



**City of Port Orchard
Council Meeting Minutes
Work Study Session Meeting of July 21, 2020**

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	Present via Remote Access
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, Utility Manager Jacki Brown, Community Development Director Bond, Finance Director Crocker, City Attorney Archer, Police Chief Brown, and City Clerk Rinearson.

Mayor Putaansuu said pursuant to the Governor’s “Stay Home - Stay Safe” Order, the City will conduct the meeting through Zoom.

Pledge of Allegiance

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

1. Sanitary Sewer Capital Facility Charges (CFC’s)

Public Works Director Dorsey spoke about sewer CFC charges as they relate to the recent modeling and activity in Basin 7, which is the Sedgwick/Sidney area. This is an opportunity to look at the Capital Improvement Plan (CIP) and to ensure we have the ability for developers to potentially get credits.

Utility Manager Brown said this will also pave the way for us, or developers, to do these projects through Department of Ecology with blanket approval rather than having to go through approval for each one.

Katy Isaksen with Katy Isaksen & Associates, provided a presentation on the Sewer CFC’s and provided an update, which included the previous CFC update; current CFC update; capital facility

charges; existing City sewer facilities; six-year sewer improvement projects; CFC alternatives; CFC with existing, future & 50% allowable interest; recommended sewer CFC; future updates; next steps; and sustainable utilities.

Discussions were held regarding the presentation, including interest on facilities and interest rates; cash flows; appreciation charges; current and future developments; financial modeling; project projections; and ERU analysis.

Council Direction: No direction was given.

2. Community Event Center - Contract with Rice Fergus Miller and Amendment to Interlocal Agreement

Mayor Putaansuu noted the City went through a process to select a firm to help with outreach and confirm, or select, a site for the community event center and to get a partial design.

Community Development Director Bond discussed the proposed contract with Rice Fergus Miller and noted changes to some of the indemnification language. The contract includes a cost estimate for the first phase of the project of \$400,000; a project schedule; and scope of work. This is the first piece of a larger contract.

Steve Rice and Lori Limson Cook with Rice Fergus Miller discussed the scope of work and project schedule which included site selection and conceptual and schematic design.

Mayor Putaansuu said there is a meeting next week with the PFD [Public Facilities District] in hopes they approve the amendment to the ILA [Interlocal Agreement].

Finance Director Crocker discussed the proposed changes to the contract with the PFD.

Council Direction: No direction was given.

3. Kitsap Transit SR-16 Park and Ride Study

Councilmember Clauson noted he is a Kitsap Transit employee, but as tonight is discussion only, he asked the City Attorney if he could still stay and listen.

City Attorney Archer had no objections.

Community Development Director Bond introduced Ed Coviello and Steffani Lillie with Kitsap Transit, and Sandy Glover with Parametrix, who has been hired by Kitsap Transit to do the study.

Ed Coviello provided a presentation, which included a need for more parking in South Kitsap; study locations from Tremont down to the county line; project priority to reduce congestion in downtown Port Orchard; stakeholders; evaluation criteria; screening; evaluation of 4 sites; major differences between sites; online open house; and next steps.

Discussions were held regarding the presentation; public participation study; current park and ride locations and capacity; and funding.

Council Direction: No direction was given.

4. Council 2021-2022 Budget Kickoff

Finance Director Crocker said this is a continuation of the budget kickoff discussion from last week and spoke about the financial implications of the reserve policies; working capital funds; and stabilization funds.

Discussions were held regarding the policies; city hall updates; and salary surveys.

When asked by Finance Director Crocker, the Council indicated they had no objection to him moving forward with what was presented.

Council Direction: No direction was given.

GOOD OF THE ORDER

Mayor Putaansuu reported on the current COVID-19 situation in Kitsap County and August council meeting schedule.

ADJOURNMENT

The meeting adjourned at 8:39 p.m. No other action was taken. Audio/Visual was successful.



Brandy Rinearson, MMC, City Clerk



Robert Putaansuu, Mayor

