CITY OF
BAINBRIDGE ISLAND

CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, JULY 28, 2020

MEETING MINUTES

1) CALL TO ORDER/ROLL CALL

Mayor Schneider called the meeting to order at 6:00 p.m. on the Zoom webinar platform.

Mayor Schneider, Deputy Mayor Deets, and Councilmembers Carr, Hytopoulos, Nassar and Pollock were present. Councilmember Medina was absent and excused.

2) APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

Deputy Mayor Deets moved and Councilmember Carr seconded to approve the agenda as presented. The motion was approved unanimously, 6-0. There were no of conflicts of interest disclosed.

3) PUBLIC COMMENT

3.A Instructions for Providing Public Comment in Remote Meetings - City Clerk

Cover Page
Instructions for Providing Public Comment at Remote Meetings.docx

Cindy Anderson commented on the previous issuance of bonds.

Erin Phillips commented on Council leadership during this time of crisis.

Mike Suraci commented on the column written by Councilmember Pollock.

Greg Dronkert spoke in support of the COVID -19 Economic Recovery Plan.

Ron Peltier commented on the City Manager search process.

Brenda Fantroy-Johnson spoke regarding race equity.

Ashley Mathews commented on race equity issues.

Lisa Neal commented on the Island Center sewer study.

Sal DeRosalia spoke regarding the proposed COVID-19 Economic Recovery Plan.

Kevin Dwyer mentioned the passing of Rex Oliver. He spoke in favor of the Economic Recovery Plan.

Tim Self spoke about Council dynamics.

Deanna Martinez spoke regarding race equity.

4) MAYOR'S REPORT

Mayor Schneider mentioned the new speaker timer, the reconvening of a weekly COVID-19 meeting for Kitsap County leaders, the appointment of a new Kitsap County Health Officer, and concern about Kitsap County's COVID-19 status. She acknowledged the passing of Rex Oliver, former Chamber of Commerce President, and his work with the Chamber.

5) CITY MANAGER'S REPORT

City Manager Smith commented on the Island Center sewer study and Governor Inslee's indefinite hold for counties to move to the next phase.

6) FUTURE COUNCIL AGENDAS

6.A Future Council Agendas

Cover Page
080420 City Council Study Session Agenda.pdf
081120 City Council Regular Business Meeting Agenda.pdf
081820 City Council Study Session.pdf
082520 City Council Regular Business Meeting Agenda.pdf

City Manager Smith introduced the agenda item and addressed Council's questions. Councilmember Carr asked to table the Accessory Dwelling Unit item scheduled for August 11, 2020, and Council discussed the topic.

MOTION: I would like to make a motion to refer this matter [Accessory Dwelling Unit discussion] to the joint subcommittee.
Pollock/Nassar: The motion carried, 5 – 1.

AYES: Carr, Deets, Nassar, Pollock, Schneider
NOES: Hytopoulos
ABSENT: Medina
ABSTAIN: None

7) UNFINISHED BUSINESS

7.A Next Steps for City Manager Search Process – Mayor Schneider

Cover Page

Ron Holifield of Strategic Government Resources responded to Council's questions on the City Manager search process.

Council directed staff to provide additional community outreach including an ad in both local papers, a project page on the City's web site, and a process for public comment.

7.B Monthly Update on 2020 Revenue and Expenses Forecasts - Executive

Cover Page
Financial Presentation June Update - for CC 07282020

Deputy City Manager Schroer provided the monthly update on 2020 revenue and expense forecasts and responded to Council's questions.

7.C Update on PSRC Vision 2050 and Countywide Planning Policies - Planning

Cover Page
Staff Memo on Countywide Centers 20202807
PSRC Vision 2050 Population Allocation.docx
August 2019 Council Update PSRC Vision 2050.docx
Winslow Master Plan Study Area

Planning Director Wright and Paul Ingraham of the Puget Sound Regional Council (PSRC) provided a presentation on PSRC Vision 2050 and countywide planning policies. They addressed Council's questions on the Countywide Center designation.

7.D Resolution No. 2020-13, Updating the City's Code of Conduct and Ethics Program - Executive

Cover Page
Resolution No. 2020-13, Updating the City's Code of Conduct and Ethics Program
Redline - Councilmember Hytopoulos' Proposed Revisions to the Code of Conduct and Ethics Program - From 6-30-20 Council Meeting

Councilmember Hytopoulos introduced the agenda item.

MOTION: I move to forward Resolution No. 2020-13 for approval with the August 11, 2020 Consent Agenda.
Deets/Hytopoulos: The motion carried unanimously, 6 – 0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider
NOES: None
ABSENT: Medina
ABSTAIN: None

7.E Recommendation from Ad Hoc Committee on Economic Recovery - Mayor Schneider, Deputy Mayor Deets, and Councilmember Medina

Cover Page
COVID-19 Economic Recovery Plan Recommendations for Bainbridge Island.pdf
BIDA COVID-19 Funding Request.pdf
BILA & VBI COVID-19 Funding Request.pdf
City of Poulsbo COVID-19 Business Recovery Plan (Draft).pdf
Poulsbo Summer Fair rules RF edit.pdf

Councilmember Deets introduced the agenda item, and Council discussed the recommendations.

