



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

**June 15, 2005 MINTUES**  
**BOARD OF COMMISSIONERS – MANAGEMENT TEAM**  
**WORK/STUDY SESSION**  
**PUBLIC WORKS 3<sup>RD</sup> FLOOR CONFERENCE ROOM 8:30 AM**

Present were Chair Chris Endresen; Commissioner Jan Angel; Administrator Cris Gears; Ben Holland Administrative Services; Cindy Baker Community Development; Bud Harris, Wava Wright, Craig Adams, JD Cheyan, Information Services; Bert Furuta Personnel and Human Services; Randy Casteel Public Works; Shelly Kneip Prosecutors Office; Lisa Holmer PIO; Don Burger Administrative Coordinator; Ned Newlin Sheriff's Office, Dave Peterson, Allison Sontag Clerk's Office; Yvonne Saddler Kitsap Democrats; Charlie Bermant *Kitsap Newspaper Group*; and Katherine Brown Administrative Specialist.

**Time**

**1. APPROVE MINUTES of June 8, 2005 WORK/STUDY** **8:30-8:40**

Approved as corrected.

**2. INFORMATION SHARING** **8:40-9:50**

**Ned Newlin (Corrections)**

Addressed two items on the June 27 agenda regarding two contracts. Refer to handout of the contracts.

- The first is regarding the cost of the jail bed rate.
- The second concerns a contract with pass through funds regarding an on-site fingerprinting system, which avoids having to bring low impact offenders to jail. Will be compatible with the county's wireless infrastructure system. Will make presentation on the 27<sup>th</sup>.

1 **Randy Casteel (Director, Public Works)**

- 2 • Construction begins on July 25 on Little Boston Road.
- 3 • Distributed document from the Peninsula Regional Transportation Planning Organization meeting he
- 4 attended that referred to the state's program of road construction for the next ten years. Noted that
- 5 the Belfair bypass was only funded through the design phase.
- 6

7 **Bert Furuta (Director, Personnel and Human Resources)**

- 8 • Tomorrow is the first graduation class of the Supervisors Certification Program. Randy Casteel is the
- 9 first director to complete the program. The next class begins in the fall. Commissioner Endresen
- 10 noted that a class evaluation form would be useful and Mr. Furuta said they are asking students to
- 11 assess the class. Ben Holland noted that they are very valuable classes.
- 12

13 **Bud Harris (Director, Information Services)**

- 14 • Commented that he had sent email communications the last few weeks informing the Board of the
- 15 combined digital assistant. Commissioner Endresen asked Mr. Harris to check into the compatibility
- 16 of the Franklin planner software.
- 17 • Reminder that June 25 is the annual law and justice system upgrade.
- 18 • Will attend a franchise meeting on June 29.
- 19

20 **Ben Holland (Director, Administrative Services)**

- 21 • There are two things on June 27<sup>th</sup> Agenda
- 22 • Second quarter budget resolution
- 23 • Authorization for the chair to sign the agreement with KCCHA as previously
- 24 discussed. Norm McLoughlin will give presentation at the meeting. Ben Holland
- 25 will remind him.
- 26 • Attended a Poulsbo Marine Science Center meeting last night. City is owner but Kitsap County
- 27 assists in paying for one third of the building through a bond, which extends out to 2011. If building
- 28 is sold the bonds would be paid from escrow of the proceeds of the sale. A "Save Marine Science
- 29 Center" committee is being formed they need a representative from the county; he will talk to Jan
- 30 Koske about getting someone appointed to serve on it.
- 31 • Nancy Neras, with Preston Gates, confirmed that the Industrial Development Corporation is a
- 32 component unit of Kitsap County and should be footnoted in the financial report.
- 33 • Will attend nephew's wedding next week.
- 34 • Discussed the sales juvenile tax fund with Ned Delmore and Ned Newlin. Will make
- 35 recommendation to the Board as to how to use that fund. Although a large portion is paying for the
- 36 new jail some of that money is available.
- 37

38 **Cindy Baker (Director, Department of Community Development)**

- 39 • Meeting will all other directors, Ben Holland will meet first and discuss budget issues.
- 40 • Bud Harris has helped get Land Information System up and running to help us get management
- 41 reports. They are working to interface with Kronos. Will give presentation at later Work Study.
- 42 Commissioner Angel may sit in on next meeting with Ben Holland.
- 43 • Will meet with Jim Avery regarding boundary line adjustments.
- 44 • Commercial real estate brokers observed staff this week to see if they could help streamline process.
- 45 • Working on filling the eight staff vacancies; they are conducting interviews today.
- 46 • Planners will finalize Reasonable Measures recommendations this Thursday.

