



**REGULAR CITY COUNCIL BUSINESS MEETING
TUESDAY, OCTOBER 14, 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.

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.

There were no conflicts of interest disclosed.

3) PRESENTATION(S)

3.A Present Proclamation Declaring October 2025, as "Resiliency Awareness Month"

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[Resiliency Awareness Month Proclamation.docx](#)

Mayor Mathews read the proclamation. Christine Roark from Kitsap Strong accepted the proclamation.

3.B Present Proclamation Declaring October 2025, as Filipino American History Month

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[Filipino American History Month Proclamation 2025.docx](#)

Councilmember Moriwaki read the proclamation. Mark Salanga, President of the Filipino-American Community of Bainbridge Island, accepted the proclamation together with community members.

3.C Present Proclamation Declaring October 2025, as "National Community Planning Month"

[Cover Page](#)

[2025 October National Community Planning Month Proclamation.docx](#)

Councilmember Deets read the proclamation. Planning Commissioner Sarah Blossom accepted the proclamation.

4) PUBLIC COMMENT

4.A Guidelines and Instructions for Public Comment

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

Sarah Blossom asked for additional information on agenda item 5.E.

Kevin Fetterly spoke about House Bill 1220 and alternative solutions.

Maggie Rich, Housing Resources Bainbridge, spoke in favor of agenda item 5.E.

Heather Burger, Executive Director of Friends of the Farms, spoke in favor of the emergency funding for Helpline House.

Maria Metzler, Executive Director of Helpline House, spoke in favor of the emergency funding for Helpline House.

Mev Hoburg, board member of Helpline House, spoke in favor of emergency funding for Helpline House and provided background information on cuts at the Federal level.

Lara Lant spoke in favor of the emergency funding for Helpline House and spoke about Federal cuts to programs.

5) CONSENT AGENDA

5.A Agenda Bill for Consent Agenda

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Councilmember Quitslund requested the removal of agenda item 5.E.

MOTION: I move to approve the Consent Agenda with the removal of agenda item 5.E.

Moriwaki/Deets: The motion carried 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 09-04-25.pdf](#)

[AP Report to Council of Cash Disbursements 09-11-25.pdf](#)

[Council Report 10-05-25.pdf](#)

[AP Report to Council of Cash Disbursements 09-18-25.pdf](#)

[AP Report to Council of Cash Disbursements 09-25-25.pdf](#)

[AP Report to Council of Cash Disbursements 10-02-25.pdf](#)

[AP Report to Council of Cash Disbursements 10-09-25.pdf](#)

5.C Approve City Council Meeting Minutes

[Cover Page](#)

[Special City Council Meeting - Executive Session Minutes, September 23, 2025.pdf](#)

[Regular City Council Business Meeting Minutes, September 23, 2025.pdf](#)

5.D Authorize the City Manager to Enter into a Construction Contract with Van Ness Construction for the Mobile Home Site Preparation Project (\$62,088.60 Capital Construction Fund) - Public Works

[Cover Page](#)

[SWR Mobile Home Site Preparation Van Ness Construction LLC CC.docx](#)

[Bid Tabulation_Manufactured Home Site Preparation.pdf](#)

[CIP_Mobile Home Project Page.pdf](#)

5.F Authorize the City Manager to Execute a Second Contract Amendment with Joe Tovar for the Comprehensive Plan Update (an Increase of \$2,520 Plus an Additional \$225 for Expenses) - Planning

[Cover Page](#)

[Joseph W. Tovar Amendment No 2.docx](#)

ITEM REMOVED FROM THE CONSENT AGENDA

5.E Authorize the City Manager to Enter into Amendment No. 1 to the Declaration of Affordable Housing Covenants with Housing Resources Bainbridge for 560 Madison North to Allow Incomes at 80% of AMI

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[Amendment No 1 Affordable Housing Covenant Housing Resources Bainbridge.docx](#)

Council discussed the request from Housing Resources Bainbridge.

MOTION: I move to authorize the City Manager to enter into Amendment No. 1 to the Declaration of Affordable Housing Covenants with Housing Resources Bainbridge for 560 Madison North to allow residential income at 80% of AMI.

Quitslund/Deets: The motion failed 3 – 3.

AYES: Jon Quitslund, Joe Deets, Ashley Mathews

NOES: Kirsten Hytopoulos, Clarence Moriwaki, Leslie Schneider

ABSENT: Brenda Fantroy-Johnson

ABSTAIN: None

6) COUNCIL ANNOUNCEMENTS

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

7) CITY MANAGER'S REPORT

7.A Receive City Manager's Report

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[2025 Q3Workplan_Memo_for CC 10142025 w attachment.pdf](#)

City Manager King provided an update on the Highway 305 closure due to a tree in the wires and the 3rd quarter workplan.

