



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, December 9, 2024 at 9:00 a.m.

This is a Hybrid meeting: Virtual and In-Person Attendance at
Jefferson County Courthouse – Commissioners’ Chambers
1820 Jefferson Street, Port Townsend, WA

Kate Dean, District 1 - Chair | Heidi Eisenhour, District 2 | Greg Brotherton, District 3

To view Agenda items, meeting materials and comments received, click here: www.co.jefferson.wa.us – Services – Laserfiche Web Portal (username and password is: public)– Board of Commissioners – BOCC Agenda Packets – 2024 Weekly Agenda Items – Month of the meeting – Day of the meeting

You can join this meeting by using the following methods:

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| <ul style="list-style-type: none">• Zoom Meeting: https://zoom.us/j/93777841705
This option will allow you to join the meeting live. You will need to enter an email address. If you wish to provide public comment, click on the hand icon at the bottom of the screen to “raise your hand.” Participation will be up to the Chair and Clerk |
| <ul style="list-style-type: none">• Audio-only: Dial: 1-253-215-8782 and use Webinar ID: 937-7784-1705#
This option will allow you to listen to the meeting live. If you wish to provide public comment, press *9 to “raise your hand.” Participation will be up to the Chair and Clerk
Access for the hearing impaired can be accommodated using Washington Relay Service at 1-800-833-6384. If you need special accommodations, please contact our office 24 hours in advance. |
| <ul style="list-style-type: none">• In-person: You are welcome to join this meeting in-person. |

In the event of technical difficulties, at least one of the methods above will be accessible to the public. Please try all methods first before calling 360-385-9100 to report any issues.

Individuals may provide Public Comment using the following methods:

- Video: Refer to meeting instructions above
- Audio-only: Refer to meeting instructions above
- Email: You may submit comments/correspondence to us at: jeffbocc@co.jefferson.wa.us up through 11:59 p.m. the day before the meeting.

Public Comment Periods are dedicated to listening to the public. Each person may address the Board one time during these periods. To ensure equal opportunity for the public to comment, all comments shall be limited to 2 or 3 minutes per person, depending on the volume of public in attendance. Some Agenda items may have additional Public Comment Periods – these comment periods are for listening to comments specific to that Agenda item. The Chair may add additional Public Comment Periods throughout the meeting.

9:00 a.m. **CALL TO ORDER**
9:01 a.m. **PUBLIC COMMENT PERIOD – ALL TOPICS**

No set time **APPROVAL AND ADOPTION OF THE CONSENT AGENDA:**

(Items listed below have been distributed to the Commissioners in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda, at the request of any of the Commissioners.)

1. **RESOLUTION NO. ____** re: Final approval of vacation of portions of platted Mitchell Street and Duffy Avenue Rights-of-Way
 
2. **RESOLUTION NO. ____** re: Certifying the levies for collection of taxes in the year 2025
 
3. **HEARING NOTICE** re: 4th Quarter Budget Appropriations/Extensions; Various County Departments
 
4. **HEARING NOTICE** re: Coroner Ordinance; Hearing to be held December 23, 2024 at 10:30 a.m. in the Commissioners' Office (HYBRID) and CANCEL previously noticed hearing
 
5. **CALL FOR BIDS** re: Courthouse Elevator Modernization; Estimate \$450,000; Central Services
 
6. **AGREEMENT** re: Oak Bay Campground Camp Host; Public Works; Terry and Susan Taylor
 
7. **AGREEMENT** re: Courthouse and Irondale Parks Basketball Court Resurfacing; In the Amount of \$38,612.83; Public Works; Agate Asphalt/New Line Striping
 
8. **AGREEMENT, Consolidated Contracts** re: Delivering Public Health services to the people of Washington State; Amount to be announced; Public Health; Washington State Department of Health
 
9. **APPROVAL OF PAYROLL WARRANTS:** Dated December 5, 2024 and totaling \$2,488,103.13
 

REGULAR AGENDA:

No set time **COMMISSIONERS BRIEFING SESSION**

9:30 a.m. **CONTINUED HEARING** re: Open Space Tax Program 2024 Current Use Application CUA2024-00001 Zuker & Allday
 

