



**REGULAR CITY COUNCIL BUSINESS MEETING
TUESDAY, OCTOBER 22, 2024**

Meeting Minutes

1) CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Mayor Deets called the meeting to order at 6:00 p.m. in Council Chambers and on the Zoom webinar.

Mayor Deets, Deputy Mayor Mathews, and Councilmembers Fantroy-Johnson, Moriwaki, Quitslund, and Schneider were present. Councilmember Hytopoulos arrived at 6:02 p.m.

Mayor Deets led the Pledge of Allegiance and read the Land Acknowledgement.

2) APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

Councilmember Moriwaki moved and Councilmember Fantroy-Johnson seconded to approve the agenda as presented. The motion carried unanimously, 6-0.

In connection with agenda item 8.B, Deputy Mayor Mathews mentioned that she works for a business in Winslow.

3) PRESENTATION(S)

3.A Present Proclamation Honoring Veterans Day on November 11, 2024

[Cover Page](#)

[Veterans Day Proclamation 2024.docx](#)

Mayor Deets read the proclamation. American Legion Colin Hyde Post 172 Commander Sakuma accepted the proclamation.

4) PUBLIC COMMENT

4.A Instructions for Providing Public Comment

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[Instructions for Providing Public Comment March 2024.pdf](#)

Joe Benoliel spoke about the proposed sign ordinance.

Hayes Gori asked for City assistance in applying for a grant for the Wintergreen project and asked to add the item to the Council's agenda.

David Smith spoke about the grant application for the Wintergreen project.

Nick Smith spoke about the grant application for the Wintergreen project.

5) CONSENT AGENDA

5.A Agenda Bill for Consent Agenda
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MOTION: I move to approve the Consent Agenda as presented.

Moriwaki/Fantroy-Johnson: The motion carried unanimously, 7-0.

5.B Approve Accounts Payable and Payroll
[Cover Page](#)

[AP Report to Council of Cash Disbursements 10-09-24.pdf](#)

[AP Report to Council of Cash Disbursements 10-16-24.pdf](#)

[Council Report 10-20-2024.pdf](#)

5.C Approve City Council Meeting Minutes
[Cover Page](#)

[Special City Council Meeting - Executive Session Minutes, October 8, 2024.pdf](#)

[Regular City Council Business Meeting Minutes, October 8, 2024.pdf](#)

[City Council Study Session Minutes, October 15, 2024.pdf](#)

5.D Extend the Sunset Date of the Sustainable Transportation Ad Hoc Subcommittee to March 31, 2025

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[Sustainable Transportation Ad Hoc Committee Extension for CC 10222024](#)

5.E Authorize Advertisement for the 2024 Annual Drainage Projects - Public Works
[Cover Page](#)

[2024 Annual Drainage Project Vicinity Map.pdf](#)

5.F Adopt Ordinance No. 2024-16 Updating the Franchise Agreement with Puget Sound Energy for Electrical Facilities in the Public Right-of-Way - Public Works

[Cover Page](#)

[Ordinance 2024-16 COBI PSE Updated Franchise.docx](#)

[PSE Franchise_Overview Slides.pptx](#)

5.G Adopt Resolution No. 2024-17 Opposing the Lava Ridge Wind Project
[Cover Page](#)

[Resolution Supporting BIJAEMA and Minidoka National Historic Site.docx](#)

5.H Adopt Comprehensive Emergency Management Plan (CEMP) - Executive
[Cover Page](#)

[Emergency Mgmt Presentation to Council Oct 15 2024.pdf](#)

[2024 CEMP Final Packet.pdf](#)

[Wildfire Response and Evacuation Plan - Hazard Specific Annex October 2024.pdf](#)

[Damage Assessment - Hazard Specific Annex October 2024 2.pdf](#)

[Functional Annex - Volunteer and Donations Management Oct 2024.pdf](#)

6) COUNCIL ANNOUNCEMENTS

Council members provided updates on local and regional committees and events.

7) CITY MANAGER'S REPORT

7.A Receive City Manager's Report

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102224 Memorandum on Bucklin Hill Non-Motorized Improvement Project.pdf

City Manager King provided an update on the Bucklin Hill Non-Motorized Transportation Improvement Project.

8) REGULAR BUSINESS

8.A Authorize the City Manager to Enter Into an Updated Wholesale Wastewater Treatment Agreement with Kitsap County Sewer District #7 Including 25 Additional Sewer Connections in the South Island Sewer Service Area, and Initiate the Process to Purchase and Connect up to Five (5) Pending Sewer Connection Requests - Public Works,

Cover Page

Wholesale Wastewater Agreement Between KCSD7 and COBI 100824.docx

South Island Sewer Slides 102224.pptx

Original 2007 Agreement Between KCSD7 and COBI.pdf

Section 2.14 South Island Sewer Connection Procedures.pdf

South Island Sewer Slides 101723.pdf

Excerpt from 101723 City Council Study Session Minutes.pdf

South Island Sewer Connection Capacity Memo_04122022.pdf

Excerpt from 041222 City Council Business Meeting Minutes.pdf

City Manager King introduced the agenda item. Public Works Director Wierzbicki provided a presentation, and Council discussed the topic.

