City of Port Orchard
Public Property Committee
Meeting Minutes
Monday April 14, 2014

Present: Bek Ashby, Fred Chang, & Jeff Cartwright
City Staff Present: Development Director Nick Bond, Mark Dorsey, Brandy Rinearson, Lisa Stone,
Guests: Mayor Matthes, Kathleen Wilson

The meeting was called to order at 8:30 am.

1. Discussion: Intersection Rockwell/Bay Street Left Turns. Mark Dorsey brought to the attention of the committee that the Public Works Department has received a complaint about the wall impeding sight distance at Rockwell and Bay Street. He also stated that once we receive notice we need to respond. Mark presented a letter from the DOT that supports no left turn at that intersection. Bek Ashby supported no left turn. Jeff Cartwright suggested taking this to council on April 22, so people who live nearby can be notified.

2. Discussion: Bethel Ave Pavement Grind-outs Project. Mark Dorsey said only one response was received, probably because Parametrix and Olson & Associates already have the survey and specs for the area in question. The next task is to negotiate budget and scope of project. Cartwright asked if have only one response will affect budget and Dorsey said it would not. Dorsey also stated if we didn’t like the price Parametrix gave us, we could go back out to RFQ.

3. Discussion: McCormick Woods Park. Dorsey said the bids were received for the next phase of the park and he was working on organizing them. Dorsey stated he would separate the bid prices out as follows: base bid & alternates, i.e. bathrooms & lighting. Cartwright suggested marking on a map where the alternates were going to be located. The bids will go to the Council meeting on April 22nd along with the approved plans.

4. Discussion: Potential Partnership on Downtown Hanging Baskets. Dorsey stated it would be a significant budget item to take over caring for the hanging baskets. Kathleen Wilson stated that drip irrigation was installed about 5 years ago, so there would be no cost for the city to water the baskets. Wilson also stated in order for the hanging baskets to stay lively all summer, they needed to be fertilized weekly. She received bids from landscapers to provide fertilizer & fertilize baskets every week; the high bid was over $2,000. Dorsey suggested contracting with the landscaper who provided the bid, and said it could come out of the parks budget. Mayor Matthes suggested we talk to City Treasurer Allan Martin about how to go about contracting with the landscaper. The group decided to send this Council meeting on April 22nd as a Public Properties discussion item.

5. Discussion: Demolition of Vacant/Dangerous Buildings. Cartwright expressed concern about liability, drugs, crime on city owned vacant/dangerous buildings. The group discussed the need to have an inventory of city owned properties along with pictures. The group discussed the burnt-out Mexican Restaurant on Bay Street. Bond stated DCD sent a letter to the bank giving them 60 days to provide engineering that states the building is not a nuisance. Bond also stated the city needs to tighten up nuisance code so it would be easier to demo zombie buildings. Rinearson stated there have been two break-ins & arrests at the Alder Property in the last six months and one on the Wet Apple building, which was secure. The group discussed money to demo the Alder building. Cartwright suggested taking
this to Work Study. Bond will check with Dorsey to see how to go about demoing Alder building and get an estimate.

6. Discussion: Committee Agenda Development. Cartwright wondered how the agenda gets developed. Bond stated to get an issue on the agenda, committee members just need to email him. Ashby asked if the members are open to discussing the function of the committee as it is on the website. Ashby suggested committees set goals at beginning of year. The group decided they will each think about goals for the committee for the next meeting.

7. Discussion: Committee Purpose Statement. Bond stated that the purpose overlaps with other committees. The group discussed revising what is on the website for next meeting. Ashby suggested each committee member comes up with their own idea for the website for next meeting.

8. Discussion: Public Participation Plan. Bond showed the group the draft Public Participation Program which outlines the comp plan update process and how to involve the public in the Comp Plan Amendment 2016. Bond said this will go to Council on May 13th, not a full work study. Also, there will be a hearing on this on April 21st at 7pm at the Planning Commission meeting.

9. Discussion: Melcher Street Mobile Home. Bond stated that Kathy Woodside brought to his attention a mobile home partially on city property. It appears that the mobile home park is charging rent for this mobile home, but it not paying the city for use of the property. Mayor Matthes said the land isn’t surveyed but pictures show mobile home is on city property and GIS pictures usually aren’t off more than two feet. Bond suggested two options: send letter to mobile home park requesting they move the mobile home, or offer to sell/lease the property to them. The group discussed why we own this small piece of property. Mayor Matthes said probably because of unpaid. Bek suggested the city sells the lot. Rinearson will search the minutes to see when we received the property. Bond will make the city attorney aware of this issue.

10. Discussion: Public Event Application – Wedding Ceremony. The application states that the applicant wants to close down Sidney Avenue at the compass rose to Bay Street. Ashby noted that the 1st Saturday of the month is the Art Walk & Farmer’s Market. Rinearson said she suggested applicant come plead her case, but applicant refused. Mayor Matthes said this needed to be denied as soon as possible so the couple could find a different alternative. Rinearson will send the applicant a denial letter. The committee recommended not moving this item forward to full council.

11. Discussion: Public Art at City Hall. Mayor Matthes showed pictures of art displayed at Poulsbo City Hall. He stated the artists were responsible for maintaining the art and selling it. Rinearson researched the RCW and couldn’t find anything obvious against selling and hanging art in city hall. Ashby and Cartwright don’t want any of the current pictures removed from city hall. Cartwright suggested hanging student art instead of for-profit art. Mayor Matthes stated that South Kitsap Artists Association could probable arrange a student art month. Cartwright suggested sending this to Work Study in May.

With that discussion, Bond closed the meeting.

Meeting Adjourned: 10:00 AM

Next Meeting/Location: May 12, 2014, 8:30 AM