CALL TO ORDER AND ROLL CALL

Mayor Tim Matthes called the meeting to order at 7:00 p.m.

Roll call was taken by the City Clerk as follows:

- Councilmember Cartwright Present
- Councilmember Chang Present
- Councilmember Childs Present
- Councilmember Clauson Present
- Councilmember Lucarelli Present
- Councilmember Putaansuu Present
- Mayor Pro-Tem Ashby Present
- Mayor Matthes Present

Staff present: City Clerk Rinearson, Public Works Director Dorsey, City Treasurer Martin, Development Director Bond, Court Administrator Hunt, Office Assistant Floyd, IT Manager Tucker, and Interim City Attorney Morris were also present.

Pledge of Allegiance

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

1. City Issued Equipment

Executive Summary: IT Technician Tucker noted he configured the Council issued iPads and showed them how to log onto the Maas360 software. He gave a brief product introduction.

Council Direction: No direction was given to staff.

2. Public Defender Contract

Executive Summary: Court Administrator Hunt noted the City’s public defender is asking for a $30,000 increase due to the State’s adoption of new standards for indigent defense, which limits caseloads. She provided the Council with caseload and case assignments for Municipal Court. The court is fully satisfied with the current public defender.
Council Direction: Staff will move forward with the additional $30,000 increase for the public defender contract and bring to a future Council meeting for consideration.

3. Tremont & Bay Street Pedestrian Funding

Executive Summary: City Lobbyist Taylor reported on funding options for Tremont and the Bay Street Pedestrian Path. She has worked closely with City staff and WSDOT staff to figure out specifics and options for moving forward.

For Tremont, the City has received $2.7 million in federal funding, and has until September 30, 2018, to obligate the construction phase. The total cost of the construction phase of the project is $17.5 million.

The City has received $2.2 million in right-of-way acquisition funding for the Bay Street Pedestrian Path, and needs $3 million to begin construction by 2023, or will need to return the $3 million.

Council Direction: Council directed staff to bring this back to a work study with revised transportation numbers and more information on registration fees. In addition, dedicate 15 minute discussions on Transportation at each Work Study Session.

4. Committee Structure, Communications, and Procedures

Executive Summary: Councilmember Ashby would like to determine if the City is interested in a Council Transportation committee as well as an Ad-hoc committee to review the Comprehensive Plan. It would be preferred if members of the council, public, and planning commission could be on the committee.

Mayor Matthes is not sure if staff has the time to support additional committees.

Development Director Bond suggested joint meetings with the Planning Commission and City Council.

Council discussed transportation is too large of an item for a committee.

Development Director Bond stated Transportation Impact fees are about 90% finished, but will need Council to answer questions before it will be 100% finished.

Council Direction: Council directed the Mayor to review Community Developments workload to determine if they are able to staff an Ad Hoc Committee; add a discussion item to the first council meeting in February to discuss the Comprehensive Plan and staff’s workload; and to add a 45 minute discussion during the work study in February to discuss Transportation Impact Fees.
5. Countywide Planning Policies

Executive Summary: Development Director Bond presented the executive summary, noting it is likely that some minor adjustments to the Countywide Planning Policy population allocations will be initiated by the County. The County has asked the City if it sees the need for any adjustments concerning Port Orchard and its UGA, specifically, whether the City wishes to see a reduction in the population allocation for the Port Orchard UGA. The population allocation for Port Orchard could be increased to offset a decrease in the allocation to the Port Orchard UGA. Alternatively, some of the allocation for the Port Orchard UGA could be transferred to another area of the county such as Silverdale. The current population allocation for the Port Orchard UGA is 6,235. The buildable lands report (BLR) shows that the Port Orchard UGA has capacity for 6,297. According to the BLR, nearly 100% of the Port Orchard UGA Capacity will be utilized to accommodate the population growth allocation. The current population allocation for Port Orchard is 8,235. The BLR shows Port Orchard as having capacity for 12,184 additional people. This means that we would only use 67% of the City's residential land to accommodate the City's allocated growth and that we have a surplus of land. He noted staff would be comfortable with transferring 2,000 in population allocation from the UGA to either the City of Port Orchard or elsewhere in the county, which would relieve some pressure on the Port Orchard UGA. Council also needs to remember that if they agree to the allocation, our facilities and water/sewer plans would have new assumptions and include a new capital improvement. You would be agreeing to a more aggressive capital improvement program.

Council Direction: Council directed Development Director Bond to let the county know we will take an allocation of up to 2,000 for Port Orchard.

6. Active Club Footing Drain Repairs

Executive Summary: Public Works Director Dorsey presented the executive summary, noting there has been continued flooding of the Active Club basement area, along with other continuous building maintenance issues; roof & gutter condition, insects, rodents, plumbing etc. Numerous organizations rent the upper level of the Active Club and the Public Works Department manages the renting of those spaces and responds to maintenance issues and/or complaints. The South Kitsap Pee Wee Association leases the Active Club basement area and the Public Works Department responds to continued rodent/insect complaints and/or basement flooding complaints. It could be up to $64,000 to correct and repair.

Council Direction: Council directed staff to contact the principles who use the building, and ask them to consider a partnership.
7. Park Rules

Executive Summary: Development Director Bond presented the executive summary, noting the Public Properties Committee has reviewed and revised the Parks Rules Ordinance previously discussed at Council Work Study. While the City can post park rules signs, the rules are only enforceable if they are based in state or local law. While some issues such as drug use and vandalism are enforceable under State statutes, others such as park hours and permitted activities must be established locally by ordinance. If the City is to post park rules signs, the rules should be enforceable. Passing a park rules ordinance gives the Police Department the ability to enforce posted rules. Behavior and activity in City parks has not been problematic enough to make this a barrier to law enforcement, but posted rules are not effective without being codified. Prior to designing permanent signage, staff wanted to clarify the rules which would be posted on any signs. Common park rules govern smoking, littering, sports, pets, hours, etc.

Councilmember Lucarelli voiced her concerns with the penalties listed in the draft ordinance, noting they might be a little too strict.

Council Direction: Council directed staff to revise the ordinance and change some of the penalties to be civil infractions and to present the ordinance to Council at their February 10th Council meeting.

8. Appointment to the PRPTO Executive Board

Executive Summary: Councilmember Ashby noted as the City’s current representative, she would like to continue to serve on the Executive Board of the Peninsula Regional Transportation Planning Organization. PRPTPO is soliciting for members to be on the board and is requesting that representatives submit a new letter of the appointment acknowledging the City’s representative by February 2, 2015.

Council Direction: Council directed Councilmember Ashby to continue to serve as the City’s representative on the PRPTPO Executive Board.

ADJOURNMENT

The meeting adjourned at 9:08 p.m.

Brandy Rinearson, CMC, City Clerk

Timothy C. Matthes, Mayor