



MINUTES

Jefferson County Board of County Commissioners

Regular Meeting – September 18, 2023, 9:00 a.m.

Jefferson County Courthouse – Commissioners' Chambers

1820 Jefferson Street, Port Townsend, WA (Hybrid)

CALL TO ORDER: Chair Greg Brotherton, Commissioner Kate Dean and Commissioner Heidi Eisenhour participated in the meeting. Chair Brotherton called the meeting to order at the appointed time.

PUBLIC COMMENT PERIOD: Chair Brotherton called for public comments. Staff from Central Services department showed support for their Director Chris Goy and provided two verbal comments and a written letter of support. The Commissioners addressed the comments received.

APPROVAL AND ADOPTION OF THE CONSENT AGENDA: Commissioner Eisenhour moved to approve the Consent Agenda as presented. Commissioner Dean seconded the motion which carried by a unanimous vote.

1. **HEARING NOTICE: RESOLUTION NO. 37-23** re: 2023 Third Quarter Budget Appropriations/Extensions; Various County Departments; Hearing scheduled for Monday, October 2, 2023 at 10:15 a.m. in the Commissioners' Chambers at the Jefferson County Courthouse, 1820 Jefferson Street, Port Townsend, WA (Hybrid)
2. **HEARING NOTICE** re: An Ordinance Adopting a New Chapter 15.20 of the Jefferson County Code to Establish a Commercial Property Assessed Clean Energy and Resiliency ("C-PACER") Program within Jefferson County Hearing scheduled for Monday, October 9, 2023 at 2:30 p.m. in the Commissioners' Chambers at the Jefferson County Courthouse, 1820 Jefferson Street, Port Townsend, WA (Hybrid); Department of Community Development
3. **AGREEMENT** re: On Call Building and Fire Services Consultant; In the Amount of \$30,000; Department of Community Development; Townzen and Associates, LLC
4. **AGREEMENT** re: Noxious Weed Control in County Parks, State Parks, within City Limits and on Public Works Projects; In the Amount of \$45,730; Jefferson County Extension, Washington State University; Washington State Department of Ecology, Washington Conservation Corps
5. **AGREEMENT** re: Jefferson County School Districts Mental Health Wellness Programs; In the Amount of \$24,708; Public Health; The Benji Project
6. **AGREEMENT** re: Jefferson County School Districts Mental Health – Therapy Services; In the Amount of \$191,260; Public Health; Olympic Educational School District (ESD) #114
7. **AGREEMENT, Amendment No. 15** re: 2022-2024 Consolidated Contracts; Additional Amount of \$1,143,615,651 for a Total of \$7,310,117; Public Health; Washington State Department of Health (DOH)

8. **MOTION TO RESCIND AGREEMENT** re: Interlocal for ESSENCE Data Sharing; Washington State Department of Health and Jefferson, Clallam and Kitsap Public Health/Districts
9. **ADVISORY BOARD APPOINTMENT** re: Olympic Area Agency on Aging (O3A); To fill an Unexpired Term to End June 24, 2025; Jefferson County Representative, Ellen Svoboda
10. **APPROVAL of MINUTES** re: **Regular Meeting Minutes** of August 21 and 28, 2023, September 5, 2023 and September 11, 2023 and **Special Meeting Minutes** of August 22, 2023 (Port Hadlock Sewer Project - Groundbreaking Celebration), September 1, 2023 (Hearing - Chimacum Drainage District), and September 8, 2023 (Community Conversations, Brinnon Community Center)
11. **Payment of Jefferson County Vouchers/Warrants** Dated September 11, 2023 Totaling \$1,106,245.99

COMMISSIONERS' BRIEFING SESSION: The Commissioners and Acting County Administrator/Public Works Director Monte Reinders discussed recent meetings they attended, and miscellaneous topics.

ADDITIONAL DISCUSSION ITEMS: The Commissioners and Acting County Administrator reviewed the following:

- **BRIEFING** re: Potential Government Shutdown

COMMISSIONERS' BRIEFING SESSION - Continued: The Commissioners reviewed upcoming meetings.

The meeting was recessed at 10:21 a.m. and reconvened at 1:30 p.m. with all three Commissioners present.

WORKSHOP re: Next Steps with Department of Natural Resources (DNR) re: Jefferson County State Forests: DNR Assistant Deputy Supervisor for Uplands Duane Emmons provided a presentation on State Forest lands and answered questions posed by the Board. After the presentation and discussion, Chair Brotherton opened the floor to allow for public comment, and 14 comments were received.

