



CITY OF
BAINBRIDGE ISLAND

CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, MAY 28, 2019

MEETING MINUTES

1) CALL TO ORDER/ROLL CALL

Mayor Medina called the meeting to order at 6:02 p.m. in Council Chambers.

Mayor Medina, Deputy Mayor Schneider, and Councilmembers Deets, Nassar, Peltier, and Tirman were present. Councilmember Blossom was absent and excused.

2) EXECUTIVE SESSION

2.A Pursuant to RCW 42.30.110(1)(i), to discuss with legal counsel matters relating to litigation or potential litigation to which the city, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

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Mayor Medina adjourned the meeting to an executive session at 6:02 p.m. pursuant to RCW 42.30.110(1)(i).

Council returned from executive session at 6:21 p.m., and Mayor Medina re-convened the meeting at 6:24 p.m.

3) PLEDGE OF ALLEGIANCE / APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

Mayor Medina asked to pull Item 11.E, Marine Access Committee 2018 Annual Report and 2019 Work Plan, and the Marine Access Committee meeting minutes under Item 12.A. Councilmember Tirman moved and Councilmember Deets seconded to approve the agenda as amended. The motion was approved by unanimous consent.

4) PUBLIC COMMENT

Keith Barnes spoke about the moratorium.

Tom Kelly spoke about the signage needs of the Farmers Market.

Laurel Tutty and Pamela Kinkead, Covet Boutique, spoke about the need for sandwich boards.

Jeff Tweiten spoke about the need for sandwich boards.

Jerri Lane spoke about the need for wayfinding signage.

Susan Lawrence spoke about the need for sandwich boards.

David Dunn spoke against the subdivision ordinance.

5) MAYOR'S REPORT

Mayor Medina mentioned funding for the Peninsula Regional Transportation Planning Organization interlocal agreement, an upcoming Winslow Hotel project presentation, and a request for Rotary Auction volunteers.

6) CITY MANAGER'S REPORT

City Manager Smith mentioned new Planning counter hours and online scheduling, the Boater's Fair, and a household chemical drop-off event.

7) PRESENTATION(S)

7.A Proclamation Declaring June 2019 as Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning (LGBTQ) Pride Month - Councilmember Tirman

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[2019 LGBTQ Pride Month Proclamation](#)

Councilmember Tirman read the proclamation.

Derek Villanueva accepted the proclamation and thanked Council on behalf of Bainbridge Pride. He invited the community to Bainbridge Pride and Kitsap Pride events.

Public Comment

Eve Palay thanked Council for the proclamation and provided information on the Bainbridge Pride events.

8) UNFINISHED BUSINESS

8.A Ordinance No. 2019-03, Relating to Subdivision Update - Planning

[Cover Page](#)

[20190528 CC Staff Memo Subdivision Update](#)

[Ordinance No. 2019-03, Relating to Subdivision Update](#)

[Exhibit A to Ordinance No. 2019-03](#)

[Exhibit B to Ordinance No. 2019-03](#)

[Exhibit C to Ordinance No. 2019-03](#)

Council discussed the subdivision update with Senior Planner Carr. Council asked staff to complete the internal review and return to Council with a revised draft.

8.B Set Public Hearing on Ordinance No. 2019-17, Extending the Duration of the Interim Official Control Related to the Preservation of Landmark Trees - Planning

[Cover Page](#)

[Ordinance No. 2019-17, Extending Landmark Tree Regulations](#)

[Exhibit A to Ordinance No. 2019-17 \(Updated Work Plan\)](#)

Public Comment

Jon Quitslund spoke about the arborists' recommendations.

MOTION: I move to set a public hearing on Ordinance No. 2019-17 for June 11, 2019, as part of the City Council Business Meeting.

Peltier/Deets: The motion was approved unanimously, 6-0.

AYES: Ron Peltier, Rasham Nassar, Joe Deets, Matt Tirman, Leslie Schneider, Kol Medina

NOES: None

ABSENT: Sarah Blossom

ABSTAIN: None

8.C Ordinance No. 2019-04, Updating the City's Sign Code

[Cover Page](#)

[Memo - Effect of Ordinance No. 2019-04 on Sandwich Board Signs and Temporary Signs](#)

[Ordinance No. 2019-04, Updating the City's Sign Code - Chapter 15.08 BIMC](#)

Deputy City Attorney Sepler introduced the agenda item. Council discussed the topic.

Public Comment

Keith Barnes spoke in favor of sandwich boards and the need for signage.

Jeffrey Moose spoke about the need for signage.

Barbara Tolliver spoke about the need for signage and a wayfinding system.

Natalie Rodriguez spoke about the need for signage.

Russell Everett spoke about the need for signage.

