

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?**

**AUGUST 29, 2007 MINUTES  
 BOARD OF COMMISSIONERS – MANAGEMENT TEAM  
 WORK/STUDY SESSION  
 PORT BLAKELY CONFERENCE ROOM 8:30 AM**

**DRAFT NUMBER: 1 (Subject to Change)**

**Time**

Attendance: Chair Josh Brown; Commissioner Jan Angel; Commissioner Steve Bauer; Nancy Buonanno Grennan, County Administrator; Jon Brand of Public Works; Ben Holland, Director Administrative Services; Larry Keeton, Director, Jeff Rowe-Hornbaker and Jim Bolger, Assistant Directors, of Community Development; Craig Adams of Information Services; Chip Faver, Director of Parks and Recreation; Bert Furuta, Director, of Personnel and Human Resources; Eric Baker and Angie Silva, Special Projects; Jacquelyn Aufderheide, Prosecutor’s Office; Vivian Henderson, Art Castle and Teresa Osinski, Home Builders Association; and Administrative Specialists, Debbie Austin, Dana Daniels and Kathy Brown.

**1. APPROVE MINUTES OF AUGUST 22, 2007 WORK/STUDY 8:30 - 8:40**

**Minutes approved as amended on August 29, 2007.**

**2. INFORMATION SHARING 8:40 – 9:40**

**Chip Faver, Parks and Recreation**

- The second meeting of the Parks Task Force is this afternoon at the Silverdale Community Center.
- The Fair was very successful this year. Attendance was up and the concerts were very well attended. Final financial report being prepared.
- Fly control in the animal barns at the Fairgrounds is aggressively being handled through biological means.
- Commissioner Bauer asked for agendas and dates of the Task Force meetings for possible attendance by the Commissioners

**Bert Furuta, Personnel and Human Services**

- Held a workshop for the Electeds and directors on the layoff process last week. The meeting was very well attended.
- Discussion of the need to provide this information to the Unions on this process.

**Ben Holland, Administrative Services**

- Met yesterday with the Department of Ecology regarding septic tank repair on Hood Canal

**Larry Keeton, Community Development**

- Near Shore inventory is complete
- Last Saturday the department completed 21 planning projects using outside engineers in an effort entitled the “Blitz”. This one day event will be scheduled again in September.
- Public meeting will be held today on the restructuring of the Department
- The Puget Sound Partnership meeting will be held tomorrow and Friday in Bremerton
- Discussion of the method of collecting impact fees at the end of the building projects, pros and cons

**Craig Adams, Information Services**

- Discussion of electronic discovery requests and the storage of this information indefinitely
- Working on a cleanup project of streamlining the law and justice addressing process
- Working with other elected to use technology to inform the public on tax issues. The Commissioners want to sit down with the other Electeds to discuss tax issues and the need for those Electeds to be spreading the same message as the Commissioners Office.
- An upgrade to the timekeeping system for payroll is underway.

**Jon Brand, Public Works**

- The North Kitsap Heritage Park project is progressing
- The signal at the Kingston School is having some problems
- Comment made that the County Special Projects team has been very beneficial to Public Works.
- Initial planning on Miller Bay Trail is finished. The Commissioners will be briefed soon.

**Nancy Buonanno, County Administrator**

- October 9<sup>th</sup> is the legislative meeting with Mason, Jefferson and Kitsap Counties with the Washington State House Capital Budget committee members. Planning is needed for Kitsap County’s focus presentation to this group.
- Discussion of medical benefit changes that will occur in the County next year.

**Commissioner Jan Angel**

- September 26<sup>th</sup> there will be a brief on the potential outdoor burn ban for Kitsap County
- Discussion of the public comment portion of the agenda of the Puget Sound Partnership meeting on August 30<sup>th</sup> and 31<sup>st</sup>.

**Commissioner Steve Bauer**

- Working on Hansville Lighthouse Park issues and the need to save the park.

**Josh Brown, Chair**

- Pass

**FIVE MINUTE BREAK**

**3. UGAMA TEMPLATE & CK UGA PILOT PROJECT (Eric Baker/Angie Silva) 9:45 – 10:40**

- Eric Baker discussed the development of a flexible template to analyze urban service delivery impediments for unassociated urban growth areas
- Discussion of the role of the County becoming an urban level service provider, pros and cons
- Talked about testing the association and urban growth area management agreement template in Gorst and West Bremerton, then Central Kitsap and McCormick Woods.
- Discussion of level of services between the County and cities and the expectations of levels of service from the citizens living in urban growth areas not located within city limits.

**4. ROAD STANDARDS (Jon Brand)**

- Jon Brand reviewed proposed revisions to the Kitsap County Road Standards discussing road curve requirements, traffic signals and on-street parking.

**5. PSNBA (Kathy Brown)**

Cancelled.

**The Commissioners will recess into closed session regarding collective bargaining (Rob Gudmunson) Postponed.**

**FUTURE WORK/STUDY SESSIONS**

**September 5, 2007**

- Review the Agenda for September 10, 2007**
- Information Sharing**
- Draft Amendment to Code (Eric Baker/Angie Silva)**
- Manchester Design Standards (Philip Fletcher)**
- 2040 Feedback (Larry Keeton)**

**September 12, 2007**

- Information Sharing**
- NPDES Permit (Dave Tucker)**

**September 19, 2007**

- Review the Agenda for September 24, 2007**
- Information Sharing**

**September 26, 2007**

- Information Sharing**

**6. RECAP**