



CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, JUNE 8, 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, Deputy Mayor Hytopoulos, and Councilmembers Carr, Deets, Pollock, and Schneider were present. Councilmember Fantroy-Johnson 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.

[Cover Page](#)

At 6:01 p.m. Mayor Nassar adjourned the meeting to an executive session pursuant to RCW 42.30.110(1)(i). Council returned from executive session at 6:32 p.m., and Mayor Nassar reconvened the meeting at 6:33 p.m.

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.

Councilmember Deets noted that he will not participate in the vote for items 11.B, 11.C, and 11.D.

4) PUBLIC COMMENT

4.A Instructions and Guidelines for Providing Public Comment - City Clerk

[Cover Page](#)

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

David Shaw spoke about his concerns with the plastics ordinance.

Diane Landry spoke in favor of the plastics ordinance.

Bob Russell expressed concerns about the Wyatt roundabout.

Cindy Anderson spoke the plastics ordinance and Wyatt roundabout.

Sal DeRosalia spoke in favor of a business commission to advise on City matters and expressed concerns about the roundabout.

Nora Nickum spoke in favor of the plastics ordinance.

Erika Shriner spoke in favor of the plastics ordinance.

Ross Lambert spoke in favor of the Multi Family Tax Exemption program.

Hayes Gori spoke about the Wintergreen townhome project.

Phedra Elliott, Housing Resources Board, spoke in favor of the Wintergreen project's proposal regarding fees.

Dean Nail, Housing Kitsap, spoke in favor of the Wintergreen project's proposal regarding fees.

5) [CITY MANAGER'S REPORT](#)

City Manager King mentioned reopening City Hall to the public on July 1, 2021, review of the Police/Court facility and a community workshop, and the Wyatt roundabout.

6) [CONSENT AGENDA](#)

6.A [Agenda Bill for Consent Agenda](#) [Cover Page](#)

6.B [Consider Approval of Accounts Payable and Payroll](#) [Cover Page](#) [AP Report to Council of Cash Disbursements 06-09-21.pdf](#) [Council Report.pdf](#)

Accounts payable: EFT 437 for \$20,832.33; ACH 438 for \$1,654.14; ACH 439 for \$579.00; manual check numbers 356401 – 356413; total manual checks and electronic disbursements: \$619,057.30; regular run check numbers 356414-356580 for \$450,441.84. Total disbursement = \$1,069,499.14

Payroll: Normal check run numbers 51119-51243 for \$326,685.81; paper check run number 109614 for \$2,119.45; vendor check run 109615-109623 for \$318,775.40; Federal Tax Electronic Transfer for \$124,083.78; miscellaneous check run (direct dep) 51244-51246 for \$2,005.07; vendor check run (paper checks) 109624-109625 for \$3,199.05; Federal tax electronic transfer for \$799.86. Total disbursement = \$777,688.42

6.C [Consider Approval of City Council Meeting Minutes](#) [Cover Page](#) [City Council Study Session Minutes, May 18, 2021.pdf](#) [City Council Regular Business Meeting Minutes, May 25, 2021.pdf](#) [Joint City Council and Ethics Board Meeting Minutes, May 26, 2021.pdf](#)

6.D Consider Approval of Watershed Assessment for Manzanita Professional Services Agreement for Support Services in the Amount of \$187,000.00 – Public Works

[Cover Page](#)

[Manzanita_Professional Services Agreement.docx](#)

[Attachment B.1-Scope of Work.pdf](#)

[Attachment B.2-Budget.pdf](#)

[Attachment B.3-Schedule.pdf](#)

[DOE Manzanita Watershed Planning.pdf](#)

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

Deets/Hytopoulos: The motion carried unanimously, 6-0.

7) FUTURE COUNCIL AGENDAS

7.A Review Future Council Agendas

[Cover Page](#)

[Council Agenda Topics for Upcoming Meetings 060821.pdf](#)

City Manager King highlighted future Council agenda items. Councilmember Deets requested a presentation from Puget Sound Energy on a new transmission line on July 6, 2021, and Council concurred.

8) PRESENTATION(S)

8.A Present Annual Proclamation Declaring June 19, 2021 as the "Day to Celebrate Juneteenth 2021" - Mayor Nassar

[Cover Page](#)

[Juneteenth Proclamation 2021.docx](#)

Councilmember Deets read the proclamation. Chasity Malatesta accepted the proclamation and thanked Council.

9) PUBLIC HEARING(S)

9.A Hold Public Hearing for Proposed Multifamily Tax Exemption Designation Areas - Planning

[Cover Page](#)

[MFTE Memo.docx](#)

[MFTE presentation.pptx](#)

[Map of Greater Winslow Area](#)

[Lynwood Center Area](#)

[2019 Dept of Commerce MFTE Report](#)

[PSRC Summary Multifamily Tax Exemption](#)

[Resolution No. 2021-9-Relating to MFTE Designation Areas-Approved 052521.pdf](#)

[Background PC Transmittal Message to Council](#)

Planning Director Wright introduced the agenda item. Senior Planner Sutton provided a presentation.

