



District No. 1 Commissioner: Phil Johnson
District No. 2 Commissioner: David W. Sullivan
District No. 3 Commissioner: John Austin

County Administrator: Philip Morley
Clerk of the Board: Lorna Delaney

DRAFT

MINUTES
Week of May 10, 2010

Chairman David Sullivan called the meeting to order at the appointed time in the presence of Commissioner Phil Johnson and Commissioner John Austin.

PUBLIC COMMENT PERIOD: The following comments were made by citizens in attendance at the meeting: a citizen stated that there needs to be a financial evaluation for revenues that will be generated for using County property as an equestrian center and that the agreement with Jefferson Equestrian Association needs to include an amount that will be paid to the County for the value of the timber on the property; a citizen expressed concern about the lack of communication between the Department of Community Development and the public regarding laws and regulations on setbacks; another citizen commented on the downturn in the real estate market and the affect a "non-conforming use" designation will have on property mortgages and insurance; a citizen commented on the poor economy and he stated that without economic stability there will be no environmental stability; The County Clerk expressed her gratitude to the BOCC for the work that was done on a grant application to bring broadband to our area.

APPROVAL AND ADOPTION OF THE CONSENT AGENDA: Commissioner Austin moved to approve the items on the consent agenda as presented. Commissioner Johnson seconded the motion which carried by a unanimous vote.

1. **AGREEMENT, Amendment No. 1** re: Project SEARCH, Developmental Disabilities Division; Jefferson County Public Health; Concerned Citizens of Forks
2. **AGREEMENT** re: Permit to Use County Property for a Temporary Power Pole Annually from May through December; Jefferson County Central Services; Farmer's Market
3. **AGREEMENT** re: Fire Alarm Monitoring for the County Courthouse; Jefferson County Central Services; Guardian Security
4. **AGREEMENT** re: Fire Alarm Monitoring for Castle Hill Public Works; Jefferson County Central Services; Guardian Security
5. **AGREEMENT** re: Fire Alarm Monitoring for Castle Hill Public Health and Community Development; Jefferson County Central Services; Guardian Security
6. **AGREEMENT** re: North Olympic Peninsula Child Passenger Safety; Jefferson County Sheriff's Office (JCSO); Washington State Department of Health (DOH)
7. **AGREEMENT, Change Order No. 3** re: JeffCom 911 Radio System Improvements Project; Jefferson County JeffCom; Southwick Enterprises
8. Authorization to Proceed with Right of Way Acquisition; Larry Scott Memorial Trail - Segment 4, Parcel No. 001321001, \$2,900.00; Jefferson County Public Works Project #CR1069



9. Final Plat Alteration Approval re: SUB03-00039/MLA03-00632; Adjust Lot Lines Between Lots E and F and the Open Space Area Between Two (2) Lots to Create a More Suitable Building Site for Lot E (3rd Amended Brinnon Beach Estates North Residential Subdivision), Brinnon; Robert Bird, Tom Couter and Wanda Falcone, Applicants
10. Advisory Board Appointment re: North Pacific Coast Marine Resources Committee (NPC MRC); Two (2) Year Term Expiring May 10, 2012; Jill Silver, Citizen at Large
11. Advisory Board Appointment; Jefferson County Developmental Disabilities Advisory Board; Three (3) Year Term Expires May 10, 2013; Kim Rafferty
12. Payment of Jefferson County Payroll Warrants Dated May 5, 2010 Totaling \$772,663.80

APPROVAL OF MINUTES: Chairman Sullivan noted that the word "king" should be changed to the word "kind" in the fifth sentence of the last paragraph on page three of the minutes of April 26, 2010. Commissioner Johnson moved to approve the minutes of April 26, 2010 as corrected and to approve the Special Meeting minutes of April 26, 2010 and meeting minutes of May 3, 2010 as presented. Commissioner Austin seconded the motion which carried by a unanimous vote.

COMMISSIONERS BRIEFING SESSION: The Commissioners and County Administrator reported as follows:

Commissioner Austin:

- He attended a State Parks Board meeting last week where it was decided that 20 acres of land will be permanently included within the boundaries of the Dosewallips State Park to be used to house a sewage treatment plant.
- The Olympic Workforce made up of regional and local business leaders will be meeting this week. This group has input on how federal funding is used to assist many federal work programs.

