



CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, MAY 25, 2021

MEETING MINUTES

1) CALL TO ORDER/ROLL CALL

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

Mayor Nassar and Councilmembers Carr, Deets, Fantroy-Johnson, Pollock, and Schneider were present. Deputy Mayor Hytopoulos was absent and excused.

2) EXECUTIVE SESSION

2.A Pursuant to RCW 42.30.110(1)(f), to receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer or employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge, 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 Nassar adjourned the meeting to an executive session pursuant to RCW 42.30.110(1)(f) and RCW 42.30.110(1)(i) at 6:01 p.m.

Council returned from executive session at 6:12 p.m., and Mayor Nassar reconvened the meeting.

3) APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

Councilmember Deets moved and Councilmember Carr seconded to approve the agenda as presented. The motion carried unanimously, 6 – 0. There were no conflicts of interest disclosed.

4) PUBLIC COMMENT

4.A Instructions for Providing Public Comment - City Clerk

[Cover Page](#)

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

Cynthia Bellas spoke about a COVID-19 pilot study.

Dr. Jeremy Rossman spoke about a COVID-19 pilot study.

Dr. Derek Toomre spoke about a COVID-19 pilot study.

Sal DeRosalia welcomed City Manager King.

5) CITY MANAGER'S REPORT

City Manager King mentioned the Puget Sound Energy franchise agreement and open house, and a new mask policy for City employees.

6) CONSENT AGENDA

6.A Agenda Bill for Consent Agenda

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6.B Accounts Payable and Payroll

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[Council Report 5-20-21 payroll.pdf](#)

[AP Report to Council of Cash Disbursements 05-26-21.pdf](#)

Accounts Payable: ACH check number 436 = \$8,559.00; manual check numbers 356298-356311 = \$386,739.95; disbursements = \$395,298.95. Regular check numbers 356312-356400 = \$1,223,889.32. Total disbursements = \$1,619,188.27.

Payroll: Regular direct deposit check numbers 50993-51118 = \$326,122.80; regular paper check number 109606 = \$2,356.69; Vendor paper check numbers 109607-109613 = \$127,703.72; Federal Tax Electronic Transfer = \$121,712.40. Total disbursements = \$577,895.61.

6.C City Council Meeting Minutes

[Cover Page](#)

[Special City Council Study Session Minutes, May 4, 2021.pdf](#)

[Regular City Council Business Meeting Minutes, May 11, 2021.pdf](#)

6.D Amendment No. 3 to the Professional Services Agreement with Gray & Osborne, Inc., for a New High School Reservoir Pre-Design Report - Public Works

[Cover Page](#)

[Water Tank PSA Amendment No. 3.docx](#)

[Water Tank PSA Amend #3 - Exhibit A.pdf](#)

[Water Tank PSA_2017.pdf](#)

[Water Tank PSA Amendment No. 1.pdf](#)

[Water Tank PSA Amendment No. 2.pdf](#)

6.E Grinder Pump Replacement Contract Award - Public Works

[Cover Page](#)

[Bid Form.docx](#)

[Small Works Contract for Grinder Pump Replacement.docx](#)

6.F Dry Fire Sprinkler System Replacement Contract Award and Budget Amendment - Public Works

[Cover Page](#)

[BID FORM.docx](#)

[LPW_Contract_Dry Fire Sprinkler System.docx](#)

6.G Resolution 2021-09 relating to Multifamily Tax Exemption (MFTE) Designation Areas - Planning

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[Resolution No. 2021-09 Intent to Designate MFTE Eligible Areas](#)

[Resolution No. 2021-09 Exhibits A and B](#)

6.H Ordinance No. 2021-15 Relating to 2021 1st Quarter Budget and Updated Capital Improvement Plan Amendments - Finance

[Cover Page](#)

[2021 1st QTR BUA Transmittal Memo.docx](#)

[ORD 2021-15 2021 1st QTR Budget and CIP Amendments - Final.docx](#)

[Ord 2021-15 Attachment A - Q1 Budget Amendments.pdf](#)

6.I Resolution No. 2021-08 Updating the Governance Manual - Executive

[Cover Page](#)

[Resolution No. 2021-08 Updating the Governance Manual.docx](#)

6.J Ordinance No. 2021-16 Updating the City Advisory Board, Commission, Committee, and Task Force Member Appointment and Confirmation Process - Executive

[Cover Page](#)

[Ordinance No. 2021-16.docx](#)

6.K Resolution No. 2021-10 Updating the Ethics Program relating to Board Appointments - Executive

[Cover Page](#)

[Resolution No. 2021-10.docx](#)

6.L Kitsap Transit Letter of Support for North Base Heavy-Duty Maintenance Facility

[Cover Page](#)

[2021 Letter of Support Kitsap Transit HDMF.docx](#)

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

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

AYES: Rasham Nassar, Joe Deets, Leslie Schneider, Michael Pollock, Christy Carr, Brenda Fantroy-Johnson

NOES: None

ABSENT: Kirsten Hytopoulos

ABSTAIN: None

7) FUTURE COUNCIL AGENDAS

7.A Future Council Agendas

Cover Page
May 26 Special Joint City Council and Ethics Board Meeting.pdf
June 1 City Council Study Session.pdf
June 8 City Council Regular Business Meeting.pdf
June 15 City Council Study Session.pdf
June 22 City Council Regular Business Meeting.pdf
2021 List of Proposed Future Council Topics for 05252021.docx

City Manager King reviewed future Council agendas.

