1. CALL TO ORDER AND ROLL CALL

Mayor Tim Matthes called the meeting to order at 7:00 p.m. Pro-Tem Cindy Lucarelli and Councilmembers Bek Ashby, Jeff Cartwright, Fred Chang, Jerry Childs, John Clauson, and Rob Putaansuu were present and constituted a quorum. City Clerk Rinearson, City Treasurer Martin, Development Director Bond, Assistant City Engineer Parsons-Archer, Deputy City Clerk Fernandez, and Interim City Attorney Morris were also present.

A. Pledge of Allegiance

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

2. CITIZENS COMMENT

Mr. Nick Whittleton said the revised storm water budget does not look right to him when there is something that goes from a couple thousand dollars to ten thousand dollars. It appears the money is being dispersed into little funds to justify a $14 rate increase.

Mr. Kurt Gerty said he saw an obscene picture at Rose’s Nail Salon. His wife spoke to the owner, who declined to turn the poster around. He said according to Code Enforcement Officer Woodside, POMC states signs that are of an obscene nature would have to come down. He would like obscene clarified.

Interim City Attorney Morris said she would work with Code Enforcement Officer Woodside on this issue. Development Director Bond said his department is currently working on this.

3. APPROVAL OF AGENDA

Councilmember Putaansuu MOVED and Councilmember Childs seconded the motion to add an item to the consent agenda to authorize the Treasurer to pay the City claims and provides the claims register at the next Council meeting in January. Upon vote, the motion passed unanimously.

Councilmember Ashby MOVED and Councilmember Clauson seconded the motion approving the Agenda, as amended. Upon vote, the motion passed unanimously.
4. APPROVAL OF CONSENT AGENDA
   A. Approval of Checks Nos. 63071 through 63166 totaling $433,358.58, November Payroll totaling $579,233.90, & Treasurer’s Check Book totaling $2,733,948.09
   B. Approval of the November 25, 2014, Council Meeting Minutes
   C. Approval of a Contract Authorizing the Mayor to Execute an Agreement with Public Safety Testing, Inc. for Police Officer Pre-Employment Testing
   D. Approval of a Contract Authorizing the Mayor to Execute an Agreement with The Doctors Clinic, PC for CDL/DOT Exams and Certificates
   E. Approval of a Contract Authorizing the Mayor to Execute an Agreement with Kitsap Community Resources for a Community Service Worker Program
   F. Approval of a Contract Authorizing the Mayor to Execute an Interlocal Agreement with the City of Bremerton for Water Supply
   G. Approval of a Contract Authorizing the Mayor to Execute an Agreement with Transportation Solutions, Inc. for On-Call Transportation Engineering Services
   H. Approval of Public Event Applications: Live to Ride and Yukon Do It Marathon
   I. Approval of an Assignment of Real Property Lease from TTMJ, LLC (Hi-Joy Bowl) to TTKJ, LLC
   J. Authorize the Treasurer to pay the claims of the City and provide the claims register at the next Council meeting in January

Councilmember Putaansuu MOVED and Councilmember Ashby seconded the motion approving the Consent Agenda, as amended. Upon vote, the motion passed unanimously.

5. PRESENTATION

No presentations were given.

6. PUBLIC HEARING

   A. Public Hearing and Adoption of an Ordinance Concerning Development Agreements

Development Director Bond presented the staff report, noting the City is working on a project with unique circumstances and staff wishes to present a development agreement to the City Council for consideration as a solution to the challenges faced by members of the development community. RCW 36.70B.170 authorizes the City to enter into development agreements however the city hasn’t adopted local regulations concerning the process for considering development agreements, the application requirements for those seeking a development agreement with the city, or the process for handling appeals. The Interim City Attorney recommends adopting the attached ordinance prior to considering a development agreement. The ordinance is recommended regardless of whether this proposal goes forward so that the benefits offered by the ordinance are available to everyone. Council
should not discuss the specifics of any project but rather the merits of having this type of ordinance in place.

