REGULAR STUDY SESSION
AUGUST 18, 2014

ITEMS DISCUSSED

1. CALL TO ORDER/ROLL CALL
2. ACCEPTANCE OR MODIFICATION OF AGENDA/CONFLICT OF INTEREST DISCLOSURE
3. CITY MANAGER'S REPORT: COMPREHENSIVE PLAN/NAVIGATE BAINBRIDGE UPDATE
4. PRESENTATION: PRIORITY BASED BUDGETING RESOURCE ALIGNMENT DIAGNOSTIC TOOL, AB 14-045 – FINANCE
5. STAFF INTENSIVE
   A. POTENTIAL COMMUNITY WORKSHOP ON THE OPTIONS FOR USE OF SUZUKI PROPERTY, AB 14-119 – EXECUTIVE
   B. 2015 LODGING TAX ADVISORY COMMITTEE (LTAC) REQUEST FOR PROPOSALS, AB 14-020 – EXECUTIVE
   C. PUBLIC WORKS CONTRACTS, AB 14-020
      1. STATE ROUTE 305 SHOULDER IMPROVEMENTS PROJECT CONTRACT AWARD AND BUDGET AMENDMENT, AB 14-033
      2. SUNRISE DRIVE/FORT WARD HILL GUARDRAIL IMPROVEMENTS PROJECT CONTRACT AWARD, AB 14-102
      3. CAVE AVENUE AND KNETCHEL WAY OVERLAY PROJECT CONTRACT AWARD AND BUDGET AMENDMENT, AB 14-133
   D. LYNWOOD CENTER OUTFALL IMPROVEMENTS PROJECT BID REJECTION, AB 11-086 – PUBLIC WORKS
   E. REGISTERED SEX/KIDNAPPING OFFENDER ADDRESS VERIFICATION PROGRAM, AB 14-130 – POLICE
6. COUNCIL DISCUSSION
   A. COUNCIL ROLE IN COMPREHENSIVE PLAN LEADERSHIP AND SCOPING, AB 14-072 – COUNCIL
   B. PROCLAMATION DECLARING SEPTEMBER 2014 AS ALZHEIMER'S AWARENESS MONTH, AB 14-129 – MAYOR BLAIR
7. COMMITTEE REPORTS
8. REVIEW UPCOMING COUNCIL MEETING AGENDAS
9. FOR THE GOOD OF THE ORDER
10. ADJOURNMENT

1. CALL TO ORDER/ROLL CALL 7:00 PM
Deputy Mayor Roth called the August 18, 2014 study session to order at 7:00 PM. Councilmembers Blossom, Bonkowski, Roth, Townsend, Ward and Mayor Blair were present. City Clerk Lassoff monitored the recording of the meeting and prepared the minutes.

2. ACCEPTANCE OR MODIFICATION OF AGENDA/CONFLICT OF INTEREST DISCLOSURE 7:00 PM

Deputy Mayor Roth requested a motion for the approval or modification of the agenda which was made by Councilmember Ward and seconded by Councilmember Bonkowski.

Councilmember Blossom wanted to add a discussion about a meeting happening on September 21 regarding Suzuki and how that came about. Her request was added to item 5A. Mayor Blair requested that some action be taken under committee reports – weighting in on naming a new ferry and the potential appointment of a Kitsap County Boundary Review Board member.

The motion was approved 7-0.

3. CITY MANAGER'S REPORT: COMPREHENSIVE PLAN/NAVIGATE BAINBRIDGE UPDATE 7:03 PM
City Manager Schulze reported on revamping of the Comprehensive Plan Update/Navigate Bainbridge web page. He also reported that nothing has changed since the email he sent out earlier regarding the Visconsi project.

4. PRESENTATION: PRIORITY BASED BUDGETING RESOURCE ALIGNMENT DIAGNOSTIC TOOL, AB 14-045 – FINANCE 7:05 PM
Mr. Johnson and Mr. Fabian gave a PowerPoint presentation on the resource alignment diagnostic tool. Highlights from their presentation included steps to success (determine results, clarify result definitions, identify programs and services, value program based on results and allocate resources based on priorities); community results (green, well-planned community, healthy and attractive community; reliable infrastructure and connected mobility, safe city and vibrant economy), good governance results, identifying programs, program costs and scoring and basic program attributes (mandated, reliance, change in demand, cost recovery, portion of community served) peer review process, defining quartile groupings and allocating resources based on prioritization.

The consultants walked through the various data filtering options available in the resource diagnostic tool. The consultants indicated they would accommodate Council's individual needs for information as they work on building an on-line version of the tool.

Public Comment

Robert Dashiell, 6370 NE Tolo commented that there are members of the community that would like to how the City staff prioritized the 477 programs.

Jeri Lane, Executive Director, BI Downtown Association, was very excited about the priority based budgeting process.

