REGULAR CITY COUNCIL STUDY SESSION
APRIL 17, 2013

ITEMS DISCUSSED

1. CALL TO ORDER / ROLL CALL
2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
3. PRESENTATIONS
   A. NATIONAL POETRY MONTH, BAINBRIDGE ISLAND ARTS AND HUMANITIES COUNCIL POETRY READING
   B. PERFORMANCE MEASURES
   C. SUZUKI PROPERTY
4. STAFF INTENSIVE
   A. SHORELINE MASTER PROGRAM CONSISTENCY ANALYSIS MATRIX
   B. CONTRACT AMENDMENT RELATING TO ENERGY EFFICIENCY CONSERVATION BLOCK GRANT CONTRACT, AB 09-024
   C. ORDINANCE NO. 2013-02, BUSINESS AND OCCUPATION TAX ADMINISTRATIVE PROCEDURES, AB 13-046
   D. ORDINANCE NO. 2013-08, RELATING TO POLICE CIVIL SERVICE APPOINTMENTS, AB 13-044 [POSTPONED]
   E. MADISON AVENUE WATER MAIN CONSTRUCTION AWARD, LIDEN LAND DEVELOPMENT & EXCAVATION, AB 13-045
   F. LICENSE AGREEMENT WITH KITSAP PUBLIC UTILITY DISTRICT, MEIGS FARM WELL WATER LEVEL MONITORING, AB 13-047
   G. RESOLUTION NO. 2013-08, LYNWOOD CENTER STORMWATER OUTFALL PROJECT, SOLE SOURCE PURCHASE, AND CHECKMATE® INLINE CHECK VALVE PURCHASE, AB 13-048
   H. DRIPPING WATER CREEK DRAINAGE IMPROVEMENTS, PROFESSIONAL SERVICES AGREEMENT, AMENDMENT NO. 2, MAP LTD., AB 13-049
5. COUNCIL DISCUSSION
   A. TRANSPOL FUNDING: KEY MILESTONES
   B. PACIFIC GATEWAY TERMINAL COAL PROPOSAL
   C. SHORELINE MASTER PROGRAM UPDATE PUBLIC HEARING FORMAT [ADDED]
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 Pro Tem Ward called the meeting to order at 7:01:02 PM. A quorum was present consisting of Councilmembers Blair, Blossom, Lester, Ward and Mayor Bonkowski. Councilmembers Hytopoulos and Scales were 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.** Councilmember Lester asked to move item 4(d) to a City Council meeting following the May 9, 2013 Civil Service Commission meeting. Mayor Bonkowski asked to add a discussion of the format for the Shoreline Master Program Update public hearing as item 5(c).

> ***MOTION:*** *I move to accept the agenda as amended.*
> ***LESTER/BONKOWSKI*** *– The motion carried unanimously, 5 -0.*

**3. PRESENTATIONS.**

**A. NATIONAL POETRY MONTH, BAINBRIDGE ARTS AND HUMANITIES COUNCIL POETRY READING.** 7:04:13 PM Barbara Sacherdote introduced Cosette Miller and Evan Bergen-Epstein who read their poems on the topic of mischief.

**B. PERFORMANCE MEASURES.** 7:06:06 PM Bob Boe from New Pathways introduced the topic of high performance organizations and highlighted the benefits of the program. Tom Nelson from New Pathways gave a presentation on their background, an overview of a high performance organization and how it works to meet the strategic goals identified by Council. He spoke about the need for measurable criteria and the benefits for employees and the community. He said the first step is to do a beta test on a department. He said Council needs to decide if they want to pursue a high performance organization. If so, the department can be identified, key individuals will work with New Pathways to identify the deliverables that make up the scope of work and then the cost for a beta test will be determined. Council discussed the program, and the consensus was that the City Manager should explore the program further.

**C. SUZUKI PROPERTY.** 7:24:40 PM Mark Blatter, Housing Resources Board, gave a presentation on a proposal for the Suzuki property for affordable housing. He recommended identifying potential users for the property that would lead to its development. He said they have thoughts on affordable housing that would fit on the site. He recommended that they form a Council task force to identify uses and potential development. Councilmember Lester said she would look for guidance from past Councils on the property.

**4. STAFF INTENSIVE.**

**A. SHORELINE MASTER PROGRAM CONSISTENCY ANALYSIS MATRIX.** 7:35:33 PM Planning Director Cook said the Interim City Attorney has presented his consistency analysis. She said he has reviewed the draft Shoreline Master Program Update for consistency with the Washington State Shoreline Management Act (SMA), the Department of Ecology guidelines, and the Comprehensive Plan. She went over his recommended changes. Councilmember Ward asked about an examination of internal inconsistencies, and Planning Director Cook said that staff are reviewing the draft. Mayor Bonkowski asked that staff look at the use of the word "restoration." Staff addressed Council's questions.

