



**SPECIAL CITY COUNCIL MEETING  
TUESDAY, MAY 26, 2020**

**MEETING MINUTES**

**1) CALL TO ORDER/ROLL CALL**

Mayor Schneider called the remote meeting to order at 5:00 p.m. on the Zoom webinar.

Mayor Schneider, Deputy Mayor Nassar, and Councilmembers Carr, Deets, Hytopoulos, Medina and Pollock participated in the remote meeting.

Councilmember Carr was dropped from the Zoom webinar at 5:07 p.m. and re-joined at 5:22 p.m.

**2) APPROVAL OF AGENDA/CONFLICT OF INTEREST DISCLOSURE**

Councilmember Medina asked to add a discussion of the Kitsap Board of Health's upcoming decision on a variance request to move Kitsap County to Phase 2. Councilmember Deets asked to add a discussion on the creation of a COVID-19 Economic Recovery Plan. The agenda was approved as modified, 6-0 with Councilmember Carr absent from the meeting. No conflicts of interest were disclosed.

**3) PUBLIC COMMENT**

Ron Peltier spoke regarding corrections and clarifications to this May 18, 2020 email.

Paula Holmes-Eber, President of Squeaky Wheels, thanked Council for their cooperation on the Safe Streets initiative.

Sal de Rosalia spoke regarding assistance for local businesses.

**4) MAYOR'S REPORT**

Mayor Schneider mentioned the reopening of downtown Winslow and the Grow Avenue Safe Streets pilot project.

**5) CITY MANAGER'S REPORT**

City Manager Smith did not provide a report due to the full agenda.

**6) FUTURE COUNCIL AGENDAS**

**6.A Future Council Agendas - Mayor Schneider**  
[Cover Page](#)

[June 2 City Council Study Session.pdf](#)  
[June 9 City Council Regular Business Meeting.pdf](#)  
[June 16 City Council Study Session.pdf](#)  
[June 23 City Council Regular Business Meeting.pdf](#)

Following discussion, Council decided that a joint meeting with the Planning Commission will be scheduled for June 22, 2020 pending confirmation of the Planning Commission's availability.

7) PRESENTATION(S)

**7.A Proclamation Declaring June 2020 as Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning (LGBTQ) Pride Month - Mayor Schneider**

[Cover Page](#)  
[LGBTQ Pride Month Proclamation 2020.docx](#)

Mayor Schneider read the proclamation.

**7.B Overview of Draft Climate Action Plan Goals and Strategies - Climate Change Advisory Committee**

[Cover Page](#)  
[Overview of Draft Climate Action Plan - CCAC Presentation](#)

Michael Cox of the Climate Change Advisory Committee provided a presentation to Council and addressed Council's questions. He was joined by members of the Climate Change Advisory Committee.

**MOTION** I move to approve the Climate Action Plan goals and strategies as presented.

**Deets/Nassar:** The motion carried unanimously, 7 – 0.

**AYES:** Carr, Deets, Hytopoulos, Medina, Nassar, Pollock, Schneider

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

8) UNFINISHED BUSINESS

**8.A Resolution No. 2020-05 relating to Climate Emergency - Deputy Mayor Nassar**

[Cover Page](#)  
[Climate Change Emergency Resolution Marked.pdf](#)  
[Climate Emergency Resolution CCAC Recommendations 2-25-20.docx](#)

Deputy Mayor Nassar introduced the agenda item.

**MOTION:** I move to forward Resolution No. 2020-05 to the Consent Agenda on June 9, 2020.

**Nassar/Medina:** The motion carried unanimously, 7 – 0.

**AYES:** Carr, Deets, Hytopoulos, Medina, Nassar, Pollock, Schneider

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

## **8.B 2021-26 Capital Improvement Program (CIP) Discussion/Workshop - Public Works**

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Presentation 2021-26 CIP Discussion MAY 2020

CIP Project List.pdf

Public Works Director Wierzbicki provided a presentation on the Capital Improvement Program (CIP) and addressed Council's questions. The CIP will return to a Council meeting in June 2020 for further discussion.

Mayor Schneider adjourned the meeting for a break at 7:58 p.m. and reconvened the meeting at 8:05 p.m.

## **8.C Set Public Hearing on Ordinance No. 2020-13 Extending the Landmark Tree Ordinance, Ordinance No. 2019-39 - Planning**

Cover Page

Ordinance No. 2020-13 Extending Landmark Tree Regulations Winslow Area - Public Hearing Draft.docx

Exhibit A - Work Plan to Ordinance No. 2020-13 Extending Landmark Tree Regulations - For Public Hearing Draft.docx

Exhibit B Winslow Master Plan Study Area - For Public Hearing Draft

02252020\_Tree\_Memo\_to\_Council

Ordinance No. 2019-39 Extending Landmark Tree Regulations Winslow Area Approved 121019.pdf

Planning Director Wright introduced the agenda item.