Councilmember Blossom indicated she would be recusing herself from the Lynwood Center Outfall agenda item.

5. STAFF INTENSIVE

A. POTENTIAL COMMUNITY WORKSHOP ON THE OPTIONS FOR USE OF SUZUKI PROPERTY, AB 14-119 – EXECUTIVE 8:15 PM

City Manager Schulze gave a PowerPoint presentation describing the six different categories showing either retaining (open space or public facility) or surplussing (market rate R-2 density, affordable R-2 density, affordable housing HDDP, rezone) the Suzuki property.

8:18 PM Mayor Blair asked whether the City could divide the property. City Manger Schulze replied the City could go through the boundary line adjustment process. Councilmember Bonkowski asked whether there was a fifth option to sell it at a discount with conditions that are not defined in the PowerPoint. City Manager Schulze replied yes as long as it was for a public benefit then we could look at selling for less than market rate.

Councilmember Tollefson thought it would be good for the Council to start getting input from the community on what their views are on the highest and best use of this property going forward rather than waiting until the eleventh hour. He had asked for this item to be on the agenda so others could weigh in.

Councilmember Townsend said with regard to the idea of surplussing with conditions, he would support having that as part of the community discussion, and if there were conditions what would the community support. He asked if the Council decided they wanted to have the property used for a specific purpose was that recorded and perpetually in that state until Council takes some other action or does it then go to a private landowner and it expires anytime or permanently recorded. City Attorney Marshall replied it could be done a number of different ways as the City has the authority to simply transfer that property to a buyer under the condition that it be used as a community center, for example, however once it has sold, then it becomes recorded and those conditions run with the property.

Councilmember Ward wondered how much they had to drill down into the different options presented when they decide to surplus. City Attorney Marshall explained the City's surplus process sets in motion a certain number of steps that are mandatory however, those steps don't contemplate determining what the reasons are either for the surplus or what Council hoped to see accomplished. She added before that process is started, Council needed to determine if, in fact, that is what they want to do.

Councilmember Bonkowski commented on the multiple ways Council may achieve their goals and wondered if there is a way to pick best value or is it solely based on price. City Attorney Marshall indicated the City's resolution is very broad and is not an all restrictive on how Council evaluates the request for proposal or makes the surplus decision.

Councilmember Tollefson asked whether there was consensus to organize some sort of a parallel public workshop and not wait until the end of the surplus process. Mayor Blair recalled the Council, by consensus, was interested in surplussing the property through the public hearing process however she is now hearing that it include an informal and informative educational discussion which she too would like to see happen. Councilmember Blossom thought the reason for a workshop would be to help determine what the request for proposal would look like. Councilmember Tollefson concurred. Councilmember Townsend was supportive of a public process however; thought it was worth defining what role that process is going to be. Councilmember Bonkowski noted he had not seen another workshop scheduled other than what was happening on Thursday.

Mayor Blair indicated Thursday's event was not to be a workshop but a chance to facilitate an informal information sharing conversation about the property itself. Councilmember Blossom recalled there was already an ad hoc committee working on this and did not know that a single councilmember could convene a community meeting with staff support on their own.

Councilmember Tollefson asked how much time the City had if they decided to surplus the property to which City Attorney Marshall indicated the surplus resolution has no timelines and few specific guidelines or requirements.

Councilmember Tollefson was in less of a hurry to have a workshop particularly in light of the fact that the Planning Department is working on updating the Housing Needs Assessment, which would be information that may be important to the community in deciding what they want to do.

Councilmember Bonkowski understood that scheduling a workshop was actually for community members versus developers. Mayor Blair described the focus of Thursday's event was to hear from individuals in the development industry and affordable housing community. Councilmember Blossom was not pleased with having a community meeting that is staff supported with a few people being invited with an objective of developing the property. Mayor Blair suspected tonight's conversation took the steam out of the something that could have worked.

Councilmember Ward said he was a little uncomfortable with the invitation only meeting and would rather have a concise package with all the relative facts that relate to the property, have it available online and maybe increase the outreach to the broader development community. He wanted to make sure that the citizen's voice was also heard.

No one objected to holding a community workshop.

Public Comment

Charlie Wenzlau, Housing Resources Board member, concurred with the comments made regarding approaching the development community but clearly to balance it with what the citizens would like to see as outcomes for the property. He thought this process should be done concurrent or in concert with the surplus process.

Jonathan Davis, Architect, believed a public participation process was essential for this property. He thought it was possible to set an exemplary example to show what could be done with a piece of land.

Mayor Blair said following comments this evening, she believed the meeting on Thursday should be cancelled so everyone can work toward incorporating some of the suggestions raised. Councilmember Townsend said he did not have a problem with reaching out to the development community but thought it was important to have an open and public process as well as solicit input from the community.

