



**City of Port Orchard  
Council Meeting Minutes  
Regular Meeting of June 23, 2020**

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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:

Councilmember Ashby	Present via Remote Access
Councilmember Chang	Present via Remote Access
Councilmember Clauson	Present via Remote Access
Councilmember Cucciardi	Present via Remote Access
Councilmember Diener	Absent
Councilmember Lucarelli	Present via Remote Access
Mayor Pro-Tem Rosapepe	Present via Remote Access
Mayor Putaansuu	Present via Remote Access

Staff present via Remote Access: Public Works Director Dorsey, Finance Director Crocker, Community Development Director Bond, City Attorney Archer, and City Clerk Rinearson.

Mayor Putaansuu stated pursuant to the Governor's Stay at Home, Stay Safe order, the City Council will be conducting the meeting via Zoom this evening.

**A. PLEDGE OF ALLEGIANCE**

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

**2. APPROVAL OF AGENDA**

**MOTION:** By Councilmember Rosapepe, seconded by Councilmember Clauson, to amend the agenda by excusing Councilmember Diener from tonight's meeting for personal reasons.

**The motion carried.**

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

**The motion carried.**

**3. CITIZENS COMMENTS**

**Greg Krabbe** spoke to the proposed development code and expressed appreciation for the hard work that staff and Council have done to adopt the code. He urged Council to adopt the provisions for allowing 3-car garages on lots only 60-feet wide.

**Eric Campbell** thanked Community Development Director Bond and his staff for the hard work on the development code. He would like Council to adopt the 3-car garage provision.

#### **4. CONSENT AGENDA**

- A.** Approval of Voucher Nos. 79726 through 79785 and 79792 through 79871, including bank drafts in the amount of \$499,485.98 and EFT's in the amount of \$3,045.00 totaling \$502,530.98
- B.** Approval of Payroll Check Nos. 79786 through 79791 including bank drafts and EFT's in the amount of \$155,423.90; and Direct Deposits in the amount of \$192,059.40 totaling \$347,483.30.
- C.** Approval of the June 9, 2020, Council Meeting Minutes
- D.** Excusal of Councilmember Diener from Tonight's Meeting for Personal Reasons

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

**The motion carried.**

#### **5. PRESENTATION**

##### **A. Kitsap Economic Development Alliance**

Mayor Putaansuu noted although the presentation from Kitsap Economic Development Alliance [KEDA] is valuable, it may be best to discuss Cares Funding. He is working on a partnership with KEDA for our Cares Funds. He spoke to the Port Orchard Cares Small Business Rent Relief Program.

**John Powers**, KEDA Executive Director, provided a brief background of Kitsap County during the COVID-19 pandemic, and difficulties related to the process of the State funded relief to small businesses within Kitsap County. When he and Mayor Putaansuu talked about a similar program for the City, with the City's cares dollars, he encouraged simplicity. KEDA proposed for the City to focus on reimbursing local small businesses within the City for rent incurred during the COVID-19 crisis.

Mayor Putaansuu read into the record criteria for the proposed funding.

#### **6. PUBLIC HEARING**

- A. Emergency Interim Zoning Ordinance No. 011-20, Temporarily Suspending Approval and Permit Expiration and Tolling Processing Procedural Deadlines**

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Mayor Putaansuu opened the public hearing, and there being no testimony, closed the public hearing at 7:00 p.m.

## **7. BUSINESS ITEMS**

### **A. Approval of Awarding the Low Bidder and Authorize the Mayor to Execute an Agreement for the City's Official Newspaper**

**MOTION ON THE FLOOR:** By Councilmember Rosapepe, seconded by Councilmember Cucciardi, to approve The Seattle Times Company as the low bidder and authorize the Mayor to execute an agreement with The Seattle Times Company as the City's Official Newspaper in a form acceptable to the City Attorney.

Councilmember Clauson urged Council to vote the current motion down and go back out for bid.