Councilmember Schneider suggested authorizing the Climate Change Advisory Committee to vet ideas from the community and forward them to Council for review. Council agreed to add it to a future Council agenda for discussion.

City Manager King provided information on Ward redistricting following release of census results.

8) PRESENTATION(S)

8.A Annual Proclamation Declaring June 2021 as Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning (LGBTQ) Pride Month - Mayor Nassar

Cover Page
LGBTQ Pride Month Proclamation 2021.docx

Councilmember Fantroy-Johnson read the proclamation.

8.B Proclamation Recognizing Memorial Day on May 31, 2021 - Mayor Nassar

Cover Page
Proclamation Recognizing Memorial Day 2021.docx

Councilmember Deets read the proclamation.

MOTION: I move to approve the proclamation honoring Memorial Day and to add it to the annual proclamations that may be signed by the Mayor without further Council action.

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

AYES: Rasham Nassar, Joe Deets, Leslie Schneider, Michael Pollock, Christy Carr, Brenda Fantroy-Johnson

NOES: None

ABSENT: Kirsten Hytopoulos

ABSTAIN: None

American Legion Commander Gary Sakuma thanked Council for the proclamation.

8.C COVID-19 Update - Community Based Test Site and Vaccine Distribution Efforts - Executive

Cover Page
COVID Update to Council 05252021.pdf

Emergency Management Coordinator LeSage provided an update on the COVID-19 test site and vaccine clinic.

9) UNFINISHED BUSINESS

9.A Update on the Small Business Economic Recovery Grant program - Finance

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Slides for CC 05252021.pptx

Business Grant Status Memo 05252021 .docx

Resolution_No._2021-05_Establishing_Small_Business_Relief_Grant_Program - Final Approved 022321.pdf

Web_and_Applicant_Text_for_Bainbridge_Grant_Program_FinalKEDA.pdf

Finance Director Pitts provided a presentation on the grant program and addressed Council's questions.

10) NEW BUSINESS

10.A Schedule Public Hearing on Ordinance No. 2021-17 Extending the Landmark Tree Ordinance - Planning

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Ordinance No. 2021-17 Extending Landmark Tree Regulations Winslow Area - Public Hearing Draft.docx

Exhibit A - Work Plan

Exhibit B - Winslow Master Plan Study Area

Councilmember Carr Comments re Ordinance 2021-07

Planning Director Wright introduced the agenda item.

MOTION: I move to schedule a public hearing on Ordinance No. 2021-17 for June 8, 2021.

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

AYES: Rasham Nassar, Joe Deets, Leslie Schneider, Michael Pollock, Christy Carr, Brenda Fantroy-Johnson

NOES: None

ABSENT: Kirsten Hytopoulos

ABSTAIN: None

10.B Council Consideration of Action on Ethics Board Complaint 2020-02 - Council

Cover Page

Hearing Examiner Decision on Ethics Complaint No. 2020-02

Mayor Nassar introduced the agenda item.

MOTION: I move to accept the Hearing Examiner's decision on Ethics Board Complaint 2020-02.

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

AYES: Rasham Nassar, Joe Deets, Leslie Schneider, Michael Pollock, Christy Carr, Brenda Fantroy-Johnson

NOES: None

ABSENT: Kirsten Hytopoulos

ABSTAIN: None

11) COUNCIL DISCUSSION

11.A Consideration of Adding "No Parking" Signs on Miller Road - Councilmember Carr

Cover Page

Miller_GF Parking Signs.pdf

Councilmember Pollock and Councilmember Fantroy-Johnson seconded to direct the City Manager to install "no parking" signs as recommended by staff and in the agenda package along Miller Road adjacent to the Grand Forest main parking area no later than July 5, 2021.

Councilmember Carr introduced the agenda item. Public Works Director Wierzbicki noted that the bike lane symbols may not be installed by July 5, 2021.

Councilmember Pollock moved and Councilmember Fantroy-Johnson seconded to amend the main motion to include the words "as recommended by staff and in the agenda packet." The amendment carried unanimously, 6-0.

AMENDED MOTION: I move to direct the City Manager to install "no parking" signs as recommended by staff and in the agenda package along Miller Road adjacent to the Grand Forest main parking area no later than July 5, 2021 as recommended by staff and in the agenda packet.

Pollock/Fantroy-Johnson: The motion carried unanimously, 6 – 0.

AYES: Rasham Nassar, Joe Deets, Leslie Schneider, Michael Pollock, Christy Carr, Brenda Fantroy-Johnson

NOES: None

ABSENT: Kirsten Hytopoulos

ABSTAIN: None

City Manager King provided information on an approach to handle these types of requests with an internal traffic operations committee.

12) COMMITTEE REPORTS

There were no committee reports provided.

13) FOR THE GOOD OF THE ORDER

Councilmember Fantroy-Johnson recognized the one-year anniversary of George Floyd's murder.

Councilmember Deets inquired about next steps for the COVID-19 pilot project raised during public comment. City Manager King will gather additional information for Council.

14) ADJOURNMENT

Mayor Nassar adjourned the meeting at 7:51 p.m.



Rasham Nassar, Mayor


Christine Brown, CMC, City Clerk