Mayor Matthes opened the Public Hearing at 7:06 p.m.

Mr. Gary Anderson reviewed the ordinance and applauded the City for including it on the agenda. There are a lot of property owners who have gone through a great deal of expense and time to get projects approved only to find the market didn’t make it possible to sell it and develop it. The development costs for many projects are high. If the City is going to take an attitude that they want to assist property owners to phase through a project; that is a big plus for the people in this community. We do not have an abundance of large developers, and we rely on small and medium developers. They usually look for smaller parcels so they do not overextend themselves. The value of finished residential lots is not to the point where people are jumping in to develop lots. He supports this ordinance.

There being no further testimony, Mayor Matthes closed the Public Hearing at 7:09 p.m.

Councilmember Cartwright moved and Councilmember Putaansuu seconded the motion to approve the Ordinance adding Section 16.90 Development Agreements to the Port Orchard Municipal Code. Upon vote, the motion passed unanimously.

B. Public Hearing and Adoption of an Ordinance Concerning Building Permit Extensions

Development Director Bond presented the staff report, noting currently, building permits are issued and are valid for 180 days. The permits are extended automatically for an additional 180 days every time a building inspection occurs. Occasionally, the city issues building permits for site improvements such as water tanks, sewer pump stations, and retaining walls, which are associated with a site development activity permit (SDAP). Often the developer wants to pick up all their permits at one time and to develop a site over a period of years. In some cases, significant site work must be performed prior to doing any work on the structure subject to a building permit. When work has not been performed on the structure, the building permit expires after 180 days and a new permit is required. This is the case even though the SDAP is valid for 3 years and can be extended for a full 5 years. It is the desire of the department to allow for building permit extensions and extended building permit approvals in cases like these whereby the building permit can be extended so long as the SDAP is active. The attached ordinance would provide the director with the authority needed to tie building permit expiration to the expiration of an underlying SDAP in select instances.

Mayor Matthes opened the Public Hearing at 7:11 p.m.

In response to Councilmember Childs, Mr. Anderson said he supported this ordinance.
There being no further testimony, Mayor Matthes closed the Public Hearing at 7:12 p.m.

In response to Councilmember Putaansuu, Development Director Bond said this would not apply to residential home construction; it is for larger developments.

Councilmember Putaansuu MOVED and Councilmember Childs seconded the motion to approve the ordinance amending section 15.04.010 of the POMC concerning building permit expiration. Upon vote, the motion passed unanimously.

7. BUSINESS ITEMS

A. Second Reading and Adoption of Ordinance No. 017-14, Amending the 2014 Budget

City Treasurer Martin presented the staff report, noting the City Budget is written to capture revenue and expenses over the fiscal year. During the year, changes to the Budget, in both revenue and expenditures, need to be recognized by Budget Amendment. This Budget Amendment Ordinance recognizes amendments approved by Council action during the second half of the year.

The Budget Amendment Ordinance reflects the following:

1. $2,000 from Current Expense Fund No. 001 for fertilizing hanging flower baskets attached to the downtown marquee funded from Current Expense Fund No. 001.
2. $98,000 for prisoner boarding and medical expenses from Current Expense Fund No. 001.
3. $6,800 additional expense from Cumulative Reserve for Municipal Equipment Fund No. 303, for equipment outfitting of new police vehicles.
4. $19,800 for sales tax paid to the Washington State Department of Revenue for City parking fees from Current Expense Fund No. 001.
5. $5,600 additional costs for new telephone system from Current Expense Fund No. 001. Funds transferred from Cumulative Reserve for Municipal Equipment Fund No. 302.
6. $36,000 for SMARTGov cloud computing from Current Expense Fund No. 001. Funded from Sales tax and Building Permit Technology fees.
7. $148,000 from Cumulative Reserve for Municipal Facilities Fund No. 302 to purchase 640 Bay Street.
8. $73,500 transfer from Water Sewer Utility Fund No. 401 to Water Sewer Cumulative Reserve Fund No. 403 recognizing Capital Facilities Fees collected as a portion of the Water Sewer rate.
9. $58,900 for McCormick Village Park from Impact Fee Fund No. 111 to Cumulative Reserve for Municipal Facilities Fund No. 302
10. $255,100 wages and benefits from Current Expense Fund No. 001.
11. $35,900 wages and benefits from Street Fund No. 002.
12. $5,800 wages and benefits from Criminal Justice Fund No. 103.
13. $53,700 wages and benefits from Water Sewer Fund No. 401.
14. $19,600 wages and benefits from Storm Drainage Fund No. 421.
15. $106,000 Additional Revenue Sales and Use Tax

