



**City of Port Orchard
Council Meeting Minutes
Work Study Session and Regular Meeting of February 19, 2019**

1. CALL TO ORDER AND ROLL CALL

Mayor Robert Putaansuu called the meeting to order at 5:30 p.m.

Roll call was taken by the City Clerk as follows:

Mayor Pro-Tem Ashby	Present
Councilmember Chang	Present
Councilmember Clauson	Present
Councilmember Cucciardi	Present
Councilmember Diener	Present
Councilmember Lucarelli	Present
Councilmember Rosapepe	Present
Mayor Putaansuu	Present

Staff present: Public Works Director Dorsey, Finance Director Crocker, Community Development Director Bond, Assistant City Engineer Pleasants, Utilities/Facilities Operations Manager Hunter, City Attorney Cates, City Clerk Rinearson, and Office Assistant II Whisenant were also present.

A. PLEDGE OF ALLEGIANCE

Mayor Putaansuu led the audience and Council in the Pledge of Allegiance.

B. Executive Session: Pursuant to RCW 42.30.110(1)(i), the City Council will hold a 30-minute executive session to discuss a potential litigation matter.

At 5:31 p.m., Mayor Putaansuu recessed the meeting for a 30-minute executive session to discuss potential litigation matter pursuant to RCW 42.30.110(1)(i). City Attorney Cates, Finance Director Crocker, PW Water Systems Manager Hunt, and Public Works Director Dorsey were invited to attend.

At 6:01 p.m., Mayor Putaansuu extended the executive session an additional 10 minutes.

At 6:11 p.m., Mayor Putaansuu extended the executive session an additional 10 minutes.

At 6:21 p.m., Mayor Putaansuu extended the executive session an additional 10 minutes.

Councilmember Diener recused himself at 6:21 p.m.

At 6:31 p.m., Mayor Putaansuu reconvened Council back into regular session.

2. APPROVAL OF AGENDA

MOTION: By Councilmember Diener, seconded by Councilmember Lucarelli, to approve the agenda as presented.

The motion carried.

3. CITIZENS COMMENTS

Julie Benson commented on the Placement of Public Art on Utility Equipment in the Right-of-Way.

Councilmembers and staff discussed with Ms. Benson; artwork selection, duration of material used, removal of material once in disrepair and possible future locations.

4. CONSENT AGENDA

- A.** Approval of Check Nos. 76058 through 76202 totaling \$911,242.36; and Bi-Weekly Payroll including Check Nos. 148117 through 148132 totaling \$724,350.93.
- B.** Approval of the January 15, 2019, Council Work Study Meeting Minutes

MOTION: By Councilmember Lucarelli, seconded by Councilmember Ashby, to approve the consent agenda as presented.

The motion carried.

5. PRESENTATION

There were no presentations.

6. PUBLIC HEARING

There were no public hearings.

7. BUSINESS ITEMS

- A. Adoption of an Ordinance Approving a Contract with the Washington State Department of Ecology for the Marina Pump Station Rebuild Project-CWSRF Loan Agreement**

MOTION: By Councilmember Lucarelli, seconded by Councilmember Clauson, to adopt an Ordinance approving a contract with the State Department of Ecology, thereby accepting a Clean Water State Revolving Fund (CWSRF) loan from the Department of Ecology for the Marina Pump Station Rebuild Project in the amount of \$4,100,000.

**The motion carried.
(Ordinance No. 007-19)**

B. Adoption of an Ordinance Approving a Contract with the State Department of Ecology for the Port Orchard Downtown Basin Stormwater Plan

MOTION: By Councilmember Clauson, seconded by Councilmember Cucciardi, to adopt an ordinance thereby authorizing the Mayor to execute a Contract, being Agreement WQC-2018-PoOrPW-00206 with the Washington State Department of Ecology, in the amount of \$216,840 in funding for the City of Port Orchard Downtown Basin Stormwater Plan.

**The motion carried.
(Ordinance No. 008-19)**

C. Adoption of a Resolution Approving a Contract with Robinson Noble, Inc. for the 2019 Hydrogeological Services and Procurement Procedure Documentation

MOTION: By Councilmember Diener, seconded by Councilmember Rosapepe, to adopt a resolution, thereby approving a contract with Robinson Noble, Inc. in the amount not to exceed \$136,000 for the 2019 Hydrogeological Services and documenting the Professional Services procurement procedures pursuant to RCW 39.80.

