



# A G E N D A

## KITSAP COUNTY BOARD OF COMMISSIONERS December 22, 2008 – 7:00 p.m.

**NOTE:** Items marked with an asterisk (\*) are considered routine business and may be acted upon by one motion as consent items. If you wish to have a particular item discussed and acted on by a separate motion, please contact the Clerk of the Board prior to the meeting. *(The Board of Commissioners' public meetings is audio and video taped. By signing in or speaking at this meeting, you grant your permission to be taped. Minutes of this public meeting are posted on Kitsap County's webpage).*

Due to weather conditions, **if the Board of Commissioners public meeting scheduled for Monday, December 22 at 7:00 pm is cancelled it will be held on Tuesday, December 23 at 1:00 pm.**

**DRAFT # 3--SUBJECT TO CHANGE ~~ LAST UPDATE: 12/19/08 4:20 p.m.**

**7:00 PM)** Meeting Called to Order with Pledge of Allegiance.

- #1) Recognition of December *Employee of the Month* (Teri Thompson, Personnel & Human Services) **Staff Contact:** Erin Neff, 337-4447.
- #2) Recognition of *Employee Service Awards for December*. **Staff Contact:** Joy Crema, 337-7185.
- #3) [Resolution](#)/Presentation by Commissioners Staff: **Staff Contact:** Nancy Grennan, 337-7146.
- #4) [Resolution](#) extending severe cold weather emergency, per Resolution No. 245-2008, until the emergent cold weather conditions have subsided.

**OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD ON REGULAR  
BUSINESS AGENDA, INCLUDING CONSENT AGENDA & GENERAL ISSUES:**

**TOTAL TIME LIMITED TO 15 MINUTES**

(Please limit individual comments to **3 minutes**. Written comments may also be submitted to the Board, if this timeframe is insufficient.) Comments on items slated for public hearing will be deferred until the hearing.

**CONSENT ITEMS AND OTHER BUSINESS:**

**Note:** Unless otherwise noted, all expenditures for the remaining agenda items have been included in the Annual Budget.

A. Approve Consent Agenda.

**1) MISCELLANEOUS ITEMS:**

\* B. Approve Minutes of December 8, 2008.

\* C. Approve Warrant Nos.

\* D. Approve Payroll Warrant Nos.

\* E. Refer to the Prosecutor's Office and Risk Manager:1).

**2) DEPARTMENT OF PERSONNEL & HUMAN SERVICES:**

\* A. **Contract amendment** with **Helpline House (KC-246-07B)** terminating the current contract with end date of November 30, 2008. **Fiscal Impact:** - \$64,147 is 100% Grant Funded by DSHS. **Staff Contact:** Kelly Oneal, 337-4624.

\* B. **Contract amendment** with **Jefferson Mental Health Services (KC-382-07C)** providing mental health services for non-Medicaid recipients and low income individuals in Eastern Jefferson County, ensuring provision of ongoing emergency mental health services. **Fiscal Impact:** -\$4,384 is 100% grant funded by DSHS. **Staff Contact:** Anders Edgerton, 337-4886.

\* C. **Contract amendment** with **Forks Community Hospital–West End Outreach Services (KC-383-07C)** providing mental health services for non-Medicaid recipients and low income individuals in West Clallam and Jefferson Counties, ensuring provision of ongoing emergency mental health services. **Fiscal Impact:** -\$3,267 is 100% grant funded by DSHS. **Staff Contact:** Anders Edgerton, 337-4886.

\* D. **Contract amendment** with **Peninsula Community Mental Health Center (KC-381-07C)** providing mental health services for non-Medicaid recipients and low income individuals in Eastern Clallam County, ensuring provision of ongoing emergency mental health services. **Fiscal Impact:** -\$12,199 is 100% grant funded by DSHS. **Staff Contact:** Anders Edgerton, 337-4886.