ADDITIONAL BUSINESS: EXECUTIVE SESSION re: An Executive Session was scheduled from 2:30 p.m. to 3:00 p.m. Chair Brotherton announced that the Executive Session will be held from 3:15 p.m. 3:45 p.m. to review the performance of a public employee. No discussion of salaries, wages, and other conditions of employment to be generally applied within the County; and, no final action on the hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee; Exemption as Outlined in the Open Public Meetings Act, RCW 42.30.110(1)(g). Staff present: Human Resources Director and Civil Deputy Prosecuting Attorney. The Board concluded the Executive Session and resumed the regular meeting at 3:50 p.m. There was no proposed action, and therefore no public comment taken on this topic.

NOTICE OF ADJOURNMENT: Chair Brotherton adjourned the meeting at 3:50 p.m. until the next regular meeting or special meeting as properly noticed.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Greg Brotherton, Chair

ATTEST:

Kate Dean, Member

Carolyn Gallaway, CMC
Clerk of the Board

Heidi Eisenhour, Member



DRAFT

MINUTES

Jefferson County Board of County Commissioners

Regular Meeting – September 25, 2023, 9:00 a.m.

Jefferson County Courthouse – Commissioners' Chambers
1820 Jefferson Street, Port Townsend, WA (Hybrid)

CALL TO ORDER: Chair Greg Brotherton, Commissioner Kate Dean and Commissioner Heidi Eisenhour participated in the meeting. Chair Brotherton called the meeting to order at the appointed time.

PUBLIC COMMENT PERIOD: Chair Brotherton called for public comments, and no comments were received.

APPROVAL AND ADOPTION OF THE CONSENT AGENDA: Commissioner Eisenhour moved to approve the Consent Agenda as presented. Commissioner Dean seconded the motion which carried by a unanimous vote.

1. **RESOLUTION NO. 38-23** re: Final Approval of the Vacation of Ricky Beach Drive
2. **RESOLUTION NO. 39-23** re: Adopting a Revised Effective Date for the Department of Public Works, Solid Waste Division Fee Schedule
3. **HEARING NOTICE** re: Public Hearing request for ordinance to adopt the 2021 versions of the International Building Codes and adopting new exceptions; amending the definition of Agricultural Building in Title 15; Adopting a Commercial Fire Inspection Program; Amending the Enabling Code of the Fire Marshal; and Amending Titles 2 and 15 of the Jefferson County Code. Hearing to be held on Monday, October 9, 2023 at 3:30 p.m. in the Commissioners' Chambers, Jefferson County Courthouse, 1820 Jefferson Street, Port Townsend, WA (HYBRID) (approval of amendment later in meeting)
4. **AWARD of CONTRACT** re: Road Departure Reduction Project, Project No. 18020980, Federal Aid Project No. HSIP-000S(627); Public Works; KT Contracting Company
5. **SUBMITTAL** re: Public Works 2024 Annual Construction Program
6. **AGREEMENT** re: Public Assistance Grant – FEMA-4682-DR-WA; In the Amount of \$67,000; Public Works; Washington State Military Department
7. **AGREEMENT** re: Ruck Salmon Creek Conservation Futures Project; In the Amount of \$135,000; Public Health; Jefferson Land Trust
8. **AGREEMENT** re: Rural Court Security Program; In the Amount of \$31,183; Jefferson County Superior Court; Washington State Administrative Office of the Courts
9. **AGREEMENT** re: (2) Noxious Weeds Contracts; 1) Public Works Road Division; In the Amount of \$27,000 annually (2024 through 2026); and 2) WSU Extension Seasonal Noxious Weed Board employee through September 2024; In the Amount of \$45,730; Washington State Department of Ecology

10. **AGREEMENT, Amendment No. 1** re: Mental Health Navigator; Moving \$6,720 of Admin to Direct Services in 2023 and 2024; Public Health; Port Townsend Police Department
11. **AGREEMENT, Amendment No. 1** re: CARES Program; Extension of Service through October 31, 2023; Public Health; East Jefferson Fire Rescue
12. **AGREEMENT, Amendment No. 1** re: Anti-Racist Literacy Workshop; Additional amount of \$8,346 for a total of \$32,125; Public Health; Usawa Consulting
13. **AGREEMENT, Amendment No. 4** re: Recovery Café; In the Amount of \$180,000; Public Health; Dove House
14. **Payment of Jefferson County Payroll Warrants** Dated September 20, 2023 Totaling \$90,031.03

COMMISSIONERS BRIEFING SESSION: The Commissioners and County Administrator discussed recent meetings they attended, miscellaneous topics, and reviewed upcoming meetings.