MOTION: I move to authorize the City Manager to enter into an updated Wholesale Wastewater Treatment Agreement with Kitsap County Sewer District #7 including 25 additional sewer connections in the South Island Sewer Service Area.

Moriwaki/Fantroy-Johnson: The motion carried 6 – 1.

AYES: Brenda Fantroy-Johnson, Jon Quitslund, Joe Deets, Clarence Moriwaki, Leslie Schneider, Ashley Mathews

NOES: Kirsten Hytopoulos

ABSENT: None

ABSTAIN: None

MOTION: I move to authorize the City Manager to initiate the process to purchase and connect up to five (5) pending sewer connection requests.

Mathews/Quitslund: The motion failed 3 – 4.

AYES: Jon Quitslund, Joe Deets, Ashley Mathews

NOES: Brenda Fantroy-Johnson, Kirsten Hytopoulos, Clarence Moriwaki, Leslie Schneider

ABSENT: None

ABSTAIN: None

Staff will return with an updated policy for allocating Sewer District #7 connections for Council review.

8.B Review Ordinance No. 2024-27 Relating to the Regulation of Signs Erected within the City and Repealing and Replacing Chapter 15.08 of the Bainbridge Island Municipal Code

[Cover Page](#)

[Signs Presentation.pptx](#)

[Ordinance 2024-27 Updating Bainbridge Island Sign Code for CC 10222024.docx](#)

[Letters from Stakeholders.pdf](#)

City Manager King introduced the agenda item. Management Analyst Nebenzahl provided a presentation. City Attorney Haney provided additional information, and Council discussed the topic.

MOTION: I move to forward Ordinance No. 2024-27 to the November 12, 2024, City Council meeting.

Moriwaki/Fantroy-Johnson: The motion carried unanimously, 7-0.

8.D [Moved Up] Consider Reappointment of Michele Bombardier as the Bainbridge Island Poet Laureate for 2025 and Consider Change to the Program Charter and the Bainbridge Island Residency Requirement to a Kitsap County Residency Requirement - Executive

[Cover Page](#)

[Program charter - Poet Laureate update for 2025-26 DRAFT for CC 10222024.docx](#)

Deputy City Manager Schroer introduced the agenda item.

MOTION: I move to confirm the re-appointment of Michele Bombardier as the Bainbridge Island poet laureate for 2025 with an annual stipend of \$2,500.

Moriwaki/Fantroy-Johnson: The motion carried unanimously, 7-0.

MOTION: I move to update the program charter to reflect management of the program by the Poet Laureate Program and to change the Bainbridge Island residency requirement to a Kitsap County residency requirement.

Moriwaki/Quitslund: The motion carried 4 – 3.

AYES: Brenda Fantroy-Johnson, Jon Quitslund, Joe Deets, Clarence Moriwaki

NOES: Kirsten Hytopoulos, Leslie Schneider, Ashley Mathews

ABSENT: None

ABSTAIN: None

Poet Laureate Bombardier read a poem and commented on the program.

Council adjourned for a break at 8:02 p.m. and returned at 8:08 p.m.

8.C Discuss and Provide Direction for the 2025-2026 Proposed Budget

[Cover Page](#)

[20241022 Proposed Budget Discussion_Final.pptx](#)

City Manager King introduced the agenda item, and Council discussed the budget questions.

AMENDED MOTION: I make a motion that the Council budget \$100,000 per year from the Transportation Benefit Funds earmarked for Sustainable Transportation Projects for innovative temporary or permanent transportation projects.

Fantroy-Johnson/Mathews: The motion carried unanimously, 7-0.

Council discussed providing funds for economic development.

MOTION: I would like to make a motion that the Council allocate \$140,000 from that fund [the Council Contingency Fund] for economic development planning in the biennium.

Hytopoulos/Moriwaki: The motion carried 6 – 1.

AYES: Jon Quitslund, Joe Deets, Kirsten Hytopoulos, Clarence Moriwaki, Leslie Schneider, Ashley Mathews

NOES: Brenda Fantroy-Johnson

ABSENT: None

ABSTAIN: None

MOTION: I would like to make a motion that we allocate \$60,000 for a hotel assessment.

Schneider/Mathews: The motion failed 3 – 4.

