



**City of Port Orchard  
Council Meeting Minutes  
Regular Meeting of December 10, 2019**

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**1. CALL TO ORDER AND ROLL CALL**

Mayor Putaansuu called the meeting to order at 6:30 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, Community Development Director Bond, City Attorney Cates, Police Chief Brown, City Clerk Rinearson, and Deputy City Clerk Floyd.

**A. PLEDGE OF ALLEGIANCE**

**Boy Scout Troop 1536** led the audience and Council in the Pledge of Allegiance.

**MOTION:** By Councilmember Ashby, seconded by Councilmember Rosapepe, to add under Discussion Items, 8D, a discussion on the downtown subarea plan.

**The motion carried.**

**MOTION:** By Councilmember Ashby, seconded by Councilmember Cucciardi, to add the excusal of Councilman Fred Chang to the consent agenda.

**The motion carried.**

**MOTION:** By Councilmember Cucciardi, seconded by Councilmember Ashby, to remove the discussion item 8A regarding the extension to the Purchase and Sale Agreement for 640 Bay Street.

Councilmember Cucciardi said he received notification tonight and need more time to digest.

**The motion carried.**

Councilmember Chang arrived to the meeting at 6:32 p.m.

## 2. APPROVAL OF AGENDA

**MOTION:** By Councilmember Clauson, seconded by Councilmember Lucarelli, to approve the agenda as amended.

The motion carried.

At 6:34 p.m., Mayor Putaansuu recessed the meeting for a 10-minute executive session to discuss a potential litigation matter pursuant to RCW 42.30.110(1)(i). City Attorney Cates and Public Works Director Dorsey were invited to attend.

At 6:44 p.m., Mayor Putaansuu reconvened the meeting back into session.

**MOTION:** By Councilmember Cucciardi, seconded by Councilmember Diener, to add a business item, the adoption of Resolution No. 030-19, approving Contract No. C067-19 with Stellar J Corporation for the McCormick Sewerage Lift Station No. 2 Project and document procurement.

The motion carried.

**MOTION:** By Councilmember Clauson, seconded by Councilmember Rosapepe, to approve the agenda, once again, as amended.

The motion carried.

## 3. CITIZENS COMMENTS

There were no citizen comments.

## 4. CONSENT AGENDA

- A. Approval of Voucher Nos. 78286 through 78385 including bank drafts in the amount of \$709,522.12 and Electronic Payments/EFT's in the amount of \$476.22 totaling \$709,998.34.
- B. Approval of Payroll Check Nos. 78276 through 78285 including bank drafts and EFT's in the amount of \$258,760.66; and Direct Deposits in the amount of \$169,484.35 totaling \$428,245.01.
- C. Approval of the November 19, 2019, Council Work Study Session Minutes
- D. Approval of the November 26, 2019, Council Meeting Minutes
- E. Adoption of a Resolution, Authorizing the Mayor to Execute a Letter of Understanding to Extend Contract No. 024-15, with Waste Management of Washington, Inc. for Solid Waste Services (**Resolution No. 044-19**)
- F. Approval of Amendment No. 1 to Contract No. 012-19, with Kitsap County for the Provision of Juvenile Detention Facilities
- G. Approval of Amendment No. 2 to Contract No. 002-18, with Kitsap County for Incarceration of City Prisoners
- H. Approval of a Memorandum of Understanding with the South Kitsap School District for Additional Off-Duty Law Enforcement Officers for Designated School Events (**Contract No. 86-19**)
- I. New Item: Excusal of Councilman Fred Chang (arrived late)

**MOTION:** By Councilmember Clauson, seconded by Councilmember Lucarelli, to approve the consent agenda as published.

**The motion carried.**

## **5. PRESENTATION**

### **A. Kitsap County Courthouse Campus**

**Ron Thomas**, Thomas Architecture Studios, provided a presentation on the master planning of the entire County campus site and Phase 1 of the County Courthouse Campus. This is a multi-phase project.

## **6. PUBLIC HEARING**

There were no public hearings.

## **7. BUSINESS ITEMS**

### **A. Continuation of: Adoption of an Ordinance Approving the Petition to Vacate City Right-of-Way, an Alley Between Cline Avenue and Dekalb Street**

**MOTION ON THE FLOOR:** By Councilmember Diener, seconded by Councilmember Cucciardi, to adopt an ordinance vacating the City's right-of-way, an alley between Cline Avenue and DeKalb Street, as presented.

**The motion failed unanimously.**

**MOTION:** By Councilmember Lucarelli, seconded by Councilmember Diener, to adopt an ordinance vacating the City's right-of-way, an alley between Cline Avenue and DeKalb Street, as presented by the Petitioner.

**The motion passed. Councilmember Chang voted no.  
(Ordinance No. 048-19)**

### **B. Adoption of Resolution No. 030-19, Approving Contract No. C067-19 with Stellar J Corporation for the McCormick Sewerage Lift Station No. 2 Project and Documenting Procurement**

**MOTION:** By Councilmember Diener, seconded by Councilmember Rosapepe, to adopt Resolution No. 030-19, thereby approving Contract No. C067-19 with Stellar J Corporation in an amount not to exceed \$3,141,205.60 (applicable taxes included) for the McCormick Sewerage Lift Station No. 2 Project.

