



Board of Commissioners Work Study Minutes

8:30 AM Wednesday – August 4, 2010

Port Blakely Conference Room

APPROVED

County Commissioners: Josh Brown, Charlotte Garrido, Steve Bauer (via phone)

County Administrator: Nancy Buonanno Grennan

Commissioner's Office: Nancy C. Hahn, Dana Daniels, Opal Robertson

Budget: Amber D'Amato

Dept. of Community Development: Jeff Rowe-Hornbaker

IS: Bud Harris

Personnel/Human Services: Bert Furuta

Public Works: Randy Casteel, Chris May

Public: Julie Horowitz, Hood Canal Coordinating Council; Vivian Henderson, KAPO

Press: Chris Dunegan, Kitsap Sun

Prosecutor's: Jacquelyn Aufderheide

CenCom: Maria Jameson

Parks: Elizabeth Ratliff

Auditor: Walt Washington

1. Approve Minutes of 7/7/10 Work Study Session

Action: Minutes approved with no corrections.

2. Agenda Review for 08/09/10 Meeting

Action: Board Appointments:

1. Commissioner Garrido will reappoint Ruth Bell to the Aging Advisory Council
2. Chair Brown will reappoint Jaclyn Haight and Donna Gearns to the Developmental Disabilities Advisory Board

Item 3B – Parks/Public Works should make a presentation at the next Public Meeting regarding road closures and parking restrictions during the Kitsap County Fair and Stampede.

Item 7A – Regarding Interlocal agreement with the WA State Conservation Commission, Please be sure to let the Board of Commissioners know about future grant applications that are being sought.

Item 7B – Move decision date to August 23, 2010.

3. Information Sharing:

- **Bert Furuta** - As part of its workplan, the Veterans Board wants to conduct a census of unsheltered homeless veterans. They will hire two field persons for 1 month. This census will dovetail with the one conducted in January, and should provide better data. Perhaps utilize Pastor Art for coordinating the field work.

Working with Ned Newlin, Betsy Bosch wrote and received a \$100k State grant for a substance abuse program at the jail. Unfortunately they had to turn it down, because they are closing pods (due to budget restraints), so they no longer satisfy the State requirements.

Action: Bert will provide the Board of Commissioners with a quarterly report of homeless numbers and a method/metrics for measuring and tracking them.

Jeff Rowe-Hornbaker - reported that the work group regarding the homeless situation and tent cities is looking at codes, ordinances, etc., and is coming up with a manual for tent cities. We will do due diligence to find public county locations - trying to determine the key elements – what services are needed close to the area - bus, food, services, safety concerns, case management, etc. Similar to what we did in the Safe Park program.

This situation was not in any of the County workplans, but is a priority issue and resources are needed. The County is doing a good job helping out, but the cities also need to take part and provide services, as is required by State law. Jeff mentioned that the working group will be meeting with city officials to present their plan. This is a region-wide issue and we should be leaders, but not be the only entity to be providing services.

Action: Schedule a briefing after each meeting of the working group, so the Board of Commissioners will be on top of the situation and can make policy.

- **Public Works** – no report.

Action: Chair Brown asked that Public Works provide better signage or maps when they have to close roads so that non-local folks will have a better sense of where to go.

- **Autumn Salamack** – Dept. of Energy is doing a presentation on the County to showcase our success. Highlights will include the hiring of a Resource Conservation Manager and the upgraded courthouse windows. DOE is trying to get at least 20% of funds out into the community by September, and Kitsap County has already drawn down 43%; so we are ahead. Kudos to all.

Autumn recently sent two memos to the Board of Commissioners – one regarding alternative fuels for county fleets and the ICLEI local governments – sustainability indicators/goals for 2011. Kitsap Credit Union was the only response for the community loan program bids, and the structure is now being set up. Autumn hopes to have a draft contract by end of month; other programmatic elements are presently being figured out. We are starting to research marketing now and hope to formally launch in October, which is Energy month.

- **Amber D'Amato** – We successfully sold bonds last week. Good rate (2.9%). Good market conditions & our A1 credit rating helped. They close on 8/10. Amber attended a public sector finance officer forum at UW last Friday, which was excellent. She had a chance to meet many regional directors and to exchange ideas and contact information.

