

ITEMS DISCUSSED

1. CALL TO ORDER / ROLL CALL
2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
3. CITY MANAGER'S REPORT
4. PRESENTATION
 - A. KITSAP ECONOMIC DEVELOPMENT ALLIANCE QUARTERLY REPORT, AB 14-057
5. STAFF INTENSIVE
 - A. POLICE FACILITY SITE CONSIDERATIONS, AB 14-008
 - B. LOVGREEN PROPERTY DISCUSSION, AB 14-046
 - C. PUBLIC WORKS CONTRACTS, AB 14-185
 1. ISLAND-WIDE RIGHT-OF-WAY GAPS ACQUISITION PROFESSIONAL SERVICES AGREEMENT, AB 14-184
 2. SPORTSMAN CLUB TRAIL CONSTRUCTION AWARD, AB 14-164
 - D. Q3 2014 FINANCIAL REPORT, AB 14-078
 - E. ORDINANCE NO. 2014-41, Q3 2014 BUDGET ADJUSTMENTS, AB 14-064
 - F. BUDGET DELIBERATIONS ON 2015 – 2016 PRELIMINARY PROPOSED BUDGET, AB 14-053
6. COUNCIL DISCUSSION
7. COMMITTEE REPORTS
8. REVIEW UPCOMING COUNCIL MEETING AGENDAS
9. FOR THE GOOD OF THE ORDER
10. ADJOURNMENT

1. CALL TO ORDER / ROLL CALL 6:59 PM

Deputy Mayor Roth called the regular meeting to order at 7:00 PM with Councilmembers Blair, Bonkowski, Blossom, Tollefson, Ward, and Townsend present. Records Management Coordinator Jahraus monitored the recording of the meeting and prepared the minutes.

2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE 6:59 PM

***MOTION:** I move to accept the agenda as presented.*

***BONKOWSKI/WARD:** The motion carried 7-0.*

3. CITY MANAGER'S REPORT 7:00 PM

City Manager Schulze recapped his report of October 31.

4. PRESENTATION 7:07 PM

A. KITSAP ECONOMIC DEVELOPMENT ALLIANCE QUARTERLY REPORT, AB 14-057

John Powers, Executive Director, reported on activity during the 3rd Quarter including recruitment, website hits and business retention. Mr. Powers also gave an overview of the information contained in the agenda packet.

5. STAFF INTENSIVE 7:28 PM

A. POLICE FACILITY SITE CONSIDERATIONS, AB 14-008

After council discussion, a recommendation was made to limit consideration to sites within the Winslow Master Plan area; with preference given to the site located immediately north of City Hall and the site of the City-owned gravel parking lot. Council also recommended that City Manager Schulze review the Coultis property adjacent to the fire department on Madison and the Visconsi property on High School Road as other alternatives.

Public Comment

Charles Schmid said if it was any consolation, it took a long time to choose the site for City Hall.

Jennifer Pells asked why the Suzuki property was eliminated as a possible site.

Robert Dashiell stated he is disappointed that that an architect did not do a design for the existing police station.

B. LOVGREEN PROPERTY DISCUSSION, AB 14-046 8:13 PM

Public Works Director Loveless had a prepared PowerPoint to illustrate the status of the Lovgreen Property and potential re-use options such as City spoils disposal.

Next steps on property feasibility: complete review of regulatory requirements, communicate with area residents about impacts, coordinate with BIMPRD on options for shared use/public access and prepare site for operations.

Public Comment

Charles Schmid asked about the Vincent Road landfill and why Lovgreen could not be co-located with Vincent Road; Public Works Director Loveless explained why a co-location would not be feasible.

8:33 PM ***MOTION:** I move that the City Council approve that City Staff continue moving forward with completing the regulatory requirements, communicating with area residents about potential future impacts at the property, and preparing the site for operations expending approximately \$30,000.00 for this effort.*
***BLOSSOM/WARD:** The motion carried 7-0.*

C. PUBLIC WORKS CONTRACTS, AB 14-185 8:33 PM

1. ISLAND-WIDE RIGHT-OF-WAY GAPS ACQUISITION PROFESSIONAL SERVICES AGREEMENT, AB 14-184

The Island-wide Right-of-Way Gaps Acquisition professional services agreement consists of as-needed support services for right-of-way acquisition on projects identified in the City's Capital Facilities Plan that require right-of-way acquisition. Tasks may include, but are not limited to, appraisals, title reports, property owner negotiations, preparations leading to the consideration of condemnation proceedings, and coordination with WSDOT on federally funded, grant-related projects. Per the Agreement, ROW acquisition services will occur on an "as-needed" basis through December 31, 2017. The agreement supports the Transportation Benefit District Resolution No. 2014-03 as a qualifying transportation project for 2014.

