REGULAR CITY COUNCIL STUDY SESSION
MAY 1, 2013

ITEMS DISCUSSED

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3. PRESENTATIONS
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   C. HARBOR COMMISSION 2013 WORK PLAN
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   C. ROCKAWAY BEACH ROAD STABILIZATION PROJECT, AB 11-061
   D. INTERLOCAL AGREEMENT FOR TRAFFIC SIGNAL REPAIR AND MAINTENANCE, AB 13-057
   E. ORDINANCE NO. 2013-05, FIRST QUARTER 2013 BUDGET AMENDMENTS, AB 13-024
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5. COUNCIL DISCUSSION
   A. PROCLAMATION PROCLAIMING MAY, 2013 "PUGET SOUND STARTS HERE MONTH" AB 13-055
6. COMMITTEE REPORTS
7. REVIEW OF UPCOMING COUNCIL MEETING AGENDAS
8. FOR THE GOOD OF THE ORDER
9. ADJOURNMENT

1. CALL TO ORDER / ROLL CALL. Mayor Bonkowski called the meeting to order at 7:00 pm. A quorum was present consisting of Councilmembers Blair, Blossom, Hytopoulos, Ward and Mayor Bonkowski. Councilmember Scales arrived at 7:18:51 PM. Councilmember Lester was absent and excused. Deputy City Clerk/Paralegal Brown monitored the recording of the meeting and prepared the minutes.

2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE.

> ***MOTION:*** *I move that we accept the agenda as presented.*
> ***BLAIR/WARD*** *– The motion carried unanimously, 5 -0.* 7:00 PM

There were no conflict of interest disclosures.

3. PRESENTATIONS

A. FRIENDS OF THE FARMS. 7:01:00 PM Wendy Tyner, Executive Director of Friends of the Farms, introduced Bobbie Morgan, President of the Board of Directors of Friends of the Farms, and Ryan Vancil, counsel for Friends of the Farms. Ms. Tyner provided background on the organization and their programs. She reported on the capital projects, the budget and the projected income for 2013. She provided information on each property, and the status of an agricultural survey. Ryan Vancil, counsel for Friends of the Farms, spoke about the implementation of the lease and the formation of a community task force to assist in the implementation of the lease. He said that the work of the task force has included drafting the form of sublease, developing farmer selection criteria and forming governance procedures for the site committees for each property. He said an additional task is an annual review of the goals, policies and practices for each property, and they have proposed edits to the versions attached to the lease.

7:29:33 PM Patti Dusbabek spoke about her concerns with the arrangement with Friends of the Farms.

B. UPDATE ON TRANSFER OF PARK PROPERTIES TO BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT. 7:34:18 PM Ryan Vancil, counsel for the Bainbridge Island Metropolitan Park & Recreation District ("Park District") provided a short update to Council on each property. He proposed an interlocal agreement that would address the transfer of the remaining properties. Council discussed the process. The City Manager said he would discuss the benefits of an interlocal agreement with Ryan Vancil.

7:58:33 PM Jerry Elfendahl spoke about Strawberry Plant Park and moving forward with plans for the park.

8:03:19 PM Doug Hatfield spoke about the process to transfer Strawberry Plant Park and the permit for a pier.

8:07 PM Terry Lande, Director of the Park District, said there are no funds set aside for a pier at this time.

Planning Director Cook advised that Council could request a one-year extension to the permit for a pier at Strawberry Plant Park. Council's consensus was to extend the permit and address the funding at a later date.

