Economic Development and Tourism Committee
Festival of Chimes and Lights Committee
Meeting Minutes

The Committees met on October 9, 2013, 3:30 p.m. at City Hall.

Council Committee present: Chair Jerry Childs, Cindy Lucarelli, Jeff Cartwright
Staff Present: Director of Community Development Nick Bond
Guests Present: Fathoms Chair Sharron King along with Al Mahaney, Head Librarian Kathleen Wilson, Bill Thiele and George Thompson from Public Works, KP Arthur.

Upcoming Port Orchard Events:

Festival of Chimes and Lights, December 7th – Chair Cindy Lucarelli opened the first part of the meeting, announcing that she was working on the event flyer and that holiday lights had been ordered. Bill Thiele announced that the city had tagged a trees for the festival. Lucarelli inquired about getting a man lift for decorating a tree to which Bill Thiele replied the city would have to rent one. She indicated she would be looking into getting community service workers to help decorate the tree. Lucarelli also announced that advertising was in place and would run in the Port Orchard Independent in November. She provided the 2012 event brochure and a draft layout for 2013 indicating that advertising spots were available at $125 or $250 depending on size. Lucarelli thanked Kitsap Bank for their support and announced that the bank would be distributing approximately 55,000 in upcoming statements. The committee discussed updating the map on the brochure updating landmarks, the fire pit locations. The map will be expanded to the east to allow inclusion of the new Waterfront Park extension and trail. The committee also discussed ways to gather residency data on the event attendees. A proposal to collect zip codes from attendees in line to see Santa, similar to Candy Cane Lane was discussed.

Chocolate Festival, November 8-10th – Sharon King reported that the 3-day festival is coming along. Friday night is the main event and will feature the dance band “The Tunes”. Committee member Al Mahaney reported that flyers had been posted around town. The event will feature 14 restaurants and 6 chocolatiers during the Friday night affair and numerous vendors throughout the festival. Ms. King also reported that Fathoms will be sponsoring a November 30th Santa Breakfast in partnership with the local Eagles. The event begins at 8 AM at the Eagles 4001 Jackson Avenue location.

Community Planning:

Port Orchard Market – The market has moved through asbestos abatement and new permit requirements to now focus on build outs.
New Bakery – There are two suitors for the bakery location. The holdup appears to be equipment left in the building that can't be removed until negotiations have been completed with the previous owners.

New Police Station – The Bethel location is still available but there appears to be no interest at City Hall. Sorry to the rank and file jammed into our basement!

Tourism & Promotion:

Live, Work, and Play in Port Orchard Video – Chair Childs reported that the video will be presented to the Council and citizens at the November 12th council meeting. KEDA representatives will attend.

Way-finding signs – Nick Bond introduced the issue of way-finding signs and announced that he had requested $20,000 in the 2014 streets budget to initiate the program. He announced that he attended a webinar titled “the art of way-finding” and learned a better approach would be to hire a consultant to develop a way-finding system for the city, rather than doing it piecemeal. Bond said he will therefore be increasing his 2014 request to $30,000-$40,000 to accommodate development of the system. Types of signs would include vehicular directional signs, kiosks and displays, pedestrian and trail signage, gateway signs, decorative pole banners, and others as identified. Engineered sign drawings will be submitted to sign makers for bid. The project will be broken into scalable phases to be prioritized by the Council. Bond indicated that the program would need to be developed working with an advisory committee. Committee members indicated support and an interest to serve in that capacity.

Miscellaneous:

Committee Recommendations to Council –

Next Meeting Date: November 13, 2013 3:30pm at City Hall.