Councilmember Lucarelli MOVED and Councilmember Clauson seconded the motion to adopt Ordinance No. 017-14, amending the 2014 Budget for the City of Port Orchard. Upon vote, the motion passed unanimously.

B. Adoption of an Ordinance Adopting the 2015 Budget

City Treasurer Martin presented the staff report, noting the Mayor of Port Orchard completed and placed on file a proposed budget and estimate of the amount of the monies required to meet the public expense, bond retirement and interest, reserve funds, and expense of the government of the City for the fiscal year ending December 31, 2015. As required, the City Council held a public hearing on revenue sources for the coming year’s budget, including consideration of possible increases in property tax revenue.

The Finance Committee met independently to study the proposed budget, and held budget interviews that required the presence of department heads. Input was sought from the full Council. A final hearing seeking public input on the proposed budget was held November 25, 2014.

The 2015 Budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Port Orchard for the purposes described in the 2015 Budget, and the estimated expenditures in each fund are all necessary to carry on the government of the City for fiscal year 2015.

The 2015 Budget reflects department head requests, Mayor’s priorities, citizen comment, Finance Committee and City Council input and modifications.

In response to Councilmember Ashby, City Treasurer Martin said the Budget is written to account for cash flow expenses relating to the pedestrian path grant reimbursements. The grant money the City has for the pedestrian path is a reimbursable grant and it does not allow for in-kind contributions. Matching funds cannot be used for additional expenses such as redesign or demolition. The 2015 budget does not provide for any funding for additional expenses such as redesign or demolition. It only provides for right-of-way and property acquisitions that will be funded by the grant.

Councilmember Ashby said before the City uses any of the grant money, the City needs to have a clearly defined cost estimate and funding sources for the pedestrian path before we move forward.
Councilmember Childs said he could not support the budget. He thinks monies allocated on certain things are not a wise use of money. He had concerns about the lodging tax allocation, the purchase of 640 Bay Street (the capital facilities element is defining the costs on that as $200,000), the wayfinding sign project occurring before the waterfront plan is done, and Well No. 9 that has unresolved problems. He would like to see the Council reign in loose ends. Money could be better spent. It is a protest of how money is spent. He does not like to watch the costs escalate on projects. He would like the website upgraded. He feels the City is not doing a very good job of setting priorities.

In response to Councilmember Lucarelli, Treasurer Martin said the budget authority for 640 Bay Street is $148,000. As a placeholder in the comprehensive plan, staff rounded up to $200,000. Staff did not want to end up short and have to come back and amend the comprehensive plan. The purchase of 640 Bay Street has to be included in the plan in order for the City to use REET money. The only money that is legally set by the Council to spend is $148,000. The comprehensive plan is not the budget.

Development Director added that the Capital Facilities Plan has all round numbers. Staff does not want to amend the comprehensive plan if something occurs on the property that they have to deal with.

Councilmember Putaansuu said 640 Bay Street was dealt with in Business Item 7A.

