

**City of Port Orchard City Council  
Special Work Study Session  
November 25, 2008**

**PRESENT:** Lary Coppola, Mayor  
Council Members: Chang, Childs, Clauson, Colebank, Olin, and Putaansuu  
Absent: Councilmember Powers

**ALSO PRESENT:** City Treasurer Tompkins, Development Director Weaver, Public Works Director Dorsey, Police Chief Townsend, City Attorney Jacoby, City Clerk Kirkpatrick, and Deputy Clerk Rinearson.

Mayor Coppola called the meeting to order at 9:36 p.m.

**2009 Preliminary Budget**

Councilmember Clauson thanked staff for their hard work on putting together a lean budget for 2009, noting that this was the most challenging budget in the many years of being on the Council.

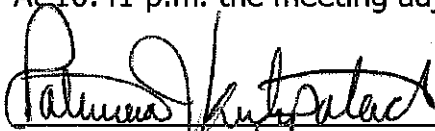
City Treasurer Tompkins addressed the following issues;

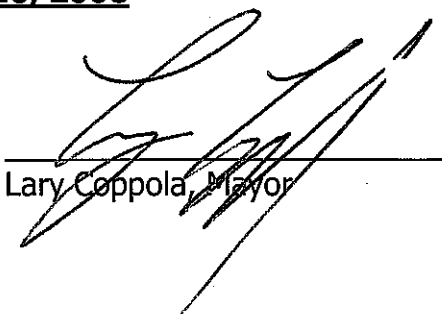
- Mayor Coppola requested to be paid as a full time Mayor at the same salary as the City of Poulsbo. The \$20,000 can be taken from the Hotel/Motel tax that is dedicated to the Tourism and Marketing Director position. The Mayor will have to document all of his time spent on tourism and marketing and submit quarterly reports the same as all other organizations receiving these funds. This funding was put in the budget for the Mayor's salary for the first six months of 2009, with review by the Council in June.
- The City Attorney budget was reduced by \$10,000 as the amount of attorney hours used has been reduced by staff.
- The Police Department will be able to replace two vehicles instead of three.
- In response to Councilmember Chang, City Treasurer Tompkins stated no money was budgeted for the grant writer and instead of paying a retainer we will use Grant Solutions on an as-needed basis.
- Only \$500 allocated for the new Website update and staff will reevaluate website enhancement mid-year.
- The temporary part-time Associate Planner position will be kept for work on updating the Shoreline Management Plan, which will save the City \$50,000. The position is to be reevaluated during the 2010 budget cycle.
- Utility undergrounding second phase was added, which some cost will be from the real-estate excise tax money and once the second phase is complete, Puget Sound Energy will reimburse the City up to 60% match on some portions.
- The Library budget is based on what current needs and major repairs will be held off on until the Council decides whether to move the facility or not. Only \$3,000 for minor repairs was put in.

- Fireworks and barge budget for the Festival of Chimes and Lights were removed and decorations were increased to allow for replacement of the ten-year old lights that string across Bay Street.
- Westbay Waterfront Park received \$10,000.
- \$20,000 is in for the Big Toy, which would bring the total Parks and Recreation Reserve amount from Admissions Tax down to \$140,000 for 2009.
- Parking Facility received \$50,000.
- The Finance Committee recommended Option 2 of the Hotel/Motel Tax disbursements, with changes to allow the Mayor to utilize \$20,000 for his salary, and increased funding for Cedar Cove Days by \$4,450, and the Festival of Chimes and Lights by \$7,820.
- Cash carryover of \$50,000 as part of the water/sewer supplemental requests for reclaimed water project with West Sound Utility District.
- From the reserve fund: McCormick Woods Lift Station #2, Water/Sewer Odor Problem, McCormick Woods Well #5, and Bay Street Lift Station Rebuild.
- Other expenditure changes are: new Chlorinator Well #8 and a new generator for Cannon Court Lift Station.
- Storm Drainage Utility Budget of \$600,000 was reduced to \$400,000 and the City will concentrate on things that need to be accomplished during the first year.
- Projects that have been carried over to 2009 includes the contract for the Transportation Plan Element for approximately \$45,000 and the Sewer Comprehensive Plan, which is about 90% completed and \$16,000 is remaining in the contract.
- The Council directed that the Finance Committee review the contract renewal being proposed by BKAT, including taping of meeting in-house to save money. The next Finance Committee meeting is on Wednesday, December 3, 2008.
- The Council directed staff to move the supplemental request of \$10,000 for Municipal Code codification into the regular budget with funds to be split between all departments based upon a percentage of use.

**Next Work Study Session- Tuesday, December 16, 2008**

At 10:41 p.m. the meeting adjourned.

  
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Patricia J. Kirkpatrick, City Clerk

  
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Larry Coppola, Mayor