Kuy Hepburn spoke about the need for sandwich boards and provided background information on the sign regulations.

Robert Jacobson spoke against sandwich boards.

Carl Sussman spoke in favor of allowing temporary open house signs.

Joe Dunston spoke against sandwich boards and the need for a wayfinding system.

Amos Staffler spoke in favor of sandwich boards.

Council will schedule a further discussion on June 18, 2019 with the Chamber of Commerce and the Bainbridge Island Downtown Association.

Mayor Medina adjourned the meeting for a break at 8:28 p.m. and re-convened the meeting at 8:36 p.m.

9) **NEW BUSINESS**

9.A Rockaway Beach Drive Watermain Intertie Project Contract - Public Works

Cover Page
Proposed Contract with Liden Land Development
Bid Form

Public Works Director Loveless introduced the agenda item.

MOTION: I move to forward the Rockaway Beach Drive Watermain Intertie Project contract with Liden Land Development for approval with the June 11, 2019 consent agenda.

Deets/Peltier: The motion was approved by unanimous consent.

9.B Engagement Letter with the State Auditor's Office for the 2018 Audit of the City - Finance

Cover Page
Bainbridge- Engagement Letter 2018 Audit dated 04292019

Deputy City Manager Schroer introduced the agenda item.

MOTION: I move to forward the State Auditor's engagement letter for the 2018 audit for approval with the June 11, 2019, Consent Agenda.

Peltier/Deets: The motion was approved by unanimous consent.

9.C Review Request for Proposals for 2020 Lodging Tax Projects - Executive

Cover Page
LTAC Presentation for CC 28 May 2019
2020_LTAC_RFP_-_Draft_for_05282019.docx
LTAC_Balance.docx
MRSC - Lodging Tax (Hotel-Motel Tax)

Deputy City Manager Schroer provided a presentation on the agenda item. Council discussed the Request for Proposals and requested additional criteria.

9.D Consider Additional Term-Limited Positions for Public Works and Planning and Community Development

Cover Page

City Manager Smith introduced the agenda item. Council discussed the change from a natural resource expert to an arborist.

MOTION: I move to forward for approval with the June 11, 2019 consent agenda the request to add two term-limited positions to City staffing as described with this agenda item.

Nassar/Tirman: The motion carried unanimously, 6 – 0.

AYES: Ron Peltier, Rasham Nassar, Joe Deets, Matt Tirman, Leslie Schneider, Kol Medina

NOES: None

ABSENT: Sarah Blossom

ABSTAIN: None

10) CITY COUNCIL DISCUSSION

10.A Ethics Program - Mayor Medina

[Cover Page](#)

[City Attorney Council Discussion Topics re Ethics Program](#)

[April 30, 2019 Ethics Workshop Recap](#)

[City of Bainbridge Island Ethics Program \(Last Amended by Resolution No. 2018-10\)](#)

[Greg Rubstello - Ethics Workshop Presentation - April 30, 2019](#)

[Steve Gross - Ethics Workshop Presentation - April 30, 2019](#)

Mayor Medina introduced the agenda item and presented a flowchart from the workgroup. Council discussed the topic and directed staff to proceed with parts 1 and 2 of the workgroup's proposal.

10.B Creation of Youth Mental Health Issue Council Ad Hoc Committee - Executive

[Cover Page](#)

[AdHocCommittee Request - Youth Mental Health for CC 05282019](#)

Mayor Medina introduced the agenda item.

RESTATED MOTION: I move to approve the creation of the Youth Mental Health Issue Council Ad Hoc Committee comprised of Councilmembers Nassar, Tirman and Deets and its scope of work as presented.

Nassar/Deets: The motion carried unanimously, 6 – 0.

AYES: Ron Peltier, Rasham Nassar, Joe Deets, Matt Tirman, Leslie Schneider, Kol Medina

NOES: None

ABSENT: Sarah Blossom

ABSTAIN: None

11) CONSENT AGENDA

11.A Agenda Bill for Consent Agenda

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11.B Accounts Payable and Payroll

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[Payroll.pdf](#)

[Report to Council of Cash Disbursements 05-29-19](#)

Payroll: normal direct deposit check sequence 044750 – 044878 = \$314,001.40; regular payroll check sequence 108964 – 108968 = \$15,130.66; vendor check run sequence 108969 – 108978 = \$127,432.86; Federal Tax Electronic Funds Transfer = \$125,865.30; ACH \$237.50. Total disbursement = \$582,667.72.

Accounts Payable: check number 350556 from previous run = \$383.17; manual check number sequence 350557 – 350653 = \$150,831.60; regular check number sequence 350572 – 350652 = \$152,141.33; ACH sequence 340 – 341 = \$4,350; EFT number 339 = \$8,764.64. Retainage release 178 - 8,486.72177 for \$49,967.05. EFT 342 = \$18,410.11; ACH - \$1,606.53. Total disbursement = \$332,475.57.

