



**REGULAR CITY COUNCIL BUSINESS MEETING
TUESDAY, MAY 27, 2025**

Meeting Minutes

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

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

Mayor Mathews, Deputy Mayor Quitslund, and Councilmembers Deets, Hytopoulos, Moriwaki, and Schneider were present. Councilmember Fantroy-Johnson was absent and excused.

Mayor Mathews led the Pledge of Allegiance and read the Land Acknowledgment.

2) APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

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

3) PRESENTATION(S)

3.A Approve Proclamation Declaring May 2025, as "Mental Health Awareness Month"

[Cover Page](#)

[Mental Health Awareness Month.docx](#)

Mayor Mathews read the proclamation. Courtney Oliver, Executive Director and others from Bainbridge Youth Services (BYS), accepted the proclamation.

MOTION: I move to authorize the Mayor to sign the proclamation declaring May 2025, as "Mental Health Awareness Month" and to add this proclamation to the list of annual proclamations that may be signed by the Mayor without further Council action.

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

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

NOES: None

ABSENT: Brenda Fantroy-Johnson

ABSTAIN: None

4) PUBLIC COMMENT

4.A Guidelines and Instructions for Public Comment

[Cover Page](#)

[Guidelines and Instructions for Providing Public Comment.pdf](#)

Rhonda Peacock spoke about the Public Art Committee and the Something New program.

Glynnis Cowdery spoke in favor of the Something New public art program.

Mike Seidl spoke about and in favor of the Something New program and Public Art Committee.

Charlie Kratzer (via Zoom) spoke about the Ground Water Management documents he forwarded to Council.

Malcom Gander spoke about Ground Water Management and the plan.

4.A Guidelines and Instructions for Public Comment

[Cover Page](#)

[Guidelines and Instructions for Providing Public Comment.pdf](#)

5) CONSENT AGENDA

5.A Agenda Bill for Consent Agenda

[Cover Page](#)

Councilmember Hytopoulos asked to pull items 5.G and 5.I.

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

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

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

NOES: None

ABSENT: Brenda Fantroy-Johnson

ABSTAIN: None

5.B Approve Accounts Payable and Payroll

[Cover Page](#)

[AP Report to Council of Cash Disbursements 05-07-25.pdf](#)

[AP Report to Council of Cash Disbursements 05-14-25.pdf](#)

[Council Report 05-20-25.pdf](#)

5.C Approve City Council Meeting Minutes

[Cover Page](#)

[051325 DRAFT City Council Business Meeting Minutes.pdf](#)

5.D Ratify the City Manager's Pre-Approved Purchase of a 2025 Ford F250 Utility Service and Towing Truck as Part of the 2025 Capital Improvement Plan Fleet Purchases (\$92,869.53 Equipment Rental and Revolving Fund) - Public Works

[Cover Page](#)

[F250_City of Bainbridge Island_Purchase Order Project 01403.pdf](#)

[2025-2026 Adopted Budget - Fleet and Equipment CIP \(2025 - 2030\).pdf](#)

- 5.E Ratify the City Manager's Pre-Approved Purchase of a 2025 Ford F550 Heavy Duty Streets Service Truck with Plow and Sander as Part of the Capital Improvement Plan Fleet Purchase (\$150,809.33 Equipment, Rental and Revolving Fund) - Public Works**
[Cover Page](#)
[F550_City of Bainbridge Island_Purchase Order Project 01402.pdf](#)
[2025-2026 Adopted Budget - Fleet and Equipment CIP \(2025 - 2030\).pdf](#)
- 5.F Authorize the City Manager to Advertise for Construction Bids for the 2025 Annual Roads Repair and Maintenance Program - Public Works**
[Cover Page](#)
[2025 Annual Roads Map List.pdf](#)
- 5.H Consider Ordinance No. 2025-07 and Resolution No. 2025-06 Relating to Proposed Design Review Changes for Compliance with HB 1293 - Planning**
[Cover Page](#)
[Ord 2025-07 Design Review Amendments.docx](#)
[Resolution No. 2025-06 Amending the Administrative Manual Exhibit A - Admin Manual 1293 changes final.pdf](#)
[Ord 2025-07 Design Review Amendments Exhibit J - Design for Bainbridge 2025 FINAL.pdf](#)
[Resolution No. 2025-06 Amending the Administrative Manual.pdf](#)
[Design Review Changes slides for CC 5.13.25.pdf](#)
- 5.J Authorize the City Manager to Approve the Purchase of a 2025 International HX520 Heavy Duty Dump Truck with Plow Package, and Authorize a Related Budget Amendment in the Amount of \$79,834.84 (\$379,834.84, Equipment Rental and Revolving Fund) - Public Works**
[Cover Page](#)
[RWC International LLC_Purchase Order 20250023_Project 01312.pdf](#)
[BAINBRIDGE ISLAND DUMP SPECS.pdf](#)
[2024 Modified Budget_Fleet Capital Improvement Plan.pdf](#)
- 5.K Adopt Resolution No. 2025-11, Adopting the 2024 Kitsap County Multi-Hazard Mitigation Plan - Executive**
[Cover Page](#)
[Resolution Authorizing - Bainbridge Island.pdf](#)
[Kitsap County MHMP 2024_to EMD-FEMA.pdf](#)
- 5.L Authorize the City Manager to Execute a Construction Contract with Specialized Pavement Marking, LLC, for the 2025 Annual Roads Striping Project (\$211,187.70, Streets Fund) - Public Works**
[Cover Page](#)
[SWR_2025 Annual Striping_Specialized Pavement Marking_CC.docx](#)
[Attachment G_2025 Road Striping.pdf](#)
[Bid Tabulation_Project 00235 - 2025 Road Striping.pdf](#)
- 5.M Cancel the June 3, 2025, City Council Study Session**
[Cover Page](#)

