

ITEMS DISCUSSED

1. EXECUTIVE SESSION: REVIEW THE QUALIFICATIONS OF AN APPLICANT FOR CITY EMPLOYMENT (RCW 42.30.110(1)(g))
2. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
3. SWEARING IN CEREMONY
4. ELECTION OF MAYOR AND DEPUTY MAYOR
5. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
6. PUBLIC COMMENT
7. CITY MANAGER'S REPORT
8. UNFINISHED BUSINESS
 - A. UPDATE ON POLICE FACILITY ASSESSMENT WITH BAINBRIDGE ISLAND FIRE DISTRICT, AB 14-008 – EXECUTIVE
 - B. UPDATE ON COUNCIL ADHOC COMMITTEES – EXECUTIVE
9. ORDINANCES/1ST READING
 - A. ORDINANCE NO. 2014-03, TRANSPORTATION CONCURRENCY AMENDMENTS, AB 14-003 – PUBLIC WORKS
 - B. ORDINANCE NO. 2014-01, TRAFFIC STUDIES FOR DEVELOPMENT AMENDMENTS, AB 14-001 – PUBLIC WORKS
 - C. ORDINANCE NO. 2014-02, MUNICIPAL RESEARCH SERVICES CENTER SMALL WORKS ROSTER – PUBLIC WORKS
10. NEW BUSINESS
 - A. PROCLAMATIONS – CELEBRATING THE BIRTHDAY OF DR. MARTIN LUTHER KING , AB 14-009 – LEGISLATIVE AND DECLARING JANUARY 25, 2014 AS THE ISLAND'S 15TH ANNUAL SING OUT, AB 14-009 – LEGISLATIVE [2ND PROCLAMATION MOVED DOWN to 16D]
 - C. WATERSHED PROTECTION AND RESTORATION GRANT OPPORTUNITIES, AB 14-005 – PUBLIC WORKS [MOVED UP]
 - B. INTERLOCAL AGREEMENT WITH KITSAP CONSERVATION DISTRICT FOR AGRICULTURAL TECHNICAL ASSISTANCE AND SERVICES, AB 12-021 – PUBLIC WORKS [MOVED UP]
11. CONSENT AGENDA
 - A. ACCOUNTS PAYABLE VOUCHER AND PAYROLL APPROVAL
 - B. REGULAR STUDY SESSION MEETING MINUTES, NOVEMBER 20, 2013
12. COMMITTEE REPORTS
13. REVIEW UPCOMING COUNCIL MEETING AGENDAS
14. FOR THE GOOD OF THE ORDER
16. NEW BUSINESS (CONTINUED)
 - D. DECLARING JANUARY 25, 2014 AS THE ISLAND'S 15TH ANNUAL SING OUT, AB 14-009 – LEGISLATIVE [MOVED DOWN]
15. ADJOURNMENT

1. EXECUTIVE SESSION: REVIEW THE QUALIFICATIONS OF AN APPLICANT FOR CITY EMPLOYMENT (RCW 42.30.110(1)(g)) 6:29:45 PM

At 6:29 PM, City Clerk Lassoff convened the meeting to an executive session to review the qualifications of an applicant for City employment. Councilmembers Blair, Blossom, Bonkowski, Roth, Townsend, Tollefson, Ward, City Manager Schulze, and legal counsel moved to the planning conference room. The recording system was turned off and the door to Council Chambers was posted.

2. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE 7:00:03 PM

City Manager Schulze called the meeting to order at 7:00 PM with aforementioned Councilmembers present and indicated no action was taken during executive session. City Clerk Lassoff monitored the recording of the meeting and prepared the minutes. Everyone stood for the Pledge of Allegiance.

3. SWEARING IN CEREMONY 7:01:01 PM

Municipal Court Judge McCulloch gave a brief history behind the oath of office. She administered oaths to Councilmembers Roger Townsend, Wayne Roth, and Val Tollefson. City Clerk Lassoff presented incoming Councilmembers with their Certificates of Election as provided by the Kitsap County Auditor. City Manager Schulze congratulated the newly- elected Councilmembers.