BRIEFING re: Draft 2024-2029 Six-Year Transportation Improvement Program (TIP), 2024 Annual Construction Program (ACP), and 2023 Bridge Condition Report: Public Works Assistant Director Eric Kuzma reviewed the Six-Year TIP and the 2024 Annual Construction Program Projects. He answered questions posed by the Board.

The meeting was recessed at 10:48 a.m. and reconvened at 11:01 a.m. with all three Commissioners present.

EXECUTIVE SESSION: An Executive Session was scheduled from 11:00 a.m. to 12:00 p.m. Chair Brotherton announced that the Executive Session will be held from 11:02 a.m. to 12:02 p.m. to review the performance of a public employee. No discussion of salaries, wages, and other conditions of employment to be generally applied within the County; and, no final action on the hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee; Exemption as Outlined in the Open Public Meetings Act, RCW 42.30.110(1)(g). Staff present: Human Resources Director and Civil Deputy Prosecuting Attorney. The Board concluded the Executive Session and resumed the regular meeting at 12:02 p.m. There was no proposed action, and therefore no public comment taken on this topic.

The meeting was recessed at 12:03 p.m. and reconvened at 1:31 p.m. with all three Commissioners present.

WORKSHOP re: Healthier Together Aquatic Center: Opsis Architecture Founding Partner Jim Kalvelage, and Opsis Architecture Senior Associate Erica Dunn were present to give a presentation on the proposed aquatic facility and answer questions posed by the Board. The following individuals were also present for the meeting and provided comments: City of Port Townsend Manager John Mauro, City of Port Townsend Director of Parks Strategy Carrie Hite, Jefferson Healthcare CEO Mike Glenn, Port of Port Townsend Executive Director Eron Berg, Jeffco Aquatic Coalition member Rich Childers, YMCA Director Wendy Bart, and Port Townsend School Superintendent Linda Rosenbury.

Opsis architects presented renderings of the proposed facility, and discussed funding options.

ADDITIONAL DISCUSSION ITEMS: The Commissioners and County Administrator reviewed the following:

- Board and Committee Vacancies
- Calendar Coordination
- KPTZ; radio segment

NOTICE OF ADJOURNMENT: Chair Brotherton adjourned the meeting at 2:49 p.m. until the next regular meeting or special meeting as properly noticed.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Greg Brotherton, Chair

ATTEST:

Kate Dean, Member

Carolyn Gallaway, CMC
Clerk of the Board

Heidi Eisenhour, Member



DRAFT

MINUTES

Jefferson County Board of County Commissioners

Regular Meeting – October 2, 2023, 9:00 a.m.

Jefferson County Courthouse – Commissioners' Chambers
1820 Jefferson Street, Port Townsend, WA (Hybrid)

CALL TO ORDER: Chair Greg Brotherton, Commissioner Kate Dean and Commissioner Heidi Eisenhour participated in the meeting. Chair Brotherton called the meeting to order at the appointed time.

PUBLIC COMMENT PERIOD: Chair Brotherton called for public comments, and five comments were received. The Commissioners addressed the comments.

APPROVAL AND ADOPTION OF THE CONSENT AGENDA: The Commissioners addressed public comments regarding the Lodging Tax Advisory Committee (LTAC) recommendation (Consent Agenda Item No. 5). After discussion, Commissioner Dean moved to approve the Consent Agenda as presented. Commissioner Eisenhour seconded the motion which carried by a unanimous vote.

1. **AGREEMENT** re: Data Sharing Agreement: Sharing Childhood Deaths; October 2, 2023 through July 31, 2028; Public Health; Washington State Department of Health
2. **AGREEMENT** re: Nurse Family Partnership; Home Visit Services; In the Amount of \$419,557.29; Public Health; Washington State Department of Children, youth and Families
3. **LETTER of SUPPORT** re: Washington Department of Commerce Comprehensive Plan Periodic Update Grant
4. **AGREEMENT, CHANGE ORDER No. 3** re: Phase 1 Site Prep, Earthwork and Service Utilities for the Port Hadlock Sewer, Project No. 405-2114-0, Commerce Project No. 22-96515-026; Public Works; Seton Construction
5. **MOTION TO APPROVE** re: Lodging Tax Advisory Committee (LTAC) 2024 Hotel/Motel Funding Recommendations; In the Amount of \$749,904; County Administrator
6. **Payment of Jefferson County Vouchers/Warrants** Dated September 25, 2023 Totaling \$1,344,880.56

PROCLAMATION re: Proclaiming October 1-7, 2023 as Mental Illness Awareness Week: After all three Commissioners read loud the proclamation, Commissioner Eisenhour moved to approve the proclamation. Commissioner Dean seconded the motion which carried by a unanimous vote.

