

ITEMS DISCUSSED

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
2. ACCEPTANCE OR MODIFICATION OF THE AGENDA
4. CITY MANAGER'S REPORT [MOVED UP]
5. PRESENTATION
 - A. NATIONAL POETRY MONTH READING
6. NEW BUSINESS
 - A. HISTORIC PRESERVATION COMMISSION, SUYEMATSU PROPERTY GRANT OPPORTUNITY, AB 14-063 – PLANNING
3. PUBLIC COMMENT [MOVED DOWN]
6. NEW BUSINESS (CONTINUED)
 - B. PROCLAMATION DECLARING APRIL 19, 2014 AS BAINBRIDGE ISLAND EARTH DAY, AB 14-065 – MAYOR BLAIR
7. PUBLIC HEARING
 - A. ORDINANCE NO. 2014-13, ADOPTING INTERIM ZONING REGULATIONS FOR TEMPORARY CONSTRUCTION STORAGE, AB 14-019 – PLANNING
8. UNFINISHED BUSINESS
 - A. WATERFRONT PARK/CITY DOCK 30% DESIGN DECISION AND AUTHORIZING RESOLUTION NO. 2014-08, RECREATION CONSERVATION OFFICE (RCO) GRANT APPLICATION, AB 13-025 – PUBLIC WORKS
 - B. TRAFFIC CONCURRENCY MANAGEMENT SERVICES PROFESSIONAL SERVICES AGREEMENT AWARD, AB 14-003 – PUBLIC WORKS
 - C. ORDINANCE NO. 2014-11, RELATED TO THE UTILITY ADVISORY COMMITTEE, AB 14-048 – EXECUTIVE
 - D. WINSLOW WAY SIDEWALK USE REGULATIONS, AB 14-029 – EXECUTIVE
 - E. UPDATE ON ANNUAL APPOINTMENTS TO CITIZEN BOARDS, COMMITTEES AND COMMISSIONS, AB 14-067 – EXECUTIVE
9. CONSENT AGENDA
 - A. ACCOUNTS PAYABLE VOUCHER AND PAYROLL APPROVAL
 - B. SPECIAL/REGULAR BUSINESS MEETING MINUTES, FEBRUARY 26, 2014
 - C. JANITORIAL CONTRACT AMENDMENT NO. 1, AB 13-179 – PUBLIC WORKS
 - D. WATERFRONT PARK/CITY DOCK PSA AMENDMENT NO. 1, AB 13-025 – PUBLIC WORKS
10. COMMITTEE REPORTS
 - A. NON-MOTORIZED TRANSPORTATION ADVISORY COMMITTEE MEETING – MARCH 27, 2014 MINUTES – COUNCIL LIAISON ROTH
 - B. WEST CENTRAL LOCAL INTEGRATING ORGANIZATION – APRIL 8, 2014 ANNOTATED AGENDA/NOTES – COUNCIL LIAISON TOLLEFSON
11. REVIEW OF UPCOMING COUNCIL MEETING AGENDAS
12. FOR THE GOOD OF THE ORDER
13. ADJOURNMENT

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE 6:59 PM

Mayor Blair called the meeting to order at 6:59 PM. Councilmembers Bonkowski, Blossom, Roth, Tollefson and Townsend were present. Councilmember Ward was absent and excused. City Clerk Lassoﬀ monitored the recording of the meeting and prepared the minutes. Everyone stood for the Pledge of Allegiance.

2. ACCEPTANCE OR MODIFICATION OF THE AGENDA 7:00 PM

***MOTION:** I move we approve the agenda as displayed.
BONKOWSKI/TOLLEFSON – Motion carried unanimously, 6-0.*

There were no conflicts of interest disclosed.

4. CITY MANAGER'S REPORT [MOVED UP] 7:01 PM

City Manager Schulze reported on the following items from his weekly report:

- Upcoming opportunities to serve on citizen advisory groups
- Earth Day celebration on April 19
- Police Department and Fire District co-hosting a community public safety meeting this Wednesday to provide input into the planning process.

5. PRESENTATION 7:03 PM

A. NATIONAL POETRY MONTH READING

Al Gunby recited a poem entitled *Seabold second Saturday*.