4. ELECTION OF MAYOR AND DEPUTY MAYOR 7:11:01 PM

City Manager Schulze explained the nomination process for electing a Mayor (two-year term) and Deputy Mayor. He opened the floor up for nominations. Councilmember Blossom nominated Steve Bonkowski. Councilmember Tollefson nominated Anne Blair. As there were no other nominations, City Manager Schulze closed nominations and a vote was taken.

7:12:50 PM **MOTION:** *I would make a motion to table this until the first meeting until the advance.*
TOWNSEND/NO SECOND – *Motion failed for lack of a second.*

The motion to nominate Councilmember Bonkowski to serve as Mayor received three votes (Councilmembers Blossom, Bonkowski, and Ward). To motion to nominate Councilmember Blair to serve as Mayor received four votes (Councilmembers Blair, Roth, Tollefson, and Townsend). A majority of the City Council approved the nomination of Councilmember Blair to serve as Mayor for a two-year term ending December 31, 2015.

Mayor Blair opened the floor up the nomination for the Deputy Mayor for a two-year term.

Councilmember Bonkowski nominated Councilmember Tollefson for a six-month term if he would accept that which Councilmember Tollefson said he would.

As there were no other nominations, Mayor Blair closed nominations and the City Council, by unanimous affirmation, elected Councilmember Tollefson to serve as Deputy Mayor for a term of six-months commencing today and concluding in June, 2014.

5. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE 7:16:19 PM

MOTION: *I move we accept we accept the agenda as presented.*
WARD/TOLLEFSON – *Motion carried unanimously, 7-0.*

There were no conflicts of interest disclosed.

6. PUBLIC COMMENT 7:18:00 PM

7:18:37 PM Susan Roth, 4575 New Sweden Road, commented on activities taking place at Hay Day Farm, their proposed farm plan and the City's right to farm law.

7:22:32 PM James Shore, 9157 Brier Rose, 18-year resident, commented that events being held at Hay Day Farm are pushing out the intensive agricultural operations to the neighbors. He also commented on right-to-farm issues.

7:26:00 PM Steve Romein, Hay Day Farm Owner, responded to the earlier comments made. He invited Councilmembers to visit his farm to observe the level of detail they put into it.

7. CITY MANAGER'S REPORT 7:27:54 PM

City Manager Schulze reported that the Department of Ecology has indicated there will be further delays in their response to the City's Shoreline Master Plan and, coupled with the City's three consecutive week noticing requirement, the Shoreline Master Program public hearing would be scheduled in late February at the earliest. He reported on the Waterfront Park/City Dock Design Study community event as well as consultant interviews being held this week for the Olympic Drive Non-Motorized project. He commented on concerns raised during public comment regarding Hey Day Farm. He indicated staff has been communicating with the neighboring property owners, Hey Day Farm ownership, listening to the different concerns people have, gathering information, looking at options to facilitate a process and a reasonable compromise for everyone.

8. UNFINISHED BUSINESS

**A. UPDATE ON POLICE FACILITY ASSESSMENT WITH BAINBRIDGE ISLAND FIRE DISTRICT,
AB 14-008 – EXECUTIVE 7:31:45 PM**

Deputy City Manager Smith explained the fire department is conducting a facility assessment and they suggested the City use the opportunity to look at their police facility needs. She indicated an inter-local agreement is in place that allows the City to collaborate with the fire district and that the City would split the cost of the assessment portion related to a public safety facility.

Councilmember Ward asked if any or all of the teams were from this area. Deputy City Manager Smith replied the teams represent a collection of individuals from different firms with local representation.

Councilmember Bonkowski asked for an overview and timeline. Deputy City Manager Smith indicated the RFP was on the website

and the exercise will be to develop an assessment on near and long-term police facility needs. She expected to receive results by the end of the second quarter.

