

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. PRESENTATIONS
 - A. NATIONAL POETRY MONTH READING
 - B. PROCLAMATION DECLARING APRIL 9, 2015 AS TEAM 4915 SPARTRONICS DAY, AB 15-065
 - C. PROCLAMATION DECLARING APRIL 12-18, 2015 AS VOLUNTEER WEEK, AB 15-066
 - D. 2014 ANNUAL REPORT ON PUBLIC FARMLAND MANAGEMENT, AB 15-067
5. STAFF INTENSIVE
 - B. PROPOSED UPDATES TO MASTER LEASE FOR CITY-OWNED FARMLAND, AB 15-068 [MOVED UP]
 - A. HISTORIC PRESERVATION COMMISSION HISTORIC SUMMER BEACH HOMES GRANT OPPORTUNITY, AB 15-050 [MOVED DOWN]
 - C. REVIEW CURRENT FOOD TRUCK REGULATIONS AND FOOD SERVICE IN INDUSTRIAL ZONES, AB 15-069
 - D. PUBLIC WORKS CONTRACTS, AB 15-070
 1. VALLEY, LOGG AND GERTIE JOHNSON DRAINAGE PROJECT BUDGET AMENDMENT, AB 14-122
 2. CAVE AVENUE AND KNECHTEL WAY OVERLAY PROJECT, FINAL CHANGE ORDER AND BUDGET AMENDMENT, AB 14-133
 - E. SOUND TO OLYMPIC TRAIL PHASE 2 SUPPLEMENTAL AGREEMENT NO. 3, AB 14-096
 - F. ROAD RECONSTRUCTION PROJECTS PLANNING, AB 15-064
6. COUNCIL DISCUSSION
 - A. POLICE OVERSIGHT PROPOSAL, AB 15-071
7. COMMITTEE REPORTS
 - A. UTILITY ADVISORY COMMITTEE MARCH 23, 2015 NOTES
 - B. PUGET SOUND REGIONAL COUNCIL (PSRC) GROWTH MANAGEMENT POLICY BOARD APRIL 2, 2015 NOTES
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 Townsend called the meeting to order at 7 p.m. with Councilmembers Blair, Blossom, Bonkowski, Roth, Scott and Tollefson in attendance. Records Management Coordinator Jahraus monitored the recording of the meeting and prepared the minutes.

2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE 7:01 PM

7:01 PM

***MOTION:** For continuity, Item 5B will take place after Item 4D.
BLAIR/ROTH: The motion carried 7-0.*

3. CITY MANAGER'S REPORT: COMPREHENSIVE PLAN/NAVIGATE BAINBRIDGE UPDATE 7:02 PM

City Manager Schulze's report included information on:

- Bainbridge Island Police Department Annual Awards Gala.
- Annual Bainbridge Island Volunteer Week celebration. The celebration will be held on Thursday, April 16 from 5:00 to 7:00 p.m. in the Bainbridge High School Commons.
- AWC's Annual Conference in Wenatchee on June 23-26.
- Farmer's Market opens on Saturday, April 11.

4. PRESENTATIONS 7:05 PM

A. NATIONAL POETRY MONTH READING

Mayor Blair explained the concept behind National Poetry Month and introduced poet Stefani Galaday.

B. PROCLAMATION DECLARING APRIL 9, 2015 AS TEAM 4915 SPARTRONICS DAY, AB 15-065 7:10 PM

7:13 PM

***MOTION:** I move that the City Council authorize the Mayor to sign the proclamation declaring April 9, 2015 as Team 4915 Spartronics Day.
BONKOWSKI/ROTH: The motion carried 7-0.*

C. PROCLAMATION DECLARING APRIL 12-18, 2015 AS VOLUNTEER WEEK, AB 15-066 7:19 PM

The City of Bainbridge Island and Bainbridge Community Foundation will once again be co-hosting the Bainbridge Island Volunteer Celebration as part of National Volunteer Week. This year's celebration is focused on the theme of Celebrating a Lifetime of Service and will take place on Thursday, April 16, 2015 from 5:00-7:00 pm in the Bainbridge High School Commons. The celebration will be the culmination of a week of activities including two free trainings being offered at City Hall on *Legal Tools for Effective Volunteer Programs* and *Engaging Volunteers Across Generations*. The community is encouraged to attend and celebrate the amazing work being accomplished by volunteers across the island.