6. NEW BUSINESS

**A. HISTORIC PRESERVATION COMMISSION, SUYEMATSU PROPERTY GRANT OPPORTUNITY,
AB 14-063 – PLANNING 7:06 PM**

Planning Director Cook explained the State Department of Archaeology and Historic Preservation makes available annual grant opportunities for certified local governments to assist with historic preservation efforts. She noted the city has applied for and has been successful in receiving grants in the past. She said the Historic Preservation Commission, in coordination with Friends of the Farm, is interested in applying for a \$16,312 no-match grant to place the Suyematsu farm on the local, historic register and to create a historic property management plan. Following brief comments on whether there would be any future obligation of city funds, which there would not be, a motion was made.

***MOTION:** I move that the City Council approve the Historic Preservation Commission's request to apply for a \$16,312 no-match grant from the DAHP.*

***ROTH/BONKOWSKI** – Motion carried unanimously, 6-0.*

3. PUBLIC COMMENT [MOVED DOWN] 7:11 PM

There was no public comment offered.

6. NEW BUSINESS (CONTINUED)

**A. PROCLAMATION DECLARING APRIL 19, 2014 AS BAINBRIDGE ISLAND EARTH DAY,
AB 14-065 – MAYOR BLAIR 7:11 PM**

Mayor Blair read the proclamation.

***MOTION:** I move that the City Council authorize the Mayor to sign the proclamation declaring April 19, 2014 as Bainbridge Island Earth Day.*

***BONKOWSKI/BLOSSOM** – Motion carried, 6-0.*

7. PUBLIC HEARING 7:13 PM

**A. ORDINANCE NO. 2014-13, ADOPTING INTERIM ZONING REGULATIONS FOR TEMPORARY
CONSTRUCTION STORAGE, AB 14-019 – PLANNING**

Planning Director Cook explained on February 19, 2014 council adopted Ordinance No. 2014-08 which established interim zoning regulations to allow businesses in downtown to create temporary surface parking lots under certain circumstances. She added council later adopted Ordinance No. 2014-13 on March 24, 2014, which amended the first ordinance to permit businesses to use the interim temporary regulations to allow for storage of construction related equipment materials and supplies on the temporary parking lots. She explained that adoption of interim regulations require a public hearing be held within sixty days of adopting an ordinance. She said no further action was necessary beyond conducting the public hearing unless council is made aware of something during the public testimony.

Mayor Blair opened the public hearing at 7:15 PM. No one signed up to comment. Mayor Blair closed the public hearing.

8. UNFINISHED BUSINESS

**A. WATERFRONT PARK/CITY DOCK 30% DESIGN DECISION AND AUTHORIZING RESOLUTION
NO. 2014-08, RECREATION CONSERVATION OFFICE (RCO) GRANT APPLICATION, AB 13-025
– PUBLIC WORKS 7:15 PM**

Public Works Director Loveless reported as a result of efforts by the consultants and review by the Design Review Board, the Design Review Board recommended approval of the 30% master plan with consideration of certain aspects including expanding access to the water along the waterfront trail, a shed design for the proposed pavilion, site furniture, lighting, signage, drinking fountains similar to recent public projects in the downtown area, increasing opportunities within the park, stormwater treatment features that incorporate sculpture art and consideration of a sundial, adding bike runnels to the stairs, pedestrian circulation design as part of the first phase (to create a structure for the park), reducing the need for pathway railings as much as possible, creating a south facing stepped terrace transition between the parking court and the crushed rock multi-use area, confirming that the multi-use space is a valuable part of plan and that the proposed boat house (near Bainbridge Island Rowing Club) design also come before the Design Review Board as it is an important element of park. He noted during last week's study session, a couple of additional items have been incorporating (public art and utility locations should be identified, that stormwater runnels that are parallel that to the pathways and whether they have the capacity to handle large storms.

MOTION: *I move that the City Council approve the Waterfront Park/Dock 30% Design Alternative and approve the authorizing Resolution No. 2014-08 for Studio Cascade to move forward with the Recreation Conservation Office (RCO) grant application.*

BONKOWSKI/TOLLEFSON

Mayor Blair stressed that this really focusing on Waterfront Park and that work on the dock will be a separate effort although it is acknowledged in this application.

Motion carried unanimously, 6-0.