B. UPDATE ON COUNCIL ADHOC COMMITTEES – EXECUTIVE 7:37:15 PM

City Manager Schulze asked Council whether they wanted to continue with some of the committees or if any of them are ready to be sunsetted. Mayor Blair suggested it would be helpful to include each committee's charge in next week's agenda packet.

9. ORDINANCES/1ST READING

A. ORDINANCE NO. 2014-03, TRANSPORTATION CONCURRENCY AMENDMENTS, AB 14-003 – PUBLIC WORKS 7:39:34 PM

Public Works Director Loveless explained staff received direction from City Council to proceed forward with changes to the transportation requirements for new development. He asked that the item be moved to second reading/public hearing on January 22.

7:40:52 PM Councilmember Tollefson asked whether the trip generation manual was the current standard. Public Works Director Loveless indicated it was a common measure. Councilmember Tollefson asked relative to what other's do, does this means of measurement give the most protection to the City to which Public Works Director Loveless replied it's an appropriate level of threshold and anything below that would probably be a fairly insignificant impact to the City. Councilmember Tollefson asked what the difference was between fifty or more average trips a day versus twenty in other cities. Public Works Director Loveless replied it would create a lower threshold, which would then create a requirement more studies, analysis and potentially more requirements on development. Councilmember Ward asked if there was a way to add an assumption of five houses to this language. Public Works Director Loveless believed the current language was a reasonable standard. Councilmember Tollefson asked staff to look at whether the language in section 15.32.030, B.2, both in the current code and as revised, to see whether that section is redundant, as it does not seem to add anything except some mystery as to why it is there. Public Works Director Loveless noted he should have stated that the fifty average daily trips is the current threshold and what changed was the five peak trips. Councilmember Townsend wanted to get a sense of the relationship between the concurrency study and the traffic analysis. Public Works Director Loveless explained the how they tied together. Councilmember Blossom recalled that when staff presented this information before, there was a chart and that fifty trips may sound like a lot but compared to other jurisdictions, it is actually quite low. Mayor Blair noted much of what is before City Council tonight was an outgrowth based on the input given by the last Council.

7:49:51 PM **MOTION:** *I move that the City Council forward Ordinance No. 2014-03 relating to Transportation Concurrency Amendments for second reading/public hearing to January 22, 2014 City Council meeting.*
BLOSSOM/BONKOWSKI – Motion carried unanimously, 7-0.

B. ORDINANCE NO. 2014-01, TRAFFIC STUDIES FOR DEVELOPMENT AMENDMENTS, AB 14-001 – PUBLIC WORKS 7:50:20 PM

Public Works Director Loveless explained how the ordinance sets out the definition of what is required in a traffic study as required for concurrency. He recommended Council forward the ordinance to the January 22 agenda. Councilmember Ward explained how the proposed changes allow for the expansion of the study area to a more appropriate size. Councilmember Tollefson said it appears the City defines the scope of the study but the cost is borne by the applicant. He wondered if the applicant was involved in the discussion that results in defining the scope of the study. Public Works Director Loveless replied the process is set up where the applicant pays for it and the City arranges for a third-party impartial analysis. Councilmember Tollefson asked if the applicant has some assurance that the City is managing that contract the same as if the City was on the hook for the cost. Public Works Director Loveless assumed that would be the case and mentioned an appeal process is in place for an applicant to seek recourse. Mayor Blair asked to whom the appeal is made to which Public Works Director Loveless replied the hearing examiner.

7:55:21 PM **MOTION:** *I move City forward Ordinance No. 2014-01 relating to Traffic Studies for Development for second reading/public hearing on January 22, 2014 City Council meeting.*
BONKOWSKI/BLOSSOM – Motion carried unanimously, 7-0.