The following individuals were present and commented on the proclamation and challenges for those with mental illness: National Alliance on Mental Illness (NAMI) Jefferson County Chapter President Patrick Johnson, Jefferson County NAMI Director Val Phimister, Discovery Behavioral Health (DBH) Director Jim Novelli, and DBH Chief Operations Officer Anne Dean.

PROCLAMATION re: Proclaiming October 2023 as National Disability Employment Month: Due to time constraints, this proclamation was moved to a future meeting.

PUBLIC HEALTH and EMERGENCY MANAGEMENT UPDATE: Public Health Officer Dr. Allison Berry provided information regarding public health in Jefferson and Clallam County. Emergency Management Program Coordinator Anna Piasecki provided information on upcoming events, which included The Great Washington Shakeout Drill planned for October 19, 2023. She answered questions posed by the Board, and commented on upcoming winter storms.

The meeting was recessed at 10:14 a.m. and reconvened at 10:16 a.m. with all three Commissioners present.

HEARING re: Third Quarter 2023 Supplemental Budget Appropriations and Extensions; Various County Departments: Finance Manager Judy Shepherd provided a presentation on various departmental budget appropriation requests and answered questions posed by the Board. After discussion, Chair Brotherton opened the floor to allow for public testimony. The following individual provided hearing testimony: Tom Thiersch; Jefferson County. Hearing no further testimony, Chair Brotherton closed the public hearing.

After deliberations, Commissioner Eisenhower moved to approve **RESOLUTION NO. 40-23** re: Third Quarter 2023 Supplemental Budget Appropriations/Extensions; Various County Departments. Commissioner Dean seconded the motion which carried by a unanimous vote.

The meeting was recessed at 10:40 a.m. and reconvened at 10:46 a.m. with Chair Brotherton and Commissioner Eisenhower present. Commissioner Dean joined the meeting at 11:05 a.m.

WORKSHOP and POTENTIAL ACTION re: Strategic Plan Finalization: County Administrator Mark McCauley shared the draft Strategic Plan with the Board. Communications Specialist Wendy Davis, Berry and Dunn consultants Michelle Kennedy and Renee Bryan were also present and participated in discussion.

Chair Brotherton opened the floor to allow for public comments, and no comments were received. After discussion, Commissioner Eisenhower moved to approve **RESOLUTION NO. 41-23** re: Adopting a 5-Year Plan Jefferson County Strategic Plan. Commissioner Dean seconded the motion which carried by a unanimous vote.

The Commissioners and Communications Specialist Davis thanked Berry and Dunn staff for their work on this project, and stated they looked forward to potentially working with them on other projects.

COMMISSIONERS BRIEFING SESSION: Commissioner Eisenhower discussed past meetings she attended and miscellaneous topics.

BRIEFING and POTENTIAL ACTION re: Housing Infrastructure Grants: Department of Community Development Chief Strategy Officer Brent Butler was present and reviewed the approaches to submit for the grant which included: UGA zoning, pro forma, zoning review, and SEPA questions.

The following individuals were also present and provided comments: City of Port Townsend Project Manager Andre Harper, Bayside Housing Development Manager Bill Rucker, OlyCAP Housing Director Kathy Morgan, Habitat for Humanity Director of Engagement Maria Drury. The Commissioners agreed to hold continued discussion on this topic during the next meeting.

COMMISSIONERS BRIEFING SESSION – Continued: Commissioner Dean discussed recent meetings she attended, and miscellaneous topics.

The meeting was recessed at 12:01 p.m. and reconvened at 1:31 p.m. with all three Commissioners present.

PROCLAMATION re: Proclaiming the Month of October 2023 as Community Planning Month: After all three Commissioners read aloud the proclamation, Commissioner Eisenhower moved to approve the Proclamation. Commissioner Dean seconded the motion which carried by a unanimous vote.

Department of Community Development (DCD) Director Josh Peters was present and thanked the Commissioners for the proclamation.