C. HARBOR COMMISSION 2013 WORK PLAN, AB 13-051. 8:13:30 PM Mark Leese, Chair of the Harbor Commission, presented the Harbor Commission's 2013 work plan. He said the primary task is to promote the redevelopment of the City dock. He noted that Councilmember Blair has asked for a correction to the work plan relating to the allocation of funds to both the dock and Waterfront Park. He said the Commission will work with the Department of Natural Resources (DNR) and the Recreation and Conservation Office (RCO) to extend the City dock lease. They will also pursue grants for the dock project and liaise with stakeholders interested in the extension of the boat launching ramp. He described the important role of harbor stewards, and asked Council to consider Code revisions relating to the waters of Bainbridge Island. He said they are involved in providing review of navigation and safety issues for docks in the pre-application process. He noted they have five commissioners and need two new commissioners. He described the difficulties in finding dock hosts. He said they are coordinating with Sustainable Bainbridge on emergency preparedness. Councilmember Blair suggested a clarification to indicate that the Harbor Commission works only with publicly-owned waterfront development. Council discussed the dock host volunteer position and asked the City Manager to look at a policy. City Manager Schulze said that Heather Beckmann will take the lead on the public process for Waterfront Park.

8:39:00 PM Terry Lande asked for clarification on the funding for Waterfront Park which will be for both Waterfront Park and the dock.

8:40:36 PM Jerry Elfendahl spoke about obtaining additional public input on the dock.

> ***MOTION:*** *I move that the City Council accept the 2013 work plan from the Harbor Commission, with the amendments as discussed.*
> ***BLAIR/WARD*** *– The motion passed unanimously, 6-0.* 8:48:12 PM

D. UTILITY ADVISORY COMMITTEE 2013 WORK PLAN, AB 13-054. 8:48:25 PM Arlene Buetow, Chair of the Utility Advisory Committee (UAC), presented the 2013 work plan. She said they are involved in reviewing the Eagle Harbor Beach Main project, the General Sewer Plan and related policy decisions and capital projects, an annual financial review of all utilities, and a benchmark analysis for the water utility of the City's ability to perform within the budget criteria established by the rate reduction. She asked Council to consider establishing a policy of sending the preliminary budget and Capital Improvement Plan (CIP) to the committee for input. She spoke about the review of the Storm and Surface Water Management (SSWM) program and the utility tax issue.

> ***MOTION:*** *I move that the City Council accept the 2013 work plan from the UAC.*
> ***WARD/BLOSSOM*** *– The motion passed unanimously, 6-0.* 8:57:41 PM

4. STAFF INTENSIVE.

A. AMENDMENT TO THE CITY'S SHORELINE MASTER PROGRAM GRANT FROM THE DEPARTMENT OF ECOLOGY, AB 09-097. 8:57:48 PM Planning Director Cook introduced the amendment to the City's grant to support the City's Shoreline Master Program Update (SMP). She said the grant will be increased by $30,000 and explained the parameters of the grant. She proposed they apply some of the funds to a consistency analysis of the SMP.

> ***MOTION:*** *I move that the City Council approve a $30,000 increase to the City's grant from the Washington State Department of Ecology, for a new total grant amount of $240,000 for the City's SMP update; and authorize the City Manager to sign the grant amendment; and approve a budget amendment to reflect these changes in the City's 2013-2014 Budget.*
> ***BLAIR/WARD*** *– The motion carried unanimously, 6-0.*

B. AD HOC COMMITTEE RECOMMENDATIONS TO REVISE THE HOUSING DESIGN DEMONSTRATION PROGRAM (HDDP), AB 13-059. 9:00:59 PM Planning Director Cook provided background on the program and the ad hoc committee's process for review. She went over the recommendations for the review process, definitions, and changes to Tier One, Two, Three and Four projects. She said the committee recommends creating a cottage housing ordinance and green building incentive for commercial /institutional projects as future work plan options. Council also discussed developing a green building ordinance for residential construction in the future.

> ***MOTION:*** *I move that the City Council forward the HDDP Committee's recommendations to the Planning Commission for further review and development of an implementing ordinance.*
> ***WARD/BLAIR*** *– The motion carried unanimously, 6-0.* 9:16:00 PM

C. ROCKAWAY BEACH ROAD STABILIZATION PROJECT, AB 11-061. 9:16:30 PM City Manager Schulze updated Council on the Rockaway Beach Road Stabilization Project and said they are awaiting permits. He added that they received approval to move forward with bid advertisement but need the permits to proceed further. He said the Suquamish Tribe has submitted comments and asked for extensions. Council discussed funding issues and the emergency declaration. City Manager Schulze said he will keep Council updated through the next week as they continue their discussions with the permit consultant and the Army Corps of Engineers.