Commissioner Sullivan:

- Noted that the Governor's support letter of the broadband project was, and is, key to moving forward. (Later in the afternoon the Board agreed to send a letter to the Governor thanking her for her support)

Commissioner Johnson:

- He attended a RAC meeting last week where it was decided how Secure Rural Schools funding will be spent. Youth activities including 4-H will be fully funded.
- After requesting assistance from the Port Townsend Paper Corporation to help fix the roof on Memorial Field he learned that they contract out that type of work. As an alternative, Pacific Environmental may be contacted because they do canopy roofing installations.

County Administrator Morley:

- Noted that the Governor recommended the broadband project as a top priority for the State.
- He met with PSE officials who are working on a letter of intent between PSE and PUD No. 1 regarding PUD No. 1 purchasing PSE assets and transitioning to public electricity within the next three (3) years. Energy conservation work being done by PSE will continue uninterrupted until a changeover occurs.



Briefing re: Joint Economic Development Agreement with the City of Port Townsend and the Port of Port Townsend: Community Development Director Al Scalf stated planning agreements provide an opportunity for our citizens to participate in government to create a vision for our new economy. Economic development planning must be done in conjunction with the free market. Jobs are created by the private sector, not government. The joint agreement is built upon the cooperation between governments which will foster the economic benefit. Citizens need jobs. Since the recession began in 2002, our County-wide labor force has decreased by 700 jobs. The County's unemployment rate has increased from 4.6% in 2007 to over 10% in 2010. Jobs will provide the stimulus, independence and basis for maintaining our quality of life.

Staff has been working with the City and the Port on the agreement to address economic development issues. A draft agreement and a process flow chart was provided to the Board for review. The agreement formalizes the process which the flow chart details the steps that will be taken to achieve final adoption of a coordinated economic development strategy and plan.

Also provided was a proposal for consultant services. It is recommended that an economist be hired to assist with economic development planning by providing the following services: data collection and analysis; development of a common economic development vision; and development of a coordinated and complementary economic development policy based on market demand. An independent professional economist can also provide examples of local, regional, national and global trends. Team Jefferson will also be participating and will facilitate critical involvement and input from the County's business community.

Both the City Council and the Port Commissioners will be reviewing the joint agreement this week. It is anticipated that the agreement will be brought back to the Board of Commissioners for review and approval on May 24, 2010.

Discussion and Possible Approval of Shoreline Master Program (SMP) Comment Letter to the Washington State Department of Ecology: Associate Lead Planner Michelle McConnell explained that the Board adopted the Shoreline Master Program (SMP) by resolution in December 2009. She noted that the resolution included a finding that specifically made it clear that the intent of the County was to allow established buffers that were created by a SPAAD (Site Plan Approval Advanced Determination) to be recognized and vested. Staff has prepared a comment letter to the Washington State Department of Ecology for the Board's consideration and approval which includes that intent, as well as substantive text clarifications, minor edits and typographical and grammatical error corrections. The comment period for submitting comments to the Washington State Department of Ecology regarding the locally approved Shoreline Master Program (SMP) is due to expire on May 11, 2010.

Commissioner Johnson moved to approve the letter and authorize the Chairman to sign it on behalf of the Board. Commissioner Austin seconded the motion which carried by a unanimous vote.



Discussion and Possible Adoption of Proposed Interim Control Ordinance Enacting a Moratorium on Adult Businesses: Planning Manager Stacie Hoskins explained that the moratorium on adult businesses in the County was enacted on November 9, 2009 and expired on May 9, 2010. A moratorium established per RCW 36.70A.390 allows Jefferson County time to establish appropriate siting criteria and regulations prior to a submittal of development proposals. To date, no applications for adult businesses have been submitted.

Establishing these regulations requires a Unified Development Code (UDC) amendment which is governed by Jefferson County Code (JCC) 18.45.090 and is subject to review under the State Environmental Policy Act (SEPA), WAC 197-11. The UDC process is simplified into 8 steps as follows:

1. Amendment initiated by Department of Community Development (DCD) staff, the Board of County Commissioners (BOCC), the Planning Commission (PC) or by application.
2. DCD staff provides preliminary review of the proposed amendment and presents it to the BOCC for direction on whether or not to place on DCD work plan.
3. DCD staff review the amendment, prepares a staff report and make a recommendation.
4. Notice of intent to amend the development regulations shall be provided, and a public hearing before the PC is scheduled. The intent is published:
 - a. At least 10 days prior to the date of the hearing per JCC 18.45.090(2)(b); and
 - b. At least 60 days prior to final adoption per WAC 365-195-620.
5. The PC shall hold a public hearing, JCC 18.45.090(3)
6. The PC shall make a recommendation to the BOCC using the site-specific criteria set forth in JCC 18.45.080(1)(b) and (1)(c), as applicable
7. The BOCC shall consider the proposed amendment at a regularly scheduled meeting and apply the criteria set forth in JCC 18.45.080(1)(b) and (1)(c), as applicable.
8. The BOCC may adopt the PC recommendation or may conclude that a change in the recommendation is necessary. A change requires the Board to conduct its own public hearing and comply with notice requirements.