\* E. **Contract amendment** with **Kitsap Mental Health Services (KC-380-07C)** providing mental health services for non-Medicaid recipients and low income individuals in Kitsap County, ensuring provision of ongoing emergency

mental health services. **Fiscal Impact:** -\$6898 is 100% grant funded by DSHS. **Staff Contact:** Anders Edgerton, 337-4886.

- \* F. [Memorandum of Understanding](#) amendment with the **Deputy Sheriff's Guild (KC-307-06B)** implementing a sick leave administration policy. **Staff Contact:** Fernando Conill, 337-4484
- \* G. Contract with **Kitsap Community Resources (KC-447-08)** providing temporary emergency funds to be distributed to qualified indigent veterans processed by Kitsap Community Resources. **Fiscal Impact:** \$382,881 – KC Real and Personal Property Tax. **Staff Contact:** Leif Bentsen, 337-4883.
- \* H. [Contract amendment](#) with **Kitsap Mental Health Services (KC-348-07C)** increasing the contract amount by \$35,068 for adult and youth chemical dependency treatment services. **Fiscal Impact:** \$35,068 is 100% Grant Funded by DSHS. **Staff Contact:** Betsy Bosch, 337-7185.
- \* I. Revenue [contract](#) with **Olympic Consortium and WA State Employment Security Dept (KC-397-08)** resource sharing agreement for phone and janitorial costs. **Fiscal Impact:** \$5,466 – WIA and Wagner Peyser Act Funds. **Staff Contact:** Bob Potter, 337-4873.
- \* J. Revenue [contract](#) with **Olympic Consortium and WA State Employment Security Dept (KC-460-08)** providing revenue for employment and training operations to 73 eligible dislocated workers in Kitsap County. **Fiscal Impact:** \$241,993 is 100% Grant Funded by WIA. **Staff Contact:** Bob Potter, 337-4873.
- \* K. Affirm [contract](#) (approved at 12/10/08 work study session) with **Kitsap County Superior Court (KC-454-08)** to support training/client support activities and public service announcements that focus on the impact on methamphetamines and the positive intervention of the adult felony drug court. **Fiscal Impact:** \$4,794 is 100% Grant Funded by WA State CTED. **Staff Contact:** Mary Ellen de la Pena, 337-4878.

**Note: Items L – R are Collective Bargaining Agreements amendments and will be considered collectively.**

- L. Affirm [Resolution](#) (approved at 12/15/08 Administrative Briefing) establishing a Voluntary Reduced Work Hour Program for non-represented employees. **Staff Contact:** Penny Starkey, 337-7185.
- M. Affirm [Resolution](#) (approved at 12/15/08 Administrative Briefing) granting one “floating holiday” to be used by non-represented employees and any employee within a bargaining unit agreeing to the dollar equivalent of a 2%

percent wage increase for 2009. **Staff Contact:** Penny Starkey, 337-7185.

- N. [Memorandum of Understanding](#) amendment with **WA State Council of County and City Employees, Local 1308, AFSCME, Courthouse Employees (KC-040-07R)** implementing the Voluntary Reduced Work Hour Program for union members for the period of January 1, 2009 – December 31, 2009. **Staff Contact:** Fernando Conill, 337-4484.
- O. [Memorandum of Understanding](#) amendment with **Teamsters Local 589, Parks & Recreation (KC-140-07E)** implementing the Voluntary Reduced Work Hour Program for union members for the period of January 1, 2009 – December 31, 2009. **Staff Contact:** Fernando Conill, 337-4484.
- P. [Memorandum of Understanding](#) amendment with **WA State Council of County and City Employees, Local 1308-S, AFSCME, Courthouse Supervisory Employees (KC-469-07B)** implementing the Voluntary Reduced Work Hour Program for union members for the period of January 1, 2009 – December 31, 2009. **Staff Contact:** Fernando Conill, 337-4484.
- Q. [Collective Bargaining Agreement](#) amendment with the **Deputy Prosecuting Attorney and Deputy Prosecuting Attorney Guild (KC-184-07C)** implementing a 2% wage adjustment in 2009. **Fiscal Impact:** \$49,355 including fringe for 2009 – General and Special Revenue Funds. **Staff Contact:** Fernando Conill, 337-4484.
- R. [Collective Bargaining Agreement](#) amendment with the **WA State Council of County and City Employees, Local 1308-S, AFSCME, Courthouse Supervisory Employees (KC-469-07C)** implementing cost saving measures to reduce cost of 2009 wage adjustment from 4% to 2%. **Fiscal Impact:** cost savings of \$34,305 including fringe – General Fund. **Staff Contact:** Fernando Conill, 337-4484.
- \* S. Revenue Contract amendment with **WA State Office of Insurance Commissioner (KC-280-07B)** providing additional funding through the Senior Medicare Patrol project to increase Medicare fraud prevention efforts. **Fiscal Impact:** \$6,335 is 100% Grant Funded by WA Office of Insurance Commissioner. **Staff Contact:** Linda Hanna, 337-7068.