ITEMS PULLED FROM THE CONSENT AGENDA

5.G Consider Adoption of Resolution No. 2025-09 Amending the Code of Conduct and Ethics Program

Cover Page

[Resolution No. 2025-09 Relating to Updating the Ethics Program.docx](#)

MOTION: I move to send this back to Ethics Board to reconsider *accepting complaints against individuals who are no longer in office and submitting complaints within 12 months of knowledge of the alleged offense versus commitment of the alleged offense.*

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

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

NOES: None

ABSENT: Brenda Fantroy-Johnson

ABSTAIN: None

5.I Adopt Resolution No. 2025-05 Adopting New Policies and Procedures for Authorizing South Island Sewer Connections - Public Works

Cover Page

[Resolution No. 2025-05-Adopting New Policies and Procedures for Authorizing South Island Sewer Connections.docx](#)

[New_Policy_2.14A_South_Island_Sewer_-_Additional_Connection_Policy_CLEAN.pdf](#)

[New_Policy_2.14A_South_Island_Sewer_-_Additional_Connection_Policy_REDLINE.pdf](#)

[South_Island_Sewer_Slides_051325.pptx](#)

[Old_Policy_2.14_South_Island_Sewer_Connection_Procedures.pdf](#)

MOTION: I move to adopt Resolution No. 2025-05 Adopting New Policies and Procedures for Authorizing South Island Sewer Connections AS AMENDED changing critical area buffers to shoreline and wetlands critical area buffers.

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

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

NOES: None

ABSENT: Brenda Fantroy-Johnson

ABSTAIN: None

6) COUNCIL ANNOUNCEMENTS

Council members provided an update on local and regional meetings and events

7) CITY MANAGER'S REPORT

The City Manager had no report.

8) REGULAR BUSINESS

8.A Provide Update on the Review Process and Schedule for the Groundwater Management Plan - Public Works

[Cover Page](#)
[Revised GWMP Revised Schedule_052725.pptx](#)
[GWMP Management Actions_DRAFT.pdf](#)
[GWMP Peer Review_Scope of Work_DRAFT.pdf](#)
[GWMP First Draft Comments - 051625.pdf](#)
[RDSR Karen Burow 2021 Oct KB.pdf](#)

City Manager King introduced the agenda item.

Public Works Director Wierzbicki gave a presentation.

Councilmembers discussed the topic.

8.B Introduce Resolution 2025-12 Adopting Updates to the Water, Sewer and Storm and Surface Water Management Utility Rates - Public Works

[Cover Page](#)
[Draft - Resolution No. 2025-12 Water Sewer and Storm and Surface Water Utility Rates.docx](#)
[Resolution No. 2025-12 Exhibit A Water and Sewer Participation Fees DRAFT.docx](#)
[Resolution No 2025-12 Exhibit B Water and Sewer Monthly Rates DRAFT\(2\).docx](#)

City Manager King introduced the agenda item. (typo of dates in agenda item)

Public Works Director Wierzbicki acknowledged two members of the Utility Advisory Committee (UAC) in the audience.

Ted Jones, co-chair of the Utility Advisory Committee (UAC) spoke about the UAC process.

Council discussed the topic.

MOTION: I move to forward Resolution 2025-12 Adopting Updates to the Water, Sewer and Storm and Surface Water Management Utility Rates to the June 10, 2025, Regular Business Meeting for adoption.

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

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

NOES: None

ABSENT: Brenda Fantroy-Johnson

ABSTAIN: None

8.C Introduce Ordinance 2025-16 Adopting Revisions to BIMC 13.16 to Expand the Utility Rate Reduction Program to all Low-Income Customers - Public Works

[Cover Page](#)
[Draft Ordinance 2025-16 regarding Low-Income Utility Rate Discounts.docx](#)

City Manager King introduced the agenda item.

Director Wierzbicki introduced the agenda item.

Councilmembers discussed the topic.

MOTION: I move to forward Ordinance 2025-16 Adopting Revisions to BIMC 13.16 to Expand the Utility Rate Reduction Program to all Low-Income Customers to the June 10, 2025, Regular Business Meeting for adoption.