Leading up to volunteer week, the community will be asked to wear a button to show support for volunteers in our community. Buttons will be free of charge and available at City Hall, the Bainbridge Community Foundation, and at various locations across the island. A third grader at Wilkes Elementary designed this year's button. The button designer and five finalists will be recognized at the Volunteer Celebration on April 16, 2015.

7:21 PM

***MOTION:** I move that the City Council authorize the Mayor to sign the proclamation declaring April 12-18, 2015 as National Volunteer Week on Bainbridge Island.*

***SCOTT/TOLLEFSON:** The motion carried 7-0.*

D. 2014 ANNUAL REPORT ON PUBLIC FARMLAND MANAGEMENT, AB 15-067 7:21 PM

Wendy Tyner, Executive Director of Friends of the Farm addressed Council.

The master lease stipulates that FOF will provide the City with an annual report on:

- a. Quantification of produce and products from designated leased properties.
- b. Identification of farmer sub lessees by parcel, acreage utilized and lease rates.
- c. Summary of financial management (calendar year basis) including but not limited to: expense by parcel and payee; income by parcel; operating revenues and expenses of the management organization; grants sought/awarded, etc.
- d. Schedule and status for farm related capital improvements, if any.
- e. Description of farm-related activities, including but not limited to: educational programs, community outreach, work-parties, and public events.
- f. Description of farm and farm-related activities demonstrating compliance with the Goals, Policies and Practices and other requirements of this Lease, and where appropriate, reporting and an explanation of instances where the Goals, Policies and Practices and other requirements of this Lease may not have been met.

5. STAFF INTENSIVE 7:42 PM

B. PROPOSED UPDATES TO MASTER LEASE FOR CITY-OWNED FARMLAND, AB 15-068 [MOVED UP]

After discussion, Council requested a previous version and a redlined version of the documents to be reviewed at the April 14 business meeting.

Public Comment

Melanie Keenan stated she thought the process was flawed and asked whether we should subsidize the wine growers.

Patty Dusbabek, private farmer, stated we are not teaching our young farmers on how to support themselves and thinks we have been too generous by not holding them accountable.

A. HISTORIC PRESERVATION COMMISSION HISTORIC SUMMER BEACH HOMES GRANT OPPORTUNITY, AB 15-050 [MOVED DOWN] 8:20 PM

Council considered this request to apply for a \$20,000 (\$12,000 grant fund, \$8,000 City match) grant, administered by the Washington State Department of Archaeology and Historic Preservation (DAHP) to create a context statement for summer beach homes on the Island and to create a summer beach home exhibit.

The grants are made on a competitive basis and are made annually only to Certified Local Governments ("CLG"). As a CLG, Bainbridge Island is eligible to apply for the grant. The aim of the grant is to encourage, develop, and maintain local preservation efforts. This year there is a special emphasis on projects that serve under-represented communities. The funds will be used to:

1. Create a Historic Context Statement to:

- Identify the time periods, locations and development patterns of summer beach homes
- Identify the architectural styles and character-defining features representative of summer beach homes
- Sample and inventory remaining, representative historic summer beach homes
- Identify opportunities for preservation of these remaining resources

2. Create a Summer Beach Homes Exhibit to:

- Raise public awareness of this development pattern
- Raise the public's appreciation of this piece of our Island's history
- Correlate the Island's summer home development pattern to that which occurred around the Puget Sound

Historic Context Statements are those patterns or trends in history by which a specific occurrence is understood and its meaning (and ultimately its significance) within history is made clear. Summer beach home developments reflect settlement patterns that are an important piece of our Island history, which is currently being threatened by demolition. The first wave of summer home developments occurred in the early 1900's, with a wave in the 1920's and the last surge in the 1950's. Many of the homes have been repaired, renovated and removed over the years to make way for larger, waterfront homes. This statement will provide the history of these development patterns and identify opportunities for preservation. The deadline for this grant application is April 24, 2015.

8:26 PM

***MOTION:** I move that the City Council forward the Historic Preservation Commission's request to apply for a \$20,000 (\$12,000 from DAHP, \$8,000 match from the City) grant from the DAHP to the April 14, 2015 consent agenda.*

***BLAIR/BLOSSOM:** The motion carried 7-0.*

C. REVIEW CURRENT FOOD TRUCK REGULATIONS AND FOOD SERVICE IN INDUSTRIAL ZONES, AB 15-069 8:27 PM

The City's regulations refer to food trucks as "mobile retail food establishments," which are defined in BIMC Section 18.36.030.155 as,

"Mobile retail food establishment" means a retail food establishment that is operated from a movable vehicle or other portable structure, and that routinely changes location, except that if the establishment operates from any one location for more than 30 consecutive days, the establishment is no longer a mobile retail food establishment. A mobile retail establishment shall not be considered a personal service.