8) REGULAR BUSINESS

8.A Confirm appointment of Thomas Alpaugh as Municipal Court Judge for a Four-Year Term Commencing January 1, 2026, until December 31, 2029

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[Resolution No. 2021-21 - Procedure and Schedule to Appoint Municipal Judge.pdf](#)

[2026-2029 Bainbridge Island Municipal Court Judge Employment Agreement Alpaugh.pdf](#)

City Manager King introduced the agenda item.

MOTION: I move to confirm the appointment of Thomas Alpaugh as Municipal Court Judge for a four-year term commencing January 1, 2026, until December 31, 2029 and authorize the City Manager to execute an associated employment agreement in substantially the form as included with this agenda item.

Quitslund/Moriwaki: The motion carried 6 – 0.

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

NOES: None

ABSENT: Brenda Fantroy-Johnson

ABSTAIN: None

8.B Adopt Ordinance No. 2025-26 related to Pre-approved Accessory Dwelling Units

[Cover Page](#)

[Ordinance No. 2025-26 ADU Code Updates.docx](#)

City Manager King introduced the agenda item. Acting Planning Director Buchanan provided a presentation with additional information, and Council discussed the topic.

MOTION: I move to adopt Ordinance No. 2025-26 related to Pre-Approved Accessory Dwelling Units.

Deets/Moriwaki: The motion carried 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 Authorize the City Manager to Issue a Request for Qualifications for State Lobbying Services and Designate One Council Member to Serve on a Selection Committee - Executive

[Cover Page](#)

[RFQ - Lobbying Services 2025.pdf](#)

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

MOTION: I move to authorize the City to issue a request for qualifications for lobbying services and select Councilmember Clarence Moriwaki to serve on the Selection Committee.

Quitslund/Deets: The motion carried 5 – 1.

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

NOES: Kirsten Hytopoulos

ABSENT: Brenda Fantroy-Johnson

ABSTAIN: None

8.D Receive Update on Lodging Tax Advisory Committee

[Cover Page](#)

[LTAC Memo 10.14.2025.docx](#)

[2025.10.14 LTAC Council Update.pdf](#)

City Manager King introduced the agenda item. Deputy City Manager Schroer provided a presentation with additional information, and Council discussed the topic.

MOTION: I move to direct the City Manager to continue recruitment of Committee members with the goal of completing the LTAC award process as early as practicable in 2026.

Deets/Moriwaki: The motion carried 6 – 0.

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

NOES: None

ABSENT: Brenda Fantroy-Johnson

ABSTAIN: None

8.E Designate One Councilmember to Serve on the Interview Panel for the City Attorney

[Position](#)

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

MOTION: I move to appoint Councilmember Hytopoulos to join the interview panel for the City Attorney position.

Moriwaki/Schneider: The motion carried 6 – 0.

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

NOES: None

ABSENT: Brenda Fantroy-Johnson

ABSTAIN: None

9) COMMUNICATIONS

9.A Consider Request from Councilmember Deets to Place an Emergency Funding Request of \$30,000 to Supplement Helpline House's Foodbank Program, with Funds Coming Out of the Council's Contingency Fund on a Future Council Agenda

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[Helpline House Help.pdf](#)

Councilmember Deets introduced the agenda item.

MOTION: I move to put on the nearest possible agenda a discussion of emergency funding request of \$30,000 to supplement Helpline House's Foodbank Program, with funds coming out of the Council's Contingency Fund.

Deets/Quitslund: The motion carried 6 – 0.

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

9.B Receive Request from the Planning Commission that the Groundwater Management Consultant attend a Planning Commission Meeting Following the October 21, 2025 City Council Study Session
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City Manager King introduced the agenda item.

MOTION: I move that the Acting Planning Director request that the Groundwater Management consultant attend the Planning Commission meeting following the City Council meeting on October 21, 2025, as soon as possible and be available for questions and answers to the Planning Commissioners.

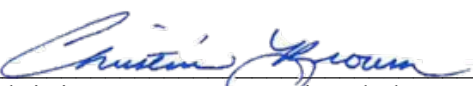
Moriwaki/Deets: The motion carried 6 – 0.

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

10) ADJOURNMENT

Mayor Mathews adjourned the meeting at 7:45 p.m.



Ashley Mathews, Mayor

Christine Brown, MMC, City Clerk