C. ORDINANCE NO. 2014-02, MUNICIPAL RESEARCH SERVICES CENTER SMALL WORKS ROSTER – PUBLIC WORKS 7:55:57 PM

Public Works Director Loveless introduced the ordinance which would allow the City to join Municipal Research Service Center roster for small works and consultants. He explained the current process. Councilmember Bonkowski was curious why the City decided to have it as an alternative to what is already being done. Public Works Director Loveless explained staff added in this option until the section of the municipal code is rewritten. Councilmember Ward asked whether there was any geographical flexibility in who is selected to which Public Works Director Loveless replied it depends on the procurement process or rules being used at the time.

8:00:08 PM **MOTION:** *I move the City Council forward Ordinance No. 2014-02 relating to joining the MRSC roster for second reading/public comment to the January 22, 2014 City Council meeting.*
BONKOWSKI/BLOSSOM – Motion carried unanimously, 7-0.

10. NEW BUSINESS

A. PROCLAMATIONS – CELEBRATING THE BIRTHDAY OF DR. MARTIN LUTHER KING , AB 14-009 – LEGISLATIVE AND DECLARING JANUARY 25, 2014 AS THE ISLAND'S 15TH ANNUAL SING OUT, AB 14-009 – LEGISLATIVE [2ND PROCLAMATION MOVED DOWN to 16D] 8:00:38 PM

Mayor Blair introduced the proclamation.

Following brief comments, by unanimous vote, the Council recognized and proclaimed Monday January 20, 2014 as Doctor Martin Luther King Jr. Day in the City of Bainbridge Island.

C. WATERSHED PROTECTION AND RESTORATION GRANT OPPORTUNITIES, AB 14-005 – PUBLIC WORKS [MOVED UP] 8:04:28 PM

Public Works Director Loveless explained the Puget Sound Partnership has a local integrating organization whose charter is to coordinate local activities and prioritize near-term actions to achieve the goals of Puget Sound Partnership agenda items. He noted the Springbrook Creek Fish Passage Enhancement project has been forwarded on as one of the near-term action prioritizes and that the grant application deadline is February 28. He asked that the item be forwarded to the January 22 agenda. Councilmember Ward commented that the maximum grant is \$250,000, which does not require a match, and if that was the amount we are going to apply for. Public Works Director Loveless replied he would need to see what the grant application looks like however, the \$250,000 would be for planning and pre-design work with no required City match. Councilmember Bonkowski asked if staff could show how this hooks into work that was already planned or is anticipated in terms of fitting into the stormwater management overall plan we are in the process of developing. Mayor Blair indicated she serves as the island's representative to the West Central Local Integrating Organization and this project has been identified by all the jurisdictions as part of the near-term action agenda.

8:09:44 PM **MOTION:** *I move the City Council forward the Watershed Protection and Restoration Grant opportunity to the January 22, 2014 City Council meeting.*
BLOSSOM/ROTH – Motion carried unanimously, 7-0.

B. INTERLOCAL AGREEMENT WITH KITSAP CONSERVATION DISTRICT FOR AGRICULTURAL TECHNICAL ASSISTANCE AND SERVICES, AB 12-021 – PUBLIC WORKS [MOVED UP] 8:10:34 PM

Public Works Director Loveless explained the Kitsap Conservation District provides agricultural technical assistance and services the City does not have the expertise to provide. He indicated staff was requesting the contract be extended from an annual to a three-year contract and there was 30-day termination by either party language. He noted the cost would be \$40,800 per year. Following brief comments and questions, a motion was made.

8:12:17 PM **MOTION:** *I move the City Council forward the Interlocal Agreement with Kitsap Conservation District in the amount of \$40,800 annually, from 2014 through 2016, to the January 22, 2014 City Council meeting on the consent agenda.*
BONKOWSKI / BLOSSOM

Councilmember Ward suggested scheduling a discussion on farm plans and the City's role at a future study session. *Following a brief discussion, the motion carried unanimously, 7-0.*

