7:00 p.m. Call to Order

Mayor Matthes called the meeting to order at 7:00 p.m. Pro-Tem Cindy Lucarelli and Councilmembers Jeff Cartwright, Bek Ashby, Rob Putaansuu, Fred Chang and Jerry Childs were present. Public Works Director Mark Dorsey, City Clerk Brandy Rinearson, Human Resources Coordinator Deborah Howard, City Attorney Greg Jacoby and Office Assistant II Jenine Floyd were also present.

Councilmember John Clauson was absent.

**Mayor Matthes** led the audience and Council in the Pledge of Allegiance.

1. Discussion: Public Art Displayed in City Hall

Roy Carr, with the South Kitsap Art Association, proposed to the Council displaying the Association's art work on the walls of City Hall. The paintings on the walls will include the artists' information and the name of the painting. They have several artists interested in displaying art at City Hall. He would like to set up a three month show, to rotate new artists every three months. He would only like South Kitsap Artists, and would encourage anyone to join the group, which would allow their art to be displayed at City Hall. The painting sizes would vary; depending on the location they are displayed. They would also have the artists sign something saying the City is not responsible if their art is stolen or damaged. The Art Association would also like to display their biography, as well as a list of their current officers.

Mayor Matthes pointed out that the Artists League currently displays art at Poulsbo City Hall and Poulsbo Mayor Erickson is really pleased with the art. Also, this is a good way to beautify City Hall at no cost.

Further, Mr. Carr will screen the art work and nothing inappropriate would be placed at City Hall, and should someone complain about the art, the art would be changed.

Artist Marni Greene is really looking forward to having art work in the Port Orchard City Hall.

Mr. Carr noted the art would be hung by the Arts Committee, not by individuals. They could also arrange the current photos in a way that is more pleasing.

In response to Councilmember Chang, Mr. Carr stated he has gone around City Hall, and picked out several locations for some of the art. He was thinking of hanging 10 to 15 pieces.
Councilmember Ashby stated she supports public art at City Hall, but would prefer an easel on the second floor that can be changed out or use walls that currently do not have any pictures.

Councilmembers Childs questioned what they are going to do about other artists, like sculptures, as there is no current policy.

Councilmember Cartwright had asked staff to research if there is a RCW that prohibits the use of a publicly funded building to support for-profit enterprises. Staff indicated there is no RCW; however, where do we draw the line?

Mr. Carr indicated they have no sculptures, glass wares, or 3D art; only paintings.

Mayor Matthes would like to give this a 6 month trial period.

Councilmembers briefly discussed the current location of the historic pictures at City Hall and would prefer not to have them moved, as a lot of work went into the placement of those pictures.

Mr. Carr and Ms. Greene offered some possible locations at City Hall and the repositioning of the historical pictures.

**Council Direction:** Council directed this discussion be brought forth to the Public Property Committee for placement of the art.

2. **Presentation: Return to Work and Light Duty Program**

Human Resources Coordinator Howard and Vocational Rehabilitation Counselor with Precisionary Inc., Gina Dean, updated the Council on the Return to Work project. The City received a Safety and Health Investment Project grant through the Department of Labor and Industries for a Return to Work project. The goal of a return to work program is the safe and timely return of employees to light duty or regular employment. The City is a member of the Association of Washington Cities (AWC) Retro Program. The Retro Program delivers loss control services to reduce frequency and severity of work place injuries in claims management services, and to bring employees safely back to work. In addition, HR Coordinator Howard noted the City has had a high amount of loss ratio, because of a few on the job injuries and high time loss because of those injuries. When this happens, we pay higher workers compensation. She applied for this grant with the idea to work with bringing on the job injured employees back to work safely to light duty jobs, where they can be worked back to their regular jobs. Through this grant, she was able to have ergonomic assessments done on the workstations throughout the City; establish a job analysis for the job descriptions which would go into detail on the actual physical requirements are; develop possible light duty assignments; communications training for supervisors and staff; and establishing a light duty policy procedure.
Ms. Dean stated we need to change our philosophy, and part of that change, is to allow employees to heal while they work, instead of healing at home and then coming back to work. They presented a light duty program that outlined all of those possibilities, and presented to the Council several job analyses and if a worker is injured, they would take this as part of the packet to their medical provider and ask if they are physically able to perform their job functions. If the answer is no, there is a Return to Work Form to go over with the doctor, which is the first step in outlining light duty, return to work. The worker will then bring that form back to the City, and the HR Coordinator will work with the department head, and ask them what they can do for that employee. Every dollar spent on worker’s compensation via medical or time loss affects two things; your experience factor and the refund the City would get from Labor and Industries.