Food trucks are permitted in all of the commercial and mixed-use zones (See Attachment A). Specific regulations are contained in BIMC Section 18.09.030.D.4. The key elements of the regulations are:

- The business must be on private property, not within the right-of-way. Permission from the property owner must be submitted with the business license.
- The operating vehicle or structure must be removed from the site at the end of the day.
- Drive-through facilities not allowed.
- No tables or chairs may be set up on-site, no additional signs (besides what is on the vehicle).
- The food truck can take up no more than two parking spaces, so long as adequate parking exists on the particular property.
- Must meet all requirements from Kitsap County Health District.

The overall purpose of the current regulations is to ensure that food trucks are placed to not interfere with pedestrians and drivers.

Food Service in Business/Industrial Zones

The City has a specific definition for "food service establishments," which differentiates it from restaurants and fast-food restaurants. The definition is contained in BIMC Section 18.36.030.92, which states:

"Food service establishment" means a building, or portion thereof, containing tables and/or booths, which is designed, intended and used for the indoor sales and consumption of food prepared on the premises, for employees of businesses within the development. The term "food service establishment" shall not include "restaurant," "formula take-out food restaurant," or "drive-through business."

Food service establishments are only permitted in the Business/ Industrial district. Regulations pertaining to food service in the B/I zones are contained in BIMC 18.09.030.D.3. The key elements of the regulations are:

- The food service establishment should be visible within a Business/Industrial complex only, not visible from the adjacent streets. No additional signs for the business shall face arterials or collector streets.
- Indoor area occupied by the food service business may not exceed 2,000 square feet.
- Food service business hours are limited to 5:00 a.m. - 6:00 p.m.

The overall purpose of the current regulations is to ensure that food service establishments are primarily for the benefit of customers and employees in the zone, as opposed to providing full-service destination restaurants. The Council that adopted the regulations did not want the BI zones to become "restaurant districts" that would compete with Winslow and create additional traffic, and wanted to avoid having land intended for industrial purposes taken up with restaurants and other types of retail uses.

Public Comment

Kim Raymond, Wallace Way, (owns a food truck) stated the process with the City is quite simple but have found that the brick-and-mortar businesses are saying no to the trucks being parked near their business which is understandable.

Council supports limited use of the food trucks at this time; staff will add the development and review of an ordinance to the Planning Commission's schedule. Regarding food service in industrial zones, Council supports the initiative but only as part of the Comprehensive Plan Update given the Planning Department's current work plan.

D. PUBLIC WORKS CONTRACTS, AB 15-070 8:51 PM

1. VALLEY, LOGG AND GERTIE JOHNSON DRAINAGE PROJECT BUDGET AMENDMENT, AB 14-122

The Valley, Logg, and Gertie Johnson Road Drainage Improvements project included roadway and storm drainage improvements to portions of Valley Road to Logg Road and Gertie Johnson Road. The project was approved at the August 11, 2014 City Council meeting in the original contract amount of \$245,736.00. Over the course of the project, two change orders were processed in the combined amount of \$ 6,143.22 resulting in a revised contract amount of \$251,879.22. An overall budget amendment in the amount of \$9,589.00 from the 2015 Annual Drainage program will be needed to balance the project budget.

8:52 PM

***MOTION:** I move that the City Council forward the Valley, Logg, and Gertie Johnson Road Drainage Improvements project budget amendment in the amount of \$9,589 from the 2015 Annual Drainage program to the April 14, 2015 City Council consent agenda.*

***BLAIR/TOLLEFSON:** The motion carried 7-0.*

2. CAVE AVENUE AND KNECHTEL WAY OVERLAY PROJECT, FINAL CHANGE ORDER AND BUDGET AMENDMENT, AB 14-133 8:53 PM

This project consisted of applying a thin asphalt overlay on Cave Avenue and Knechtel Way; install speed humps on Cave Avenue, and drainage/sidewalk improvements on Knechtel Way.

The Cave Avenue and Knechtel Way Overlay project was approved at the August 25, 2014 City Council meeting in the amount of \$137,891.50. Change Order No. 1 in the amount of \$4,003.35 equaled a revised contract amount of \$141,894.85.