B. TRAFFIC CONCURRENCY MANAGEMENT SERVICES PSA AWARD, AB 14-003 – PUBLIC WORKS 7:19 PM

Public Works Director Loveless explained this study would assist in the development of a traffic demand model, level of service evaluation, impact fee analysis, impact fee ordinance and an update to the city's concurrency management ordinance. Councilmember Bonkowski noted the emphasis here was to look at how we would potentially construct impact fees and what those might look like both for commercial and residential development. Deputy Mayor Tollefson asked whether it would make any sense to arrange for an interim status report so we have some input into how this ordinance looks before being presented with a final ordinance. Public Works Director Loveless thought the analysis being done under the contract would provide that. Mayor Blair shared recent public comment about public involvement and awareness of this issue prior to council adopting an impact fee system. She noted that two workshops have already been conducted and recommended a hot link to those workshops be added to the public works website. Public Works Director Loveless said he would follow-up.

7:24 PM **MOTION:** *I move the City Council approve the Professional Services Agreement with Transportation Solutions, Inc. for Traffic Concurrency Management and Transportation Study Services in the amount of \$146,361.00 and request City Council budget \$55,585.00 in the 2015 budget and authorize the City Manager to execute the agreement.*

TOLLEFSON/BONKOWSKI – *Motion carried unanimously, 6-0.*

C. ORDINANCE NO. 2014-11, RELATED TO THE UTILITY ADVISORY COMMITTEE, AB 14-048 7:25 PM

City Manager Schulze stated the ordinance reflects changes that the council has previously discussed. He explained an adhoc committee consisting of Mayor Blair and Councilmembers Bonkowski and Ward reviewed the existing language and came up with some recommendations which are laid out in redline form. Mayor Blair noted that the council had some changes and that additional written comment from a current Utility Advisory Committee member, have been incorporated. Following brief comments, a motion was made.

7:28 PM **MOTION:** *I move the City Council approve Ordinance No. 2014-11, related to the Utility Advisory Committee.*

BONKOWSKI/TOWNSEND – *Motion carried unanimously, 6-0.*

D. WINSLOW WAY SIDEWALK USE REGULATIONS, AB 14-029 – EXECUTIVE 7:29 PM

City Manager Schulze requested direction on a few policy questions regarding the regulation of retail use of sidewalks along Winslow Way. He gave a short presentation illustrating both typical and ideal sidewalk design and right-of-way scenarios. He showed photographs he had taken on Winslow Way consisting of utility pole and trash receptacle locations, use of frontage and furnishing zones for display and dining, bridge and planter strip landscaping. He posed the following questions:

7:41 PM **Question:** Was the council interested in allowing sidewalk cafés on Winslow Way sidewalks?

Answer: There was council consensus to allow cafés.

7:42 PM **Question:** Is there any objection to using Winslow Way sidewalks to allow retail displays?

Answer: There was no objection to allowing retail displays.

7:43 PM Councilmember Townsend asked about sandwich boards and how the permitting process would work. City Manager Schulze explained the simplest procedure would be that the city provide forms showing a typical section of right-of-way and the applicant would draw in the dimensions of where they would like to put tables, chairs, etc. which would then be reviewed through an administrative approval process by either the planning or public works director.

Councilmember Roth thought council should put aside the sandwich board discussion as it is an island-wide issue, which should be approached as a broader topic.

Councilmember Bonkowski believed sandwich boards warranted perhaps a shorter-term solution versus a long-term one. Mayor Blair wondered how city staff would deal with the sandwich board question here. City Manager Schulze replied he did not think it fit real well in this process but rather during review of the sign code. There was consensus to leave things as is until the sign code is revisited.

7:50:56 PM **Question:** What section of Winslow Way these regulations should be applicable to?

Answer: There was council consensus to look into the larger areas as opposed to a very limited number of downtown businesses.

7:56:31 PM **Question:** Do we want to allow alcohol sales, consumption within sidewalk café areas?

Answer: There was council consensus to allow it.

7:58:05 PM **Question:** Should the City allow private benches put out in front of business establishments for anyone to use and was that something we want to continue to allow?

Answer: Should be left up to the storeowner and if it becomes distracting, the city could get involved.

8:02:58 PM **Question:** Should sidewalk café furniture be removed during non-business hours or seasonally during winter months as an example?