Councilmember Bonkowski would like to get a general resolution out for surplusing and have City Manager Schulze come back with a public outreach plan.

There was Council consensus to move forward with the surplus process and workshop as soon as possible.

B. 2015 LODGING TAX ADVISORY COMMITTEE (LTAC) REQUEST FOR PROPOSALS, AB 14-020 – EXECUTIVE 9:06 PM

Deputy City Manager Smith explained the purpose of tonight's discussion was to give a last look at the RFP for the lodging award for this coming year. She indicated staff intends to issue the RFP on September 1, with a due date of October 1 for submission of project proposals. She shared the proposed weighting for award criteria for which there are appropriately $125,000 in funds available for distribution to support selected projects. She noted applicants may seek a minimum of $2,000 and a maximum award of $62,500 (to reflect 50 percent of total available funds).

Public Comment

Robert Dashiell, 6370 NE Tolo Road, suggested the City take a small percentage (3-5%) of the LTAC funds to reimburse the City for the efforts required to administer the program.

> ***MOTION:*** *I move the City Council approve the 2015 Lodging Tax Advisory Committee Requests for Proposal.*
> **BLOSSOM/BONKOWSKI** – *Motion carried 7-0.*

C. PUBLIC WORKS CONTRACTS, AB 14-020 *9:13 PM*

1. STATE ROUTE 305 SHOULDER IMPROVEMENTS PROJECT CONTRACT AWARD AND BUDGET AMENDMENT, AB 14-033

The project consists of asphalt shoulder improvements, guardrail, concrete curb and other related miscellaneous items. Staff recommended Council consider placement of the contract award with Lakeside Industries in the base bid amount of $137,891.50 and a budget amendment for $42,000 from the Annual Roads Preservation Program with an increased project budget authority not to exceed $166,000 on the August 25, 2014 consent agenda.

2. SUNRISE DRIVE/FORT WARD HILL GUARDRAIL IMPROVEMENTS PROJECT CONTRACT AWARD, AB 14-102

The project consists of guardrail sections being installed on Sunrise Drive at last year's slide repair project just north of Roberts Road and on Fort Ward Hill, south of South Beach Drive, extending the existing guardrail section. Staff recommended Council consider placement of the contract with Peterson Brothers, Inc. in the base bid amount of $ 30,094.28 on the August 25, 2014 consent agenda.

3. CAVE AVENUE AND KNETCHEL WAY OVERLAY PROJECT CONTRACT AWARD AND BUDGET AMENDMENT, AB 14-133

The project consists of applying a thin asphalt overlay on Cave Avenue and Knechtel Way, installing speed humps on Cave Avenue, and drainage and sidewalk improvements on Knechtel Way. Staff recommended Council consider placement of the contract with Lakeside Industries in the base bid amount of $137,891.50 and to approve a budget amendment of $43,000 from the 2014 Annual Roads Preservation Program with an increased project budget authority not to exceed $143,000 to the August 25, 2014 consent agenda.

Councilmember Ward noted comments on the agenda bill regarding sidewalk improvements and thought staff was going to forgo doing the sidewalk on the north side just to get this project moving forward. Public Works Director Loveless replied there was no intention to do the sidewalk at the end of the Cave Avenue.

Mayor Blair asked how the Cave Avenue residents were involved in the decision to add speed humps to which Public Works Director Loveless replied the project would replace existing speed humps.

> ***MOTION:*** *I move that we forward the SR 305 Shoulder Improvements contract, the Sunrise Drive/ Fort Ward Hill Guardrail contract and the Cave Knetchel Asphalt overlay contract with the appropriate adjusted budgets to the consent agenda for next week as described in each agenda bill.*
> ***BONKOWSKI/BLOSSOM*** *– Motion carried 7-0.*

D. LYNWOOD CENTER OUTFALL IMPROVEMENTS PROJECT BID REJECTION, AB 11-086 – PUBLIC WORKS 9:19 PM

Bids were solicited through the local newspaper and the bid opening was held on August 7, 2014. The City received one bid from Coluccio Construction in the base bid amount of $484,684, approximately 142% over the high-end of the engineer's estimate range of $200,000. Public Works Director Loveless explained staff's strategy in salvaging the job next year. Councilmember Bonkowski asked it that approach would retain the grant which Public Works Director Loveless replied if the City spent as much as possible by June 30 we would do that and finish the job in the fish window with our own money. Staff requested Council reject the bid and rebid the project next year.