**Councilmember Clauson MOVED and Councilmember Putaansuu seconded the motion to approve an Ordinance adopting the 2015 budget. Upon vote, the motion passed with five affirmative votes and two dissenting votes. Councilmembers Childs and Lucarelli cast the dissenting votes.**

C. Adoption of an Ordinance Amending the City's Comprehensive Plan Capital Facilities Element

Development Director Bond presented the staff report, noting the proposed 2015 budget includes funding for projects, which are not currently listed in the City's Capital Facilities Element including the “Bethel Overlay and Grind Outs” project and the 640 Bay Street Purchase. In order to comply with RCW 36.70A.120, the City Council should amend its Comprehensive Plan Capital Facilities Plan (element) to add these projects to the capital facilities plan. POMC Section 16.05.020 allows for amendments to the Capital Facilities Element more than once annually in circumstances such as this when the amendment occurs concurrently with the adoption of the budget.

**The Capital Facilities Plan (Element) Amendment:** The City of Port Orchard Finance Department is requesting that an update to the 2012 Capital Facilities Plan be adopted by reference in Appendix G of the Port Orchard Comprehensive Plan. The amendment would add the purchase of 640 Bay Street and the Bethel Road groundouts and overlay project to the Capital Facilities Plan.
The Planning Commission’s recommendation and staff’s recommendation is to approve the ordinance.

In response to Councilmember Childs, Development Director Bond said the total project costs for Bethel is $1.7MM. The City is not spending all of that in 2015, but it has to be in the Comprehensive Plan because it is a multi-year project.

**Councilmember Clauson MOVED and Councilmember Putaansuu seconded the motion to approve the Ordinance amending the City’s Comprehensive Plan as submitted. Upon vote, the motion passed with six affirmative votes and one dissenting vote. Councilmember Childs cast the dissenting vote.**

**D. Adoption of an Ordinance Renaming, Repealing, and Adding Funds to the 2015 Budget**

City Treasurer Martin presented the staff report, noting from time to time, the City establishes or repeals Fund designations to improve the usefulness and understandability of government fund balance information, and provide more clearly defined categories to make the nature and extent of the constraints placed on a governments fund balance more transparent.

The Budget Accounting Reporting System (BARS) requires common terminology and classification consistently throughout the budget, the accounts, and the financial reports of each fund. Finance staff worked with the Council Finance Committee to identify adjustments that will make Port Orchard’s financial condition more transparent, help Council identify priorities, and allow for the use of finance best practices including meeting BARS requirements.

The 2015 Budget process contemplated the following changes:

Cumulative Reserve for Municipal Facilities is split into two funds that separates’ Real Estate Excise Tax accounting from Capital Project accounting. The “Capital Construction Fund” will account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays including the acquisition or construction of capital facilities or other capital assets; The “Real Estate Excise Tax Fund” funded by the quarter percent tax (described as "the first quarter percent of the real estate excise tax" or "REET 1" and a second quarter percent tax “REET 2”) will be used to account for and report specific REET revenues.

The Ordinance authorizes the “Storm Drainage Capital Facility Fund” to account for storm drainage service rates approved by Ordinance No. 015-14, and contemplated for the Storm Drainage Utility Capital Improvement Program.
The Wastewater Treatment Facility Expansion Fund is renamed the “Wastewater Treatment Facility Fee Fund” and is properly recognized as an Agency Fund. An Agency Fund is used to report resources held by the government in a purely custodial capacity (assets and liabilities). The City collects and holds wastewater treatment facility fees for the South Kitsap Water Reclamation Facility. Currently the designation is that of an enterprise fund.

In response to Councilmember Childs, City Treasurer Martin said we will have one REET fund, and you will see reports with REET 1 revenue and REET 2 revenue. What the City is able to spend those on are specific to two statutes. As the City does different types of things and is more progressive, the City will be able to track funds and how they are collected or spent. This is required by BARS. The City currently breaks it out for accounting purposes each year for the State Auditor.

In response to Councilmember Clauson, City Treasurer Martin said the wastewater treatment plant expansion fund started out as the fund that carried the construction of the plant and it was an enterprise fund. For the past number of years it has been for the surcharge portion that we set aside for use of the plant. Under the definitions of funds and fund balance, it is shown as an agency fund. The City is aligning it to be transparent, and that is how we need to report it each year on our financial report. It is an agency fund rather than an enterprise fund.

