



**City of Port Orchard
Council Meeting Minutes
Regular Meeting of January 14, 2020**

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:

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

Staff present: Public Works Director Dorsey, Community Development Director Bond, City Attorney Archer, Police Chief Brown, City Clerk Rinearson, Public Works Operations Manager Lang, and Office Assistant II Whisenant.

A. PLEDGE OF ALLEGIANCE

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

2. APPROVAL OF AGENDA

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

The motion carried.

3. CITIZENS COMMENTS

There were no citizen comments.

4. CONSENT AGENDA

- A.** Approval of Voucher Nos. 78582 through 78694 including bank drafts in the amount of \$408,242.72 and Electronic Payments/EFT's in the amount of \$10,996.19 totaling \$419,238.91.
- B.** Approval of Payroll Check Nos. 78632 through 78634 including bank drafts and EFT's in the amount of \$136,188.21; and Direct Deposits in the amount of \$185,440.88 totaling \$321,629.09.

- C. Approval of Amendment No. 3 to Contract No. 023-17 with the Washington State Military Department for the Port Orchard Storage Building
- D. Approval of an Amendment to Contract No. 038-18 with Kitsap County in CPSGMHB Case No. 16-3-0012, Adjusting Timelines for the Transportation Implementation Strategy
- E. Adoption of the December 10, 2019, Council Meeting Minutes

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

The motion carried.

5. PRESENTATION

A. Kitsap County Complete Count Census Outreach

Leslie Daus, Kitsap County Complete Count Census Coordinator, presented the changes to upcoming outreach. The main change is that the census will be collected online only. The notice where it can be filed online will be mailed in postcard form. Explained the impacts to federal, state, and local funding. There will be representatives out in the community trying to complete the census through various groups that may not have internet access and there is only a short period of time the information is being collected. It is imperative cities get an accurate count.

6. PUBLIC HEARING

There were no public hearings.

7. BUSINESS ITEMS

A. Appointment of a Mayor Pro-Tempore for 2020

MOTION: By Councilmember Ashby, seconded by Councilmember Diener, move to elect Councilmember Rosapepe as the Mayor Pro-Tempore for 2020.

The motion carried.

B. Adoption of a Resolution Approving a Contract with GGLO, LLC for the Downtown/County Campus Sub Area Plan and Planned Action EIS

MOTION: By Councilmember Diener, seconded by Councilmember Ashby, to adopt a resolution approving a Contract with GGLO, LLC for a Downtown and County Government Campus Subarea Plan and Planned Action EIS, for an amount not to exceed \$206,845, and documenting the Professional Services procurement procedures

Councilmembers, mayor and staff discussed the plan process, communications received, and budget costs.

EXECUTIVE SESSION

At 6:58 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(2)(a)(iii). Development Director Bond was invited to attend and Mayor Putaansuu announced that action would be taken.

At 7:08 p.m., Mayor Putaansuu reconvened the meeting back into session.

The motion carried.

(Resolution No. 004-20 and Contract No. 020-20)

C. Adoption of a Resolution Approving a Contract with Coastal Custodial for Janitorial Services

MOTION: By Councilmember Diener, seconded by Councilmember Cucciardi, to adopt Resolution No. 002-20, thereby approving an Ordinary Maintenance Agreement - Contract No. C018-20 with Coastal Custodial for the 2020 Janitorial Services of City facilities.

The motion carried.

(Resolution No. 002-20 and Contract No. 018-20)

D. Adoption of a Resolution Approving a Contract with GeoEngineers, Inc. for the 2019-2020 Bay Street Pedestrian Pathway NEPA Update

MOTION: By Councilmember Clauson, seconded by Councilmember Lucarelli, to move to adopt a Resolution, thereby approving a Contract with GeoEngineers, Inc. for the Bay Street Pedestrian Pathway Project 2019-2020 NEPA Update in the amount not to exceed \$11,674.36 and documenting the Professional Services procurement procedures.

Councilmembers, Mayor, and staff discussed wording in the contract that states, "not to exceed". City Attorney Archer suggested to move forward on the approval on the contract as is, and in the future look to amend language on other contracts.

The motion carried.

(Resolution No. 005-20 and Contract No. 021-20)

E. Adoption of a Resolution Approving a Contract with ARKEN, Inc. for the 2020 Library Roof Repairs

MOTION: By Councilmember Cucciardi, seconded by Councilmember Diener, to adopt Resolution No. 003-20, thereby authorizing the Mayor to execute Contract No. C019-20 with ARKEN, Inc. for the

2020 Library leak repairs in the amount of \$10,911.87 and authorizing the Public Works Director the ability to issue a future change order for this Contract up to \$10,000 before needing to go back to Council for further change order approvals.