HR Coordinator Howard noted in 2012, she received a letter that the City would not be getting a refund and would have to pay extra for our share in 2014, which was close to $40,000.

Council and staff briefly discussed return to work and light duty, and the benefits to the City.

**Council Direction:** No direction was given to staff.

### 3. Presentation: Stormwater GAP Analysis

Assistant City Engineer Archer-Parsons noted the City has been working with PACE Engineers to review and update the City’s Storm Drainage Program, and showed a presentation of their findings, which included:

- Project Objectives;
- Planning Process;
- Analysis of City’s Existing SDP/Permit;
- Existing SDP-ORG Chart;
- New NPDES Phase II Permit;
- NPDES Phase II Permit Schedule;
- Permit GAP Analysis;
- Future SDP – ORG Chart;
- CIP Projects (14), CIP Project Location Map and CIP Project Descriptions;
- SDP Funding Analysis;
- Other Funding Options;
- Local Utility Rate Survey;
- SDP Funding Levels;
- Proposed Stormwater Rate; and
Public Works Director Dorsey stated back when the storm drainage utility was set up, it was opted at that time to do minimum compliance. This is a mandated compliance.

Council and staff discussed additional staffing, capital improvement projects, and stormwater utility increases. They also voiced their concerns about the different tax increases within the past year.

Council asked Assistant City Engineer Archer-Parsons to send them a PDF of the slide show presentation.

**Council Direction:** Council directed staff to notify the citizens when a public hearing on this issue will be held.

4. **Discussion: Council Retreat/Mandatory Training**

City Clerk Rinearson stated many cities hold annual retreats for the Council to discuss the vision of the City and to direct the Mayor to achieve the vision by setting goals, not specific projects, set by the Council with staff. This retreat is a great opportunity to review and evaluate current City projects and workload, which would be presented by the department heads. The Mayor recommends hiring a professional facilitator for the retreat; of which he will work with AWC to seek a professional facilitator. Currently there are funds in the budget that would cover this cost. This would run between $500 and $3,000; depending on the length and the depth of the training.

In addition, based on our insurer’s recommendation, the Mayor will be holding a mandatory training on the OPMA in June. He is looking for dates that Council members are available.

The City currently holds a discussion to specifically identify projects to be included in the budget, but it doesn’t capture the vision for the City and which direction it should be heading in.

Also with recent legislation changes, effective July 1, the City must satisfy the requirement of the OPMA and PRA training passed by the state legislature and satisfy AWC’s requirement of the OPMA violation at the same time as the retreat.

In response to Mayor Matthes, City Clerk Rinearson noted the mandatory training is 4 hours, but it could be condensed into 2 hours. This is through the City’s insurer, and there would be no cost to the City.

In response to Councilmember Chang, City Clerk Rinearson noted it is just an option to have the retreat and the mandatory training on the same day. There is also an option to have a webinar on the training.
Council Direction: Council directed staff to schedule the OPMA training at the June work study session; and for City Clerk Rinearson to email them regarding what days they are available in June and July for the Council retreat. They also requested City Attorney Jacoby facilitate the retreat.

5. Discussion: Rockwell Turn Lane

Public Works Director Dorsey stated they have received complaints about Rockwell Avenue and the sight distance safety. He would like to change Rockwell Avenue at Bay Street to a right turn only, from Rockwell Avenue northbound to Bay Street eastbound. He would like to send out flyers to the people in the neighborhood, informing them of the change.

Council Direction: Staff was directed to proceed with the proposed change; insuring residents will be notified of the change.

6. KRCC Ad-Hoc Committee

Councilmember Putaansuu noted they are getting close to making their presentation to the KRCC board. Part of what they need to fund is a better presence at PSRC, which is where the money comes from. The proposal is a 2 ½ percent of any grant awards would fund the agency. No change in the current due structure.

In response to Councilmember Ashby, Councilmember Putaansuu said there was no discussion about stepping back from PSRC.

In response to Councilmember Chang, Councilmember Putaansuu noted the Ad-Hoc Committee was formed to look at form, function, and funding of the organization.

Council and staff briefly discussed KRCC and PSRC organizations.

Council Direction: No direction was given to staff.

At 9:11 p.m., Mayor Matthes adjourned the meeting.

Brandy Rinearson, CMC, City Clerk

Timothy C. Matthes, Mayor