



**CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, AUGUST 25, 2020**

MEETING MINUTES

1) CALL TO ORDER/ROLL CALL

Deputy Mayor Deets called the meeting to order at 6:02 p.m. on the ZOOM webinar platform.

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

2) APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

Item I.I.E, Appointments to the Ethics Board was pulled; Councilmember Nassar requested the addition of a new item, Appointments to the Race Equity Task Force.

Deputy Mayor Deets moved and Councilmember Pollock seconded to approve the agenda as modified. The motion passed unanimously. No conflicts of interest were disclosed.

3) PUBLIC COMMENT

3.A Instructions for Providing Public Comment - City Clerk

[Cover Page](#)

[Instructions for Providing Public Comment at Remote Meetings.docx](#)

Susan Wilmot, Old Mill Road, made comment on the Harrison/St. Michael Hospital and the outbreak of COVID-19.

Jon Quitslund spoke regarding the race equity lens item on the agenda.

Sal de Rosalia gave comment on the outbreak at Harrison/St. Michael Hospital, race equity, and Lodging Tax funding.

Dawn Janow, Tara Lane, spoke regarding the CARES funding for the parks department.

Michael Smith expressed support for the Race Equity Task Force.

James Friday gave comment on recent events across the nation.

4) MAYOR'S REPORT

Mayor Schneider provided a brief explanation of the Council/Manager form of government.

5) CITY MANAGER'S REPORT

City Manager Smith reported on the Washington State Ferries reinstating the two-boat run on Bainbridge on August 30.

The Sustainable Transportation Planning Study online open house is still live. The comment period closes Monday, September 7.

6) FUTURE COUNCIL AGENDAS

6.A Future Council Agendas

[Cover Page](#)

[September 1 City Council Study Session.pdf](#)

[September 8 City Council Regular Business Meeting.pdf](#)

[September 15 City Council Study Session.pdf](#)

[September 22 City Council Regular Business Meeting.pdf](#)

City Manager Smith said the highlight for September is land use and public hearings.

An agenda item on Blakely Harbor speeds will be added to the next business meeting agenda. Councilmember Hytopoulos requested time on an agenda in early October for the Climate Change Advisory Committee to present the draft Climate Action Plan.

7) PRESENTATION(S)

7.A Proclamation Declaring August 26, 2020 as "Women's Equality Day" - Mayor Schneider

[Cover Page](#)

[Women's Equality Day Proclamation](#)

Mayor Schneider read the proclamation.

8) PUBLIC HEARING(S)

8.A Ordinance No. 2020-20, Related to Extending the Interim Zoning Control on Floor Area Ratio - Planning

[Cover Page](#)

[Ordinance No. 2020-20 Extending Interim Zoning Control Related to Bonus Density.docx](#)

[Ordinance No. 2020-10 Adopting Interim Zoning Control Related to Bonus Density Approved 031020.pdf](#)

[RES 2003-25 FULL CITY COUNCIL FOR DECISION MAKING RE FLOOR AREA RATIO BONUSSES.pdf](#)

[RES 2001-54 DISTRIBUTION OF FUNDS FROM PURCHASE OF FLOOR AREA RATIO BONUSSES.pdf](#)

Planning Director Wright introduced the agenda item.

Mayor Schneider opened the public hearing opened at 6:43 p.m.

Mayor Schneider closed the public hearing as there was no public comment at 6:44 p.m.

MOTION: I move to adopt Ordinance No. 2020-20, extending the Interim Zoning Control until March 10, 2021.

Deets/Pollock: The motion passed unanimously, 6 – 0.

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

NOES: None

ABSENT: Medina

ABSTAIN: None

9) UNFINISHED BUSINESS

9.A Update on Race Equity Task Force 2020 Workplan Items

[Cover Page](#)

[RETF Presentation 082520.pptx](#)

[Race Equity Task Force Standing Committee Scope of Work.pdf](#)

[WelcomeProposal.pdf](#)

[Race Equity Lens - What is it and How Do We Get One.pdf](#)

Race Equity Task Force Chair Brenda Fantroy-Johnson addressed Council and provided a presentation.

MOTION: I move to approve adding work to develop a proposal for a welcoming community sign to the 2020 workplan for the Race Equity Task Force.

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

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

NOES: None

ABSENT: Medina

ABSTAIN: None

MOTION: I move to approve adding work to develop recommendations related to an "Equity Lens" for the City to the 2020 workplan for the Race Equity Task Force.

Nassar/Pollock: The motion passed 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 develop an ordinance to implement the creation of a standing advisory committee related to race and equity for Council consideration.