The motion carried.

(Resolution No. 003-20 and Contract No. 019-20)

F. Adoption of a Resolution Approving a Contract with BHC Consultants, LLC for the 2020 On-Call Engineering Services for the Water Systems and Documenting Procurement Procedures

MOTION: By Councilmember Clauson, seconded by Councilmember Diener, to adopt a Resolution, thereby authorizing the Mayor to execute a Contract with BHC Consultants, LLC in the amount not to exceed \$100,000.00 for the 2020 On-Call Engineering Services for the Water Systems and documenting the Professional Services procurement procedures pursuant to RCW 39.80 and authorize the Mayor to execute a pending Contract with BHC Consultants, LLC for the Water Systems Concurrency Program administratively.

Councilmembers, mayor and staff discussed striking out the wording, "In addition, Staff recommends that the City Council" as part of the motion.

The motion carried.

(Resolution No. 006-20 and Contract No. 022-20)

G. Adoption of a Resolution Approving a Contract with BHC Consultants, LLC for the 2020 On-Call Engineering Services for the Sanitary Sewer System and Documenting Procurement Procedures

MOTION: By Councilmember Cucciardi, seconded by Councilmember Ashby, to adopt a Resolution, thereby authorizing the Mayor to execute a Contract with BHC Consultants, LLC in the amount not to exceed \$70,000.00 for the 2020 On-Call Engineering Services for the Sanitary Sewer System and documenting the Professional Services procurement procedures pursuant to RCW 39.80 and authorize the Mayor to execute a pending Contract with BHC Consultants, LLC for the Sanitary Sewer System Concurrency Program administratively.

Councilmembers, mayor and staff discussed striking out the wording, "In addition, Staff recommends that the City Council" as part of the motion.

The motion carried.

(Resolution No. 007-20 and Contract No. 023-20)

H. Approval of the December 16, 2019, Holiday Tour Meeting Minutes

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

The motion carried. Councilmember Cucciardi abstained.

I. Approval of the December 17, 2019, Council Meeting Minutes

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

The motion carried. Councilmembers Diener and Cucciardi abstained.

8. DISCUSSION ITEMS (No Action to be Taken)

There were no discussion items.

9. REPORTS OF COUNCIL COMMITTEES

Councilmember Lucarelli reported on the Festival of Chimes and Lights Committee meeting, and the next meeting is scheduled for February 24, 2020.

10. REPORT OF MAYOR

The Mayor reported on the following:

- Council Retreat scheduled for Friday, January 17th at Puerta Vallarta Mexican Restaurant;
- Kitsap County Campus Outreach meeting January 22nd in the Commissioners Chambers;
- Village Greens tour to be rescheduled;
- Port Orchard added as a Principal City for the Puget Sound Regional Council (PSRC);
- Sighting study for the next Regional Airport;
- Swore in new Port Commissioner Gary Anderson;
- Change to Public Disclosure F1 process;
- Kitsap Economic Development Alliance (KEDA) Breakfast on January 31st;
- Road reports with winter weather;
- State of the City given at POBSA and Chamber Luncheon, two scheduled for city staff; and
- Townhall Meetings to be scheduled.

11. REPORT OF DEPARTMENT HEADS

Public Works Director Dorsey reported on staffing changes, winter weather road conditions, and Utilities Committee Meeting will be a tour on January 27th.

City Attorney Archer reported on meeting with staff and gave reminder to do the Open Public Meeting Act (OPMA) training.

Police Chief Brown expressed appreciation to Public Works for clearing roads and sent out document regarding Festival of Chimes and Lights.

City Clerk Rinearson asked council's preference for items needed for the council retreat.

Public Works Operations Manager Lang asked for rock salt to be added to budget and a place to store.

12. CITIZEN COMMENTS

No comments

13. EXECUTIVE SESSION

An executive session was held earlier.

GOOD OF THE ORDER

Councilmember Chang informed of the severe weather shelter opening and the community's involvement to help a homeless family with medical needs.

14. ADJOURNMENT

The meeting adjourned at 8:09 p.m. No other action was taken. Audio/Visual was successful.



Brandy Rinearson, MMC, City Clerk



Robert Putaansuu, Mayor