D. INTERLOCAL AGREEMENT WITH THE CITY OF BREMERTON FOR TRAFFIC SIGNAL REPAIR AND MAINTENANCE, AB 13-057. 9:24:56 PM City Manager Schulze introduced the Interlocal Agreement for maintenance and repair of the traffic signals. He noted the City also had discussions with Kitsap County, and Bremerton was able to do this work for less.

> ***MOTION:*** *I move that the City Council forward the Interlocal Agreement with the City of Bremerton for traffic signal maintenance to the next City Council business meeting consent agenda.*
> ***WARD/BLAIR*** *– The motion carried unanimously, 6-0.*

E. ORDINANCE NO. 2013-05, FIRST QUARTER 2013 BUDGET ADJUSTMENTS, AB 13-024. 9:26:23 PM Finance Director Schroer introduced the ordinance and budget amendments.

> ***MOTION:*** *I move that the City Council forward Ordinance No. 2013-05 relating to 2013 Budget amendments to second reading on May 22, 2013.*
> ***BLOSSOM/BLAIR*** *– The motion passed unanimously, 6-0.* 9:27:26 PM

F. BUDGET PROCESS. 9:27:32 PM City Manager Schulze discussed the biannual budget process. He said the 2013 budget was approved with the understanding that the City Manager would review and come back with suggestions for modifications after becoming more familiar with the organization. He noted that Council has suggested a number of significant changes that will require modifications to the budget. He said there are a number of key personnel vacancies and major policy decisions coming before Council that will have significant impacts on the organization. He said he doesn't believe the City has the capacity to take on a major budget overhaul in 2013. He said the implementation of the High Performance Organization (HPO) training and systems implementation will be major events. He recommended they focus their efforts this year on the water utility, cost allocation model , the SSWM utility and sewer utility. Finance Director Schroer updated Council on budget development and presented a proposed timeline. She explained what is needed to update the budget framework, and explained the information that will be provided in the mid-year report. Council asked to schedule a discussion of budget priorities in June.

G. ORDINANCE NO. 2013-09, EMERGENCY MANAGEMENT, AB 13-058. 9:37:51 PM City Manager Schulze said this ordinance will meet the state requirement that the City establish an emergency management organization. He added that the comprehensive emergency management plan will come to Council in June, and it is an interagency agreement.

> ***MOTION:*** *I move that the City Council schedule 2nd reading of Ordinance No. 2013-09 relating to emergency management on May 22, 2013.*
> ***BLAIR/WARD*** *- The motion carried unanimously, 6-0.* 9:43:02 PM

5. COUNCIL DISCUSSION. 9:43:07 PM

A. PROCLAIMING MAY, 2013 AS "PUGET SOUND STARTS HERE" MONTH, AB 13-055. 9:43:20 PM Mayor Bonkowski read the proclamation.

> ***MOTION:*** *I move that the City Council authorize Mayor Steve Bonkowski to sign the proclamation declaring May, 2013 as "Puget Sound Starts Here" month.*
> ***WARD/BLAIR*** *– The motion carried unanimously, 6-0.*

6. COMMITTEE REPORTS. 9:46:05 PM There were no committee reports.

7. REVIEW OF UPCOMING COUNCIL MEETING AGENDAS. 9:46:14 PM Council reviewed the agenda for May 8, 2013. The consensus was to move the consent agenda to the beginning of the meeting and have the remainder of the meeting devoted to the SMP public hearing. Council reviewed the May 15, 2013 agenda and noted that they may need to extend the time for the SMP discussion.

8. FOR THE GOOD OF THE ORDER. 9:55:06 PM There were no comments for the good of the order.

9. ADJOURNMENT. Mayor Bonkowski adjourned the meeting at 9:55:19 PM.

Steven Bonkowski, Mayor

Christine Brown, Deputy City Clerk/Paralegal