



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, August 4, 2025 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

Heather Dudley-Nollette, District 1- Acting 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 – 2025 Weekly Agenda Items – Month of the meeting – Day of the meeting

You can join this meeting by using the following methods:

• 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
• 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.
• 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: In the matter of establishing Fund 132 Opioid Settlements Fund
 [↩](#)
2. **AGREEMENT** re: Right-of-Way Easement for Sea Home Road; In the amount of \$29,100; Public Works; Washington State Department of Natural Resources
 [↩](#)
3. **AGREEMENT** re: Provider resources website support; No cost; Public Health; Tacoma Pierce County Health Department
 [↩](#)
4. **AGREEMENT, Amendment No. 4** re: Community inclusion services and outcome payments; An increase of \$44,000 for a total of \$578,706.45; Public Health; Cascade Community Connections
 [↩](#)
5. **AGREEMENT, Amendment No. 5** re: Individual supported employment services; A decrease of \$44,000 for a total of \$725,872.20; Public Health; Cascade Community Connections
 [↩](#)
6. **AGREEMENT, Amendment No. 6** re: Consolidated Contracts; Additional amount of \$103,533 for a total of \$3,289,422; Public Health; Washington State Department of Health
 [↩](#)
7. **APPROVAL OF THE ISSUANCE OF REQUEST FOR PROPOSALS** re: 2026 Lodging Tax Funds
 [↩](#)
8. **APPROVAL OF MINUTES:** Regular Meeting Minutes of June 16 and 23, 2025, July 7 and 14, 2025, and Special Meeting Minutes of June 24, 2025 (Port Ludlow)
 [↩](#)

REGULAR AGENDA:

No set time **PROCLAMATION** re: Proclaiming August 3-9, 2025 as National Farmers Market Week  [↩](#)
Angela Dunham, JC Farmers Markets, Board President

9:45 a.m. **EMERGENCY MANAGEMENT UPDATE**
Willie Bence, Emergency Management Director

- 10:30 a.m. **DISCUSSION** re: Jefferson County Transportation Benefit (JCTBD) District:
- 1) **ACTION: RESOLUTION NO. ____** re: In the matter of the Jefferson County Transportation Benefit District providing for a ballot proposition to be submitted to the qualified electors of the District on November 4, 2025, to authorize a Sales and Use Tax to be imposed within the district boundaries of the district for unincorporated Jefferson County upon all taxable retail sales in the amount of two-tenths of one percent (0.2%) for the purpose of financing costs associated with transportation improvements in the district for a period of ten (10) years  
 - 2) **ACTION:** Appointing a “For” and “Against” Committee for the JCTBD ballot measure for the November 4, 2025 General Election  
 - 3) **PUBLIC COMMENT PERIOD**
- No set time **COMMISSIONERS BRIEFING SESSION**
- No set time **RECESS**
- 1:30 p.m. **AFTERNOON SESSION**
- 1:30 to 2:00 p.m. **EXECUTIVE SESSION** with the County Administrator, Chief Civil Deputy Prosecuting Attorney (DPA), Civil DPA, and Central Services Director re: Potential Litigation; Exemption as Outlined in the Open Public Meetings Act, RCW 42.30.110(1)(i)
- DISCUSSION, POTENTIAL ACTION with PUBLIC COMMENT re: TOPIC OF THE EXECUTIVE SESSION**
- 2:00 p.m.
(2pm – 3:30pm) **WORKSHOP** re: Amendments to JCC 13.02.010, and JCC 13.04.010 in Division I of Title 13 JCC (PHUGA Sewer Utility Code)  
- Philip Hunsucker, Chief Civil DPA
- 3:30 p.m. **DISCUSSION and POTENTIAL ACTION** re: Lodging Tax Advisory Committee By-Laws  
- Heather Dudley-Nollette, Commissioner Dist. 1
- No set time **ADDITIONAL DISCUSSION ITEMS**
- No set time **ADJOURNMENT** (Adjourn by 4:30 p.m.)
-

COMMISSIONERS MEETING SCHEDULE

The Week of August 4, 2025

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

Commissioner Eisenhower on vacation.

Monday, August 4, 2025

9:00 a.m. BOCC Meeting – Greg, Heather

Tuesday, August 5, 2025

9:00 a.m. Jefferson County Fair Volunteer Training - Heather

11:15 a.m. New Shelter Coalition Meeting – Greg

1:00 p.m. Clallam County Health and Human Services Meeting - Heather

2:00 p.m. Tourism Coordinating Council – Greg

2:30 p.m. Clallam County Homeless Housing Task Force Meeting - Heather

5:00 p.m. Community Discussion re: Community Development in Jefferson County – Greg, Heather

6:00 p.m. Marine Resources Committee - Heather

Wednesday, August 6, 2025

2:30 p.m. Climate Action Committee Food Systems Resilience Workgroup – Heather

Thursday, August 7, 2025

10:00 a.m. Olympic Area Agency on Aging Council of Governments Meeting - Heather

3:00 p.m. Jefferson County Parks and Recreation Advisory Board Meeting – Heather

5:00 p.m. Economic Development Council Team Jefferson Mixer - Heather

Friday, August 8, 2025

10:00 a.m. Housing Task Force #5 Meeting Facilitator - Heather

1:00 p.m. Jefferson County Fair Ticketing Volunteer – Heather

4:00 p.m. Olympic Housing Trust – Dundee Hill Project Groundbreaking Ceremony - Heather

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