**B. CONTRACT AMENDMENT RELATING TO ENERGY EFFICIENCY BLOCK GRANT CONTRACT, AB 09-024.** 7:47:54 PM Planning Director Cook introduced the contract amendment and explained the amendment will conform Kitsap County's requirements to other jurisdictions. She provided background on the grant and said there have been no defaults on the loans. She said our only obligation is to submit annual reports. Finance Director Schroer confirmed that this is carried as a liability and will come back at the end of the program. Deputy City Manager Smith confirmed that the City would not need to backfill the amount in the event of a default.

> ***MOTION:*** *I move that the City Council place the Contract Amendment relating to the Energy Efficiency Conservation Block Grant on the April 24, 2013 consent agenda.*
> ***BLAIR/LESTER*** *– The motion carried unanimously, 5-0.* 7:52:34 PM

**C. ORDINANCE NO. 2013-02, BUSINESS AND OCCUPATION TAX ADMINISTRATIVE PROCEDURES, AB 13-046.** 7:52:47 PM Finance Director Schroer introduced the ordinance.

> ***MOTION:*** *I move that the City Council schedule Ordinance No. 2013-02 relating to business and occupation tax administrative provisions for 2nd reading on May 22, 2013.*
> ***BONKOWSKI/LESTER*** *- The motion carried unanimously, 5-0.*

**D. ORDINANCE NO. 2013-08, RELATING TO POLICE CIVIL SERVICE APPOINTMENTS, AB 13-044.** This item was postponed to a future Council meeting.

**E. MADISON AVENUE WATER MAIN CONSTRUCTION AWARD, LIDEN LAND DEVELOPMENT & EXCAVATION, AB 13-045.** 7:54:15 PM Public Works Director Newkirk provided an overview of the project, the source of funds and the project budget. Council asked staff to report back at the next Council meeting on the feasibility of recapturing the cost of the improvements from future development. Public Works Director Newkirk said the project is scheduled to start in May with the pavement preservation project scheduled in 2014.

> ***MOTION:*** *I move that the City Council forward the contract with Liden Land Development & Excavation for the Madison Avenue Water Main project in the amount of $227,724.14 and authorize a budget amendment of $40,000.00 from the Water Utility fund to the next business meeting.*
> ***BONKOWSKI/BLAIR*** *– The motion passed unanimously, 5-0.* 8:24:59 PM

**F. LICENSE AGREEMENT WITH KITSAP PUBLIC UTILITY DISTRICT, MEIGS FARM WELL WATER LEVEL MONITORING, AB 13-047.** 8:25:21 PM Public Works Director Newkirk introduced the license agreement and explained the benefits of the proposed groundwater monitoring by Kitsap Public Utility District at the Meigs Farm well.

> ***MOTION:*** *I move that the City Council forward the License Agreement with KPUD for Meigs Farm well water level monitoring services to the next City Council meeting consent agenda.*
> ***BONKOWSKI/BLOSSOM*** *– The motion carried unanimously, 5-0.* 8:27:15 PM

**G. RESOLUTION NO. 2013-08, LYNWOOD CENTER STORMWATER OUTFALL PROJECT, SOLE SOURCE PURCHASE, AND CHECKMATE® INLINE CHECK VALVE PURCHASE, AB 13-048.** 8:28:48 PM Councilmember Blossom recused herself due to a property interest. Public Works Director Newkirk introduced the sole source purchase and how it will benefit the Lynwood Center Stormwater Outfall Project. He provided a status report on the project.

> ***MOTION:*** *I move that the City Council forward the Lynwood Center Stormwater Outfall Sole Source Purchase Resolution No. 2013-18 and purchase of CheckMate® Inline Check Valve in the estimated amount of $24,531.00 (that price does not include freight costs) and have this brought forward at the next City Council business meeting on the consent agenda.*
> ***BLAIR/LESTER*** *- The motion passed 4-0, with Councilmember Blossom recusing herself from the vote.*
> 8:34:57 PM

**H. DRIPPING WATER CREEK DRAINAGE IMPROVEMENTS, PROFESSIONAL SERVICES AGREEMENT, AMENDMENT NO. 2, MAP LTD. AB 13-049.** 8:35:01 PM Engineering Manager Chris Hammer presented an overview of the project and explained the benefits of installing non-motorized improvements at this time. He also summarized the drawbacks of the non-motorized improvements and provided information on the budget and the schedule. He presented Council with two alternatives. Alternative 1 would be to include non-motorized shoulder improvements and approve the contract amendment, and Alternative 2 would be to complete the project without non-motorized improvements and reject the amendment. Council discussed the alternatives and the input they have received from John Grinter, Non-Motorized Transportation Committee Chair.