Ms. Hoskins stated that they are currently at step 4 in the regulation development process. The Planning Commission will hold a public hearing on the regulations on May 19, 2010.

The current moratorium will expire before the anticipated adoption of the regulations in late June or early July 2010. Therefore, staff is requesting that the Board adopt an ordinance enacting a moratorium on adult businesses for an additional six months and approve a legal notice to be published for the required public hearing which must be held within 60 days of adoption of the moratorium.

Commissioner Austin moved to adopt **ORDINANCE NO. 02-0510-10**, enacting a moratorium on the issuance of permits or approvals pertaining to adult businesses. Commissioner Johnson seconded the motion which carried by a unanimous vote.

Commissioner Austin moved to approve the legal notice setting the public hearing for Monday, June 7, 2010 at 10:00 a.m. in the Commissioner's Chambers. Commissioner Johnson seconded the motion which carried by a unanimous vote.



Discussion and Possible Direction to Staff re: Joint Community Development Block Grant (CDBG) for a Planning Only Grant; City of Port Townsend: Planning Manager Stacie Hoskins explained that the Port Townsend City Council has directed city staff to apply for a Community Development Block Grant (CDBG)/Planning-Only Grant to analyze properties on the affordable lands inventory. The City Council has offered to work with Jefferson County on a joint application with the City as lead. The total grant request for a joint application may be \$40,000. If Jefferson County chooses not to apply jointly, the City may apply for a maximum grant amount of \$24,000.

Community Development staff recommends the County's participation in this joint grant application. City staff will administer the grant and County staff will support the project.

Commissioner Johnson moved to direct staff to work with City staff to apply jointly for the CDBG Planning-Only Grant. Commissioner Austin seconded the motion which carried by a unanimous vote.

Update re: Equestrian Events Center: County Administrator Philip Morley introduced several members of the Jefferson Equestrian Association (JEA) and individuals from other equestrian groups who also support the proposed equestrian events center. The proposal identifies 80 acres of County owned property for siting the events center which will be operated by the JEA, a non-profit organization. The property is located adjacent to the County's solid waste transfer station facility. Access to the property is off of Cape George Road. An aerial photograph was displayed which shows that more than half of the property has been logged leaving 24 acres of forested property.

JEA President Kim McGuire submitted copies of 14 letters of support for the proposal. She explained that the mission of the JEA is to develop an equestrian facility for educational, recreational and competitive activities that will serve youth and adults both locally and regionally. The proposed equestrian events center will balance the needs of the community and horsepark users while addressing environmental issues and benefitting the local economy.

The equine industry is a significant economic driver at the national level. A study commissioned by the American Horse Council in 2005 found that the direct economic effect of the horse industry in the U.S. is \$39 billion dollars annually. The study found that there is 9.2 million horses in the U.S. Two (2) million people own horses and more than 4.5 million Americans are involved in the equine industry. For these reasons the building of horse parks is increasing across the country. The investment for return on the economic value is very good.

An important component of the equestrian events center is that it will contribute to Jefferson County as a destination place. Studies show that each equine participant brings an additional 2.5 persons to the center. Many of these people will take advantage of the recreational, tourism and retail activities offered throughout the County. For economic purposes, there is no question that construction and operation of a top-class equestrian events center is the right thing to do at the right time for Jefferson County.

The equestrian events center will be funded by capital campaigns, grants, scholarships and volunteers. There will be no cost to the County. Local and national events will be met with equal enthusiasm and expertise, and JEA will ensure that non-horse events comprise a solid component of the center as well.



Facilities at the center will be designed to integrate with the natural environment. JEA will be a thoughtful steward to the land. There are many environmental educational opportunities for stewardship of the land by partnering with the local school systems and the WSU Extension office.

