



REGULAR CITY COUNCIL BUSINESS MEETING
TUESDAY, NOVEMBER 24, 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.

2) [EXECUTIVE SESSION](#)

2.A Pursuant to RCW 42.30.110(1)(c) to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price, and 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 Schneider adjourned the meeting to an executive session pursuant to RCW 42.30.110(1)(c) and RCW 42.30.110(1)(i) at 6:02 p.m.

Council returned from executive session at 6:37 p.m., and Mayor Schneider reconvened the meeting.

3) [APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE](#)

Councilmember Pollock moved and Councilmember Carr seconded to amend the agenda to remove item 8.C. The motion carried unanimously, 6-0. Councilmember Pollock moved and Councilmember Carr seconded to approve the agenda, as modified. The motion carried unanimously, 6 – 0.

Deputy Mayor Deets said that he will recuse himself from agenda item 9.A due to a conflict of interest.

4) [PUBLIC COMMENT](#)

4.A [Instructions for Providing Public Comment - City Clerk](#)

[Cover Page](#)

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

Erin Phillips spoke in favor of Brenda Fantroy-Johnson for the North Ward Council vacancy.

Wendy Tyner thanked Council for listening to the concerns of the Triangle property neighbors.

Sal DeRosalia spoke in favor of a citizens' academy.

Kevin Miller thanked Council for listening to the concerns of the Triangle property neighbors.

Sandy Charyn thanked Council for listening to the concerns of the Triangle property neighbors.

5) FUTURE COUNCIL AGENDAS

5.A Future Council Agendas

[Cover Page](#)

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

[December 2 Special City Council Meeting.pdf](#)

[December 3 Special City Council Meeting.pdf](#)

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

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

City Manager Smith reviewed future Council agendas and the December meeting schedule.

MOTION: I move to have cancel the meeting on December 22.

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

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

NOES: None

ABSENT: None

ABSTAIN: None

Council members confirmed their availability for a special joint meeting with the Race Equity Task Force on December 16, 2020.

6) MAYOR'S REPORT

Mayor Schneider commented on a future city academy, COVID-19 cases in Kitsap County, and the budget.

7) CITY MANAGER'S REPORT

City Manager Smith updated Council on the City's testing site, information available on the City's web site regarding the Police and Court Facility, and preparation for planned protests on the Island.

8) UNFINISHED BUSINESS

8.A City Manager Search Update and Process - Strategic Government Resources - Executive

[Cover Page](#)

[CM Search Transmittal for CC 11242020](#)

[Presentation CM Search 11242020](#)

Deputy City Manager Schroer provided an update on the search and the process. Council reviewed the amended questions for the community open house.

MOTION: I move to approve the questions for the City Manager online community open house and affirm the recommended additions to the process as presented.

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

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

NOES: None

ABSENT: None

ABSTAIN: None

Council authorized staff to make minor grammatical changes to the questions as needed.

8.B Ordinance No. 2020-31 Relating to the 2021-22 Biennial Budget - Finance

[Cover Page](#)

[2021-22 Budget Transmittal Memo for CC 11242020](#)

[Ordinance No. 2020-31 Adopting Biennial Budget for FY 2021-22.docx](#)

[Ordinance No. 2020-31 Exhibit A.pdf](#)

[Ordinance No. 2020-31 Exhibit B.pdf](#)

Finance Director Pitts introduced the agenda item.

MOTION: I move to approve Ordinance No. 2020-31 adopting the 2021-22 Biennial Budget.

Pollock/Deets: The motion carried unanimously, 6 – 0

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

NOES: None

ABSENT: None

ABSTAIN: None

8.C Reject Proposal to Amend the BIMC for the Two Lots Commonly Known as the “Triangle Property” – Planning

[Cover Page](#)

[FOR BACKGROUND October 6, 2020 Memorandum to Council](#)

[FOR BACKGROUND Attachment A Planning Commission Review Summary and Memorandums](#)

[FOR BACKGROUND Attachment B Planning Commission Recorded Motion](#)

[PLN51245 LDR Aveterra Application](#)

This agenda item was pulled from the agenda because the applicant (Aveterra) informed the City on November 24, 2020 that it withdrew its application.

