

**County Administrator's Briefing Notes**  
**2:00 PM Monday – February 12, 2007**  
**Port Blakely Conference Room**

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

**Draft Number: 1 (Subject to Change)**

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**Attendance:** Commissioner Chris Endresen, Chair; Commissioner Jan Angel, Commissioner Josh Brown, County Administrator Cris Gears, Commissioners Office Coordinator Carolyn Siems, Ben Holland, Director, Administrative Services; Larry Keeton, Director, Jeff Rowe-Hornbaker and Jim Bolger, Assistant Directors and Karen Ashcraft, Community Development, Ben Holland, Director, Administrative Services; Steve Causseaux, Jr., Hearing Examiner; Bud Harris, Director, Information Services; Lisa Nickel, Prosecutor's Office; Jim Avery, County Assessor, Jim Sommerhauser and Debbie Austin, Administrative Specialist , Hugh Spitzer and Shelley Kniep via teleconference.

**2:00**

**1. Approve Minutes of Previous Briefing:**

**January 29, 2007 PM Brief:**

Action: Minutes approved as written.

February 5, 2007 meeting was cancelled due to lack of quorum.

**2:10**

**2. Hearing Examiner's Role (Jeff Rowe-Hornbaker)**

Action: Hearing Examiner Steve Causseaux, Jr. reviewed portions of a draft of the Hearing Examiner's Rules of Procedure and Citizen's Guide to Public Hearings and hopes to finalize this guide before the end of 2007.

**2:35**

**3. 2007 Budget & Public Education Presentation (Ben Holland)**

Action: Ben Holland gave the Commissioners a report of the 2007 budget as it stands today. He then presented his 2007 Budget and Public Education Powerpoint program that is being used to educate County employees on the status of the County budget. Discussion and modifications were made to the presentation.

**3:30**

**4. Proposed Legislation (Hugh Spitzer)**

Action: Hugh Spitzer and Shelley Kniep reviewed the International Speedway Corporation state legislation proposal via teleconference.

4:10

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

### Action:

- The County Administrator will formulate a response for requests for waiver of fees at the Fairgrounds
- The County will review Sharon Wiley's contract before renewal
- Commissioner Brown asked for a formal response to ISC regarding Hugh Spitzer's presentation. Discussion will take place at the Wednesday Workstudy on February 14, 2007.
- Carolyn Siems reviewed a request by The County Port Districts for adoption of an ordinance for uniform regulations of activities on Port District Properties throughout Kitsap County, enforceable by the Sheriff. Further Research is needed.

4:35

The Commissioners recessed into executive session regarding personnel issues.

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

- a. February 14, 2007 – Wednesday Work Study (8:30AM)  
Information Sharing  
Critical Areas Ordinance Deliberations (Patty Charnas)
- b. February 19, 2007 – President's Day Observance
- c. February 21, 2007 – Wednesday Work Study (8:30AM)  
BOCC Agenda Review for February 26, 2007  
Information Sharing  
Short Term Budget Solutions (Jim Avery/Barbara Stephenson)  
LID # 8 (Barry Loveless)  
Critical Areas Ordinance Deliberations (Patty Charnas)
- d. February 26, 2007 – Monday PM Brief (2:00PM)  
Annual Advisory Board Review (Jan Koske)
- e. February 28, 2007 – Wednesday Work Study (8:30AM)  
Information Sharing

4:40

### **Adjourn**

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