



**SPECIAL CITY COUNCIL BUSINESS MEETING
WEDNESDAY, NOVEMBER 12, 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 Fantroy-Johnson, Hytopoulos, Moriwaki, and Schneider were present. Councilmember Deets 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 Schneider 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 Recognizing November 2025, as "Native American Heritage Month"

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[Proclamation - Native American Heritage Month 2025.docx](#)

Mayor Mathews read the proclamation. Danielle Morsette accepted the proclamation.

3.B Present Proclamation Recognizing the Week of November 13 - 19 as "Transgender Awareness Week" and November 20, 2025 as "Transgender Day of Remembrance"

Cover Page

[Transgender Awareness Week Proclamation 2025.docx](#)

Deputy Mayor Quitslund read the proclamation. Eve Palay and Lyn Flowers accepted the proclamation.

3.C Present Proclamation Declaring November 29, 2025, as "Small Business Saturday"

Cover Page

[Proclamation - Small Business Saturday 2025.docx](#)

Councilmember Schneider read the proclamation. John Carson, Executive Director of Bainbridge Island Downtown Association, accepted the proclamation.

3.D Approve the Proclamation Commending and Recognizing the Reverend Doctor Dee Eisenhower upon her Retirement

[Cover Page](#)
[Proclamation for Rev. Dee Eisenhower.pdf](#)

Councilmember Moriwaki read the proclamation. Reverend Dee Eisenhower accepted the proclamation.

MOTION: I move to authorize the Mayor to sign the proclamation commending and recognizing the Reverend Doctor Dee Eisenhower upon her retirement.

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

AYES: Leslie Schneider, Kirsten Hytopoulos, Brenda Fantroy-Johnson, Jon Quitslund, Clarence Moriwaki, Ashley Mathews

NOES: None

ABSENT: Joe Deets

ABSTAIN: None

4) PUBLIC COMMENT

4.A Guidelines and Instructions for Public Comment

[Cover Page](#)

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

Ken DeWitt, Bainbridge Island Metropolitan Park & Recreation District Board member, spoke in favor of creating a Park Zone in the Comprehensive Plan update.

Joe Edgell, Squeaky Wheels, spoke about the mobility advisory committee ordinance.

Lara Lant expressed concerns with Resolution No. 2025-18.

Melanie Keenan expressed concerns with the Groundwater Management Plan and the process surrounding the Environmental Technical Advisory Committee.

Malcolm Gander expressed concerns with the lack of discussion of sewer and water and the Environmental Technical Advisory Committee.

Alyse Nelson, Squeaky Wheels, spoke in favor of the mobility advisory committee.

Charlie Kratzer spoke about the Environmental Technical Advisory Committee.

5) CONSENT AGENDA

5.A Agenda Bill for Consent Agenda,

[Cover Page](#)

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

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

AYES: Leslie Schneider, Kirsten Hytopoulos, Brenda Fantroy-Johnson, Jon Quitslund, Clarence Moriwaki, Ashley Mathews