Mayor Nassar opened the public hearing at 7:40 p.m.

Phedra Elliott from Housing Resources Bainbridge spoke in favor of the program.

Sal DeRosalia spoke in favor of the program.

Mayor Nassar closed the public hearing at 7:44 p.m.

MOTION: I move to include the following areas as Multifamily Tax Exemption designation areas in a future Multifamily Tax Exemption program ordinance: the Winslow Master Plan Study Area; the Winslow Sewer System Service Area; and within the Lynwood Center area, the Neighborhood Center (NC), NC/R-12, and R-5 zones.

Deets/Hytopoulos: The motion carried unanimously, 6-0.

9.B Hold Public Hearing for Ordinance No. 2021-17 Extending the Landmark Tree Ordinance and Consider Approval - Planning

[Cover Page](#)

[Ordinance No. 2021-17 Extending Landmark Tree Regulations Winslow Area](#)

[Exhibit B](#)

[Exhibit A Work Plan](#)

Planning Director Wright introduced the agenda item. Mayor Nassar opened the public hearing at 7:52 p.m. There was no public comment. Mayor Nassar closed the public hearing at 7:52 p.m.

MOTION: I move to approve Ordinance No. 2021-17.

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

10) UNFINISHED BUSINESS

10.A Consider Professional Services Agreement with the Kitsap Small Business Development Center in the Amount of \$10,000 - Executive

[Cover Page](#)

[WWU_SBDC_PSA.docx](#)

City Manager King introduced the item, and Deputy City Manager Schroer provided additional information.

MOTION: I move to authorize the City Manager to enter into a contract with the Kitsap Small Business Development Center in the amount of \$10,000 and execute the agreement substantially in the form attached.

Schneider/Deets: The motion was tabled.

Councilmember Schneider moved and Councilmember Deets seconded to table the motion until all Councilmembers are present. The motion to table the motion passed 6-1 with Councilmember Pollock voting against.

10.B Introduction and Review of Draft Plastics Ordinance No. 2021-18 - Executive

[Cover Page](#)

[Draft Plastics Ordinance No. 2021-18](#)

City Attorney Levan introduced the agenda item and Deputy City Attorney Sletten provided additional information. Council discussed the draft ordinance.

Councilmember Pollock moved and Deputy Mayor Hytopoulos moved to extend debate on the motion. The motion passed unanimously, 6-0.

Council's consensus was to provide for most the restrictive utensil provisions in the draft ordinance.

MOTION: Deputy Mayor Hytopoulos moved and Councilmember Pollock seconded to direct the City Attorney to bring back a new draft ordinance that would apply just to the activities that would otherwise be preempted as of July 1.

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

11) NEW BUSINESS

11.A Consider Approval of SCADA Water & Sewer Telemetry Upgrades Contract Award of \$196,503.05, and a Budget Amendment in the amount of \$141,000.00 - Public Works

Cover Page

SCADA Contract.docx

PM Memo_051821.docx

Public Works Director Wierzbicki introduced the agenda item.

MOTION: I move to approve the contract award for SCADA Water and Sewer Telemetry Upgrades in the amount of \$196,503.05, and the associated budget amendment in the amount of \$141,000.00.

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

11.B Consider Appointments to the Climate Change Advisory Committee - Council

Cover Page

Broekhoff - CCAC (Redacted).pdf

Cox - CCAC (Redacted).pdf

Hansen - CCAC (Redacted).pdf

Harmon - CCAC (Redacted).pdf

Kydd - CCAC (Redacted).pdf

Richard - CCAC (Redacted).pdf

Mayor Nassar introduced the agenda item.

MOTION: I move to forward for approval with the June 22, 2021 Consent Agenda the reappointment to the Climate Change Advisory Committee of Michael Cox to Position 1 through June 2024.

Pollock/Carr: The motion carried 5 – 0.

AYES: Rasham Nassar, Leslie Schneider, Kirsten Hytopoulos, Michael Pollock, Christy Carr

NOES: None

ABSENT: None

ABSTAIN: Joe Deets

MOTION: I move to forward for approval with the June 22, 2021 Consent Agenda the reappointment to the Climate Change Advisory Committee of Lara Hansen to Position 2 through June 2024.

Pollock/Carr: The motion carried 5 – 0.

AYES: Rasham Nassar, Leslie Schneider, Kirsten Hytopoulos, Michael Pollock, Christy Carr
NOES: None
ABSENT: None
ABSTAIN: Joe Deets

MOTION: I move to forward for approval with the June 22, 2021 Consent Agenda the reappointment to the Climate Change Advisory Committee of Derik Broekhoff to Position 3 through June 2024.

Pollock/Carr: The motion carried 5 – 0.