8.D Set Public Hearing on Ordinance No. 2020-37 Extending the Landmark Tree Ordinance - Planning

[Cover Page](#)

[Ordinance No. 2020-37 Extending Landmark Tree Regulations](#)

[Exhibit A to Ord 2020-37 \(Work Plan\)](#)

[Exhibit B to Ord 2020-37 \(Winslow Master Plan Study Area\).pdf](#)

[Ordinance No. 2020-13 \[For Reference\].pdf](#)

City Arborist Snyder introduced the agenda item. Planning Manager Greetham joined the discussion.

MOTION: I move to set the public hearing on Ordinance No. 2020-37 to occur on December 8, 2020 related to extension of the duration of the interim official control related to the preservation of landmark trees.

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

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

NOES: None

ABSENT: None

ABSTAIN: None

8.E Ordinance No. 2020-17 Adopting the Shoreline Master Program Amendment to Integrate the Critical Areas Ordinance and Make Changes to the Nonconforming Sections- Planning

[Cover Page](#)

[Staff Memorandum to Council](#)

[Ordinance No. 2020-17 Adopting the Shoreline Master Program Amendment](#)

[Exhibit A to Ordinance No. 2020-17 Shoreline Master Program Amendment](#)

[Summary of Public Comments and Staff Response](#)

[\[For background\] September 22, 2020 Staff Memorandum to Council](#)

Planner Hillier introduced the agenda item.

MOTION: I move to approve Ordinance No. 2020-17, adopting the Shoreline Master Program amendment related to Critical Areas Ordinance integration and other matters.

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

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

NOES: None

ABSENT: None

ABSTAIN: None

8.F Ordinance No. 2020-32 Relating to Speed and Wake Restrictions in Blakely Harbor - Police

[Cover Page](#)

[Ordinance No. 2020-32 Speed and Wake Restrictions in Blakely Harbor.docx](#)

[Blakely Harbor No Wake.pdf](#)

Police Chief Clark introduced the agenda item.

MOTION: I move to forward for approval with the December 8, 2020 consent agenda Ordinance No. 2020-32 relating to speed and wake restrictions in Blakely Harbor.

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

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

NOES: None

ABSENT: None

ABSTAIN: None

9) NEW BUSINESS

9.A Ordinance No. 2020-38, Relating to 2020 4th Quarter Budget and Updated Capital Improvement Plan Amendments - Finance

[Cover Page](#)

[2020 4th QTR BUA Transmittal Memo for 11242020](#)

[ORD 2020-38 2020 4th QTR Budget and CIP Amendments - FINAL.docx](#)

[Ord 2020-38 Attachment A - Q4 Budget Amendments.pdf](#)

Deputy Mayor Deets recused himself for this agenda item. Budget Manager Dunscombe introduced the agenda item.

MOTION: I move to forward Ordinance No. 2020-38 for approval with the December 8, 2020 Consent Agenda.

Pollock/Carr: The motion carried, 5 – 0, with one abstention.

AYES: Carr, Hytopoulos, Nassar, Pollock, Schneider

NOES: None

ABSENT: None

ABSTAIN: Deets

9.B Second Amendment to the Agreement for Provision of Juvenile Detention Facilities - Police

[Cover Page](#)

[2021 Juvenile Detention Facilities ILA Second Amendment.docx](#)

Deputy Mayor Deets rejoined the meeting. Police Chief Clark introduced the agenda item.

MOTION: I move to forward for approval with the December 8, 2020 consent agenda the second amendment of the Interlocal Agreement with Kitsap County regarding juvenile detention facilities.