COMMISSIONERS BRIEFING SESSION – Continued: Commissioner Brotherton discussed past meetings he attended, and miscellaneous topics. The Commissioners coordinated upcoming meetings. County Administrator Mark McCauley briefed the Board on recent meetings he attended.

EXECUTIVE SESSION: An Executive Session was scheduled from 2:00 p.m. to 2:30 p.m. Chair Brotherton announced that the Executive Session will be held from 2:03 p.m. to 2:33 p.m. to review the performance of a public employee. No discussion of salaries, wages, and other conditions of employment to be generally applied within the County; and, no final action on the hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee; Exemption as Outlined in the Open Public Meetings Act, RCW 42.30.110(1)(g). Staff present: County Administrator, Human Resources Director and Civil Deputy Prosecuting Attorney. The Board concluded the Executive Session and resumed the regular meeting at 2:34 p.m. There was no proposed action, and therefore no public comment taken on this topic.

ADDITIONAL DISCUSSION ITEMS

- **Letter of Support** re: Mason PUD USDA Grant Application: After review of the letter, Commissioner Dean moved to approve signing and sending the letter of support for the Mason PUD USDA Grant application. Commissioner Eisenhower seconded the motion which carried by a unanimous vote.
- **Letter of Support** re: North Olympic Peninsula Recompete (NOPRC) Coalition's Application for Recompete Plan Approval and Strategy Grant: After review of the letter, Commissioner Dean moved to approve the letter of support for NOPRC, as amended. Commissioner Eisenhower seconded the motion. Chair Brotherton called for public comment on the motion. Hearing no comments, he called for a vote on the motion. The motion carried by a unanimous vote.
- Calendar Coordination
- Legislative Agenda; Jefferson County to work with Strategies (S360) re: 2024 Legislative Session

WORKSHOP re: Communications Program Update and Priority Setting:

Communications Specialist Wendy Davis provided a presentation on community outreach, press releases, and other projects. She opened the floor for discussion regarding what has worked and not worked, and answered questions posed by the Board.

WORKSHOP and POTENTIAL ACTION re: Authorization and Concurrence for the Piehl Property on the Big Quilcene River Floodplain: Natural Resources Program Coordinator Tami Pokorny provided a presentation on the Piehl Property on the Big Quilcene River Floodplain. She answered questions posed by the Board.

After discussion, Commissioner Eisenhour moved to authorize Environmental Public Health to undertake acquisition of the Piehl Property on the Big Quilcene River Flood Plain, and all the necessary steps that come before acquisition. Commissioner Dean seconded the motion. Chair Brotherton noted the motion is really to approve the Authorization and Concurrence document. He opened the floor to allow for public comments, and none were received. He called for a vote on the motion. The motion carried by a unanimous vote.

ADDITIONAL DISCUSSION ITEMS - Continued

- Healthier Together; Proposed Port Townsend Aquatic Center

NOTICE OF ADJOURNMENT: Chair Brotherton adjourned the meeting at 4:02 p.m. until the next regular meeting or special meeting as properly noticed.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Greg Brotherton, Chair

ATTEST:

Kate Dean, Member

Carolyn Gallaway, CMC
Clerk of the Board

Heidi Eisenhour, Member



DRAFT

MINUTES
Jefferson County Board of County Commissioners
Community Conversations
Special Meeting – September 25, 2023, 6:00 p.m.
Gardiner Community Center
980 Old Gardiner Road, Sequim, WA

CALL TO ORDER: Chair Greg Brotherton called the Community Conversations Special Meeting to order in the presence of Commissioner Heidi Eisenhour. Commissioner Dean joined the meeting shortly after it started.

WELCOME and INTRODUCTIONS: Chair Brotherton welcomed the Gardiner community members in attendance.

JEFFERSON COUNTY UPDATE: County Administrator Mark McCauley provided a presentation which covered the Jefferson County budget, services, challenges, opportunities, priorities and progresses and more.

QUICK SNAPSHOTS: Jefferson County Commissioners, Elected Officials and Departments Directors provided updates for their departments. They answered questions posed by the public in attendance.

WRAP UP and THANKS: Chair Brotherton thanked everyone for attending.