**3) DEPARTMENT OF CENTRAL COMMUNICATIONS:**

- \* A. [Contract amendment](#) with **Intergraph (KC-419-08A)** for DECCAN Software Services. **Fiscal Impact:** \$420,000 – E911 Fund. **Staff Contact:** Richard Kirton, 307-5800.

**4) DEPARTMENT OF PUBLIC WORKS:**

- \* A. [Resolution](#) accepting KC-174-08, Hood Canal Drive NE widening and safety improvement project as complete in North Kitsap, Commissioner Dist #1. **Staff Contact:** Jacques Dean, 337-4671.
- \* B. [Interlocal agreement](#) with the **Cities of Bainbridge Island, Bremerton, Port Orchard, Poulsbo/Suquamish, Port Gamble S’Klallam Tribes (KC-184-08)** designating Kitsap County as the lead agency for the revision of the Comprehensive Solid Waste Management Plan. **Staff Contact:** Pat Campbell, 337-4626.
- \* C. [Contract](#) with **Waste Management of WA (KC-463-08)** for recycling and garbage facilities operations and hauling and replacing KC-289-05. **Fiscal Impact:** \$900,000 – Solid Waste. **Staff Contact:** Pat Campbell, 337-4626.

5) **DEPARTMENT OF INFORMATION SERVICES:**

- \* A. [Contract amendment](#) with **West-Thompson Group (KC-015-07A)** for continued services for the software and online access to legal research resources. **Fiscal Impact:** \$160,536 – Information Services. **Staff Contact:** Bud Harris, 337-7223.
- \* B. [Contract amendment](#) with **Latitude Geographic’s Group (KC-346-08A)** increasing the contract amount by \$16,240 for SITUS address editor and address viewer. **Fiscal Impact:** \$16,240 – Information Services Fund. **Staff Contact:** Diane Mark, 337-4782.

6) **DEPARTMENT OF PARKS & RECREATION:**

- A. [Resolution](#) cooperating with the West Sound Utility District for a joint use facility within the South Kitsap Regional Park. **Staff Contact:** Matt Keough, 337-5358.

7) **SHERIFF’S OFFICE:**

- \* A. [Contract](#) with the **City of Gig Harbor (KC-409-08)** for the detention and incarceration of adult person arrested and or committed to confinement by the City. **Fiscal Impact:** \$80 per person confined for 24-hour period of confinement or a portion thereof – City of Gig Harbor. **Staff Contact:** Ned Newlin, 337-7107.
- \* B. [Contract](#) with the **City of Poulsbo (KC-407-08)** for the detention and incarceration of adult person arrested and or committed to confinement by the City. **Fiscal Impact:** \$80 per person confined for 24-hour period of confinement or a portion thereof – City of Poulsbo. **Staff Contact:** Ned Newlin, 337-7107.