MOTION: I move to plan for the City to submit eligible expenses incurred by the City itself up to the full amount of the CARES funding allocation currently planned for roughly $736,000.
Deets/Nassar: The motion carried unanimously, 6 – 0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider

NOES: None
ABSENT: Medina
ABSTAIN: None

MOTION: I move to direct the City Manager to enter into a professional services agreement with the Chamber of Commerce and/or BIDA to support their Save our Stores Program in an amount not to exceed $20,000.
Deets/Nassar: The motion carried unanimously, 6 – 0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider
NOES: None
ABSENT: Medina
ABSTAIN: None

MOTION: I move to direct the City Manager to consider reimbursement to BIDA for CARES eligible expenses in an amount not to exceed $5,000.
Deets/Pollock: The motion carried unanimously, 6 – 0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider
NOES: None
ABSENT: Medina
ABSTAIN: None

Council's consensus was to invite a representative from the Bainbridge Island Metropolitan Park and Recreation District to present their CARES funding request to Council at an upcoming meeting.

7.F Race Equity Task Force Workplan Item Related to Recommendation for the Formation of a Standing Advisory Committee - Councilmember Nassar

Cover Page

Councilmember Nassar introduced the agenda item.

MOTION: I move to approve the Race Equity Task Force to work to develop a proposal for Council consideration on the formation of a standing advisory committee, as part of their 2020 workplan.
Deets/Pollock: The motion carried unanimously, 6 – 0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider
NOES: None
ABSENT: Medina
ABSTAIN: None

Mayor Schneider adjourned the meeting for a break at 9:38 p.m. and reconvened the meeting at 9:45 p.m.

8) NEW BUSINESS

8.A Lovell Avenue Sewer Beach Mains Project Professional Services Agreement - Public Work

Cover Page
Professional Services Agreement - Skillings Connolly.docx

Lovell Sewer Presentation.pptx

Public Works Director Wierzbicki introduced the agenda item.

MOTION: I move to forward the Lovell Avenue Sewer Beach Mains Design Professional Services Agreement to the August 11, 2020 Consent Agenda and to authorize the City Manager to bring forward a second quarter budget amendment of $45,000 from the Sewer Fund for the Lower Lovell Pump Station Project, as well as move $200,000 in Sewer funds for the Sunday Cove Gravity Sewers Project currently programmed in 2022 to the current year.
Nassar/Hytopoulos: The motion carried unanimously, 6 – 0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider
NOES: None
ABSENT: Medina
ABSTAIN: None

8.B Comcast Cable TV Franchise Renewal - Overview of Public Process - Executive

Cover Page
Ordinance No. 2016-10 Comcast Cable Franchise Approved 061416
Comcast Cable TV Franchise Agreement FAQs
Overview of the Comcast Cable TV Franchise Renewal Public Process

Deputy City Attorney Sepler provided information on the franchise renewal public process and responded to Council's questions.

8.C Ordinance No. 2020-18, Providing Flexibility for Remote Meetings of Certain City Advisory Groups - Executive

Cover Page
Ordinance No. 2020-18, Providing Flexibility for Remote Meetings of Certain City Advisory Groups
Resolution No. 2020-06 - COVID-19 - Affirming Proclamation of Emergency - Approved 031020

Deputy City Attorney Sepler introduced the agenda item.

MOTION: I move to approve Ordinance No. 2020-18.
Nassar/Deets: The motion carried unanimously, 6 – 0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider
NOES: None
ABSENT: Medina
ABSTAIN: None

8.D Letter of Support for Bainbridge Island Land Trust Property Acquisition, Executive

Cover Page
DRAFT City of Bainbridge Island RBP Letter of Support.doc
City of Bainbridge Island Council Member Conferral 5-29-20.pdf
Rockaway Bluff Preserve Project Description5-26-20.pdf
Rockaway Bluff Preserve Mapscompressed 5-26.pdf

City Manager Smith introduced the agenda item.

MOTION: I move to approve having Mayor Schneider sign the proposed letter of support for the Bainbridge Island Land Trust's application for grant funds from the Washington State Recreation and Conservation Office.
Nassar/Deets: The motion carried unanimously, 6 – 0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider
NOES: None
ABSENT: Medina
ABSTAIN: None

8.E Letter of Support for Bainbridge Island Metropolitan Park and Recreation District's Grant Application for Hidden Cove Park II - Executive

Cover Page
City Support Letter -July 2020.pdf
Narrative.pdf
LOCATION & POPULATION PROXIMITY MAP2020.pdf
map 1 1920x1080 Parcel to be acquired.pdf

Mayor Schneider noted that this item was previously introduced by the City Manager but requires a separate motion.

