



**City of Port Orchard
Council Meeting Minutes
Regular Meeting of November 24, 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 Deputy 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: Finance Director Crocker, Community Development Director Bond, Public Works Director Dorsey, HR Coordinator Lund, Police Chief Brown, City Attorney Archer, and Deputy City Clerk Floyd.

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 Clauson, seconded by Councilmember Lucarelli, to approve the agenda as published.

The motion carried.

3. CITIZENS COMMENTS

There were no citizen comments.

4. CONSENT AGENDA

- A. Approval of Voucher Nos. 80899 through 80987, including bank drafts in the amount of \$4,280,597.75 and EFT's in the amount of \$15,213.17 totaling \$4,295,810.92.
- B. Approval of Payroll Check Nos. 0 through 0 including bank drafts and EFT's in the amount of \$0; and Direct Deposits in the amount of \$0 totaling \$0.
- C. Adoption of a Resolution Supporting the DWSRF 2020 Construction Loan Application for the Development of Well #11 in the McCormick Woods Water System (**Resolution No. 056-20**)
- D. Acceptance of a Grant from Association of Washington Cities (AWC-RMSA) for a Stop Loss Prevention Grant
- E. Acceptance of a Grant from Kitsap Bank for the Chimes and Lights Event
- F. Excusal of Councilmember Diener from the November 10, 2020, City Council Meeting

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

The motion carried.

5. PRESENTATION

A. South Kitsap Community Center Update

Steve Rice and Lorie Limson Cook with Rice Fergus Miller provided a presentation which included schedule and progress to date, public outreach results, final 3 site options, 3 site and building concepts, and the next steps.

B. 2021 Legislative Agenda

Josh Weiss with Gordon Thomas Honeywell Governmental Affairs provided a presentation which included looking ahead to 2021, budget challenges and opportunities, local government priorities, proposed legislative agenda with capital and transportation requests, and the next steps.

6. PUBLIC HEARING

A. Final Public Hearing on Proposed 2021/2022 Final Biennial Budget

Finance Director Crocker spoke to and provided a presentation on the proposed 2021/2022 biennial budget.

Mayor Putaansuu opened the public hearing, and there being no testimony, closed the public hearing at 7:55 p.m.

B. Ordinance Amending Port Orchard Municipal Code Chapter 2.20 to Establish Planning Commission Positions, Terms, Term Ending Dates and Meeting Requirements

Community Development Director Bond spoke to the Planning Commission and amendments to the municipal code.

Mayor Putaansuu opened the public hearing, and there being no testimony, closed the public hearing at 7:58 p.m.

7. BUSINESS ITEMS

A. Adoption of an Ordinance Authorizing Positions of Building Official, Community Health Navigator, Human Resources Manager, and Information Technology Support Specialist

MOTION: By Councilmember Clauson, seconded by Councilmember Rosapepe, to adopt an Ordinance authorizing the creation of four new positions, Building Official, Community Health Navigator, Human Resources Manager and Information Technology Support Specialist, and authorizing the Mayor to develop job descriptions consistent with the attached general qualifications and duties.

**The motion carried.
(Ordinance No. 034-20)**

B. Adoption of Adoption of an Ordinance Adopting the 2021/2022 Biennial Budget

MOTION: By Councilmember Clauson, seconded by Councilmember Ashby, to adopt an Ordinance, adopting the 2021 – 2022 Biennial Budget and 2021 Salary Schedule.

**The motion carried.
(Ordinance No. 035-20)**

C. Adoption of an Ordinance Amending Port Orchard Municipal Code Chapter 2.20 to Establish Planning Commission Positions, Terms, Term Ending Dates and Meeting Requirements

MOTION: By Councilmember Chang, seconded by Councilmember Rosapepe, to adopt an Ordinance amending POMC Chapter 2.20, to revise the Planning Commission positions, terms, term ending dates, and meeting requirements.

**The motion carried.
(Ordinance No. 036-20)**

D. Adoption of a Resolution Documenting the Membership of the City Planning Commission by Positions and Term Expiration Dates

MOTION: By Councilmember Rosapepe, seconded by Councilmember Lucarelli, to adopt a Resolution documenting the seven current members of the Planning Commission, along with their position assignments and term expiration dates.

**The motion carried.
(Resolution No. 057-20)**

E. Adoption of a Resolution Adopting the 2021 Legislative Agenda

MOTION: By Councilmember Clauson, seconded by Councilmember Ashby, to adopt a Resolution, thereby approving the 2021 Legislative Agenda, as presented.

