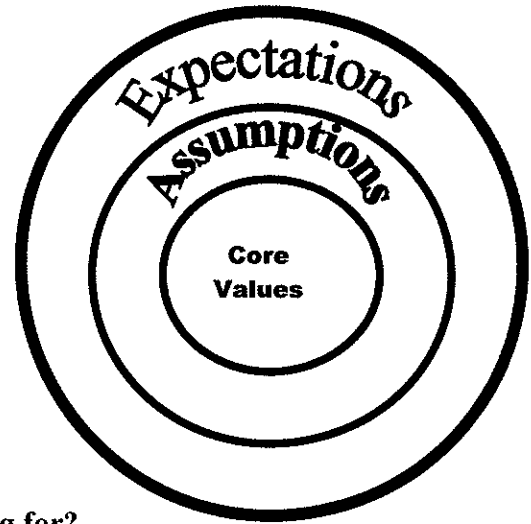


TASK	RELATIONSHIP
PRES	Speak for Yourself
Ask Questions	Listen Actively
Summarize	Gatekeeping
Polling	Compliment & Agree
80/20 Principle	Humor
Build Consensus	Process Check



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

February 23, 2005 MINUTES
 BOARD OF COMMISSIONERS – MANAGEMENT TEAM
 WORK/STUDY SESSION
 PUBLIC WORKS 3RD FLOOR CONFERENCE ROOM 8:30 AM

Present were Commissioner Chris Endresen, Chair, Commissioner Jan Angel, Commissioner Patty Lent, County Administrator Malcolm Fleming/Cris Gears, Eric Baker Community Development, Bert Furuta Department of Personnel and Human Resources, Randy Casteel Public Works, Ben Holland Department of Administrative Services, Bud Harris Information Services, Cris Gears Facilities, Parks and Recreation, Shelley Kneip Prosecutor’s Office, Terrie Battuello Public Information Officer, Phyllis Mann Department of Emergency Management, Opal Robertson Clerk of the Board, Jeff McCormick Home Builders Association, Tom Nevins Planning Commission, Vivian Henderson Kitsap Association of Property Owners, Yvonne Saddler Kitsap County Democrats, Travis Baker The Sun Newspaper, Charlie Bermant The Newspaper Group, Ron Ross, and Administrative Specialist Katherine Brown.

Time

I. APPROVE MINUTES OF February 16, 2005 WORK/STUDY

8:30-8:45

Approved as corrected.

II. BOCC Agenda Review for February 28, 2005

8:45-9:40

- Item 10:00 D should state that the LID is in the Manchester area.
- Item 2A was left on consent agenda but need more information about where the tower is located. Ms. Robertson will contact Ron MacAfee and ask that he provide more information.
- Item 4A was pulled from the consent agenda, Joseph Coppo will attend the February 28 BOCC Meeting.
- There was some discussion about each agenda item being submitted as it would appear on the agenda by the department submitting it, including the fiscal impact.
- Item 7E was pulled from the agenda and will be reset for a public hearing in April. Dave Tucker needs to provide more information before the hearing. Commissioner Angel wanted to see the Citizen Advisory Group (CAG) report. There was some discussion about how the decision is made to put items on the consent agenda.
- Item 8A – Commissioner Angel asked for a plat map.

- There was some discussion about the report due to the Board from Facilities, Parks and Recreation. Cris Gears will do some investigation to see if they could be ready to present it on March 28.
- The Board asked for a briefing on the Topping Off Ceremony on Monday, February 28. Cris Gears will have Karen send them an agenda.

II. INFORMATION SHARING

9:40-10:10

Malcolm

- Nothing to report.

Randy

- The Newberry hill project is going out for bids.

Cris Gears

- Nothing to report.