Josh Peters, DCD Director
Greg Ballard, Code Administrator
David Wayne Johnson, Associate Lead Planner

- 10:15 a.m. **HEARING** re: 2024-2025 Mid-Biennium Budget Review and Modification for the General Fund and Other Funds, the 2025 Jefferson County Road Construction Program, the 2025 County Capital Improvement Program, and the Central Services 2025 Cost Recovery Plans
 
- Mark McCauley, County Administrator
Judy Shepherd, Finance Manager
- No set time **DISCUSSION and POTENTIAL ACTION** re: 2025 Lodging Tax Funding Recommendations from the Lodging Tax Advisory Committee
   
- 11:00 a.m. **HEARING** re: 2024 Amendment Docket for the Comprehensive Plan and UDC
 
- Josh Peters, DCD Director
Joel Peterson, Associate Planner
- No set time **RECESS**
- 1:30 p.m. **AFTERNOON SESSION**
- 2:00 p.m. **HEARING** re: Petition to change a named road from Walker View Drive, to one of three proposed names
 
- Phil Cecere, Fire Marshal/Building Inspector
- No set time **DISCUSSION and POTENTIAL ACTION** re: Formation of a Public Facilities District (PFD)
 
- Greg Brotherton, Commissioner District No. 3
- No set time **ADDITIONAL DISCUSSION ITEMS**
- No set time **ADJOURNMENT** (Adjourn by 4:30 p.m.)

COMMISSIONERS MEETING SCHEDULE The Week of December 9, 2024
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A snapshot of the meetings the Commissioners will be attending this week are notated below. If you would like to get more information on these meetings, please contact the Commissioners' Office at 360-385-9100 or send us an email at: jeffbocc@co.jefferson.wa.us

Monday, December 9, 2024

- 9:00 a.m. BOCC Meeting – Board
6:00 p.m. Olympic Housing Trust Holiday Party - Heidi

Tuesday, December 10, 2024

- 8:00 a.m. DNR Encumbered Lands Work Group - Heidi
10:00 a.m. Shelter Operation Check-in - Greg
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- 11:15 a.m. New Shelter Coalition Meeting – Greg
- 12:30 p.m. Community Wildfire Protection Plan Implementation AG Meeting – Heidi
- 4:00 p.m. Public Utility District Board of Commissioners Meeting - Greg
- 5:00 p.m. Septic Code Update Open House - Heidi

Wednesday, December 11, 2024

- 9:00 a.m. Washington State Dept. of Natural Resources Carbon & Forest Management Work Group – Heidi
- 2:30 p.m. Childcare Capacity and Family Support Meeting – Kate
- 3:00 p.m. Olypen Welcome Signage Meeting - Greg
- 3:30 p.m. Jefferson Land Trust and Chickadee Forestry Coordination – Heidi
- 6:30 p.m. Peninsula Trails Meeting - Kate
- 7:00 p.m. Grange Meeting - Heidi

Thursday, December 12, 2024

- 9:30 a.m. Jefferson Community Foundation Interviews – Heidi
- 10:30 a.m. Board of Health Agenda Planning Meeting – Kate
- 3:00 p.m. Behavioral Health Committee Voting Member Meeting - Greg
- 4:00 p.m. Jefferson Community Foundation Holiday Party - Heidi

Friday, December 13, 2024

- 8:30 a.m. Jefferson Community Foundation Interviews – Heidi
- 10:00 a.m. North Olympic Legislative Alliance Steering Committee - Kate
- 10:30 a.m. Jefferson Land Trust and Chickadee Forestry Coordination – Heidi
- 12:30 p.m. KPTZ - Heidi

The County has various Boards and Committees that are subject to the Open Public Meetings Act (OPMA). Agendas for those meetings will be posted to the Jefferson County website calendar 24 hours prior to the start of the meeting. Agendas will contain information on how to provide public comment, meeting access, and meeting materials (if available).

For more information, go to: www.co.jefferson.wa.us and click on the Calendar tab.

COMMISSIONERS MAY ADD AND TAKE ACTION ON OTHER ITEMS NOT LISTED ON THIS AGENDA.

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request