The final change order in the amount of \$8,368.00 is necessary to balance out the quantity adjustments equaling a revised contract amount of \$152,262.85. See attached final change order for details. A budget amendment in the amount of \$7,489.94 from the 2015 Roads Preservation fund will be needed.

8:56 PM

***MOTION:** I move that the City Council forward the Cave Avenue & Knechtel Way Overlay project final change order in the amount of \$8,368.00 and approve a budget amendment in the amount of \$7,489.94 from the 2015 Road Preservation fund, to the April 14, 2015 City Council consent agenda.*

***ROTH/SCOTT:** The motion carried 7-0.*

E. SOUND TO OLYMPIC TRAIL PHASE 2 SUPPLEMENTAL AGREEMENT NO. 3, AB 14-096 8:56 PM

The STO Trail Phase 2 project provides for a separated shared-use pathway along SR305 from Winslow Way to High School Road. This project will complete the "first mile" of the Sound to Olympics Trail and study potential branch connections.

City Council approved the original design Agreement at their August 4, 2014 meeting, awarding the design to MacLeod Reckord in the amount of \$135,948.02. In 2014, two Supplemental Agreements were processed for environmental permitting and geotechnical services as well as finalized design and construction documentation for the recommended alignment, totaling a combined amount of \$283,879.63.

Supplemental Agreement Number 3 in the amount of \$26,377.03 is needed for structural design and engineering of elevated trail, structural retaining walls, and mechanically stabilized embankments for portion of the Trail.

8:58 PM

***MOTION:** I move that the City Council forward the Sound to Olympics Trail Phase 2 Supplemental Agreement Number 3 with MacLeod Reckord in the amount of \$26,377.03 to the April 14, 2015 City Council consent agenda.*

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

Public Comment

Charles Schmid, Manitou Park, requested that it should be clear that the trail is designated as a scenic highway.

F. SUBJECT: ROAD RECONSTRUCTION PROJECTS PLANNING, AB 15-064 8:58 PM

Engineering Manager Hammer provided a PowerPoint on 2015 Planned Work Reconstruction Needs.

6. COUNCIL DISCUSSION 9:16 PM

A. POLICE OVERSIGHT PROPOSAL, AB 15-071

At the direction of the City Council, the ad hoc committee has met on several occasions with Chief Hamner and with City Manager Schulze. The committee consulted the considerable literature and past expressions of local opinion.

Chief Hamner summarized the report included in the agenda packet. Council discussed the proposal at length and determined the proposal needs defining, and will be brought back to Council at the business meeting on April 14.

Public Comment

Richard Daniels, a former sheriff in Los Angeles County, expressed support for the proposal.

Kim Hendrickson also expressed support for the proposal.

7. COMMITTEE REPORTS 9:48 PM

A. UTILITY ADVISORY COMMITTEE MARCH 23, 2015 NOTES

**B. PUGET SOUND REGIONAL COUNCIL (PSRC) GROWTH MANAGEMENT POLICY BOARD
NOTES APRIL 2, 2015**

8. REVIEW UPCOMING COUNCIL MEETING AGENDAS

April 14

Executive Session - Potential Litigation

Approve Final Shoreline Master Program Monitoring Program

Authorize City Manager to Record Conservation Easement Against Madison Tot Lot Property

Friends of the Farms: Proposed Updates to Master Lease for City Owned Farmland Exhibits B and D

Proclamation Declaring April 24, 2015 as Arbor Day; Receive "Tree City USA" Award from DNR

Proclamation Declaring April 22, 2015 as Earth Day

National Poetry Month Reading

Valley, Logg and Gertie Johnson Drainage Project, Budget Amendment

Cave Avenue and Knechtel Way Overlay Project, Final Change Order and Budget Amendment

Sound to Olympic Trail Phase 2 Supplemental Agreement No. 3

WS: Overview of City Revenue Options and Trends

WS: Review City's Green Power Participation

9. FOR THE GOOD OF THE ORDER

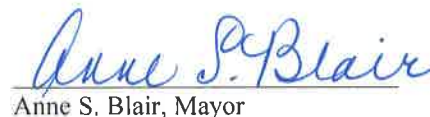
Councilmembers Scott and Roth are planning ward meetings.

10. ADJOURNMENT 9:55 PM

Deputy Mayor Townsend adjourned the meeting at 9:55 p.m.



Kelly Jahraus, Records Management Coordinator



Anne S. Blair, Mayor