Nassar/Deets: The motion passed unanimously, 6 – 0

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

NOES: None

ABSENT: Medina

ABSTAIN: None

9.1.A Appointments to the Race Equity Task Force [Added Item]

Councilmember Nassar introduced the agenda item.

MOTION: I move to appoint Annya Pintak to position two and Daryl Blackwell to position four on the Race Equity Task Force.

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

9.B Bainbridge Island Metropolitan Park and Recreation District (BIMPRD) Request for CARES Funding - Finance

[Cover Page](#)

[BIMPRD - CARES Act Reimbursement Letter](#)

[CARES act summary of expenses from BIMPRD.docx](#)

City Manager Smith introduced the agenda item.

MOTION: I move to direct the City Manager to consider reimbursement to the Bainbridge Island Metropolitan Park and Recreation District for CARES eligible expenses in an amount not to exceed \$91,000.

Deets/Pollock: The motion carried, 5 – 1.

AYES: Carr, Deets, Nassar, Pollock, Schneider

NOES: Hytopoulos

ABSENT: Medina

ABSTAIN: None

9.C Monthly Update on 2020 Revenue and Expenses Forecasts - Executive

[Cover Page](#)

[Financial Presentation July for CC 08252020](#)

Deputy City Manager Schroer introduced the agenda item with an update.

9.D Update on Timeline for PSE Franchise Renewal - Executive

[Cover Page](#)

[Staff Memo Re PSE Franchise Renewal - COVID-19 Update](#)

Deputy City Attorney Sepler provided an update on the franchise renewal.

Deputy Mayor Deets and Councilmember Nassar will return to Council after consulting with the Climate Action Committee and the Utility Advisory Committee.

9.E Proposed Approach for 2021-2022 Human Services Awards - Mayor Schneider and Councilmember Carr

[Cover Page](#)

[HSF Presentation for CC 08252020](#)

[Human Services Funding options for 2021-2022 for CC 08042020](#)

MOTION: I move to direct the City Manager to award one half of the planned funding for 2021 to the 2020 recipients and to plan to run a one-year award cycle for 2022 funding.

Pollock/Carr: The motion passed unanimously, 6 – 0.

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

9.F Request for Proposals for 2021 Lodging Tax Projects - Executive, Councilmember Carr and Councilmember Hytopoulos

Cover Page

[LTAC_Presentation_for_CC_08252020.pdf](#)

[2021_LTAC_RFP_-for_CC_08252020.docx](#)

[LTAC Schedule - for CC 08252020.docx](#)

Deputy City Manager Schroer introduced the agenda item.

MOTION: I move to forward the Request for Proposals for the 2021 LTAC Awards for approval with the September 8, 2020 Consent Agenda.

Carr/Pollock: The motion carried 5 – 1.

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

Mayor Schneider adjourned the meeting for a break at 9:01 p.m. Council returned at 9:07 p.m., and Mayor Schneider reconvened the meeting.

10) NEW BUSINESS

10.A 2020 Midyear Report - Finance

Cover Page

MidYear Report for CC 08252020

[2020_Midyear_Financial_Report_Final.docx](#)

[Schedule A - Revenues by Fund.pdf](#)

[Schedule B - Expenditures by Fund through June.pdf](#)

[Schedule C - Expenditures by Department through June.pdf](#)

[Schedule D - Surplus Property Report - 2020.pdf](#)

[Schedule E - Capital Project Status Report thru July 17 2020.pdf](#)

Finance Director Pitts introduced the agenda item and provided an overview of the Midyear Report.

10.B Ordinance No. 2020-21, Relating to 2020 2nd Quarter Budget and Updated Capital Improvement Plan Amendments - Finance

Cover Page

[2020_2nd_QTR_BUA_Transmittal_Memo_for_08252020.docx](#)

[Ordinance No. 2020-21, Relating to 2020 2nd Quarter Budget and Updated Capital Improvement Plan Amendments](#)

[Ord_2020-21_Attachment_A_-_Q2_Budget_Amendments_Final.pdf](#)

Budget Director Dunscombe introduced the agenda item.

MOTION: I move to forward Ordinance No. 2020-21 for approval with the September 8, 2020 Consent Agenda.

Deets/Pollock: The motion passed unanimously 6 – 0.

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

NOES: None

ABSENT: Medina

ABSTAIN: None

10.C 2020 Annual Drainage Project Contract Award - Public Works

[Cover Page](#)

[2020 Annual Drainage Project Contract](#)

[2020 Drainage Map.pdf](#)

Public Works Director Wierzbicki reported the only bid for this project was 35% over budget; he is exploring other options to bring to the next business meeting on September 8.