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

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

NOES: None

ABSENT: None

ABSTAIN: None

9.C Amendment No. 1 to Interlocal Agreement between the City of Bainbridge Island and the Kitsap Conservation District for Agricultural Assistance, Support, and Conservation - Public Works

[Cover Page](#)

[Amendment No. 1 to 2019-20 ILA Between COBI and the Kitsap Conservation District.docx](#)

[2019-2020 Kitsap Conservation District ILA - Executed.pdf](#)

[2019 KCD and Bainbridge ILA Annual Report.pdf](#)

[2018 KCD and Bainbridge ILA Annual Report.pdf](#)

Public Works Director Wierzbicki introduced the agenda item.

MOTION: I move to forward for approval with the December 8, 2020 consent agenda Amendment No. 1 to the 2019-2020 Interlocal Agreement between the City of Bainbridge Island and the Kitsap Conservation District for Agricultural Assistance, Support, and Conservation.

Pollock/Hytopoulos: The motion carried unanimously, 6 – 0.

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

NOES: None

ABSENT: None

ABSTAIN: None

9.D Dump Truck Cab and Chassis Procurement - Public Works

[Cover Page](#)

[State Master Contract Usage Agreement.pdf](#)

Public Works Director Wierzbicki introduced the agenda item.

MOTION: I move to forward the dump truck cab and chassis procurement to the December 8, 2020 unfinished business agenda.

Hytopoulos/Carr: The motion carried unanimously, 6 – 0.

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

NOES: None

ABSENT: None

ABSTAIN: None

9.E Appointments to the Lodging Tax Advisory Committee - Mayor Schneider

[Cover Page](#)

[Lodging Tax Advisory Committee Applications - Redacted.pdf](#)

Mayor Schneider introduced the agenda item.

MOTION: I move to forward for approval with the December 8, 2020 Consent Agenda the appointment of Bill Corbin and John Dinsmore as eligible business representatives and Denise Dumouchel and Peter Raffa as eligible recipient representatives to the Lodging Tax Advisory Committee.

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

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

NOES: None

ABSENT: None

ABSTAIN: None

9.F Confirmation of Appointment to the Planning Commission - Mayor Schneider

[Cover Page](#)

[Planning Commission Applications \(Redacted\).pdf](#)

Mayor Schneider introduced the agenda item.

MOTION: I move to forward for approval with the December 8, 2020 Consent Agenda the Mayor's appointment of Ashley Mathews to the Planning Commission, Position 3, through June 2021.

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

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

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 11-25-20.pdf](#)

[Payroll Council Report 112020.pdf](#)

Accounts Payable: check number 354931 from previous run = \$556.27; manual check number sequence 354932 – 354941 = \$205,255.45; regular check run 354942 – 355065 = \$425,025.65. Total disbursement = \$630,281.10.

Payroll: regular check run 49484 – 49610 = \$331,497.33; regular check run (paper checks) 109490 = \$2321.19; vendor check run 109491 – 109497 = \$125,582.31; Federal Tax Electronic Transfer = \$119,240.34. Total disbursement: \$578,641.17.

10.C **Special City Council Meeting Minutes, November 4, 2020**

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[Special City Council Meeting Minutes, November 4, 2020.pdf](#)

10.D **Regular City Council Business Meeting Minutes, November 10, 2020**

[Cover Page](#)

[Regular City Council Business Meeting Minutes, November 10, 2020.pdf](#)

10.E **Robert Stevenson Memorial Bench Donation Agreement - Public Works**

[Cover Page](#)

[Agreement - Sanders Bench.docx](#)

[Attachment A_bench_CA-2_series.pdf](#)

[Attachment B_aerial location.pdf](#)

[Attachment B_context location.pdf](#)

MOTION: I move to approve the Consent Agenda as presented.

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

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

11) COMMITTEE REPORTS

Deputy Mayor Deets provided an update on the funding for the digital store.

12) FOR THE GOOD OF THE ORDER

Mayor Schneider will serve on the Kitsap Transit Board in the At-Large position until regional assignments are discussed in January.

13) ADJOURNMENT

Mayor Schneider adjourned the meeting at 8:06 p.m.



Leslie Schneider, Mayor



Christine Brown, CMC, City Clerk