**MOTION:** I move to set the Public Hearing on Ordinance No. 2020-13 to occur on June 9, 2020 related to extension of the duration of the interim official control related to the preservation of landmark trees.

**Medina/Nassar:** The motion carried unanimously, 7 – 0.

**AYES:** Carr, Deets, Hytopoulos, Medina, Nassar, Pollock, Schneider

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

## **9) CITY COUNCIL DISCUSSION**

### **9.A Board of Health Request for Variance to Move Kitsap County to Phase 2 [Added]**

Councilmember Medina introduced the agenda item and asked for Council's input. Council discussed the request.

### **9.B Discuss Creation of a COVID-19 Economic Recovery Plan [Added]**

Councilmember Deets introduced the agenda item. Mayor Schneider and Councilmembers Deets and Medina will form a Council ad hoc committee. Council forwarded the item to the June 9, 2020 agenda for creation of the committee and discussion of an initial plan.

### **9.C Goals and Process for Land Use Code Revisions - Mayor Schneider**

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Mayor Schneider introduced the agenda item. Council discussed the goals and process for land use Code revisions. Council members were asked to forward their ideas on land use code revisions to the City Clerk by June 12, 2020 for discussion at the joint meeting with the Planning Commission.

**9.D Next Steps Regarding the City's Code of Conduct and Ethics Program**

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[Resolution No. 2019-26, Updating the City's Ethics Program](#)

Councilmember Hytopoulos proposed scheduling a discussion on her suggested revisions to the program. Council's consensus was to schedule the item on the June 9, 2020 agenda.

**9.E Affirm Council Priorities from March 6, 2020 Retreat - Mayor Schneider**

[Cover Page](#)

[2020\\_City\\_Council\\_Priorities\\_March Revision.pdf](#)

[2021-2022\\_Council\\_Budget\\_Priorities - DRAFT.pdf](#)

City Manager Smith introduced the agenda item. Council discussed the priorities and agreed to continue discussion at a future Council meeting.

**9.F Formalize Process for Councilmembers to Add Items to Agendas - Mayor Schneider**

[Cover Page](#)

[Policy for Council-directed agenda items.docx](#)

This item was postponed due to the meeting length.

**10) CONSENT AGENDA**

**10.A Agenda Bill for Consent Agenda**

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**10.B Accounts Payable and Payroll**

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[Payroll.pdf](#)

[AP Report to Council of Cash Disbursements 05-27-20.pdf](#)

Payroll: retro check 47917 = \$6,179.93; retro check 109356 = \$1,826.67; normal direct deposit check sequence 47918 – 48043 = \$317,030.71; regular payroll check number 109358 – 109360 = \$7,625.74; vendor check run sequence 109361 – 109370 = \$127,318.49; Federal Tax Electronic Funds Transfer = \$120,498.32 and \$16.78 ACH \$237.50. Total disbursement = \$583,513.53.

Accounts Payable: check number 353611 from previous run = \$21.02; manual check number sequence 353618 – 353626 = \$180,074.61; regular check number sequence 353627 – 353725 = \$1,256,689.11. Total disbursement = \$1,436,763.72

**10.C Special City Council Meeting Minutes, May 5, 2020**

[Cover Page](#)

[Special City Council Meeting Minutes, May 5, 2020.pdf](#)

**10.D Special City Council Meeting Minutes, May 12, 2020**

[Cover Page](#)

[Special City Council Meeting Minutes May 12, 2020.pdf](#)

**10.E Sportsman Club/New Brooklyn Intersection Improvements Grant Acceptance and Budget Amendment - Public Works**

[Cover Page](#)

[2020-03-19 Sportsman New Brooklyn Intersection Memo.pdf](#)

[BAIN\\_31 Revised\\_Concept.pdf](#)

[Sportsman\\_NB Presentation.pptx](#)

**10.F Wyatt Way Reconstruction Design Professional Services Agreement Amendment No. 5 - Public Works**

[Cover Page](#)

[Wyatt Way PSA Amendment No 5.docx](#)

[Wyatt Way PSA Amend5 Scope of Work.pdf](#)

**10.G Cooper Creek Fish Barrier Removal Grant Opportunity - Public Works**

[Cover Page](#)

[FBRB Full Submittal Packet\\_Cooper Creek.pdf](#)

[Stormwater CIP\\_2019-21 Budget.pdf](#)

[Cooper Creek Presentation.pptx](#)

Councilmember Medina moved and Councilmember Deets seconded to approve the Consent Agenda as presented. The motion was approved unanimously, 7-0.

**11) COMMITTEE REPORTS**

There were no committee reports.

**12) FOR THE GOOD OF THE ORDER**

**13) ADJOURNMENT**

Mayor Schneider adjourned the meeting at 10:03 p.m.



Leslie Schneider, Mayor



Christine Brown, CMC, City Clerk