



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

**February 9, 2005 MINUTES**  
**BOARD OF COMMISSIONERS – MANAGEMENT TEAM**  
**WORK/STUDY SESSION**  
**PUBLIC WORKS 3<sup>RD</sup> FLOOR CONFERENCE ROOM 9:10 AM**

Present were Commissioner Chris Endresen, Chair, Commissioner Jan Angel, County Administrator Malcolm Fleming, Cindy Baker Community Development, Bert Furuta Department of Personnel and Human Resources, Randy Casteel Public Works, Ben Holland Department of Administrative Services, Bud Harris, Craig Adams, and Steve Masse Information Services, Cris Gears Facilities, Parks and Recreation, Shelley Kneip, Prosecutor’s Office, Terrie Battuello Public Information Officer, Barbara Stephenson, Jeff McCormick Home Builders Association, Tom Nevins Planning Commission, Ned Newlin and Larry Bertholf Sheriff, Tim Matthes Kitsap Association of Property Owners, Yvonne Saddler KC Democrats, Travis Baker The Sun Newspaper, Charlie Bermant The Newspaper Group, and Administrative Specialist Katherine Brown.

- |  | Time             |
|--|------------------|
| <b>I. APPROVE MINUTES OF February 2, 2005 WORK/STUDY</b><br>Approved with corrections.   | <b>9:10-9:20</b> |
| <b>II. BOCC AGENDA REVIEW FOR February 14, 2005</b>  | <b>9:20-9:55</b> |
| <ul style="list-style-type: none"> <li>• Item 5G was pulled from the agenda.</li> <li>• Item 6C was pulled the from consent agenda.</li> <li>• Item 7A -- The Board needs to schedule time for Bud Harris to brief them about the Broadband project. Commissioner Endresen would like to see a plan before any negotiations take place. Malcolm Fleming will take care of scheduling a meeting for the Board with Bud Harris.</li> </ul> |                  |

- Item 9A -- Larry Bertholf explained the federal formula used in calculating the cost per bed in the Kitsap County jail. Mr. Bertholf explained that the calculation process was done with Rich Hannah and that the rate in the contract is sufficient to cover inflation.
- Item 12A -- Randy Casteel was added to this agenda item to give a roads report *after* Ben Holland gives his presentation.

### III. INFORMATION SHARING

9:55-10:30

#### **Bert Furuta**

- Nothing to report.

#### **Ben Holland**

- They have hired new budget manager, Arley Bright.
- They are working with the Bank Of America on the possible refinance of the 1999B and 2000 bonds that could save the County up to \$1.4M.

#### **Bud Harris**

- Working with R'lene Orr on the Services contract for wireless services network.

#### **Malcolm Fleming**

- Met with Port Orchard City Council. The Mayor and three council members agreed that the County could submit a Temporary Use Permit again and it would only require an administrative action that would not need to go before the City Council.
- Randy Catseel, Ben Holland, and Cris Gears finished evaluation of clean water program and will try to get it on Monday's agenda

#### **Terrie Battuello**

- Ms. Battuello and her assistant wrote nine press releases since last week's Workstudy.
- Put up informational bulletin board in the Commissioner's /Administrative Services office.

#### **Cindy Baker**

- Will meet to discuss the Land Capacity Analysis a week from today. It was presented to the Planning Commission and the KRCC. After next Wednesday's meeting they will decide if a special meeting is needed.

#### **Randy Casteel**

- Passed the Surface and Storm Water Management (SSWM) audit.

#### **Cris Gears**

- On Monday will start working with Mr. Fleming to accomplish a smooth transition to County Administrator. He will keep same phone number.
- He will be meeting with key staff people to make recommendations about transition period.

### **Ned Newlin**

- Reported on his transition to jail supintendent.

### **Commissioner Angel**

- She will attend the Puget Sound Regional Council meeting this afternoon.
- Proposed adding Bob Oke's efforts to secure funds to clean up Long Lake to the list of topics to discuss at the legislative rally tomorrow.
- She had a good meeting with Port Orchard last Friday.

### **Commissioner Endresen**

- Nothing to report.

### **Commissioner Lent**

- On vacation.

## **FIVE-MINUTE BREAK**

## **IV. WORK SESSIONS**

### **Web Re-Design (Bud Harris/Craig Adams/Jim Masee) 10:35-11:15**

- Craig Adams gave a presentation. He explained the layout and design of new website, it is clear and concise in soothing neutral colors. It allows individual departments to add more graphic content. It has more navigational tools and content. Commissioner Endresen commented that it is cleaner looking and easier to navigate.
- There was some discussion of how to use the white space on the home page, it was decided that the Board should make final decisions about the content of that white space.
- Then Mr. Adams spoke about the implementation. They decided to use a cutover approach because although it is more resource intensive than the phased approach is it cleaner for users. The implementation date for departments is April 10.
- The Board agreed that it looks fine and the departments should finalize their own pages.
- Mr. Fleming suggested that the Public Information Officer (PIO) should be the lead for implementing changes to the home page requested by the Board of Commissioner...the Board agreed. Bud Harris confirmed that the Board "owns" the home page and each department's home page.
- If violations occur the Web Manager would email the appropriate department head or elected official and if situation escalates it would go to the PIO.
- Some changes in the details of where to put the mission statement were discussed.

## **V. FUTURE WORK/STUDY SESSIONS**

**February 9, 2005 - 8:30 a.m.**

**BOCC Agenda Review for February 14, 2005**

**February 16, 2005 – 8:30 a.m.**  
**Hood Canal Coordinating Council (Jay Watson)**

**February 23, 2005 – 8:30 a.m.**

**BOCC Agenda Review for February 28, 2005**

**V. RECAP**

**VI. CALENDAR HIGHLIGHTS**

**Approved 2/16/05**