Bert Furuta

- Gave a status report on the vacant positions in Department of Community Development. (attachment)

Bud Harris

- GIS (Geographical Information Systems) is working with the DNR (Dept. of Natural Resources) to take fly-over pictures of the Peninsula. Diane Mark (GIS Manager, a division of Information Services) is working with County Departments (DCD, Elections, Sheriff, Public Works) as well as other Municipalities; City of Bremerton, City of Bainbridge Island, KPUD, Suquamish Tribe, Navy as well as Fire and Water Districts. The financial impact is minimal, about \$5,000 since all interested parties will absorb costs.
- The Navy is implementing a Network Connection between Navy-Bangor and the State of Washington Inter-Governmental Trusted Network (IGN) through the Kitsap County network to provide Navy access to Washington State Patrol for WASCIC/NCIC (Washington State Crime Information Center / National Crime Information Center) data. Kitsap County is part of the IGN. The county becomes the pass through for those connections, which is cost effective for both the State and the Navy.
- Meeting today with KPUD to discuss connecting to the KPUD network via the connection currently in-place between the Courthouse and Public Works Annex (Bremerton Airport area). Extending the County network to the Moderate Risk-Waste and Transfer Station buildings could potentially be accomplished through the KPUD Fiber, thus creating our first connection to KPUD.
- Meeting with South Kitsap School District Technology Management to collaborate on various network issues including Kitsap Regional Coordinating Council and Wave Cable.

Ben Holland

- Selected a company, Financial Consulting Solutions Group, to do the Surface and Storm Water Management project. He asked for a list of the advisory committee. It will be two to three weeks before the first meeting.
- He has not been able to connect with Nancy Lien of the Marine Science center to set a meeting.

- Will meet with Tim Thompson, Mark Frost and Tim Botkin to discuss Sustainable Economic Development...the SEED Project.
- March 10 he will meet with Kitsap Mental Health service to discuss their debt service.

Terrie Battuello

- Met with Bremerton regarding the Bremerton Kitsap Access Television (BKAT) business plan. Will bring it to the Board when it all comes together.
- The County received a Certificate of Appreciation for their donation to the Tsunami disaster fund.

Commissioner Angel

- She had questions regarding the Puget Sound Regional Council Metropolitan Transportation Plan General Assembly Meeting on March 24 and would like to talk about it at the Monday afternoon briefing. Commissioners Endresen and Lent will be attending .
- She received an email informing her that the United States Department of Justice has grants available. She will have Debbie Austin forward the email to everyone.
- She felt that the Board should consider donating to local charities because they have fallen behind since the Tsunami disaster.

Commissioner Lent

- She has a list of confirmed appointments with legislators in Washington DC. At the Monday afternoon briefing the Board will discuss the issues they will bring forward.
- Eric Baker and Randy Casteel are working with the Central Kitsap School District on the issues involved in moving a school bus stop.
- She will address the Board about the levy the Central Kitsap School District is planning.

Commissioner Endresen

- There will be a Kitsap Regional Coordinating Council (KRCC) public partnership meeting on March 31 at the Government Center. It is a follow up to the one held last year.
- Derek Kilmer has a transportation bill that will be heard tomorrow afternoon, if anyone is available to go to Olympia to testify.
- She visited Oregon last weekend and noted that there was news of the National Association for Stock Car Auto Racing (NASCAR) approaching them regarding building a track there.
- Met with a group in Indianola concerned about Whitehorse horse trails. Because of previous agreement with the owners, there can't be any horse trails established in the Whitehorse development but there will be discussion about putting them in Heritage Parks. Commissioner Endresen gave Joseph Coppo Kudos for pulling together all groups for the discussion.
- The Kingston open house is tomorrow night at Kingston Junior High. There are fifty booths lined up and Commissioner Endresen will present Certificates of Appreciation to Margie Moore for her service as secretary to the Kingston Citizen Advisory Committee and to Centex Homes for their donation of a house to the Dore Family in Kingston during the Extreme Makeover Home Edition television show.
- She met with Andy Whitener of the Squaxin tribe. They will try to get someone to come to the March 1 meeting. They agreed to keep working with Kitsap County

FIVE-MINUTE BREAK

1 **III. WORK SESSIONS**

2
3 **Bioterrorism Exercise March 29/30 (Scheduling Impact) (BOCC) 10:15-10:30**

- 4 • Three will be two phases to the exercise.
- 5 • On March 29 they will have a health tabletop exercise where people attending a high-end
- 6 motorcycle rally will be infected with a contagious disease.
- 7 • On March 30 they will deal with the lock down of the community.
- 8 • Shelter locations are not advertised until the day of the event.
- 9 • Elected officials are invited to get involved.
- 10 • The Board will change the work-study on March 30 to the afternoon that day so they can
- 11 participate. Work-study will be held from 1:00 to 3:00.
- 12 • CenCom will have its Open House on April 7 at 2:30.