Councilmember Ashby MOVED and Councilmember Putaansuu seconded the motion to approve an Ordinance establishing and renaming certain Funds; recognizing GASB goals of allowing for a better understanding of City financial resources. Upon vote, the motion passed unanimously.

E. Adoption of a Resolution Confirming Mayoral Appointments to Boards, Committees, and Commissions

City Clerk Rinearson presented the staff report, noting annually, the City Clerk reviews the expiring terms of members of the various boards, committees, and commissions.

Shannon Childs with the Design Review Board, Lorraine Olsen and Dr. Nancy Isbell with the Animal Control Appeal Board, and Gil Michael with the Planning Commission, have indicated their interest in continuing to serve in 2015, as their terms will expire December 31, 2014.

The Mayor has appointed the following persons to the boards, committees and commissions:

- Gil Michael to the Planning Commission for a term to expire December 31, 2018.
• Lorraine Olsen and Dr. Nancy Isbell to the Animal Control Appeal Board for a term to expire December 31, 2017.

At 6:42 p.m., Councilmember Childs recused himself for a conflict of interest, since he is married to Shannon Childs, and left the meeting.

Councilmember Ashby thanked all of the citizens for being willing to serve.

**Councilmember Chang MOVED and Councilmember Ashby seconded the motion to adopt a Resolution confirming the Mayor's appointments to the Planning Commission, Design Review Board, and Animal Control Appeal Board as set forth in the Resolution presented. Upon vote, the motion passed unanimously.**

At 7:43 p.m., Councilmember Childs rejoined the meeting.

**F. Approval of a Contract Authorizing the Mayor to Execute an Agreement with Gordon Thomas Honeywell-Governmental Affairs for Lobbying Services**

City Clerk Rinearson presented the staff report, noting for several years, the City has contracted with Gordon Thomas Honeywell-Governmental Affairs (GTH-GA) to provide lobbying services for the City. Notable successes have included monies appropriated for the DeKalb pier project and for the Bay Street Pedestrian Pathway, as well as legislative changes relating to the Planning Commission. GTH-GA also provides regular updates to the Council and City staff regarding legislative issues.

The current contract expires on December 31, 2014. GTH-GA's fee for 2015 is $3,245 per month and total expenses not to exceed $2,500 during the term of the contract. The proposal presented includes an increase of $95 per month, a 3% cost of living increase.

In response to Councilmember Childs, City Clerk Rinearson stated the expenses of $2,500 are yearly, not monthly. Councilmember Putaansuu added that if you multiply $3,245 by 12 months and add the $2,500 in expenses, it totals $41,400.

**Councilmember Lucarelli MOVED and Councilmember Childs seconded the motion 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, 2015 through December 31, 2015, in an amount not to exceed $41,440. Upon vote, the motion passed unanimously.**

**G. Approval of a Contract Authorizing the Mayor to Execute an Agreement with Kitsap Humane Society for Animal Control Services**
City Clerk Rinearson presented the staff report, noting the City has contracted for animal control services with the Kitsap Humane Society since at least 1999. The current annual amount for this service is $36,804.45. The proposed contract contains a 3% increase from the current rate for the first year, and each remaining four years at a 3% cost of living increase per year.

The proposed increase is mainly due to the increased cost of shelter expenses, medical expenses, and administration expenses.

Other major changes to the contract are as follows:

- **Section 12 Insurance**: there is an increase to the minimum required amount. This is updated to be consistent with the recommendation of our insurer; and
- **Section 4 Compensation**: relating to the cost of impoundment of animals beyond 30 days due to the judicial system requiring the retention of animals for evidence, the increase is to $20 for domestic animals and $40 for livestock.

In response to Councilmember Putaansuu, City Clerk Rinearson said the City of Bremerton is still looking at changing. The previous Council was not interested in annual licensing requirements of pets. If that change occurred, the Humane Society would set the rate of pet licensing in the City, and the City would still have to pay some costs.