- \* C. [Contract amendment](#) with the **City of Bremerton (KC-426-06A)** for the detention and incarceration of adult person arrested and or committed to confinement by the City. **Fiscal Impact:** \$80 per person confined for 24-hour period of confinement or a portion thereof – City of Bremerton. **Staff Contact:** Ned Newlin, 337-7107.
- \* D. [Contract amendment](#) with the **City of Bainbridge Island (KC-425-06A)** for the detention and incarceration of adult person arrested and or committed to confinement by the City. **Fiscal Impact:** \$80 per person confined for 24-hour period of confinement or a portion thereof – City of Bainbridge Island. **Staff Contact:** Ned Newlin, 337-7107.

**8) AUDITOR’S OFFICE:**

- \* A. [Resolution](#) closing the Commissioners Office petty cash fund in the amount of \$100. **Staff Contact:** Lillian Shierk, 337-4909.
- \* B. **Resolution** authorizing an interfund advance from the General Fund to the Special Revenue Fund Youth Commission to provide cash flow needs until grant reimbursement is received. **Fiscal Impact:** \$20,000 repaid by reimbursement from State Grant Funds. **Staff Contact:** Lillian Shierk, 337-4909.
- \* C. [Resolution](#) canceling outstanding warrants dated from November 1, 2001-June 30, 2006. **Staff Contact:** Dave Schureman, 337-7132.

**9) COMMISSIONERS/COUNTY ADMINISTRATOR’S OFFICES:**

- A. [Resolution](#) reappointing **Robert Jones** (District #1) to the *Art Board* to a 3-year term ending December 31, 2011. **Staff Contact:** Jan Koske, 337-4650.
- B. [Resolution](#) reappointing **Michael Tucker and Frank Stowell** (District #1) to the *Kitsap County Parks & Recreation Advisory Board* for 3-year terms ending December 31, 2011. **Staff Contact:** Jan Koske, 4650.
- C. [Resolution](#) reappointing **Thomas Nevins** (District #1) to the *Kitsap County Planning Commission* for a 4-year term ending December 31, 2012. **Staff Contact:** Jan Koske, 4650.
- D. [Resolution](#) reappointing **Kinley Deller** (District #1) to the Solid Waste Advisory Committee for a 4-year term ending December 31, 2012. **Staff Contact:** Jan Koske, 4650.
- E. [Resolution](#) certifying the Property Tax Levy for collection in 2009. **Staff Contact:** Shawn Gabriel, 337-4504.

F. **Resolution** adopting the 2009 Annual Kitsap Budget. **Staff Contact:** Shawn Gabriel, 337-4504.

**10) DEPARTMENT OF ADMINISTRATIVE SERVICES:**

- \* A. **Resolution** declaring a financial emergency and directing negotiations over 2009 wages. **Staff Contact:** Staff Contact: Shawn Gabriel, 337-4504.
- \* B. **Contract** with **BCRA, Inc (KC-002-09)** for architectural and engineering services for the Central Kitsap Community Campus project. **Fiscal Impact:** \$96,000 – Silverdale Project Fund. **Staff Contact:** Brian Lyman, 337-4252.
- \* C. Second **Amendment** to Ground Lease (KC-258-08B) between Kitsap County and YMCA of Tacoma-Pierce County for construction and operation of a recreation facility. **Fiscal Impact:** None **Staff Contact:** Carolyn Siems, 337-4412.

**PUBLIC HEARINGS:**

**\*\* Please note that start times are estimates and may be impacted by the amount of public input. Unless otherwise announced by the Chair of the Board, public comments will be 3 minutes per person.**

- A) Public hearing to consider enacting an **Ordinance** adding a new Section 2.26.030 to the Kitsap County Code setting administrative fees for copying of autopsy reports. **Staff Contact:** Greg Sandstrom, 337-5602.
- B) Public hearing to consider testimony on the matter of a **Resolution** amending the 2008 Annual Budget (4<sup>th</sup> quarter). **Staff Contact:** Shawn Gabriel, 337-4504.
- C) Continuation of the public hearing to consider a **Resolution** adopting the **2009 – 2014 Surface and Stormwater Management Capital Facility Plan**. **Fiscal Impact:** \$7,477,400 –SSWM Capital Fund. **Staff Contact:** Dave Tucker, 337-7292. **(SAID MATTER FOR DECISION ONLY)**
- D) Continuation of the public hearing to consider a **Resolution** adopting the **2009 – 2014 Solid Waste Capital Facilities Plan**. **Fiscal Impact:** \$3,535,000 –. **Staff Contact:** Pat Campbell, 337-4626. **(SAID MATTER FOR DECISION ONLY)**
- E) Continuation of the public hearing to consider a **Resolution** adopting the **2009 – 2014 Public Buildings Capital Facility Plan**. **Fiscal Impact:** \$13,420,093 – Bonds, REET, Grants, Equity Sales and Juvenile Sales Tax. **Staff Contact:** Brian