- Came to some resolution on the Whitehorse Trail regarding the width commitment of 12 feet and paving. Still working on details of location. One more meeting is scheduled.

#### **Lisa Holmer (Public Information)**

- Deadline for stories to be printed in *The Advocate* employee newsletter is next week. Commissioner Endresen noted that the Crisis Triage Services at Kitsap Recovery Center won the National Association of Counties 2005 Achievement Award and that she should talk to Bert Furuta about it.
- Working on a couple of public information projects.

#### **Cris Gears (Administrator)**

- Updated the Board on the agenda structure discussions and should have recommendations ready next week.
- Had a meeting with Terrie Battuello and BKAT regarding their business plan.

#### **Don Burger (Administrative Coordinator)**

- Reported on new recording system being used by the courts. Met with Allison Sontag for a demonstration of the FTR Gold system.

#### **Commissioner Angel (District 2)**

- Met with "The Harper 17" regarding the improvements to Southworth Drive and thanked the Public Works staff involved in making presentation. They will reduce speed to 35 MPH with "no parking" signs to be installed.
- Danny Horowitz gave an update on dog parks.
- Will be unable to attend the Supervisors Certification Program graduation.

#### **Commissioner Endresen (District 1)**

- At the Transpol meeting they agreed to take \$215,000 from the Lund Avenue project and assign it to the Newberry Hill project. Will meet with Randy Casteel on the Treemont issue.
- Attended the WSAC Western district meeting last week and distributed transportation and permitting documents.
- Met with constituents at Kiana Lodge last week. Neighbors want to see an acceleration lane at Agate Pass Drive. A request went to Jon Brand/Dave Smith about projects that were promised last year but were not completed.

#### **Five Minute Break**

### **3. WORK SESSIONS**

#### **Courthouse Facilitator Surcharge & User Fee (Dave Peterson/Alison Sonntag) 9:55-10:10**

- See handout.
- Increase in fees will raise about \$300,000 for the county.

#### **Information Services Update (Bud Harris) 10:10 – 10:45**

- Presentation by Bud Harris (see handout).
- Commissioner Endresen asked that department heads come up with names for systems that laypeople can understand and to introduce no new acronyms at least for presentation purposes.

- 1 • Commissioner Endresen commented on the cost savings impact on delaying the purchase of PCs and  
2 is interested to know if it produced the expected savings. Mr. Harris feels the result is acceptable.
- 3 • Mr. Harris suggested that it may be beneficial to invite other department heads to this type of  
4 presentation. The Board agreed. Comments: a little too long, the bullets should include key points  
5 made during verbal part of presentation, should list the good things, great presentation.  
6 Commissioner Endresen brought up the Y2K plans the county has noting that possibly seventy  
7 percent of the county doesn't know they exist and asked Mr. Harris to make staff aware of them and  
8 to go over them.

9  
10 **4. FUTURE WORK/STUDY SESSIONS**

11  
12  
13 **June 22, 2005 – 8:30 a.m.**

14 **No Meeting Scheduled – Two Commissioners out of area**

15  
16 **June 29, 2005 – 8:30 a.m.**

17 **Executive Session – To discuss with legal counsel matters relating to potential**  
18 **litigation (Bud Harris / Tom Duchen / Shelley Kneip)**

19  
20 **July 6, 2005 – 8:30 a.m.**

21 **BOCC Agenda Review for 7/11**

22  
23 **July 13, 2005 – 8:30 a.m.**

24 **National Pollutant Discharge Elimination System (NPDES) (Dave Tucker)**

25  
26 **July 20, 2005 – 8:30 a.m.**

27 **BOCC Agenda Review for 7/25**

28  
29 **July 27, 2005 – 8:30 a.m. - No Meeting – BOCC Retreat**

30  
31 **5. RECAP**