10.D Ordinance No. 2020-19, Adding Language to BIMC 2.14.020 to Encourage Individuals with Diverse Backgrounds to Apply to Serve on the Planning Commission - Executive

[Cover Page](#)

[Ordinance No. 2020-19, Adding Language to BIMC 2.14.020 to Encourage Individuals with Diverse Backgrounds to Apply to Serve on the Planning Commission](#)

[Joint Land Use Subcommittee Recommendations Memorandum](#)

Deputy City Attorney Sepler introduced the agenda item.

MOTION: I move to approve Ordinance No. 2020-19.

Hytopoulos/Carr: The motion carried 4 – 2.

AYES: Carr, Deets, Hytopoulos, Schneider

NOES: Nassar, Pollock

ABSENT: Medina

ABSTAIN: None

MOTION: I move to direct the City Manager to update the quoted language of BIMC 2.14.020.C.I contained in the Joint Land Use Subcommittee's Recommendations to reflect the amended language of BIMC 2.14.020.C.I adopted under Ordinance No. 2020-19.

Hytopoulos/Carr: The motion carried 4 – 2.

AYES: Carr, Deets, Hytopoulos, Schneider

NOES: Nassar, Pollock

ABSENT: Medina

ABSTAIN: None

MOTION: I move to direct the City Manager to proceed with filling the current Planning Commission vacancy according to the Joint Land Use Subcommittee's recommendations as amended.

Hytopoulos/Carr: The motion carried 4 – 2.

AYES: Carr, Deets, Hytopoulos, Schneider

NOES: Nassar, Pollock

ABSENT: Medina

ABSTAIN: None

11) CONSENT AGENDA

11.A Agenda Bill for Consent Agenda

[Cover Page](#)

11.B Accounts Payable and Payroll

[Cover Page](#)

[Payroll.pdf.pdf](#)

[AP Report to Council of Cash Disbursements 08-26-20.pdf](#)

Payroll: normal direct deposit check sequence 487001 – 487132 = \$329,412.42; regular payroll check sequence 109429 – 109430 = \$3,073.91; vendor check run sequence 109431 – 109437 = \$125,923.22; Federal Tax Electronic Funds Transfer = \$121,227.15. Total disbursement = \$579,636.70.

Accounts Payable: check number 3351261 from previous run = \$109.42; manual check number sequence 354262 - 354274 = \$72,277.87; regular check number sequence 354275 – 354372 = \$155,277.87. Total disbursement = \$228,039.58.

11.C City Council Study Session Minutes, August 4, 2020

[Cover Page](#)

[City Council Study Session Minutes, August 4, 2020](#)

11.D City Council Regular Business Meeting Minutes, August 11, 2020

[Cover Page](#)

[City Council Regular Business Meeting Minutes August 11, 2020.pdf](#)

11.E Appointments to the Ethics Board and Historic Preservation Commission

[Cover Page](#)

[Recommended Appointments \(Ethics Board and Historic Preservation Commission\).pdf](#)

[Ethics Board Applications \(Redacted\).pdf](#) **[Pulled]**

[Historic Preservation Commission Applications \(Redacted\).pdf](#)

11.F Resolution No. 2020-02, Updating the City's Procedure for the Surplus and Sale of City-Owned Real Property

[Cover Page](#)

[Resolution No. 2020-02, Updating the City's Procedure for the Surplus and Sale of City-Owned Real Property](#)

[Resolution No. 2016-18, The City's Current Procedure for the Surplus and Sale of City-Owned Real Property](#)

[Appraisal Institute - Summary of 2014-15 USPAP Changes to Written Appraisal Report Types](#)

Deputy Mayor Deets moved and Councilmember Pollock seconded to approve the consent agenda as modified. The motion passed unanimously 6 – 0.

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

NOES: None

ABSENT: Medina

ABSTAIN: None

12) COMMITTEE REPORTS

Deputy Mayor Deets shared information as the liaison to the business community and his outreach to the Chamber of Commerce.

Mayor Schneider reported on her attendance at the KRCC Transportation Policy Committee (TransPOL) meeting,

13) FOR THE GOOD OF THE ORDER

Deputy Mayor Deets remarked on Council liaisons expectations and attendance at committee meetings.

14) ADJOURNMENT

Mayor Schneider adjourned the meeting at 10:04 p.m.



Kelly Jahraus, Deputy City Clerk


Leslie Schneider, Mayor