> ***MOTION:*** *I move that the City Council reject the bid received from Coluccio Construction in the* amount of $484,684 for the Lynwood Center Outfall Improvements project.
> **TOWNSEND/WARD** *– Motion carried 6-0. Councilmember Blossom recused herself.*

E. REGISTERED SEX/KIDNAPPING OFFENDER ADDRESS VERIFICATION PROGRAM, AB 14-130 – POLICE 9:24 PM

Staff was seeking Council authorization to participate once again in the "Registered Sex/Kidnapping Offender Address Verification" program grant funded through the Washington State Association of Sheriffs and Police Chiefs and facilitated by the Kitsap County Sheriff's Office (KCSO). The agreement requires Bainbridge officers to make face-to-face contact with registered offenders living on Bainbridge Island, report the results of that contact to the KCSO and issue press releases to local media on any new Level III offenders who move to Bainbridge Island in exchange for a portion of the state award, or a minimum of $1,000 annually.

> ***MOTION:*** *I move the City Council forward the memorandum of understanding between the City and the Kitsap County Sheriff's Office to the August 25, 2014 consent agenda.*
> ***BLAIR/TOWNSEND*** *– Motion carried 7-0.*

6. COUNCIL DISCUSSION

A. COUNCIL ROLE IN COMPREHENSIVE PLAN LEADERSHIP AND SCOPING, AB 14-072 – COUNCIL 9:26 PM

Planning Director Cook provided a framework and next steps in the City's Comprehensive Plan update which must be completed by June 30, 2016. She shared the four state mandated tasks that each jurisdiction must perform and indicated the establishment of a public participation process needed to be done immediately.

Staff was recommending that the Council appoint a steering committee, possibly composed of three Council members, three Planning Commissioners and the appropriate staff to help guide the update process, which includes developing options for a public participation process and scope of the review which would then be presented for consideration at the September 11 Planning Commission meeting.

Councilmember Bonkowski asked what the basis was to make a determination that one of the sections of the currently adopted plan really needs to be updated. Planning Director Cook believed that determination would be vetted through the public participation program, working with key players about what aspects of the City's plan no longer reflect the community vision or that are out of date.

9:37 PM ***MOTION:*** *I move that we authorize the creation of a Steering Committee to help guide the Comprehensive Plan Update process, including the development of a public participation plan.*
BLAIR/BONKOWSKI

FRIENDLY AMENDMENT: *The Steering Committee being consisting of three members of the Council and three members of the Planning Commission.*
TOLLEFSON/BONKOWSKI *– Motion carried 7-0.*

Councilmember Bonkowski suggested Councilmember Blossom, Tollefson and Mayor Blair serve on the Steering Committee.

B. PROCLAMATION DECLARING SEPTEMBER 2014 AS ALZHEIMER'S AWARENESS MONTH, AB 14-129 – MAYOR BLAIR 9:39 PM

Mayor Blair introduced the proclamation which honors those who have been diagnosed, and honors the families and friends, caregivers and the advocates whose lives has been affected.

MOTION: *I move the City Council authorize the Mayor to sign the proclamation declaring September, 2014 as Alzheimer's Awareness Month.*
TOWNSEND/WARD *– Motion carried 7-0.*

7. COMMITTEE REPORTS 9:42 PM

Mayor Blair reported on requests she has received related to the naming of the next Washington State ferry.

MOTION: *I move that we support the request to endorse the name Suquamish.*
TOLLEFSON/BONKOWSKI *– Motion carried 7-0.*

Mayor Blair asked Council whether they were comfortable with the recommendation of the County Boundary Review Committee for Thomas Saunders to serve another term on their board. Councilmember Ward then moved as such, which was seconded by Councilmember Tollefson and approved 7-0.

8. REVIEW UPCOMING COUNCIL MEETING AGENDAS 9:45 PM

City Manager Schulze reviewed the August 25 business meeting agenda and upcoming calendar. He added an update to a consultant's assessment and recommendations regarding the Public Education Government (PEG) access channel to the September 2 meeting agenda. He continued his review of upcoming meetings. Mayor Blair shared that she had been contacted by a group of downtown merchants who have been working with one of the property owners on a community petition that they would like present pertaining related to parking in the downtown district and their concern about the three-hour parking limit. She asked whether there was time on the October 7 study session agenda. Councilmember Ward requested the addition of the City Manager's performance evaluation process be placed on an agenda soon. Councilmember Townsend thought it would make sense for Public Works to give their recommendation regarding shorting parking limits on Winslow Way.

Councilmember Blossom would like to have the Health District come and talk about their surface water monitoring program sometime in September.

9. FOR THE GOOD OF THE ORDER 9:55 PM

Councilmember Tollefson asked that Councilmember Bonkowski work with Executive Assistant Richards and Community Engagement Specialist Stickney on the volunteer week celebration. Councilmember Blossom commented on wayfinding signs and how they need to say more than shopping and restaurants.

Deputy Mayor Roth reported the Leadership Alliance Against Coal has changed their name to the Safe Energy Leadership Alliance.

10. ADJOURNMENT 9:58 PM

The study session adjourned at 9:58 PM.

Anne S. Blair

Anne S. Blair, Mayor

Rosalind D. Lassoff

Rosalind D. Lassoff, City Clerk