- **Bud Harris** – The courthouse window installation was completed yesterday. Now we just need to put on the finishing touches, which should only take a few more weeks. As a “Heads up,” the Superior Court remodel bids are higher, creating budget constraints. Carolyn Siems & Bud will present three options for how to spend the funds, meet goals, but stay in budget.

Action: Keep the Board of Commissioners informed of the ultimate decision about upgrades to Superior Court.

Bud also discussed the New Paladin Permitting System. Paladin developed the current permitting system under contract with the County in 2001. Subsequently, they approached the County, seeking to buy-back the Source Code so they could update and re-market. They agreed to pay the County the amount invested for the initial development - \$250,000. To date, Paladin still owes the County about \$100k.

Paladin is in the process of doing a complete re-write using .Net and Microsoft SQL. They have requested that County DCD be a part of the Beta development/test, which would allow DCD to have some influence over the logic, user interface, etc. DCD has viewed the demo architecture and is interested in many of the features of the proposed system.

There are a few financial considerations. Typically two aspects of a program/platform acquisition: purchase the License to use, pay consulting/contract time for conversion and implementation support. Paladin is offering Kitsap County use of the new Permitting Systems, conditional upon the County applying the \$100,000 current debt as the total cost for License, conversion and implementation.

The County currently pays \$45,000 per year for updates and support, which is higher than "industry standard." DCD/IS propose reducing annual maintenance to \$25,000 and/or continue \$45,000 maintenance that includes \$20,000 programming/modification support as County would no longer have the Source Code. IS/DCD would like to be authorized to pursue detailed negotiations with Paladin; the key question being the \$100,000 debt due from Paladin.

Administrator Grennan stated that IS/DCD need to outline the value to the County for letting them not pay us back. How does it actually benefit us?

In conjunction with the prior Paladin discussion, Chair Brown discussed the need for a portal (such as provided by Paladin) for interacting/outreach, managing parks & public works departments as well as for increasing volunteers. Bud said that we already have the technical capability for this (Sharepoint), but not the staffing. It is too costly, as someone has to keep things up-to-date, and it is very labor intensive. Using the online system for volunteers, keeping people updated about road closures, etc. would not alleviate the need for staff to go out into the community, as not everyone has computer access. Commissioner Brown still thinks this would be an excellent way to help utilize volunteers and especially in light of budget cuts.

Last item – the broken blind in Commissioners Chambers is coming down today. They are hoping to resolve the situation before Monday night.

Action: Bud will do an analysis of the Paladin Permitting System Plan – possibly do a 'cost avoidance,' so the value is an avoided future cost. Bud will work on the numbers and get back to the Board of Commissioners as soon as possible, before any commitments are made.

- **Elizabeth Ratliff** handed out Kitsap County Fair brochures. She mentioned that they had implemented electronic ticketing this year, and things are going smoothly. The system keeps track of and gives you better numbers – will be a lot less time. She thanks IS. They are utilizing 4H volunteers to handle some of the management. They have sold about 2/3 of all tickets.

- **Nancy Buonanno Grennan** asked if the Board of Commissioners would approve two requests from the League of Women Voters' (LWV). (1) to make 8/26 Womens' Equality Day – celebrating passage of the 19th amendment. (yes). And (2) to let the LWV use the Chambers in August, for a meeting.

Action: Nancy will draft a fee policy (for Board of Commissioners' review) for those wishing to use the facility, and will work with Amber and Bud on fees, and with Jacquelyn on legal issues. We would charge them for county staff to stay late, and they would absorb the cost of BKAT & our costs/fees. Tech assistance in the room is also their cost. We need policies in place so we can rent out the room. Administrator Grennan will call Catherine All at LWV to explain that we don't have a policy in place that allows outside entities to use the Chambers, and are working on that. LWV would need to have a sponsor (from the County). If we were to allow them to use it, we would have to charge them for facilities/staff time, and they would have to contract with BKAT to do audio-visual.