**The motion carried.  
(Resolution No. 030-19)**

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## **8. DISCUSSION ITEMS (No Action to be Taken)**

### **~~A. Extension to the Purchase and Sale Agreement for 640 Bay Street~~**

Mayor Putaansuu explained he received an amendment late today and it was not able to be included in the packet. If there are concerns, please let him know so this can be put in next week's packet.

### **B. Sunshine Fund**

Mayor Putaansuu noted during the annual audit, the auditors voiced concerns with this fund. This is a fund that Councilmembers and the Mayor contribute to purchase flowers, as get well gestures. The auditor's have issues with the City managing these dollars. We have stopped this practice. We have \$260 dollars left in the fund, and the Finance department would like to close this account and expend these funds by the end of the year.

Mayor Putaansuu said he spoke to Finance Chair Councilmember Clauson, who recommended contributing the funds to the Festival of Chimes and Lights event. Our goal is to have a business item on next week's agenda authorizing staff to close this account and expend the funds.

Council had no objections.

### **C. Citizen Art Display Request**

Mayor Putaansuu said a Chihuly inspired art display was offered to the City of Bremerton, who was about to pass a resolution of acceptance, but as the art was created by South Kitsap High School students, the artist would like this to be displayed somewhere in Port Orchard.

He said if this moves forward, we can bring forward a resolution at next week's meeting accepting the art piece.

Council had no objections.

### **D. Downtown Subarea Plan**

Mayor Putaansuu said they have been interviewing companies for the Downtown Campus and Subarea Plan.

Development Director Bond provided background history on the project, which included reminding the designated centers in Port Orchard, application process, Request for Proposals, selection of a firm, benefits of project, public feedback, transportation, federal grant money, and opportunity zones. Additional money is needed to complete the plan, and staff is asking if Council would like staff to move forward with seeking additional funding.

In response to Councilmember Lucarelli, Mayor Putaansuu said we would need an additional \$150,000 to \$200,000.

Mayor Putaansuu, Councilmembers and staff discussed the firms they interviewed, REET funding, building permit income, adding this discussion to next Finance Committee meeting, development, and public input.

Council had no objections moving forward.

## **9. REPORTS OF COUNCIL COMMITTEES**

Mayor Putaansuu reported the Finance Committee is meeting next Tuesday [December 17, 2019] and the Economic Development and Tourism Committee will not meet until after the first of the year.

Councilmember Lucarelli reported the Utilities Committee is scheduled to meet next Monday [December 16, 2019]. The Sewer Advisory Committee is scheduled to meet February 19, 2020. She reported on the Festival of Chimes and Lights event and reported the Chimes and Lights Committee is scheduled to meet January 13, 2020.

Councilmember Ashby reported that KRCC [Kitsap Regional Coordinating Council] will have about 6 meetings next year instead of monthly meetings.

Mayor Putaansuu reported on Kitsap 911 and proposed 1/10 measure to be on the ballot, holiday light tour and Council retreat.

## **10. REPORT OF MAYOR**

The Mayor reported on the following:

- Citizen email regarding the City;
- 2020 Council meeting dates;
- Well 13 updates;
- SeeClickFix on website;
- Oath of Offices next week
- Meetings with Senator Randall and Representative Young;
- Gutter cleaning at City Hall; and
- AWC Board meeting.

Councilmember Chang noted the severe weather shelter in the county was open for 5 days during Thanksgiving and the Port Orchard shelter served an average of 8 people per night.

Mayor Putaansuu spoke about the Kingston Community Center and citizen question about an arts commission.

Councilmember Diener encouraged Council to send in their questions regarding the Kitsap County Campus presentation.

**11. REPORT OF DEPARTMENT HEADS**

Public Works Director Dorsey reported on representing small cities in Olympia at the Public Works Board meeting in February.

City Attorney Cates reported on the City's settlement agreement with the County regarding the Comprehensive Plan Transportation Element. It was brought to our attention that the initial dates for getting some of the transportation study completed needed to be adjusted. They are now drafting an amendment.

Police Chief Brown reported on the Festival of Chimes and Lights event and planning process.

**12. CITIZEN COMMENTS**

**Gerry Harmon** spoke about a crack in the middle of Sidney and asked about the importance of executive sessions during the meeting.

Mayor Putaansuu said sometimes they must take action on an item on the agenda that could be related to litigation. The Council also might need information from the City Attorney before acting on an item.

**Heidi Fenton** is excited about the new artwork, suggested having a countdown to the tree lighting during the Festival of Chimes and Lights, and asked about a reader board in front of City Hall.

Mayor Putaansuu explained electronic reader boards are prohibited by the City's sign code.

**13. EXECUTIVE SESSION**

An executive session was held earlier.

**14. ADJOURNMENT**

The meeting adjourned at 8:15 p.m. No other action was taken. Audio/Visual was successful.

  
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Brandy Rinearson, MMC, City Clerk

  
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Robert Putaansuu, Mayor