Ms. McGuire introduced Registered Professional Forester Walter R. Briggs who prepared a comprehensive sustainable timber management plan for the property. She noted that Mr. Briggs is the senior natural resources expert for the Naval Facilities Engineering Command Post Northwest and is responsible for administering the Navy's forestry management program in nine (9) western states.

Mr. Briggs stated that he serves on the JEA advisory committee for which he has donated his services regarding forestry issues. In 2008 he prepared a forest management plan for JEA on the basis of sustainable management and income stream. With this plan timber ownership remains with the County which will have opportunities to selectively harvest the timber on the property when market conditions are to the greatest advantage of the County. More recently he prepared a "Timber Cruise and Valuation Report" of the property for JEA. This report addresses the current value of the timber on the property which is approximately \$150,000. Markets are currently depressed and he does not recommend harvesting any timber at this time. Selective harvesting should be coordinated with improved market conditions.

Ms McGuire discussed the partnerships that JEA is building with other community organizations with a focus on youth. Specifically, the "Volunteer Partnership Program" has been established to enable citizens of all ages to collaborate on ideas and educational opportunities. Other group partnerships in the community include: Pony Club, 4-H, high school equestrian teams, Youth-at-Risk, Jumping Mouse, Big Brothers/Big Sisters, Gathering Place, Kiwanis, Jefferson Teen Center, Domestic Violence/Sexual Assault, Skookum and disability programs.

After the Board heard comments from citizens in support of the proposal, JEA Secretary Christina Pivarnik submitted a document entitled "Envisioning the Jefferson Horse Park" and reviewed the progress made by the County and JEA in developing an agreement. She stated that the park will have public access that encompasses bicyclists, hikers and people with dogs. The agreement addresses revenue sharing so that as the park becomes more successful, then more revenue will come back to the County and the park. This proposal can also be viewed as an economic development driver. If this proposal is approved JEA has resources to manage, promote and provide stewardship of the facility and the land.

County Administrator Morley discussed the basic concept of the license and operating agreement. The County will retain ownership of the land and timber rights. JEA will be licensing the land and operating the facility as a County day-use park open to the public. He presented the conceptual site plan and noted that the facility will be built with JEA financing. While it will not be paid for by the County, it will be part of the County's public park system. Additionally, the agreement outlines that JEA will be responsible for all ongoing operation and maintenance costs.

Ms. McGuire reviewed the site plan which will include a water-jump complex, a cross-country trail, outdoor horse enclosures, an indoor arena, 2 outdoor arenas, and vehicle and trailer parking. She explained that it is JEA's intention for this to be a park for the public. But there will be occasional times when the entire facility will be in use for equestrian events, thereby necessitating closure of the trail system to public access for safety purposes. When the events occur, the park would be closed to the public for a period of three or



four days and will bring in revenue for the park and the County. It is anticipated that those events will occur twice a year. An annual calendar of events will also be prepared and submitted to the County to insure plenty of advance notice. For smaller and other types of events certain portions of the park may be closed to the public. The cross-country course will be open to bikers and hikers when equestrian events are not taking place, although, it is the intention of JEA to build specialized trails for biking. For safety reasons the course will not be open for casual equestrian use.

County Administrator Morley noted that the adjacent parcel once served as the County's landfill and is now the location of the County's solid waste transfer station and composting facility. He showed a site plan with six wells which monitor for leachate and methane from the closed landfill on or very close to the 80 acres proposed for the equestrian facility and park. The property being proposed for the equestrian events center is also subject to the solid waste handling facility permit which is enforced by Jefferson County Public Health, but issued under the authority of the State Department of Ecology. Due to the proximity of the closed landfill and the continued need to monitor wells on the property, the site subject to this proposal is not suitable for selling to private owners who would seek to build residential or commercial structures on it.

Another issue considered during negotiations of this proposal was maintaining this site for the potential expansion of the County's solid waste facility. The Board will want to weigh the benefits of maintaining the property for a potential solid waste facility expansion against the benefits of creating an equestrian events facility.

Civil Deputy Prosecuting Attorney David Alvarez prepared and submitted a document dated May 7, 2010 regarding "Operating Agreement with Jefferson Equestrian Association." He explained that the document highlights a Supreme Court case in King County that deals with "consideration" in relation to gifting public funds. It is his opinion that there would be no gifting of public funds involved should the Board decide to approve the licensing and operating agreement.