In response to Councilmember Childs, City Clerk Rinearson said the Human Society wanted to be brought whole from the prior years of not receiving COLA increases, they had to provide more service due to annexations, and they were running in a deficit for providing services to the City due to the cost of business going up. Their last contract was amended in 2011 to keep the cost of living at zero percent. The requested increase is less than what they would have been receiving if the three percent increases had remained in effect; the increase covers the cost of them providing service to the City.

Councilmember Ashby would like the quarterly report from the Humane Society shared with the Council.

Councilmember Clauson has more of a concern of locking in the next four years of increases because we do not know what the future will hold.

**Councilmember Clauson MOVED and Councilmember Putaansuu seconded the motion to authorize the Mayor to execute a five-year contract with Kitsap Humane Society in the amount of $39,300, for the first year, and each remaining four years at a 3% cost of living increase per year, with the contract commencing January 1, 2015 and ending December 31, 2019. Upon vote, the motion passed unanimously.**
H. Approval of a Statutory Warranty Deed Authorizing the Mayor to Execute the Statutory Warranty Deed for Closing on the 321 Maple Street Acquisition for Well No. 10 Project

Assistant City Engineer Archer-Parsons presented the staff report, noting as an integral component of the City of Port Orchard's EPA/DWSRF federally funded Well No. 10 project, the acquisition of the 321 Maple Street property will greatly benefit the overall project through 1) a public health benefit by providing a safe water main alignment and realignment away from the currently failing roadway and removing a potential slide failure zone immediately above a viable City water source, 2) safety improvements associated with the realignment/reconstruction of Maple Street to residents at the top of the hill and 3) a value engineering perspective, whereby the cost to geographically explore, design and construct a lengthy and tall retaining wall along Blackjack Creek (if a permit could be obtained) would be exceedingly cost prohibitive. As a reminder, since the pending acquisition is a function of an EPA-funded project, the acquisition process did comply with the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act.

Councilmember Putaansuu MOVED and Councilmember Clauson seconded the motion to authorize the Mayor to execute the Statutory Warranty Deed for the purchase of 321 Maple Street, as needed for the Well No. 10 Project. Upon vote, the motion passed unanimously.

I. Approval of the November 12, 2014, Special Council Finance Committee Meeting Minutes

Councilmember Clauson MOVED and Councilmember Putaansuu seconded the motion to approve the minutes. Upon vote, the motion passed with six affirmative votes and one abstention. Councilmember Cartwright abstained from voting.

J. Approval of the November 18, 2014, Work Study Session Meeting Minutes

Councilmember Chang MOVED and Councilmember Clauson seconded the motion to approve of the November 18th Work Study session minutes. Upon vote, the motion passed with six affirmative votes and one abstention. Councilmember Putaansuu abstained from voting.

K. Discussion: Good Neighbor Awards

City Clerk Rinearson presented the staff report, noting Council has been touring the City and awarding citizens, businesses, and neighborhood awards since 1995. The awards are presented at a Council meeting in January of each year.
Last year the Council was unable to tour the City, but did encourage citizens to submit photos of residential homes, business, and neighborhoods best holiday decorations.

Staff is looking for direction as to whether the Council will meet to tour the City and determine who has the best holiday decorations.

The Council will go tour the City on December 23, 2014, at 5:30p.m.

L. Adoption of an Ordinance, Adding a New Chapter 9.09 to the Municipal Code Setting Standards for the Delivery of Public Defender Services as Required By RCW 10.101.030

Interim Assistant City Attorney Kelly presented the staff report, noting RCW 10.101.030 requires the City to adopt public defense standards whether the services are provided by contract, assigned counsel, or public defender office. The Washington State Supreme Court adopted new Standards for Indigent Defense that includes misdemeanor caseload limits and certificates of compliance, effective January 1, 2015. This ordinance will establish Chapter 9.09 Public Defense Services in the Port Orchard Municipal Code in compliance with state law and Washington Supreme Court standards.