> ***MOTION:*** *I move to accept Alternative 2.*
> ***LESTER/BONKOWSKI*** *- The motion passed unanimously.*

Council adjourned for a 5-minute break at 8:45 pm. Mayor Pro Tem Ward re-convened the meeting at 8:50 pm.

**5. COUNCIL DISCUSSION.**

**A. TRANSPOL FUNDING: KEY MILESTONES.** 8:50:32 PM Mayor Bonkowski proposed that Council set a goal on an annual basis to identify the dollar amount of the grants they would like to pursue and then set aside funds for a match. He noted that many Transpol grants require a match. Public Works Director Newkirk said this could be a strategic planning exercise and would position the City well to pursue opportunities. Council's consensus was to pursue this policy in upcoming budget discussions.

**B. PACIFIC GATEWAY TERMINAL COAL PROPOSAL.** 9:03:09 PM Mayor Bonkowski said that Rob Gala, Seattle Mayor's Office, is organizing a meeting in support of opposition to the Pacific Gateway Terminal Coal proposal. He said he would not be the appropriate person to attend. Councilmember Blair said that in addition to meeting attendance, they have been asked to supply a quote for materials opposing the proposal, sign on to an editorial piece and provide funds. Councilmember Lester suggested that Councilmember Hytopoulos be invited to attend the meeting. Mayor Bonkowski will supply a quote from the previous Council action relating to the proposal.

**C. SHORELINE MASTER PROGRAM UPDATE PUBLIC HEARING FORMAT.** 9:09:35 PM Mayor Bonkowski suggested that the public hearing start at 5:00 pm and end at 10:00 pm with each person allowed 5 minutes each, and then a second opportunity to talk once everyone has spoken. He proposed assigning each speaker a number to facilitate the process. Council discussed his proposal and agreed that they would decrease the time allotted for each person if more than 60 people signed up.

**6. COMMITTEE REPORTS.** 9:19:48 PM Councilmember Lester said that she attended the Kitsap Regional Coordinating Council/Transpol meeting. She said that the Wing Point project is on the contingency list and is positioned well should Federal funding become available. She added that the City may submit a request for additional preservation funding. She said that there is a meeting regarding the Hwy 305/Suquamish intersection project on Friday, April 19, 2013, and Washington Department of Transportation will propose suggested design solutions for that intersection. Councilmember Blair reported on Kitsap Transit's meeting and said they approved Phase 2 of the wake research on the passenger-only ferry and will hire a consultant to develop a business plan. She reported they also approved tenant improvements to the transit building, and there will be proposals for grant funding for that project. She announced that there will be a Road Ends Committee meeting with City staff on May 6, 2013 to discuss the project feasibility report from the staff on their 2013-2014 work plan. Councilmember Ward reported that CENCOM has a planning retreat on April 18, 2013.

**7. REVIEW OF UPCOMING COUNCIL MEETING AGENDAS.** 9:23:37 PM Mayor Pro Tem Ward reviewed the Council agenda for April 24, 2013 and noted the previously discussed changes. Council reviewed the long-term agenda. Council added a Shoreline Master Program Update discussion on May15, 2013 and scheduled the vote for June 12, 2013. Councilmember Lester asked to place a discussion of impact fees and an update on community meetings regarding economic development and Waterfront Park design on the long-range agenda. Mayor Bonkowski asked City Manager Schulze to address a schedule for those items during his quarterly report. 9:32:28 PM Councilmember Lester asked that staff proceed with Civil Service Commission appointments. Councilmembers Lester, Ward and Blossom volunteered for the Suzuki property task force.

**8. FOR THE GOOD OF THE ORDER.** 9:36:54 PM Councilmember Lester announced upcoming events, including the Farmer's Market, Bainbridge Island Youth Orchestra/Edge Improv event, Town & Country community fair, and Earth Day event at Pritchard Park. Councilmember Blair reported on the North Ward meeting. Councilmember Lester announced that the Central Ward meeting will be next Tuesday, April 23, 2013, at City Hall at 7:00 pm.

**9. ADJOURNMENT.** Mayor Pro Tem Ward adjourned the meeting at 9:41:28 PM.

Steven Bonkowski, Mayor

Christine Brown, Deputy City Clerk/Paralegal