



**City of Port Orchard
Council Meeting Minutes
Special Meeting of October 31, 2016**

CALL TO ORDER AND ROLL CALL

Mayor Pro-Tem Clauson called the meeting to order at 8:30 a.m.

Roll call was taken by the City Clerk as follows:

Councilmember Ashby	Present
Councilmember Chang	Present
Councilmember Cucciardi	Present
Councilmember Diener	Present
Councilmember Donlin	Present
Councilmember Lucarelli	Present
Mayor Pro-Tem Clauson	Present
Mayor Putaansuu	Present

Staff present: None for discussions items.

1. BUSINESS ITEMS

Summarization has been captured in Finance Meeting Minutes for October 31st, 2016, where Directors presented their Department Budgets throughout the day.

Council discussed the City's ability to make a contribution for utility assistance to South Kitsap Helpline, our local food bank.

2. DISCUSSION: LODGING TAX RECOMMENDATIONS

This item was discussed in two separate conversations between Director Budget presentations and at the end of the meeting.

Councilmember Chang asked for any revisions or adjustments to be addressed and returned to the Committee so changes could be made within the 45 day deadline.

Councilmember Ashby brought to Council's attention that during recent LTAC meetings there was dialogue on Visit Kitsap and discrepancies on committee members fully awarding their request.

Mayor Putaansuu and Councilmembers spoke to; the recent changes of LTAC funding approval, clarifying how funding is awarded, discussed appropriation of funds, and proof of the actual draw of tourism.

Funds were reallocated to:

2017 Lodging Tax	Request	Recommendation	Changes
Visit Kitsap Peninsula-Marketing	\$12,000	\$8,000	+ \$4,000 = \$12,000
Port Orchard Bay Street Association - Marketing & Events	\$17,100	\$17,100	- \$2,000 = \$15,100
Sidney Museum and Arts Association-Marketing	\$7,080	\$7,080	- \$2,000 = \$5,080
Fathoms O' Fun Festivals-Events/Operations & Marketing	\$24,000	\$18,000	+ \$4,000 = \$22,000
Chamber of Commerce- Tourism Marketing Services	\$24,515	\$13,500	+ \$2,500 = \$16,000
City- Wayfinding Signs	\$20,000	\$2,500	- \$2,500 = \$0

Councilmembers revisited the breakdown of allocations of funds with the requested applications and discussed using reserved funds for Fathoms O' Fun 50th Anniversary, increasing their awarded amount an additional \$4,000.

Council Direction: Councilmember Chang to present revised amounts to LTAC.

3. DISCUSSION: HOLIDAY GOOD NEIGHBOR AWARDS

Discussion was had on coordinating the annual Christmas Light Tour. Councilmember Chang suggested that neighborly picture submissions be an option, in addition to the tour. Date was set for December 19th at 6:00pm, and RSVP for the public to be handled by the City Clerk.

Staff Direction: The City Clerk's Office will follow through on RSVPs to Kitsap Transit for bus size.

3. ADJOURNMENT

The meeting adjourned at 4:08 p.m. No other action was taken.



Brandy Rinearson, CMC, City Clerk



Robert Putaansuu, Mayor