In response to Councilmember Clauson, Interim Assistant City Attorney Kelly said the City is projected to go over the 400-caseload limit by 100 cases and this will cost approximately $30,000 more a year. He will have to go and negotiate a contract next. It is going to be a combination of all of the jurisdictions that will have to create the need to pay for another employee.

In response to Councilmember Putaansuu, City Clerk Rinearson said this additional expense was included in the 2015 budget.

In response to Councilmember Childs, City Clerk Rinearson said the contract is typically on auto-renewal. We would have to give notice that we no longer wish to use their services and then go out for an RFP.

In response to Councilmember Childs, Councilmember Clauson said that the motion is to adopt the standards that the RCW lays out. The next piece to this puzzle will be the negotiations that will occur. City Clerk Rinearson added that the Court Administrator has been tracking all of the information that Councilmember Childs would like to see when the contract is presented for approval in the future.

Councilmember Ashby MOVED and Councilmember Cartwright seconded the motion to authorize the Mayor to sign an Ordinance, adopting Chapter 9.09 Public Defense Services in the Port Orchard Municipal Code, setting standards for the delivery of public defender services, including misdemeanor case load limits and certificates of compliance, all as required under state law and
Washington Supreme Court standards. *Upon vote, the motion passed unanimously.*

8. COMMITTEE REPORTS

Councilmember Ashby reported the next Economic Development & Tourism meeting is scheduled for January 12, 2015, at City Hall at 10:00 a.m.

Councilmember Putaansuu reported the next Utilities Committee meeting is scheduled for January 9th and the Sewer Advisory Committee meeting is February 18th.

Councilmember Cartwright reported the next Public Properties committee meeting is scheduled for January 12th at 8:30 a.m. at City Hall.

Councilmember Lucarelli reported the Festival of Chimes & Lights was fabulous; stating the estimated attendance was between 5,000 and 6,000 people. The community and organizations came together. She expressed gratitude to the Public Works crew and Kitsap Bank for their contributions.

Councilmember Ashby reported Transpol meets this Thursday. She attended the Kitsap Transit committee last week regarding the board composition. No changes were made to the transit board membership.

Councilmember Childs reported KEDA would meet this Thursday at the County building. Afterwards they are having their annual Christmas party at Kitsap Bank. He added the honorary tree lighters for the Festival of Chimes & Lights were Mark and Cindy Sparks who are the owners of Omahundro. Councilmember Clauson added this year’s festival was the best ever.

9. MAYOR’S REPORT

Mayor Matthes said the whole day of the Festival of Chimes & Lights was impressive. The Jingle Bell Run went off without a hitch and they raised nearly $55,000. It was a great day in Port Orchard and showed what commitment the town has and how much fun they can have.

Mayor Matthes commended Sergeant Main for her police work on a dog attack at McCormick Village Park and Sergeant Holden for helping reunite a cat that was stolen by a drunk driver.

Mayor Matthes reported on a report he received from Christine from NerdWallet, which ranked Port Orchard as No. 16 in the state of best places to raise a young family. Port Orchard rated No. 7 in its school rating.
Mayor Matthes expressed his concern regarding the City Council’s use of personal or work email for City business in light of the recent lawsuit that the City of Bainbridge Island settled for $500,000 and the resignation of a Councilmember. The Council agreed to discuss this at the next Work Study session.

10. REPORT OF DEPARTMENT DIRECTORS

City Treasurer Martin announced the City’s exit conference with state auditor is scheduled for December 23rd at 8:00 a.m. He thanked the Mayor for his support over the last four months. He thanked the Council Finance Committee who were supportive of the things that staff is trying to do. He said the director interviews were the best since he has started working at the City. He thanked the directors and their staff for the excellent information they provided, and he thanked the staff of the Treasurer’s Office for their work. They make it all possible.

11. CITIZENS COMMENTS

There were no citizen comments.

12. EXECUTIVE SESSION

No executive session was held.

13. ADJOURNMENT

At 8:39 p.m. Mayor Matthes adjourned the meeting.

Brandy Rinearson, CMC, City Clerk
Timothy C. Matthes, Mayor