Answer: Council was not in favor of either.

Councilmember Bonkowski said if council was going to permit the serving of alcohol with sidewalk café areas, he encouraged a uniform way of anchoring it to the sidewalk.

E. UPDATE ON ANNUAL APPOINTMENTS TO CITIZEN BOARDS, COMMITTEES AND COMMISSIONS, AB 14-067 8:08 PM

Mayor Blair gave a brief update on vacancies, proposed timeline and interview teams.

9. CONSENT AGENDA 8:13 PM

A. ACCOUNTS PAYABLE VOUCHER AND PAYROLL APPROVAL

Accounts Payable ACH Wire, ACH Check Number 148, EFT Check Number 149, Void Manual Check Numbers 335089 and 335475, Manual Check Numbers 335397 through 335399 and 335487 through 335490, Regular Run Check Numbers 335400 through 335486, 335491 through 335551 for a total of \$482,384.04. Retainage Release Check Numbers 120 through 121 for a total of \$15,147.16. Payroll Void Check Number 106511, Miscellaneous Check Number 106593, Direct Deposit Check Numbers 030036-030140, Regular Check Numbers 106594 through 106597, Vendor Check Numbers 106598 through 106610 and Federal Tax Electronic Transfer for a total of \$546,430.06.

B. SPECIAL/REGULAR BUSINESS MEETING MINUTES, FEBRUARY 26, 2014

C. JANITORIAL CONTRACT AMENDMENT NO. 1, AB 13-179 – PUBLIC WORKS

D. WATERFRONT PARK/CITY DOCK PROFESSIONAL SERVICES AGREEMENT AMENDMENT NO. 1, AB 13-025 – PUBLIC WORKS

***MOTION:** I move the City Council approve consent agenda items A through D – A. Accounts Payable Voucher and Payroll Approval; B. Special/Regular meeting minutes for February 26, 2014, C. Janitorial Contract Amendment No. 1 and D. Waterfront Park/City Dock PSA Amendment No. 1. **BONKOWSKI/ROTH** – Motion carried unanimously, 6-0.*

10. COMMITTEE REPORTS 8:14 PM

A. NON-MOTORIZED TRANSPORTATION ADVISORY COMMITTEE MEETING – MARCH 27, 2014 MINUTES – COUNCIL LIAISON ROTH

B. WEST CENTRAL LOCAL INTEGRATING ORGANIZATION – APRIL 8, 2014 ANNOTATED AGENDA/NOTES – COUNCIL LIAISON TOLLEFSON

Deputy Mayor Tollefson suggested the public works director review the West Central Local Integrating Organization notes because there are a couple of things mentioned that might involve staff training.

11. REVIEW OF UPCOMING COUNCIL MEETING AGENDAS 8:15 PM

City Manager Schulze reviewed the April 21 study session agenda. Following brief comments on the origin of the transit and parking item, it was renamed to focus primarily on a transit update. City Manager Schulze reviewed the long-range calendar. Councilmember Bonkowski suggested moving National Poetry Month readings before the city manager's report.

12. FOR THE GOOD OF THE ORDER 8:24 PM

Deputy Mayor Tollefson said that he had been approached by the executive director of Friends of the Farm requesting that council appoint a liaison and they asked if he would be willing to which he was. Councilmember Townsend said he had a similar themed discussion regarding being a council liaison with Puget Sound Energy, which he would be interested in doing. Mayor Blair thought it would be helpful to discuss formalizing liaison roles. Councilmember Bonkowski suggested if council was going to be doing this, particularly with public companies, it would be appropriate to have a something in writing that describes the responsibilities and authority of those liaisons. Mayor Blair reminded liaisons it would be helpful if they brought back an annual plan so that the full council is aware of what each of these committees are doing in the course of the year as a way to add structure and knowing what is happening collectively. She indicated that the City of Poulsbo has extended an invitation for a joint meeting during the first week in June. She noted council would be looking at a city manager performance evaluation sometime in June. She explained in anticipation of council's marijuana conversation, she will come up with a decision tree on how council might approach the conversation.

13. ADJOURNMENT

The meeting adjourned at 8:30 PM.



Anne S. Blair, Mayor



Rosalind D. Lassoff, City Clerk