11. CONSENT AGENDA 8:16:07 PM

A. ACCOUNTS PAYABLE VOUCHER AND PAYROLL APPROVAL

ACH Check Number 142 for a total of \$4,328.07, EFT Check Number 143 for a total of \$13,640.27, Void Manual Check Numbers 333460, 334543 and 334661, Manual Check Numbers 334556 through 334692, December 26, 2013 Regular Run Check Numbers 334573 through 334688, January 9, 2014 Regular Run Check Numbers 334693 through 334769 for a total of \$1,006,310.32. Retainage Release Check Number 112 through 113 for a total of \$2,965.93. Payroll Direct Deposit Check Numbers 029300 through 029406, Regular Run Check Numbers 106475 through 106477, Vendor Check Numbers 106478 through 106488 and Federal Tax Electronic Transfer for a total of \$407,520.67.

B. REGULAR STUDY SESSION MEETING MINUTES, NOVEMBER 20, 2013

MOTION: *I move we approve the Consent Agenda Item A. Accounts Payable Voucher and Payroll Approval, Item B. Regular Study Session Meeting Minutes, November 20, 2013.*
WARD/BONKOWSKI – Motion carried unanimously, 7-0.

12. COMMITTEE REPORTS 8:16:44 PM

Councilmember Ward reported the Environmental Technical Advisory Committee met today and discussed working on recommendations to the Council regarding how to approach Shoreline Master Program monitoring. They also plan to review and comment on the revised SMP aquiculture requirements. Councilmember Blossom reported that the Department Board of Health might either require or recommend that sharps containers be placed in all public restrooms and, at some point, she will need Council guidance because there would be cost to the City to do that. Mayor Blair reported attending the countywide conversation about the Kitsap County Regional Coordinating Council and its future in terms of structure, mission, organization, and dues structure. She would bring the minutes from those meetings and have them in the packet.

13. REVIEW UPCOMING COUNCIL MEETING AGENDAS 8:19:43 PM

City Manager Schulze explained how the calendar is developed and invited Council to contact the Mayor, Deputy Mayor or himself with items they want to add. There was a brief discussion regarding the January 24 advance meeting. Councilmember Bonkowski recalled wanting to get a more complete presentation of the surveys that were done before the advance. City Manager Schulze replied he was checking with the facilitator to see if that is a scheduled topic, otherwise it could be done next week. Councilmember Bonkowski preferred having the information at the advance. Mayor Blair asked that the Historic Preservation Commission appointment be moved to the business meeting agenda. Councilmember Ward thought it might be worthwhile to schedule a discussion about the role of the City in farm plans.

14. FOR THE GOOD OF THE ORDER 8:28:11 PM

Councilmember Bonkowski reported receiving an email from the Chamber of Commerce and asked if it was acceptable for him to represent the City at their Branding of Bainbridge Island meeting. Mayor Blair shared information about the upcoming Waterfront Park/City Dock workshops. Councilmember Tollefson thanked Councilmembers for generously giving their time to newer members.

16. NEW BUSINESS (CONTINUED) 8:30:45 PM

**D. DECLARING JANUARY 25, 2014 AS THE ISLAND'S 15TH ANNUAL SING OUT, AB 14-009 – LEGISLATIVE
[MOVED DOWN]**

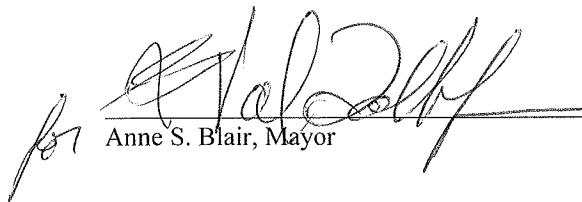
Following brief comments from Jerry Elfendahl, a motion was made.

***MOTION:** I move that the City Council authorize the Mayor to sign the Dr. Martin Luther King Jr. Day proclamation.*

***BONKOWSKI / BLOSSOM** – Motion carried unanimously 7-0.*

15. ADJOURNMENT 8:37:59 PM

The meeting adjourned at 8:37 PM.


Anne S. Blair, Mayor


Rosalind D. Lassoff, City Clerk