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

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

NOES: None

ABSENT: Brenda Fantroy-Johnson

ABSTAIN: None

8.D Introduce an Ordinance to Prohibit the Use of Gasoline-Powered and Diesel-Powered Leaf Blowers - Executive

[Cover Page](#)

[Ordinance 2025-10 Prohibiting Gasoline-Powered and Diesel-Powered Leaf Blowers.docx](#)

[Gas and Diesel Powered Leaf Blowers.pptx](#)

City Manager King provided a presentation.

Council discussed the agenda item.

MOTION: I move to amend Ordinance 2025-10 Under Section 16.14.050, adding the words "utility providers" after the word "fire" and advance Ordinance 2025-10 prohibiting the use of gasoline-powered and diesel-powered leaf blowers and prescribing penalties for their use, effective July 1, 2027, to the Regular Meeting of June 10, 2025, for consideration of adoption.

*Notwithstanding any contrary provision of this chapter, gasoline-powered and diesel-powered leaf blowers may be used by police, fire, **utility providers**, and public works emergency responders for the purpose of responding to emergency situations, including but not limited to, the clearing of downed trees, brush, and debris in areas needing expedient clearing for the safety of the public.*

Moriwaki/Deets: The motion carried 5 – 1.

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

NOES: Ashley Mathews

ABSENT: Brenda Fantroy-Johnson

ABSTAIN: None

MOTION: I make a motion to change "are less noisy" to "may be less noisy" or something similar and that we reduce the controlling dust as one of the purposes.

Hytopoulos/Schneider: The motion carried 5 – 1.

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

NOES: Ashley Mathews

ABSENT: Brenda Fantroy-Johnson

ABSTAIN: None

MOTION: I move to advance Ordinance 2025-10 prohibiting the use of gasoline-powered and diesel-powered leaf blowers and prescribing penalties for their use, effective July 1, 2027, to the Regular Meeting of June 10, 2025, for consideration of adoption as amended.

Quitslund/Moriwaki: The motion carried 5 – 1.

AYES: Jon Quitslund, Joe Deets, Kirsten Hytopoulos, Clarence Moriwaki, Leslie Schneider
NOES: Ashley Mathews
ABSENT: Brenda Fantroy-Johnson
ABSTAIN: None

8.E Confirm Selections for "Something New" Art Rotation - Executive
[Cover Page](#)
[Something New VIII Public Art Jury Selections.pdf](#)

City Manager King introduced the agenda item.

Deputy City Manager Schroer introduced the agenda item.

MOTION: I move to accept the recommended artwork for the Something New 2025-2026 rotation and direct the City Manager to prepare and execute necessary agreements and installation plans.
Quitslund/Moriwaki: The motion carried unanimously, 6 - 0.

AYES: Jon Quitslund, Joe Deets, Kirsten Hytopoulos, Clarence Moriwaki, Leslie Schneider, Ashley Mathews
NOES: None
ABSENT: Brenda Fantroy-Johnson
ABSTAIN: None

8.F Introduce Ordinance No. 2025-11 Relating to Commute Trip Reduction to Amend BIMC 2.70, Commute Trip Reduction Incentive Program, and BIMC 10.24, Commute Trip Reduction Program
[Cover Page](#)
[Ordinance No. 2025-11 relating to the CTR Program.docx](#)

City Manager King introduced the agenda item.

Hannah Boettcher, Sustainable Transportation Coordinator, provided a presentation.

MOTION: I move to forward Ordinance No. 2025-11 relating to commute trip reduction to a future business meeting for consideration of approval.
Deets/Schneider: The motion carried unanimously, 6 - 0.

AYES: Jon Quitslund, Joe Deets, Kirsten Hytopoulos, Clarence Moriwaki, Leslie Schneider, Ashley Mathews
NOES: None
ABSENT: Brenda Fantroy-Johnson
ABSTAIN: None

8.G Consider Renewing Participation in the Kitsap County Urban County Federal Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) Programs Consortia
[Cover Page](#)
[City of BI- Letter to Requalify Entitlement Status_5.1.25.pdf](#)
[KC-055-15-B ILA cities BI Poulsbo PO Amendment 02 REDLINE.pdf](#)
[KC-055-15-B ILA cities BI Poulsbo PO Amend 02.pdf](#)
[KC-055-15- Cities ILA Executed.pdf](#)

City Manager King introduced the agenda topic.

MOTION: I move to direct the City Manager to allow the automatic renewal of the ILA to continue participation in the Kitsap County CDBG and HOME Block grant consortia and execute required updates and new provisions.

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

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

NOES: None

ABSENT: Brenda Fantroy-Johnson

ABSTAIN: None

8.H Receive Monthly Update on Comprehensive Plan and Winslow Subarea Plan Updates - Planning

[Cover Page](#)

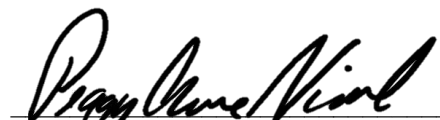
[Monthly_update_05.27.2025.pptx](#)

Planning and Community Development Director Charnas provided the update.

Council discussed the topic.

9) ADJOURNMENT

Mayor Mathews adjourned the meeting at 8:28 p.m.



Peggy Nimb, CMC, Deputy City Clerk



Ashely Mathews, Mayor