Mayor, Council, and staff discussed circulation numbers, local newspapers, frequency of publications, and State required criteria.

**The motion failed. Councilmembers Chang, Ashby, Rosapepe, Cucciardi, Lucarelli, and Clauson voted no.**

**MOTION:** By Councilmember Clauson, seconded by Councilmember Rosapepe, to reject all bids and direct staff to modify the RFP to focus on updating clear distribution numbers to ensure the selected paper has a sufficient circulation within the City, and delegate the Kitsap Sun as the City's temporary newspaper of record.

**The motion carried.**

### **B. Adoption of an Ordinance Amending Residential Design Standards in Port Orchard Municipal Code Chapters 20.32.020, 20.32.040 and 20.122.060**

**MAIN MOTION:** By Councilmember Ashby, seconded by Councilmember Cucciardi, to adopt an ordinance amending residential design standards in the Port Orchard Municipal Code Chapters 20.32.020, 20.32.040 and 20.122.060, with the amendment of section 5 under 20.139.015 so that the third line would read *minimum lot width 60 feet or greater* amending the 66 feet to 60 feet for a three-car garage.

Councilmember Rosapepe pointed out that section 5 table states 40 feet up to 66 feet for two-car garages and asked if it would need to change to greater than 60 feet to 100 feet.

**AMENDED MOTION:** By Councilmember Rosapepe, seconded by Councilmember Clauson, to change section 5, third line down, from 40-feet up to 66-feet to *40-feet to 60-feet*, and the fourth line down should say *greater than, or equal to 60-feet up to 100-feet* for a three car garage.

**The amended motion carried.**

**The main motion carried.**

**(Ordinance No. 014-20)**

**C. Adoption of a Resolution Approving the Utility Payment Plan Policy**

**MOTION:** By Councilmember Lucarelli, seconded by Councilmember Rosapepe, to adopt a resolution approving the Utility Payment Plan Policy as presented in the resolution.

**The motion carried.**

**(Resolution No. 026-20)**

**D. Adoption of a Resolution Approving an Interagency Agreement with Department of Commerce Related to the COVID-19 CARES Act Funding**

**MOTION:** By Councilmember Rosapepe, seconded by Councilmember Cucciardi, to adopt a resolution authorizing the Mayor to enter into an Interagency Agreement with Department of Commerce, related to the COVID-19 CARES Act Funds for Local Governments in Washington State.

**The motion carried.**

**(Resolution No. 027-20 and Agreement No. 060-20)**

**E. Adoption of a Resolution Approving a Contract with Land Expressions, LLC for the 2020 McCormick Village Park Splash Pad Retrofit Project**

**MOTION:** By Councilmember Clauson, seconded by Councilmember Rosapepe, to adopt Resolution No. 020-20, thereby approving Contract No. C056-20 with Land Expressions, LLC for the 2020 McCormick Village Park Splash Pad Retrofit (Design Development and Ad Ready Design) Project in the amount of \$40,880.00, and documenting the Professional Services procurement procedures.

**The motion carried.**

**(Resolution No. 020-20 and Contract No. 056-20)**

**F. Adoption of a Resolution Approving a Contract with Advanced Diving Services Inc. for the 2020 In-Service Cleaning and Inspection of Potable Water Storage Tanks Utilizing Commercial Divers**

**MOTION:** By Councilmember Lucarelli, seconded by Councilmember Clauson, to adopt Resolution No. 022-20, thereby approving Contract No. C057-20 with Advanced Diving Services, Inc. for the 2020 In-Service Cleaning & Inspection of Potable Water Storage Tanks Utilizing Commercial Divers in the amount not to exceed \$13,539.98.