AYES: Brenda Fantroy-Johnson, Leslie Schneider, Ashley Mathews

NOES: Jon Quitslund, Joe Deets, Kirsten Hytopoulos, Clarence Moriwaki

ABSENT: None

ABSTAIN: None

MOTION: I move that the Council Contingency Fund be reduced more than the 5% reduction in the Proposed Budget which would be to 8%.

Deets/Quitslund: The motion carried unanimously, 7-0.

MOTION: I move to reduce the contribution to Kitsap Economic Development Agency by \$10,000 for 2026.

Deets/Quitslund: The motion carried 6 – 1.

AYES: Brenda Fantroy-Johnson, Jon Quitslund, Joe Deets, Kirsten Hytopoulos, Leslie Schneider, Ashley Mathews

NOES: Clarence Moriwaki

ABSENT: None

ABSTAIN: None

MOTION: I move to fund another edition of City Connects which would increase the General Fund expenditure of \$18,000 per year.

Deets/Moriwaki: The motion carried 6 – 1.

AYES: Brenda Fantroy-Johnson, Jon Quitslund, Joe Deets, Kirsten Hytopoulos, Clarence Moriwaki, Leslie Schneider

NOES: Ashley Mathews

ABSENT: None

ABSTAIN: None

MOTION: I move to provide a grant from the 2024 Council Contingency of \$60,000 to the Suyematsu Farm Legacy Alliance contingent upon approval of a grant agreement in 2024.

Moriwaki/Mathews: The motion carried unanimously, 7-0.

MOTION: I make a motion that we have our second public hearing on the budget on November 12.

Fantroy-Johnson/Quitslund: The motion carried unanimously, 7-0.

8. [Added] Grant Application for Wintergreen Project

MOTION: I move to add the issue of application for the CHIP grant for Wintergreen housing development to our current agenda.

Mathews/Fantroy-Johnson: The motion carried 4 – 2.

AYES: Jon Quitslund, Joe Deets, Leslie Schneider, Ashley Mathews

NOES: Kirsten Hytopoulos, Clarence Moriwaki

ABSENT: Brenda Fantroy-Johnson

ABSTAIN: None

Council discussed the topic and took no further action.

8.E Consider Location and Design for Road Surface of the Bike Corral on Winslow Way - Executive
[Cover Page](#)
[Bike Corral Presentation 10_22_24.pdf](#)

City Manager King introduced the agenda item. Sustainable Transportation Coordinator Boettcher provided a presentation.

MOTION: I move to approve the relocation of the Winslow Way Bike Corral to the parking space west of the intersection of Winslow Way and Madison Ave and install a mural on the road surface as selected by the community.

Moriwaki/Fantroy-Johnson: The motion carried unanimously, 7-0.

8.F Establish Council Review Ad Hoc Committee to Review Applications Received from Students Applying for Association of Washington Cities Center for Quality Communities Scholarship Program - Executive
[Cover Page](#)
[Center for Quality Communities - 2024 Scholarships](#)

City Manager King introduced the agenda item.

MOTION: I move to appoint Councilmembers Quitslund, Mathews and Fantroy-Johnson to serve on a short-term ad hoc committee to review applications for the Quality Communities Scholarship Program and make a recommendation to the full Council.

Moriwaki/Schneider: The motion carried unanimously, 7-0.

8.G Confirm Appointments to Lodging Tax Advisory Committee - Executive
[Cover Page](#)
[Bischoff - Redacted \(LTAC\).pdf](#)
[Boscow - Redacted \(LTAC\).pdf](#)
[Dobson - Redacted \(LTAC\).pdf](#)
[Fitzgerald - Redacted \(LTAC\).pdf](#)

MOTION: I move to confirm the recommended appointment of Ryan Boscow to the Lodging Tax Advisory Committee for the 2025 Funding Cycle.

Moriwaki/Fantroy-Johnson: The motion carried unanimously, 7-0.

MOTION: I move to confirm the recommended appointment of Korum Bischoff to the Lodging Tax Advisory Committee for the 2025 Funding Cycle.

Moriwaki/Fantroy-Johnson: The motion carried unanimously, 7-0.

MOTION: I move to confirm the recommended appointment of Lydia Dobson to the Lodging Tax Advisory Committee for the 2025 Funding Cycle.

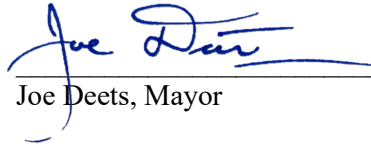
Moriwaki/Fantroy-Johnson: The motion carried unanimously, 7-0.

MOTION: I move to confirm the recommended appointment of Shannon Fitzgerald to the Lodging Tax Advisory Committee for the 2025 Funding Cycle.

Moriwaki/Fantroy-Johnson: The motion carried unanimously, 7-0.

9) ADJOURNMENT

Mayor Deets adjourned the meeting at 9:41 p.m.



Joe Deets, Mayor



Christine Brown, MMC, City Clerk