Commissioner Bauer mentioned that the Great Peninsula Future Festival went well despite not having record-breaking crowds. There was a question from the Historical Society about where the funds go from the \$1/\$5 fees.

Action: Amber/Nancy Grennan will provide a fact sheet to the Historical Society about the \$1/\$5 historical document fee, which goes to fund historical and cultural events. Currently, that funding pays for Don Berger's position. We need to share the info with them, as they are questioning where the \$1 goes.

There is a meeting on Tuesday regarding lodging tax dollar sharing.

Commissioner Garrido mentioned that she attended last night's Banner Forest stewardship meeting. Front and center was the issue of mountain bike trail-building. She's meeting with Parks this afternoon to decide what level of tear-out of ramps that have been built needs to be done. Risk Management & Legal are involved due to hazards and liability issues.

10AM: The Board recessed into Executive Session to discuss potential litigation

11AM - Resumed regular session – Hood Canal Coordinating Council (HCCC) presentation by Julie Horowitz and Chris May, pursuant to the request to the Board to authorize Public Works Director to implement the revised SSWM Program Partnership Plan for 2011.

The HCCC Technical Advisory Committee & Stormwater and Land Use Practices Work Groups have compiled an aquatic rehabilitation action plan to address stormwater runoff in the Hood Canal watershed. The Work Group is comprised of experts from Department of Ecology, Department of Transportation, Mason, Kitsap and Jefferson counties, the Skokomish and Port Gamble S'Klallam tribes, Puget Sound Partnership, and others.

List of seven initial actions to reduce stormwater runoff.

1st recommendation recommends that jurisdictions revise their development code to incorporate current stormwater management practice, specifically by adopting and incorporating the most current

Ecology stormwater manual. The action ONLY addresses new development; no existing development is affected. This is supporting the adoption of the NPDES runoff issues.

2nd – source control measures. Implementation of Pollution Identification and Control (PIC) programs that address issues of pollutant source control and illicit discharge detection and elimination. An established program, they suggest that this could be implemented more regional-wide. Puget Sound Partnership is looking at effectiveness of the programs & suggesting more regional dialogs. Education, outreach and inspection components are key.

3rd - Adopt Low Impact Development (LID) as a first choice in all phases of development (new, redevelopment and rehabilitation). Better water infiltration. Also looking at monitoring & adaptive management in the region.

4th - stormwater retrofits require prioritization – use GIS mapping, etc., allow for prioritization of sites. We are already working on this (prioritization portion).

5th – discusses the fact that natural landcover is the most effective preventative for pollution. Utilizing GIS mapping to determine amount of cover. The various counties are at different stages in this (Mason, Jefferson, etc.)

6th - Deals with Department Of Ecology consideration Best Management Practices (BMPs) for stormwater. We currently have a LEEDS program, but want more. We have a good inspector program. There's no formal program for this, but Kitsap is ahead of many in the area.

7th - Monitoring – recommending that there be tracking of the Ecology Stormwater Working Group so that we can get an overall regional picture.

This is responsive to coordinating our responsibilities around Hood Canal. Keep similarities, and having some regulatory responsibilities. Kitsap is doing most of these programs already, so is in a good position.

Chris Dunegan asks, “is there anything on the list that needs to be done that isn't, or is changing?” Chris May answered that “funding for stormwater retrofit is scarce, and is a big issue that all counties struggle with. “What really are the priorities for Hood Canal? And monitoring piece – the PSP is to give a regional monitoring plan.”

Vivian Henderson – notes on pg. 2 – wondering if retrofits – are current developments exempt? Any new development or re-development will be required to be covered. BUT, casualty loss rebuilding would be grandfathered under the existing development/regulations at the time. Asked how one follows this? Their meetings are public. These are recommendations, rather than regulations. We have no regulatory functions.

Action: Julie will give Vivian Henderson her contact information.

Board Discussion: Nancy Buonanno Grennan – budget process for 2010 – 2011. This will be very tough. Stewardship issue will be critical.

. The Board retreated into Executive Session at 11:22AM to discuss Real Estate Issues.

ADJOURN

Respectfully submitted by Nancy C. Hahn
Commissioners Office