**The motion carried.**

**(Resolution No. 022-20 and Contract No. 057-20)**

**G. Adoption of a Resolution to Apply for Grant Funding from the BAFBRB Program Managed by the State Recreation and Conservation Office for 100% Design of Culvert Replacement on Bay Street**

**MOTION:** By Councilmember Chang, seconded by Councilmember Rosapepe, to adopt a Resolution, thereby authorizing the Mayor or designee to apply for grant funding from the BAFBRB Program managed by the RCO, to commit to a grant match of 15% from the City, and to execute all documentation necessary to effectuate the grant to fund 100% design of the culvert replacement for the Bay Street/Annapolis Creek culvert repair.

**The motion carried.**

**(Resolution No. 024-20)**

**H. Adoption of a Resolution to Apply for Grant Funding from the BAFBRB Program Managed by the State Recreation and Conservation Office to Remove a Culvert on Sidney Road**

**MOTION:** By Councilmember Lucarelli, seconded by Councilmember Clauson, to adopt a Resolution, thereby authorizing the Mayor or designee to apply for grant funding from the BAFBRB Program managed by the RCO, to commit to a grant match of 15% from the City, and to execute all documentation necessary to effectuate the grant to remove the Sidney Road culvert at Ruby Creek and replace it with a bridge.

**The motion carried.**

**(Resolution No. 023-20)**

**I. Approval of a Noise Exemption Permit to Kristin Waters for a July 4<sup>th</sup> Celebration**

Councilmember Clauson would like to reach out to all of Ms. Waters neighbors and let them know about the celebration.

Community Development Director Bond noted his department can send out notices to the neighbors.

**MAIN MOTION:** By Councilmember Clauson, seconded by Councilmember Cucciardi, to approve the requested permit as presented.

**AMENDED MOTION:** By Councilmember Rosapepe, seconded by Councilmember Ashby, to limit this from 5:00 p.m. until 11:00 p.m.

City Clerk Rinearson noted the code allows noise until 11:00 p.m., so this permit would not be needed.

**Councilmember Rosapepe, seconded by Councilmember Ashby, withdrew the amended motion.**

**The main motion passed. Councilmember Rosapepe voted no.**

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

### **A. Cares Funding**

Mayor Putaansuu noted this discussion was held earlier with Mr. Powers during the presentation portion of the agenda.

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

Mayor Putaansuu reported the Finance Committee is scheduled to meet July 14<sup>th</sup>. The Economic Development and Tourism Committee is scheduled to meet July 13<sup>th</sup>. The Land Use Committee is scheduled to meet July 6<sup>th</sup>.

Councilmember Lucarelli reported on the June 16<sup>th</sup> Utilities Committee meeting. The next meeting is scheduled for July 21<sup>st</sup>. She reported on the June 15<sup>th</sup> Festival of Chimes and Lights Committee meeting.

Councilmember Clauson reported on the June 17<sup>th</sup> Sewer Advisory Committee meeting.

Councilmember Ashby reported on the June 23<sup>rd</sup> Transportation Committee meeting, Kitsap Regional Coordinating Council [KRCC].

Mayor Putaansuu reported on the Kitsap Public Health Board.

## **10. REPORT OF MAYOR**

The Mayor reported on the following:

- Downtown merchants and sidewalks;
- City facility public meeting spaces;
- Employee key cards;
- Community Center updates;
- Website updates;
- Public Works job openings; and
- City Hall parking updates.

## **11. REPORT OF DEPARTMENT HEADS**

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City Attorney Archer reported the extension of the OPMA [Open Public Meetings Act] Proclamation expires at the end of this month.

Public Works Director Dorsey reported on library repairs, Well No. 13 contract, and Bay Street Pedestrian Pathway NEPA [National Environmental Policy Act] update.

Community Development Director Bond reported on the downtown subarea plan and campus survey.

**12. CITIZEN COMMENTS**

There were no citizen comments.

**13. EXECUTIVE SESSION**

There was no executive session.

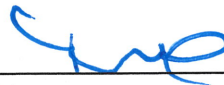
**14. ADJOURNMENT**

The meeting adjourned at 8:51 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