**The motion carried.
(Resolution No. 058-20)**

F. Adoption of a Resolution Approving a Contract with AtWork! Commercial Enterprise, LLC for 2021 Tremont Landscaping

MOTION: By Councilmember Lucarelli, seconded by Councilmember Clauson, to adopt Resolution No. 051-20, authorizing the Mayor to execute Contract No. C002-21 with AtWork! Commercial Enterprise LLC for 2021 Tremont Landscaping Maintenance Services in the amount of \$24,939.20.

**The motion carried.
(Resolution No. 051-20 and Contract No. 002-21)**

G. Continued: Approval of a Contract with South Kitsap Fire and Rescue to Share Funding for the Community Health Navigator Position

City Attorney Archer noted modifications are needed to the contract and job description. Moving the item to the next council meeting agenda for discussion and consideration.

H. Approval of a Contract with Gordon Thomas Honeywell-Governmental Affairs for Lobbying Services

MOTION: By Councilmember Cucciardi, seconded by Councilmember Lucarelli, to approve the contract and authorize the Mayor to execute an agreement for lobbying services with Gordon Thomas Honeywell-Governmental Affairs for the period of January 1, 2021 through December 31, 2022, as presented.

**The motion carried.
(Contract No. 005-21)**

I. Approval of a Contract with Kitsap County Prosecuting Attorney for Prosecution of Municipal Criminal Complaints and Civil Infractions

MOTION: By Councilmember Clauson, seconded by Councilmember Rosapepe, to approve a contract and authorize the Mayor to sign the Legal Services Agreement with Kitsap County for Prosecution

Services.

The motion carried.

(Amendment No. 1 to Contract No. 009-19)

J. Approval of a Contract with the City of Bremerton to Confirm the Service Areas for the City of Bremerton and the City of Port Orchard Water Systems

MOTION: By Councilmember Diener, seconded by Councilmember Lucarelli, to authorize the Mayor to execute a Service Area Agreement with the City of Bremerton confirming the existing Service Areas for the City of Port Orchard and the City of Bremerton drinking water systems.

The motion carried.

(Contract No. 089-20)

K. Approval of Memorandums of Understanding with the Police Guild Representing Patrol and with the Police Guild Representing Sergeants to Extend Previous MOU's Related to Hours of Work

MOTION: By Councilmember Cucciardi, seconded by Councilmember Diener, to authorize the Mayor to sign a Memorandum of Understanding with the Police Guild representing Patrol Officer and a Memorandum of Understanding with the Police Guild representing Sergeants to extend the previous MOU related to hours of work, to December 31, 2021.

The motion carried.

(MOU #3 to Contract No. 046-19 (Patrol) and MOU #2 to Contract No. 047-19 (Sergeants))

L. Approval of the November 10, 2020, City Council Meeting Minutes

MOTION: By Councilmember Ashby, seconded by Councilmember Cucciardi, to approve the Council meeting minutes of November 10th as presented.

Councilmember Rosapepe pointed out a scrivener's error under Executive Session to change 'announced *to* action will be taken' to 'announced *no* action will be taken'.

The motion carried. Councilmember Diener abstained.

8. CITIZEN COMMENTS

Alan Futterman with the Bremerton West Sound Symphony said one thing lacking in Port Orchard is a public place for concerts and encouraged the council and Rice Fergus Miller to consider space for this in the Community Events Center.

9. DISCUSSION ITEMS (No Action to be Taken)

There were no discussion items.

10. REPORTS OF COUNCIL COMMITTEES

Councilmember Clauson reported on the November 23rd Finance Committee meeting. The next meeting is scheduled for January 19th.

Councilmember Cucciardi reported the Economic and Development Tourism Committee is scheduled to meet December 14th.

Councilmember Lucarelli reported on the November 17th Utilities Committee. The next meeting is scheduled for January 19th. She also reported on the downtown tree decorating contest and Festival of Chimes and Lights.

Councilmember Diener reported the Land Use Committee is scheduled to meet December 9th.

Councilmember Ashby reported on the November 24th Transportation committee meeting. The next meeting is scheduled for January 26th. She also reported on the KRCC [Kitsap Regional Coordinating Council].

11. REPORT OF MAYOR

The Mayor reported on the following:

- Facebook boosts for the City's website.

Mayor Putaansuu and Councilmembers briefly discussed the possibility of using Facebook boosts.

12. REPORT OF DEPARTMENT HEADS

Deputy City Clerk Floyd reported on the City's Facebook boost options.

Finance Director Crocker thanked council for their help on the budget process.

Police Chief Brown thanked the City Attorney and council for their patience with the Navigator program.

13. CITIZEN COMMENTS

There were no citizen comments.

14. EXECUTIVE SESSION

There was no executive session.

15. ADJOURNMENT

The meeting adjourned at 9:10 p.m. No other action was taken. Audio/Visual was successful.



Brandy Rinearson, MMC, City Clerk

Robert Putaansuu, Mayor