13
14 **Compensation Study/Annexation Policy/Land Management Policy 10:30-11:30**

15 **Follow-up Briefs (Malcolm Fleming)**

16 **Compensation Study**

- 17 • Malcolm Fleming handed out a timeline for the compensation survey. The Board inquired as to
- 18 whether or not this would require supplemental budget. Ben Holland said it may, it depends on the
- 19 outcome.

20 **Real Property Management Policy**

- 21 • Mr. Fleming provided an attachment. The changes are relatively small. Section 2A changes from
- 22 the assessor maintaining a perpetual inventory of all County property to the Board maintaining it
- 23 with the assistance of the assessor. Added 3B and changed the word deemed to proposed.
- 24 • This is the first draft; Cris Gears will take it from here.
- 25 • Item 7A needs to be looked at more carefully.
- 26 • There was some discussion about what goes on the consent agenda and it was noted that the Board
- 27 has the discretion to pull items.

28 **Annexation Review (See Attachment)**

- 29 • There was some discussion about the Noll Road annexation.
- 30 • Shelley Kneip noted that the Boundary Review Board (BRB) has limited powers on city
- 31 annexations.
- 32 • Need better procedures/policies to clarify annexations and inform the Board and that should be
- 33 coordinated by the County Administrator as well as following up on other agency's portion of the
- 34 process to ensure completion.
- 35 • The Board felt that it should to go back to the Poulsbo annexations and get history, most notably
- 36 about the Noll Road annexation.
- 37 • Eric Baker will coalesce the individual maps Shelley Kneip has into one useable map.
- 38 • There was some discussion about taking this issue to the KRCC to get all the cities involved and
- 39 informed. Ultimately the Board would prefer to go to each city individually. A review is due at this
- 40 time anyway.
- 41 • State law requires comments within 45 days, which includes 10 days for the BRB to find possible
- 42 fatal flaws.
- 43 • Cris Gears as County Administrator will negotiate with the cities prior to annexations so the county
- 44 will be ensured of being compensated.
- 45 • Mr. Baker should be able to get information about the Poulsbo annexations in three weeks.

1 **Other issues**

- 2 • Commissioner Endresen noted that the Board has not received a status report on the search for a
- 3 new DCD Assistant Director. Mr. Gears will look into that.
- 4 • There was some discussion about how the county handles rental properties. Commissioner Lent was
- 5 concerned about how the county conducted the tenant selection process. Mr. Gears, in his role as
- 6 Director of Facilities, Parks and Recreation, noted that they work with Kevin Howell in the
- 7 prosecutor’s office when executing lease and rental agreements noting that Mr. Howell has
- 8 extensive experience with landlord tenant issues. Shelley Kneip will check with him to see if there
- 9 have been any changes in the laws.
- 10 • Commissioner Angel asked Malcolm Fleming if there were any important issues pending. Mr.
- 11 Fleming remarked that he had discussed a personnel issue with all three Commissioners and left a
- 12 project list with Cris Gears.

13
14 **IV. FUTURE WORK/STUDY SESSIONS**

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17 **March 2, 2005 – 8:30 a.m.**

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20 **March 9, 2005 – 8:30 a.m. – No Meeting – Two Board Members attending NACO**
21 **Conference**
22 **in Washington D.C.**

23
24 **March 16, 2005 – 8:30 a.m.**
25 **Law and Justice Levy (Russ Hauge)**
26 **Paladin Data Systems EKO Project (Jim Nall)**

27
28 **V. RECAP**

29
30 **VI. CALENDAR HIGHLIGHTS**

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32	Commissioners Angel/Lent	NACO Conference	March 3-9, 2005
33	Commissioner Endresen	Evans School	March 4, 2005
34	Commissioner Endresen	NACO Conference/	March 7-10 2005
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