NOES: None

ABSENT: Joe Deets

ABSTAIN: None

- 5.B Approve Accounts Payable and Payroll**
[Cover Page](#)
[AP Report to Council of Cash Disbursements 10-30-25.pdf](#)
- 5.C Approve City Council Meeting Minutes**
[Cover Page](#)
[Special City Council Meeting Minutes - Executive Session, October 28, 2025.pdf](#)
[Regular City Council Business Meeting Minutes, October 28, 2025.pdf](#)
- 5.D Authorize the City Manager to Execute the Amendment of Legal Services Agreement for Prosecution Services with the Kitsap County Prosecuting Attorney (\$171,385.52, General Fund)**
[Cover Page](#)
[Amendment to KC-523-24A for year 2026.docx](#)
- 5.E Authorize City Manager to Execute Amendment No. 1 for Professional Services with Creative Circle Regarding Website Redesign and Provide an additional \$20,000 up to a Not to Exceed Total of \$59,000 - Executive**
[Cover Page](#)
[Amendment No 1 to Creative Circle PSA 9.24.2025.pdf](#)
- 5.F Authorize the City Manager to Execute a Purchased Service Agreement with Seattle Diving Services for Buoy Cleaning and Inspection (\$51,324.00, General Fund) - Public Works**
[Cover Page](#)
[Seattle Diving Services_Agreement for Purchased Services Pro Forma \(Prevailing Wage\)_over water.docx](#)
[Buoy Maintenance Location Map.pdf](#)
- 5.G Authorize the City Manager to Execute Amendment No. 4 to the Interlocal Agreement between the City of Bainbridge Island and the Kitsap Conservation District for Assistance in Complying with National Pollutant Discharge Elimination System (NPDES) Stormwater Permit Requirements for 2026 [\$48,000.00 with 50/50 cost split between General Fund/Surface and Stormwater Management (SSWM) Utility Fund] - Public Works**
[Cover Page](#)
[Amendment No. 4 to ILA with Kitsap Conservation District for 2026.docx](#)
[2019-2020 Kitsap Conservation District ILA_Executed.pdf](#)

6) COUNCIL ANNOUNCEMENTS

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

7) CITY MANAGER'S REPORT

City Manager King announced that he will retire on January 30, 2026.

8) PUBLIC HEARING(S)

- 8.A Hold the Public Hearing for Ordinance No. 2025-28 Relating to the 2026 Mid-Biennium Budget Update and Receive Direction - Finance**
[Cover Page](#)

[2026_Budget_Presentation_for_CC_Draft 11.12.25v2.pptx](#)
[Ordinance No. 2025-28 Adopting Mid-Biennium Modifications to 2026 Adopted Budget.docx](#)
[Ordinance No. 2025-28 Exhibit A_DRAFT.pdf](#)
[Ordinance No. 2025-28 Exhibit B_DRAFT.pdf](#)
[Ordinance No. 2025-28 Exhibit C_DRAFT.pdf](#)

City Manager King introduced the agenda item. Finance Director Pitts provided a presentation. Sustainable Transportation Coordinator Boetcher provided information on Leafline Coalition.

Mayor Mathews opened the public hearing at 7:24 p.m. There was no public comment. Mayor Mathews closed the public hearing at 7:24 p.m. Council discussed the budget.

MOTION: I move to forward Ordinance No. 2025-28 Relating to the 2026 Mid-Biennium Budget to the December 9, 2025, Regular Business Meeting.

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

AYES: Leslie Schneider, Kirsten Hytopoulos, Brenda Fantroy-Johnson, Jon Quitslund, Clarence Moriwaki, Ashley Mathews

NOES: None

ABSENT: Joe Deets

ABSTAIN: None

8.B Hold the Public Hearing and Adopt Ordinance No. 2025-27 Relating to the Property Tax Levy for Collection in 2026 - Finance

[Cover Page](#)

[Ordinance_No_2025-](#)

[27_Relating_to_the_Levy_of_Property_Taxes_for_Collection_in_2026_FINAL \(1\).docx](#)

[City of Bainbridge Island Levy Limit Calculation 9 4 2025 TY2026.pdf](#)

[2025 Property Tax Distribution Pie Chart.pdf](#)

City Manager King introduced the agenda item. Finance Director Pitts provided additional information.

Mayor Mathews opened the public hearing at 7:35 pm. There was no public comment. Mayor Mathews closed the public hearing at 7:35 p.m.

MOTION: I move to adopt Ordinance No. 2025-27, relating to the property tax levy for collection in 2026.

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

AYES: Leslie Schneider, Kirsten Hytopoulos, Brenda Fantroy-Johnson, Jon Quitslund, Clarence Moriwaki, Ashley Mathews

NOES: None

ABSENT: Joe Deets

ABSTAIN: None

9) REGULAR BUSINESS

9.A Consider Adoption of Resolution No. 2025-18 relating to Project Schedule - Planning

[Cover Page](#)

[Nov. 7 2025 Tovar Memo to City Council.pdf](#)

[RESOLUTION 2025-18.docx](#)

[Resolution Attachment A.pdf](#)

City Manager King introduced the agenda item. Consultant Joe Tovar provided a presentation, and Council discussed the topic.