The City solicited statements of qualification from the consultant roster, and two firms were interviewed. Following the interview process, Roland Resources Inc. was selected as the most qualified consultant to perform the work.

8:36 PM ***MOTION:** I move that the City Council forward the Professional Services Agreement with Roland Resources Inc. not to exceed \$90,000.00 for the Island-wide Right-of-Way Gaps Acquisition project to the November 10, 2014 City Council consent agenda.*
***BLAIR/WARD:** The motion carried 7-0.*

2. SPORTSMAN CLUB TRAIL CONSTRUCTION AWARD, AB 14-164 8:37 PM

The Sportsman Club Trail consists of a gravel trail adjacent to Sportsman Club Road within an easement on the Sportsman Club property from approximately High School Road to New Brooklyn Road. This contract will complete the segment from High School Road to just past the Sportsman Club pond.

Bids were solicited using the Small Works Roster process and three bids were received at the October 24, 2014 bid opening. The apparent low bidder is Wyser Construction Company in the base bid amount of \$38,362.50. The engineer's estimate is \$26,806.00.

City staff reviewed the bids and contractor's qualifications and recommends that the City Council award this contract to Wyser Construction Company in the base bid amount of \$38,362.50.

8:38 PM ***MOTION:** I move that the City Council forward the contract with Wyser Construction Company, Inc. for the Sportsman Club Trail construction project in the base bid amount of \$38,362.50 to the November 10, 2014 consent agenda.*
***WARD/BONKOWSKI:** The motion carried 7-0.*

D. Q3 2014 FINANCIAL REPORT, AB 14-078 8:38 PM

Finance Director Schroer addressed council using a PowerPoint to illustrate the City's 3rd Quarter financial position.

E. ORDINANCE NO. 2014-41, Q3 2014 BUDGET ADJUSTMENTS, AB 14-064 8:44 PM

Finance Director Schroer described projects added in 2014 including: Community Center Solar Panels - \$25,000, Public Art - \$35,000, New software capabilities - \$32,000, Network infrastructure replacement - \$35,000 and funding transferred from Annual Roads Program authorization. Total transfer is \$225,000 across all projects, including new projects.

8:51 PM **MOTION:** *I move that the City Council forward Ordinance No. 2014-41 amending the 2014 Budget of the City and providing for uses not foreseen at the time the 2014 budget was adopted to the November 10, 2014 consent agenda.*
BONKOWSKI/BLAIR: *The motion carried 6-0; one abstention (Councilmember Tollefson).*

F. BUDGET DELIBERATIONS ON 2015 – 2016 PRELIMINARY PROPOSED BUDGET, AB 14-053 8:52 PM
On a recommendation from Mayor Blair, funding for the Kitsap Economic Development Alliance was increased by \$2500.00 for a total of \$7500.00.

The Housing Trust Fund will be funded at \$100,000 in 2015 and 2016.

City Manager Schulze stated that administration has a pretty good understanding of what Council's adjustments are to the budget. He suggested that Council could take action at the November 10 meeting therefore freeing up the meeting scheduled on November 25.

6. COUNCIL DISCUSSION

7. COMMITTEE REPORTS 9:02 PM

Councilmember Tollefson reported on the Suzuki property public meeting that took place on Monday, November. It was very well attended. With assist from Councilmember Ward and City staff, a letter to the editor will be written to the Bainbridge Review with a full recap of the meeting.

Councilmember Blossom attended the Utility Advisory Committee for Councilmember Ward. She also attended a Board of Health meeting.

Councilmember Bonkowski was present at the Puget Sound Regional Meeting.

Councilmember Tollefson reported on the Sound to Olympic Trail project.

8. REVIEW UPCOMING COUNCIL MEETING AGENDAS 9:11 PM

City Manager Schulze reviewed the November 10, 2014 agenda and upcoming calendar items.

9. FOR THE GOOD OF THE ORDER 9:22 PM

Mayor Blair reminded council that the review of City Manager Schulze's evaluation needs to be completed and returned to the consultant by Friday, November 7.

Mayor Blair also added Puget Sound Energy will now have online tools to determine when power will be restored should there be an outage.

10. ADJOURNMENT 9:24 PM

The meeting was adjourned at 9:24 p.m.



Anne S. Blair, Mayor



Kelly Jahraus, Records Management Coordinator