- Lyman, 307-4252. **(SAID MATTER FOR DECISION ONLY)**
- F) Continuation of the public hearing to consider a **Resolution** adopting the **2009 – 2014 Parks and Recreation Capital Facility Plan. Fiscal Impact:** \$42,943,508 – Existing Bond Revenue, REET1 and 2, Conservation Futures Tax, Impact Fees and Voter Approved Bonds. **Staff Contact:** Matt Keough, 337-5357. **(SAID MATTER FOR DECISION ONLY)**
- G) Public hearing to consider an **Ordinance** enacting amendments to Title 21.04, Land Use and Development Procedures. **Staff Contact:** **Staff Contact:** Scott Diener, 337-4966.
- H) Public hearing to consider enacting an **Ordinance** relating to Growth Management, amending the Comprehensive Plan and Map for 2008 and making corresponding amendments to the Kitsap County Zoning Code. **Staff Contact:** Scott Diener, 337-4966.
- I) Declaring an emergency and enacting an **Ordinance** imposing a 180-day moratorium on the acceptance of new applications for permits on non-conforming lots in rural zones utilizing onsite sewage systems designed to serve more than six dwelling units, pending revised policies and/or regulations regarding legacy lots and providing for an immediate effective date. **Staff Contact:** Larry Keeton, 337-5683.
- 11) **OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD:**  
(Please limit comments to **3 minutes**. Written comments may also be submitted to the Board if this timeframe is insufficient.)
- 12) **COUNTY ADMINISTRATOR’S COMMENTS:**
- 13) **BOARD OF COMMISSIONER’S COMMENTS:**

**OTHER MEETINGS ATTENDED BY THE BOARD:**

- |          |            |   |
|----------|------------|---|
| 12/22/08 | 11:00 a.m. | Meeting with Elected Officials                |
|          | 12:00 p.m. | Lunch with Elected Officials                  |
|          | 2:00 p.m.  | PM Briefing                                   |
|          | 4:00 p.m.  | Swearing In Ceremony - BOCC Chambers          |
|          | 7:00 p.m.  | BOCC Regular Business Meeting – BOCC Chambers |
| 12/23/08 | 9:00 a.m.  | Board Retreat – Port Blakely Conf Room        |
| 12/25/08 |            | <b>Office Closed – Christmas Holiday</b>      |
| 01/01/09 |            | <b>Office Closed – New Year’s Day</b>         |

01/05/09	10:00 a.m.	AM Briefing – Port Blakely Conf Room
	2:00 p.m.	PM Briefing – Port Blakely Conf Room
01/06/09	10:30 a.m.	KRCC/Health District Board Meetings
01/07/09	8:30 p.m.	Work Study- Port Blakely Conf Room

**(The Board of County Commissioners public meetings are televised on public access television BKAT (ComCast Ch.12 and Wave Broadband Ch. 3) Mondays at 7:00 PM and Tuesdays at 11:00 AM and 1:00 AM).**

Next regular Board of Commissioners public meeting will be held **January 12, 2008 at 7:00 p.m. in the Board of Commissioners Chambers.**

**NOTE: Kitsap County does not discriminate on the basis of disability. Individuals who require accommodations should contact the Commissioners Office at (360) 337-7146 or TDD (360) 337-7275 or 1-800-816-2782. (Please provide five business days notice for interpreter services).**