MOTION: I move to approve Resolution No. 2025-18 subject to amendment as we may consider them.

Quitslund/Schneider: The motion carried 5 – 1, following consideration of the amendments below.

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

AMENDED MOTION: I move to strike Section 7 in the draft and replace it with the following language:

During review of the Comprehensive Plan Elements listed in Section 3, the Planning Department and Planning Commission are to identify policies addressing: (1) Near term City actions to remove or reduce regulatory barriers to the creation of housing; and (2) Strategies for immediate and long-term actions to conserve water and improve aquifer recharge. The Steering Committee will discuss structure, process, direction, and resources for a Housing Implementation Strategy to plan for and subsidize the lowest AMI income brackets. A Housing Implementation Strategy would draw upon the Housing Action Plan, identify City and partner organization actions, and identify public funding tools. The Steering Committee may provide recommendations for subsequent consideration and action by the Planning Commission or City Council, and if adopted, could be included by reference in the Comprehensive Plan.

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

AMENDED MOTION: I move that Section 9 of Resolution 2025-18 be deleted and replaced with the following Sections 9a and 9b, to read as follows:

Section 9.a. Regarding the scope, approach, and schedule set forth in this Resolution for City completion of the Periodic Update, the Planning Department is directed to give appropriate notice to the general public, to the City’s appointed advisory committees, and to the City Council, of all public meetings and public hearings. Comments and questions pertaining to agenda items will be welcomed by Planning staff, the Planning Commission, and the Council.

Section 9.b. Regarding the scope, approach, and schedule set forth in this Resolution for City completion of the Periodic Update, the Planning Department is directed to give appropriate notice to the Puget Sound Regional Council, the Kitsap Regional Coordinating Council, Kitsap County, the Washington State Departments of Commerce and Ecology, the Suquamish Tribe, and the Office of the Governor.

Quitslund/Fantroy-Johnson: The motion passed unanimously, 6-0.

MOTION: I move that Council identify things that we are interested in learning more about working towards like TDRs, form-based code or middle housing code as post-adoption work and not for this update.

Mathews/Schneider: The motion passed unanimously, 6-0.

MOTION: I move that Section 10 of Resolution 2025-18 be amended to read as follows:

Section 10. The City Council shall appoint two Council members to serve as “Periodic Update Liaisons” to attend the 2026 meetings of the full Planning Commission when the Periodic Update will be on the agenda, and to join the Planning Commission Chair and Vice-Chair at the agenda setting meetings

that precede each of those Periodic Update meetings. It is the purpose of these Council liaisons not only to provide updates to the full Council on the progress being made, but also to provide support and clarification as needed to the Planning Commission regarding the direction provided by this Resolution. **Quitslund/Fantroy-Johnson:** Councilmember Fantroy-Johnson withdrew her second. Councilmember Schneider seconded the motion for purposes of discussion. Councilmember Schneider withdrew her second following discussion. The motion failed for lack of a second.

9.B Receive Draft of the Federally Mandated Americans with Disabilities Act (ADA) Transition Plan to Identify and Remove Barriers to Accessibility

[Cover Page](#)

[Transpo presentation 111225.pdf](#)

[COBI ADA 110625v2.pdf](#)

City Manager King introduced the agenda item. Equity and Inclusion Manager Wahi and Patrick Lynch, Transpo, provided a presentation with additional information.

MOTION: I move to forward consideration of adoption of the final ADA Transition Plan to the December 9, 2025, Business Meeting.