NOTICE OF ADJOURNMENT: Chair Brotherton adjourned the meeting at 8:00 p.m. until the next regular meeting or special meeting as properly noticed.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Greg Brotherton, Chair

ATTEST:

Kate Dean, Member

Carolyn Gallaway, CMC
Clerk of the Board

Heidi Eisenhour, Member



DRAFT

MINUTES

Jefferson County Board of Commissioners
Special Meeting – October 2, 2023, 12:00 p.m.
Washington State Association of Counties Virtual Assembly
Jefferson County Courthouse – Commissioners' Chambers
1820 Jefferson Street, Port Townsend, WA
(Virtual Meeting)

CALL TO ORDER: Washington State Association of Counties (WSAC) staff called the Virtual Counties Update meeting to order. Jefferson County Commissioner Heidi Eisenhour and Commissioner Kate Dean and many other Commissioners and County Officials across Washington State were in attendance.

DISCUSSION with Other Washington State Counties and Washington State Association of Counties (WSAC) Staff: The participants of the meeting discussed various County issues.

NOTICE OF ADJOURNMENT: The meeting was adjourned at 1:00 p.m. by Washington State Association of Counties staff.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Greg Brotherton, Chair

ATTEST:

Heidi Eisenhour, Member

Carolyn Gallaway, CMC
Clerk of the Board

Kate Dean, Member



DRAFT

MINUTES

Special Meeting – October 5, 2023, 9:00 a.m.

Jefferson County Board of Commissioners

WORKSHOP with Departments for Budget Planning

Jefferson County Courthouse – Commissioners' Chambers

1820 Jefferson Street, Port Townsend, WA

CALL TO ORDER: Chair Greg Brotherton called the meeting to order in the presence of Commissioner Kate Dean, and Commissioner Heidi Eisenhour.

PUBLIC COMMENT PERIOD: There were no comments received.

BUDGET PRESENTATIONS: The following departments discussed their 2024-2025 budget requests with the Board:

- Juvenile Services
- Department of Community Development

RECESS: The meeting was recessed at 10:40 a.m. and reconvened at 10:47 a.m. with all three Commissioners present.

BUDGET PRESENTATIONS - Continued: The following department discussed their 2024-2025 budget requests with the Board:

- Public Works

RECESS: The meeting was recessed at 11:37 a.m. and reconvened at 1:02 p.m. with all three Commissioners present.

BUDGET PRESENTATIONS - Continued: The following departments discussed their 2024-2025 budget requests with the Board:

- WSU Jefferson County Extension
- Emergency Management

RECESS: The meeting was recessed at 2:20 p.m. and reconvened at 2:26 p.m. with all three Commissioners present.

BUDGET PRESENTATIONS - Continued: The following department discussed their 2024-2025 budget requests with the Board:

- Public Health and Environmental Health
- Treasurer's Office

NOTICE OF ADJOURNMENT: After closing remarks, Chair Brotherton adjourned the meeting at 4:04 p.m. until the next regular meeting or special meeting as properly noticed.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Greg Brotherton, Chair

ATTEST:

Kate Dean, Member

Carolyn Gallaway, CMC
Clerk of the Board

Heidi Eisenhour, Member



DRAFT

MINUTES

Special Meeting – October 4, 2023, 10:00 a.m.

Jefferson County Board of Commissioners

WORKSHOP with Departments for Budget Planning

Jefferson County Courthouse – Commissioners' Chambers

1820 Jefferson Street, Port Townsend, WA

CALL TO ORDER: Chair Greg Brotherton called the meeting to order in the presence of Commissioner Kate Dean, and Commissioner Heidi Eisenhour.

PUBLIC COMMENT PERIOD: There were no comments received.

BUDGET PRESENTATIONS: The following departments discussed their 2024-2025 budget requests with the Board:

- Assessor's Office
- District Court

RECESS: The meeting was recessed at 11:08 a.m. and reconvened at 1:01 p.m. with all three Commissioners present.

BUDGET PRESENTATIONS - Continued: The following departments discussed their 2024-2025 budget requests with the Board:

- Sheriff's Office
- Prosecuting Attorney's Office
- Superior Court
- Clerk's Office
- Auditor's Office

RECESS: The meeting was recessed at 3:04 p.m. and reconvened at 3:11 p.m. with all three Commissioners present.

BUDGET PRESENTATIONS - Continued: The following department discussed their 2024-2025 budget requests with the Board:

- Central Services

NOTICE OF ADJOURNMENT: After closing remarks, Chair Brotherton adjourned the meeting at 3:50 p.m. until the next regular meeting or special meeting as properly noticed.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Greg Brotherton, Chair

ATTEST:

Kate Dean, Member

Carolyn Gallaway, CMC
Clerk of the Board

Heidi Eisenhour, Member