The Board agreed to schedule another meeting in the next couple of weeks to review the agreement with members of JEA.

COUNTY ADMINISTRATOR'S BRIEFING SESSION: County Administrator Philip Morley reviewed the following with the Commissioners:

- Port Hadlock Wastewater System: Public Works Trust Fund Application for 2011-2013
- Schedule Coordination
- Miscellaneous Topics
 - Community Development staff briefing re: 1) Brinnon Master Planned Resort; 2) 2010 Annual Docket; and 3) 2010 Planning Commission Work Program
 - Development community roundtable meeting
 - Update re: Meeting with Puget Sound Energy representatives regarding Public Utility District No. 1 Purchase
 - Video recording Commissioner proceedings



- Letter from Peter Goldmark, Washington State Department of Natural Resources regarding Beausite Lake Trust Land transfer
- Title III Secure Rural Schools ability to fund Community Wildfire Prevention/Planning and 4-H Jr./High School program in 2010 and 2011
- US Forest Service application for a well at Fallsview Campground
- Dosewallips River Road Environmental Impact Study (EIS)
- JeffCom tower project budget and JeffCom Administrative Board funding recommendations/JeffCom Director applicant evaluation/Spillman CAD contract
- Broadband and NoaNet BTOP Application

Letter to Governor Christine Gregoire: Commissioner Austin moved to authorize the Chairman to sign a letter to Governor Christine Gregoire thanking her for ranking our joint NoaNet application as the #1 priority for the State. Commissioner Johnson seconded the motion which carried by a unanimous vote.

NOTICE OF ADJOURNMENT: Commissioner Johnson moved to adjourn the meeting at 3:53 p.m. until the next regular Monday meeting at 9:00 a.m. or special meeting as properly noticed pursuant to RCW 42.30.080. Commissioner Austin seconded the motion which carried by a unanimous vote.

MEETING ADJOURNED

SEAL:

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

(Excused Absence)

David Sullivan, Chair

ATTEST:

Phil Johnson, Member

Erin Lundgren, Deputy
Clerk of the Board

John Austin, Member



District No. 1 Commissioner: Phil Johnson
District No. 2 Commissioner: David W. Sullivan
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County Administrator: Philip Morley
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MINUTES

Special Meeting
May 10, 2010

DRAFT

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Chairman David Sullivan called the meeting to order at approximately 7:00 p.m. at the Brinnon Community Center. Commissioner Phil Johnson and Commissioner John Austin were present as well as the following Jefferson County Elected Officials: Assessor Jack Westerman, Auditor Donna Eldridge, and Superior Court Clerk Ruth Gordon.

The Chair welcomed everyone and introduced the elected officials and meeting facilitator Mike Brasfield. Each elected official then gave a brief overview of the services provided by their office. The facilitator then reviewed the format for the participatory exercise.

The following questions and comments were submitted by the citizens and then grouped by category. Each question/comment was read aloud and a facilitated discussion was held on each category.

BUDGET AND ECONOMIC DEVELOPMENT

- "Just what is the % of the budget (County) that *must be allocated to law and justice? and; What is the figure/amount in U.S. Dollars? "Ball Park" number ok. (*must = required by state law)"
- "How many \$'s are moved from exempt senior discount Real Estate taxes to remaining tax payers."
- "When are you going to stop giving lip service to economic development and just do it?"
- "Department of Licensing will be emailing renewal notices for vehicles and vessels - will the County get any revenue from this change?"
- "To Philip Morley: How are we doing financially?"

GENERAL COUNTY GOVERNMENT

- "County will be going to one year re-valuation instead of 4 year. Was this a change in state law and how will that affect property owners?"
- "Why has the County not applied for annual USDA grants for a water and sewer system for Brinnon's 43 acre RVC - Our only zoned commercial area in Brinnon?"
- "When is the sewer in Hadlock going to be built?"
- "How have you failed the citizens?"



LAW AND JUSTICE

- "To Former Sheriff: Do you know where we are in agreements with the Border Patrol to stay away from our County, unless directly contacted?"

County Administrator Morley wrapped up the exercise portion of the meeting and thanked everyone for coming.

NOTICE OF ADJOURNMENT: Commissioner Johnson moved to adjourn the meeting at 8:54 p.m. until the next regular Monday meeting at 9:00 a.m. or special meeting as properly noticed pursuant to RCW 42.30.080. Commissioner Austin seconded the motion which carried by a unanimous vote.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

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