**The motion carried.
(Resolution No. 008-19)**

D. Adoption of a Resolution Approving a Contract with Transportation Solutions, Inc. for the Transportation Impact Fee Study and Traffic Model Calibration

MOTION: By Councilmember Diener, seconded by Councilmember Ashby, to adopt a resolution approving a contract with Transportation Solutions, Inc. for the City's Transportation Impact Fee Rate Study Update and transportation model calibration.

Mayor Putaansuu gave background regarding an upcoming corridor study, initiated by McCormick Communities, on Old Clifton for being the reason for the update.

Councilmembers and staff discussed other changes in projects and budget.

**The motion carried.
(Resolution No. 002-19)**

E. Approval to Allow the Placement of Public Art on Utility Equipment in the Right-of-Way

MOTION: By Councilmember Clauson, seconded by Councilmember Diener, to authorize the placement of City of Port Orchard historic art as proposed, contingent on the City obtaining a WSDOT General Permit and on adherence to any permit conditions approved by the Public Works Director.

Councilmembers and staff discussed prior public art regarding policies, art selection process, application approval process

Councilmembers, staff, and Ms. Benson discussed individual public/business outreach, citizen selection involvement, WSDOT approval requirements, providing image options for review, material selection, potential maintenance by Public Works Department, and to establish an approval process through the Public Works Director for non-WSDOT applications.

The motion passed. Councilmembers Chang and Ashby voted no.

Suggestion was made for Land Use Committee to review the process for future applications.

F. Approval of the January 22, 2019, Council Meeting Minutes

MOTION: By Councilmember Clauson, seconded by Councilmember Lucarelli, to approve the minutes as presented.

The motion carried. Councilmember Cucciardi abstained.

Councilmember Ashby stated to the Clerk there is a Scrivener's error needing to be corrected.

8. DISCUSSION ITEMS – NO ACTION WILL BE TAKEN

A. Snow Report

Mayor Putaansuu showed a video of Police Officer Schaibly shoveling a citizen's driveway and shared that Public Works crews proudly worked 12-hour shifts around the clock.

Public Works Director Dorsey informed that the City followed their snow route map, keeping up with designated "Priority 1 Streets" that are required to be open. Further explained that some of the "Priority 1 Streets" were local access roads, not only arterial streets, and that when the map was created the City tried to make it fair to general public. Unfortunately, the City can't get to all residential streets until other priority routes are cleared. Brine was applied months ago and that helped with clearing the streets. Public works crew were in 12 hour shifts from Friday through Tuesday and transitioned back on Wednesday to 8-hour regular shifts.

Councilmember Diener discussed concerns of pedestrians in the travel lanes not on the sidewalks, and possible storm damage to trees and curbs on Kitsap Boulevard.

Public Works Director Dorsey stated that sidewalk clearing would be a discussion for another time, and with the new Community Service/Parks position that there would be cleanup to landscaping at various locations. Explained that Harrison Hospital use to maintain the area, but since owners have changed it has gone back to the City to maintain. Also, that the curbs are set to be repaired after Tremont Construction has been completed.

Councilmembers, Mayor, and staff discussed enforcement of the designated snow route, determination of road closures, parking due to weather impacts, and addressed citizen safety concerns.

B. 2019 Zoning Code and Zoning Map Update

Community Development Director Bond began process of updating the 2019 Zoning Code and Zoning map in May of 2018 and this is the final stage to adopt the new code. Below is a highlight of the Comprehensive Plan goals that are supported in the zoning code update:

- Protect and maintain existing single-family neighborhoods;
- Increasing housing diversity and development;
- Promote density to support pedestrian activity and transit;
- Improve connectivity within the city;
- Minimize housing costs and maximize housing options;
- Support mixed use development; and
- Promote attractive pedestrian scale development downtown.

Community Development Director Bond emphasized the multitude of public outreach through various outlets, as well as multiple council meetings. Explained that approval process will be in 5 different parts:

- Part One – amendments to existing chapters;
- Part Two – amendment to existing sections;
- Part Three – adoptions of new zoning map;
- Part Four – repeal of old sections; and
- Part Five – new chapters that weren't previously established.

On February 8th an email was sent to councilmembers outlining critical updates for review. Community Development Director Bond identified these critical updates, reasons for the changes, the Planning Commission testimonies have all been in favor of the changes and stated that postcards were sent out to notify properties that would be directly impacted.