- 11.C City Council Study Session Meeting Minutes, May 7, 2019**
[Cover Page](#)
[CCMIN 050719 STUDY SESSION](#)
- 11.D City Council Business Meeting Minutes, May 14, 2019**
[Cover Page](#)
[CCMIN 051419 BUSINESS](#)
- 11.E Marine Access Committee 2018 Annual Report and 2019 Work Plan - Executive**
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[Marine Access Committee 2018 Annual Report](#)
[Marine Access Committee 2019 Work Plan](#)
- 11.F Ordinance No. 2019-14 Relating to Changes to Water and Sewer Utility Fees - Public Works**
[Cover Page](#)
[Water and Sewer Rate Study - Executive Summary v2 - Council 4_16_19.pptx](#)
[Ordinance No. 2019-14.docx](#)
[Bainbridge Utility Rate Study Draft Report](#)
- 11.G Resolution No. 2019-19 Lowering Speed Limit on Fletcher Bay Road from New Brooklyn Road to High School Road - Public Works**

[Fletcher Bay Road Speed Limit petitions.pdf](#)
[2013FocusedTraffic Study - Final 01082014.pdf](#)
[Resolution No. 2016-08 Establishing Maximum Speed Limits Approved 030816.pdf](#)
[Resolution No. 2019-19 Fletcher Bay Speed Limit Reduction.docx](#)
- 11.H Dedicated Staffing to Implement Affordable Housing Workplan**
[Cover Page](#)
[Draft AH Work Program - Apr 2019.pdf](#)
- 11.I Tyler Moniz Bench Donation Agreements - Public Works,**
[Cover Page](#)
[Waterfront Park Overlook Bench Agreement](#)
[Waterfront Park Overlook Bench - Attachments A, B, & C](#)
[Waterfront Park Restroom Bench Agreement](#)
[Waterfront Park Restroom Bench - Attachments A, B, & C](#)
[Winslow Madison Bench Agreement](#)
[Winslow Madison Bench - Attachments A, B, & C](#)
[Madison Plaza Bench Agreement](#)
[Madison Plaza Bench - Attachments A, B, & C](#)
- 11.J Donation Agreement with Bainbridge Community Piano Association for a Theatrical Curtain and Track System in Huney Hall at the Bainbridge Island Commons - Public Works**
[Cover Page](#)
[Facility Use Agreement with BCPA](#)
[Attachment A to BCPA Facility Use Agreement - Insurance Requirements](#)
[Attachment B to BCPA Facility Use Agreement - Donation Agreement](#)
[Exhibit I to Donation Agreement - invoice for Donated Asset](#)

[Donation Policy](#)

11.K Wyatt Way Reconstruction Phase I Project - Amendment No. 3 to Professional Services Agreement with MIG/SvR - Public Works

[Cover Page](#)

[Amendment No. 3 to PSA with MIG/SVR](#)

[Exhibit A to Amendment No. 3 to PSA with MIG/SVR](#)

11.L Interlocal Agreement (ILA) with the Peninsula Regional Transportation Planning Organization (PRTPO) - Public Works

[Cover Page](#)

[PRTPO - Invite Letter & ILA](#)

11.M Ordinance No. 2019-16 Relating to 2019 1st Quarter Budget and Updated Capital Improvement Plan Amendments - Finance

[Cover Page](#)

[Ord_2019-16_Attachment_A_-_Q1_Budget_Amendments.pdf](#)

[Ordinance 2019-16 - 2019 1st QTR Budget and CIP Amendments](#)

MOTION: I move to approve the Consent Agenda, as amended.

Peltier/Nassar: The motion was approved by unanimous consent.

12) COMMITTEE REPORTS

12.A Committee Reports

[Cover Page](#)

[Climate Change Advisory Committee Minutes, April 17, 2019](#)

[Ethics Board Minutes, April 15, 2019](#)

[Environmental Technical Advisory Committee Minutes, April 18, 2019](#)

[Marine Access Committee Minutes, April 8, 2019](#)

Councilmembers Peltier and Nassar provided a report on the Kitsap Regional Coordinating Council PLANPol meeting.

13) FOR THE GOOD OF THE ORDER

City Manager Smith provided information on the proposed briefing on the Winslow Hotel.

Council opted to retain the July 2, 2019 meeting.

Council supported adding a discussion on State Initiative 976 to a future agenda.

City Manager Smith provided information on the Council retreat on Friday, May 31, 2019.

14) ADJOURNMENT

Mayor Medina adjourned the meeting at 10:49 p.m.



Kol Medina, Mayor



Christine Brown, CMC, City Clerk