MOTION: I move to authorize the Mayor to sign a letter of support for the Park District's grant application for Hidden Cove Park II.
Nassar/Carr: The motion carried unanimously, 6 – 0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider
NOES: None
ABSENT: Medina
ABSTAIN: None

9) COUNCIL DISCUSSION

9.A Options for a Council Discussion on Conduct and Process - Councilmember Hytopoulos

Cover Page

Councilmember Hytopoulos stated that she has concerns about the mediation process and would like to come forward with a different proposal.

10) CONSENT AGENDA

10.A Agenda Bill for Consent Agenda

Cover Page

10.B Accounts Payable and Payroll
Cover Page
AP Report to Council of Cash Disbursements 07-29-20.pdf
Payroll.pdf

Accounts Payable: check number 354031 from previous run = $1,974.61; manual check number sequence 354032 – 354154 = $96,741.00; regular check number sequence 354045 - 354143 = $245,291.79. Total disbursement = $342,032.79.

Payroll: normal direct deposit check sequence 48435 – 48566= $339,668.12; regular payroll check sequence 109408 - 109409 = $3,453.23; vendor check run sequence 109410 - 109416 = $126,447.75; Federal Tax Electronic Funds Transfer = $123,855.80. Total disbursement = $584,424.90.

10.C City Council Study Session Minutes, July 7, 2020
Cover Page
City Council Study Session Minutes, July 7, 2020

10.D Regular City Council Business Meeting Minutes, July 14, 2020
Cover Page
Regular City Council Business Meeting Minutes, July 14, 2020

10.E Emergency COVID-19 Cleaning Contract Amendment No. 1 - Public Works
Cover Page
Janitorial Covid Orig Contract - Exec.pdf
Janitorial Covid Contract Amendment No. 1 Exec.pdf
Resolution No. 2020-06 COVID-19 - Affirming Proclamation of Emergency Approved 031020.pdf

10.F Springbrook Creek and Manzanita Creek Watershed Planning – Department of Ecology Puget Sound Natural Estuary Program Grant Acceptance and Budget Amendment - Public Works
Cover Page
2018 NTA Watershed Planning Email.pdf

10.G Chlorine Generator Upgrades Professional Services Agreement - Public Works
Cover Page
PSA with RH2 Engineering, Inc.
Attachment C to PSA with RH@ Engineering, Inc.

10.H Bainbridge Parks Foundation Bench Donations - Public Works
Cover Page
Bench Donation Agreement.docx
Attachment A Bench description.pdf
Attachment B Bench locations.pdf

10.I Ordinance 2020-03 "Housekeeping" Changes: Revising Chapters 2.14, 2.16, 18.09, 18.12, 18.15, and 18.36 BIMC - Planning
Cover Page
July 14 Staff Memo for Housekeeping Ordinance
Title 2 Changes Summary Table
Title 18 Changes Summary Table
Ordinance No. 2020-03
Exhibit A Title 2 Housekeeping Changes
Exhibit B BIMC 18.09.020 Use Table Excerpt Temporary Uses
Exhibit C Title 18 Housekeeping Changes

PLANNING COMMISSION MINUTES 102419

10.J Resolution No. 2020-04 Amending the City's Fee Schedule to add a "Temporary Construction Staging Permit" Fee and a Deposit Fee for Third Party Review of Environmental Reports - Planning
Cover Page
Resolution No. 2020-04 Amending Fee Schedule.pdf

10.K Resolution No. 2020-14, Authorizing Use of Electronic Signatures in City Business - Executive
Cover Page
Resolution No. 2020-14 Authorizing Use of Electronic Signatures

10.L Agreement with the Kitsap Public Health District for Network Improvements, Security Consultation, and Training - Executive
Cover Page
Bainbridge Island - Kitsap Public Health - Network Security Consultation and Training Agreement

Councilmember Nassar moved and Deputy Mayor Deets seconded to approve the Consent Agenda as presented. The motion carried unanimously, 6-0.

11) COMMITTEE REPORTS

Councilmember Carr provided an update on the first Joint City and Council Planning Commission Land Use Subcommittee meeting. Following discussion, Council's consensus was to forward the recommendations on the Planning Commission appointment process to the Race Equity Task Force and to place the item on the August 11, 2020 City Council meeting.

12) FOR THE GOOD OF THE ORDER

Mayor Schneider mentioned the deadline for committee applications is July 31, 2020.

In response to Councilmember Nassar's inquiry, City Manager Smith recommended that concerns regarding the City's Road Ends be directed to SeeClickFix.

Council discussed the opinion letter submitted by Councilmember Pollock.

13) ADJOURNMENT

Mayor Schneider adjourned the meeting at 11:01 p.m.

Leslie Schneider, Mayor

Christine Brown, CMC, City Clerk