Councilmember Ashby inquired about the business development zone and Director Bond stated that background research was conducted and made sure to capture original intent of the zone creation.

Mayor Putaansuu stated that outreach to the Executive Director was also extended to Home Builders Association and there have been no objections to the code changes.

Community Development Director Bond detailed; different commercial mixed-use zone locations, self-storage regulations, new gas station proposals, increasing the city's capacity for growth to justify Urban Growth Area (UGA) for the city's next Comprehensive Plan Update, transfer of development rights, parking reductions, establish electric vehicle and bicycle parking requirements, and significant trees chapter.

Councilmembers, Mayor, and staff addressed potential population boundary changes, self-storage building heights with possible incentives, KRCC retreat to focus on process for distributing population growth in the future, height bonuses, encouraging residential development while not restricting commercial building, and potential effective date of the updates presented.

Council Direction: Staff is to bring the start of updates to first meeting in March and address additional concerns at the next Land Use Committee meeting.

C. Proposed Street Cut Moratorium (POMC 12.04 and 20.24 Proposed Amendments)

Public Works Director Dorsey provided background of the City's efforts in the proposed ordinance. Discussions are still to be had with City Attorney Cates and city engineers to make sure all areas of concern are identified. Previous discussion was held at Land Use Committee and is now being presented to Council for direction.

Mayor, councilmembers, and staff discussed the process and communications to those involved.

Council Direction: Staff is to move forward with amendments proposed.

D. Discussion Regarding the Adoption of an Ordinance, Thereby Creating New Chapter 12.34, New Sections 13.04 and 13.06, Adopting the 2019 Public Works Engineering Standards and Specifications (PWESS) and Repealing Resolution No. 006-14

Public Works Director Dorsey presented the PWESS, and informed that it is consistent with Department of Community Development's code update.

Community Development Director Bond explained that the presented zoning code updates are reference in the PWESS.

Directors Dorsey and Bond stated that the transportation model, road standards, water quality treatment, and landscape requirements are all addressed in the proposed PWESS.

Council Direction: Staff is to bring forward to next council meeting.

9. REPORTS OF COUNCIL COMMITTEES

Councilmember Clauson reported on the Finance Committee meeting held prior to the Council meeting, and the next meeting is scheduled for March 26th.

Councilmember Ashby reported the next Economic Development and Tourism Committee is scheduled to meet March 11th. Also spoke to the status of the single use plastic bag ordinance.

Councilmember Lucarelli reported on the February 27th Chimes & Lights committee meeting. She reported the Utilities Committee is also scheduled for February 27th. Sewer Advisory Committee meeting with the next meeting scheduled for April 17th at the South Kitsap Water Reclamation Facility SKWRF.

Councilmember Diener reported the Land Use Committee is scheduled to meet February 25th at the Department of Community Development Conference Room, located at 720 Prospect Street.

Mayor reported on recently attended Kitsap Transit and Housing Kitsap meetings.

Councilmember Ashby reported the next KRCC meeting is March 5th, presentations will be held by PSRC regarding clean air and the census.

10. REPORT OF MAYOR

The Mayor reported:

- Recognition to Public Works Lead Foreman Tony Lang on reduced overtime hours;
- Shared comments received from recently visited students;
- Map of proposed projects for Community Service Day;
- Concerned citizen on the Bay Street Pedestrian Pathway jersey barriers;
- Affordable Housing Task Force and requested for a second city representative;
- Attended Mayors Exchange and gave an update on discussions;
- Visit to Olympia on 2/8 and returning 2/28; and
- Lobby Day set on 3/25 to makeup of the canceled City Action Days.

11. REPORT OF DEPARTMENT HEADS

Public Works Director Dorsey reported on the Kitsap Sun article regarding state projects, Blackjack Creek Roundabout, Rockwell Pocket Park update, submitted drafts of SR16 interchange, and gave update on Tremont construction.

Finance Director Crocker updated on recent policy implementations that have been applied and software conversion update.

Community Development Director Bond provided the annual update of Traffic Impact Fees collection and the Comp Plan amendment is scheduled on next Land Use Committee meeting agenda and will bring forward to Council soon.

12. CITIZENS COMMENTS

There were no comments.

13. EXECUTIVE SESSION

Executive Session was held earlier in the meeting.

14. ADJOURNMENT

The meeting adjourned at 8:55 p.m. No other action was taken. Audio/Visual was successful.



Brandy Rinearson, MMC, City Clerk



Robert Putaansuu, Mayor

