokes), Tim Matthes; Vivian Henderson, Kitsap Alliance of Property Owners (KAPO); Charlie Bermant from *The Port Orchard Independent* and Don Burger, Administrative Coordinator.

- 1. APPROVE MINUTES OF DECEMBER 7, 2005 WORK/STUDY 8:30-8:40**
 - Minutes approved as written.
- 2. BOCC AGENDA REVIEW FOR DECEMBER 19, 2005 8:40-9:15**
 - Kingston /Suquamish hearing will be continued on December 19, 2005.

APPROVED

3. INFORMATION SHARING

9:15-10:00

Jon Brand (Public Works)

- Bids have opened for large culvert projects.

Bert Furuta (Personnel and Human Services)

- Discussed mental health requirements and required timelines.
- Behavior Health Care meetings: working with a consultant regarding mental health and substance abuse issues within the county. Still have a long way to go to resolve issues. Should have a plan to present to the board early next year.

Bud Harris (Information Services)

- Web serve updates are complete.
- Working with Treasury Department to audit our network security.
- Assessor's Office implementing personal property assessments online.

Ben Holland (Administrative Services)

- Seattle PI is reporting that the State retirement program is in the "red."
- Discussed with Ron Adams moving Block Grants program from the Department of Community Development (DCD) to the Department of Administrative Services (DAS). Block Grant web site will also move to DAS.

Mark Mauren (Facilities, Parks and Recreation)

- Discussed meeting with Courthouse elected officials regarding the plans for courthouse renovation.
- New Administrative Building is still within budget. Waiting for a firm move in date from the contractor.
- Met with Public Facilities District (PFD) and discussed future projects.

Cindy Baker (Community Development)

- Discussed the availability of competitive grants.
- Community Trade and Economic Development (CTED) may have \$50,000 available for safe neighborhoods.

Commissioner Lent (District Three)

- Met with Kitsap Public Utility District. On February 7, 2006, will hold a forum to discuss Broadband issues.
- Discussed the Kingston Sub-Area Plan update and Suquamish UGA hearing that was held December 13, 2005. Meeting went well.
- Discussed signs in Old town Silverdale

Jan Angel (District Two)

- Discussed breakfast with Facilities Parks and Recreation.

Chris Endresen (District One)

- Discussed expectations of Kingston Sub-area plan meeting to be held on December 13, 2006. Asked Cindy in research how public use is zoned in Kingston.

Break (Five Minutes)

4. WORK SESSIONS:

CAO Adopting Ordinance Brief (Cindy Baker/Jim Bolger)

10:05-10:30

- Jim Bolger briefed the Board on the changes that have been incorporated into the ordinance.
- Commissioner Angel requested verification of legal review. Lisa Nickel is conducting an ongoing legal review of the documentation.
- Board discussed with staff review and notice of adoption procedures.
- Board asked who is proofreading the entire document. Answer– Ginger Sommerhouser

Ten Year Update (BOCC Discussion)

10:30-11:30

- Cindy Baker, Jim Bolger, Scott Diener, Jim Weaver, John Brand, Lisa Nickel, Michael Katterman (DHEL), Deborah Munkberg (Jones and Stokes)
- Cindy Baker – Introduced topic and discussed task list (which is still in progress). Should be completed, with budget, within two weeks. Staff is also working with Mary McClure.
- Commissioner Angel: Asked how cities are being included in the project.
- Commissioner Lent: Asked if review also includes land that was County and is now city property.
- Commissioner Angel: Asked if some cities have completed their 10 yr review. How are those reviews impacted by the County review, and visa versa?
- Commissioner Endresen – We are currently undercounting our build-able lands by our current process. County needs to re-look at our assumptions. Should use Kingston’s process as a template – use good examples to see how they worked.
- Cindy Baker: Working with consultants to conduct a “gap” analysis (Population and allocation analysis).
- Jim Bolger: Working on a task list that staff would like the Board to review.
- Cindy Baker: Asked for Board’s expectations regarding public involvement.
- Commissioner Endresen – County started COMP plan in early 1990’s. County ran a series of weekend County-wide discussions regarding what the County should look like in the future. Start with a summary of what was said back then to see if previous vision match today’s expectations.
- Cris Gears: Discussed an approach with DCD providing the technical support and the Board, along with the Administrator and Directors meeting with the public. Then marrying up the two. (Technicians and public vision).
- Commissioner Angel: 1- Vision, 2- Education, 3- testimony are all required inputs
- Mark Mauren: Facilities, Parks and Recreation Department is about to launch the parks and open space forums and might be able to fold in 10 year update discussions.
- Commissioner Endresen: The plan is to implement the vision. There was lack of coordination in 1997 between departments. Should set up a team with Parks , DCD , Public Works and Legal.
- Mark Mauren: Need to look at different ways to meet with the public so that the public feels like they are involved in a meaningful way.
- Cris Gears: Should provide a county draft of the BOCC’s priorities (including State’s requirements) to Planning Commission for review. Planning Commission can then respond to the Board’s plan.

- Commissioner Endresen requested the timeline and point of contact for the entire process. Requested a status report due to Growth Board no later than December 23.
- Commissioner Endresen requested to know why Public Works is not involved with initial task list. Board directed that John Brand (Public Works Staff) become involved in the initial formulation of the task list.
- Cris Gears: Will begin weekly meetings to monitor progress and process.
- Mark Mauren: Parks will distribute an outline of their department's plan.
- Cris Gears: May need to brainstorm formats to present issues/topic to various community groups.
- Consultant's agreed that they can have a schedule of events (calendar) completed by the end of December 2005.
- Commissioner Endresen asked for the staff lead in DCD
Cindy Baker – Unknown
- Commissioner Endresen: Suggested that a progress reports be provided during subsequent Work Study sessions.
- Staff agreed: Draft schedule with dates to be completed within two weeks of today.
- Commissioner Angel: Asked DCD to draft a letter of the Board to sign to be sent to local officials.
- Cris Gears – May need to factor into the staffing and fiscal budgets/plans the requirements for working this process (ie. - travel time, staffing requirements, etc.)
- Commissioner Angel asked Cris Gears to track letter. Cris will get on local government calendars to discuss process/plan.
- Shelley Kneip will be on the legal review team for this project.

5. FUTURE WORK/STUDY SESSIONS

December 21, 2005 – 8:30 a.m.
Information Sharing

December 28, 2005 – 8:30 a.m.
Information Sharing

January 4, 2005 – 8:30 a.m.
BOCC Agenda Review for January 9, 2005
Information Sharing

January 11, 2005 – 8:30 a.m.
Information Sharing

January 18, 2005 – 8:30 a.m.
BOCC Agenda review for January 23, 2005
Information Sharing

APPROVED

6. RECAP