AYES: Rasham Nassar, Leslie Schneider, Kirsten Hytopoulos, Michael Pollock, Christy Carr
NOES: None
ABSENT: None
ABSTAIN: Joe Deets

MOTION: I move to forward for approval with the June 22, 2021 Consent Agenda the appointment to the Climate Change Advisory Committee of Steve Richard to Position 4 through June 2024.

Pollock/Carr: The motion carried 5 – 0.

AYES: Rasham Nassar, Leslie Schneider, Kirsten Hytopoulos, Michael Pollock, Christy Carr
NOES: None
ABSENT: None
ABSTAIN: Joe Deets

MOTION: I move to forward for approval with the June 22, 2021 Consent Agenda the appointment to the Climate Change Advisory Committee of John Kydd to currently vacant Position 9 to complete an existing term expiring in June 2023.

Pollock/Carr: The motion carried 5 – 0.

AYES: Rasham Nassar, Leslie Schneider, Kirsten Hytopoulos, Michael Pollock, Christy Carr
NOES: None
ABSENT: None
ABSTAIN: Joe Deets

Mayor Nassar adjourned the meeting for a break at 8:59 p.m. Council returned at 9:05 p.m., and Mayor Nassar reconvened the meeting.

I I.C Consider Appointments to the Planning Commission - Council

Cover Page

Birtley - Planning Commission (Redacted).pdf

Mathews - Planning Commission (Redacted).pdf

Neal - Planning Commission (Redacted).pdf

Shapiro - Planning Commission (Redacted).pdf

Stevens - Planning Commission (Redacted).pdf

Subramanian - Planning Commission (Redacted).pdf

Weise - Planning Commission (Redacted).pdf

Mayor Nassar introduced the agenda item.

MOTION: I move to forward for approval with the June 22, 2021 Consent Agenda the reappointment to the Planning Commission of Ashley Mathews to Position 3 through June 2024.

Pollock/Carr: The motion carried 5 – 0.

AYES: Rasham Nassar, Leslie Schneider, Kirsten Hytopoulos, Michael Pollock, Christy Carr
NOES: None
ABSENT: None
ABSTAIN: Joe Deets

MOTION: I move to forward for approval with the June 22, 2021 Consent Agenda the appointment to the Planning Commission of Yesh Subramanian to Position 4 through June 2024.

Pollock/Carr: The motion carried 5 – 0.

AYES: Rasham Nassar, Leslie Schneider, Kirsten Hytopoulos, Michael Pollock, Christy Carr
NOES: None
ABSENT: None
ABSTAIN: Joe Deets

11.D Consider Appointments to the Design Review Board - Council

[Cover Page](#)

[Clayton - DRB \(Redacted\).pdf](#)

[Dunstan - DRB \(Redacted\).pdf](#)

Mayor Nassar introduced the agenda item.

MOTION: I move to forward for approval with the June 22, 2021 Consent Agenda the reappointment to the Design Review Board of Joseph Dunstan to Position 3 through June 2024.

Pollock/Schneider: The motion carried 5 – 0.

AYES: Rasham Nassar, Leslie Schneider, Kirsten Hytopoulos, Michael Pollock, Christy Carr
NOES: None
ABSENT: None
ABSTAIN: Joe Deets

MOTION: I move to forward for approval with the June 22, 2021 Consent Agenda the reappointment to the Design Review Board of Vicki Clayton to Position 4 through June 2024.

Pollock/Schneider: The motion carried 5 – 0.

AYES: Rasham Nassar, Leslie Schneider, Kirsten Hytopoulos, Michael Pollock, Christy Carr
NOES: None
ABSENT: None
ABSTAIN: Joe Deets

11.E Consider Appropriation of \$100,000 from Transportation Benefit Fund to Support Engagement Activities Related to B.I. Ride - Executive

[Cover Page](#)

[Resolution No. 2019-06, Directing Use of Additional Vehicle License Fee Revenue Approved 012219](#)

City Manager King provided a presentation on the item. James Cox from The Routing Company provided information on the company's app. Kitsap Transit Executive Director Clauson spoke about the service.

MOTION: I move to appropriate \$100,000 from the Transportation Benefit Fund and to direct the City Manager to use the funding to support communications and engagement related to the B.I. Ride service of Kitsap Transit.

Schneider/Hytopoulos: The motion carried unanimously, 6-0.

12) COMMITTEE REPORTS

There were no committee reports.

13) FOR THE GOOD OF THE ORDER

Councilmember Deets provided an update on the last vaccine clinic. He noted that the Swedish Clinic on Bainbridge is closing.

Deputy Mayor Hytopoulos asked Council to sign the City's COVID-19 vaccine confirmation form.

14) ADJOURNMENT

Mayor Nassar adjourned the meeting at 9:33 p.m.



Rasham Nassar, Mayor



Christine Brown, CMC, City Clerk