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

AYES: Leslie Schneider, Kirsten Hytopoulos, Brenda Fantroy-Johnson, Jon Quitslund, Clarence Moriwaki, Ashley Mathews

NOES: None

ABSENT: Joe Deets

ABSTAIN: None

9.C Introduce Ordinance No. 2025-29 Relating to the Formation of a Mobility Advisory Committee and Amending Chapter 2.23 of the Bainbridge Island Municipal Code

[Cover Page](#)

[Ordinance 2025-29 Amending Title 2.32 of the Bainbridge Island Municipal Code_Mobility Committee.docx](#)

City Manager King introduced the agenda item. Sustainable Transportation Coordinator Boettcher provided additional information, and Council discussed the topic.

MOTION: I move to forward Ordinance No. 2025-29 relating to the formation of a Mobility Advisory Committee to a future City Council meeting for consideration of adoption.

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

AYES: Leslie Schneider, Kirsten Hytopoulos, Brenda Fantroy-Johnson, Jon Quitslund, Clarence Moriwaki, Ashley Mathews

NOES: None

ABSENT: Joe Deets

ABSTAIN: None

9.D Authorize the City Manager to Execute a Professional Service Agreement with Toole Design Inc. for Design and Public Engagement in Support of the Bucklin Hill to Fletcher Bay Road Non-Motorized Improvements Project (\$309,062.00, Capital Construction Fund) - Public Works

[Cover Page](#)

[Professional Services Agreement Toole Design Bucklin Final 20251029.docx](#)

[Bucklin_NM Project Area Map.pdf](#)
[CIP_Connecting Centers - Bucklin Hill Non-Motorized_00723.pdf](#)

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

MOTION: I move to authorize the City Manager to execute a Professional Service Contract with Toole Design Inc. in the amount of \$309,062.00 for design and public engagement in support of the Bucklin Hill to Fletcher Bay Road Non-Motorized Improvements project.

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

AYES: Leslie Schneider, Kirsten Hytopoulos, Brenda Fantroy-Johnson, Jon Quitslund, Clarence Moriwaki, Ashley Mathews

NOES: None

ABSENT: Joe Deets

ABSTAIN: None

9.E Introduce Resolution No. 2025-16 Revising Updates to the Building, Planning and Services Fees - Planning

[Cover Page](#)

[Permit Fee Rate Study Highlights and Proposed Actions_11.12.25V3.pptx](#)

[Resolution No. 2025-16 Building Planning and Services Fees.docx](#)

[Resolution No. 2025-16 Exhibit A - Building, Planning and Services Fees.pdf](#)

City Manager King introduced the agenda item. Finance Director Pitts and Planning Director Charnas provided a presentation with additional information.

MOTION: I move to forward Resolution No. 2025-16 revising updates to the Building, Planning and Services Fees to the December 9, 2025, Regular Business Meeting.

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

AYES: Leslie Schneider, Kirsten Hytopoulos, Brenda Fantroy-Johnson, Jon Quitslund, Clarence Moriwaki, Ashley Mathews

NOES: None

ABSENT: Joe Deets

ABSTAIN: None

10) COMMUNICATIONS

10.A Consider Request from Councilmember Hytopoulos to Place a Discussion of the Environmental Technical Advisory Committee (ETAC) Appointments on a Future Council Agenda

[Cover Page](#)

[Request for Council Discussion on ETAC Appointments.pdf](#)

MOTION: I move to place discussion of ETAC appointments on a future Council agenda.

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

AYES: Leslie Schneider, Kirsten Hytopoulos, Brenda Fantroy-Johnson, Jon Quitslund, Clarence Moriwaki, Ashley Mathews

NOES: None

ABSENT: Joe Deets
ABSTAIN: None

10.B Consider Request from Councilmember Schneider to Discuss a Design Charette for the Proposed Highway 305/High School Roundabout with Funding in the amount of \$25,000 from the 2025 Council Contingency Fund on a Future Council Agenda

Cover Page

[305-HSR Roundabout Design Charrette 1-pg.pdf](#)

Councilmember Schneider introduced the agenda item, and Council discussed the topic.

MOTION: I move to put this on next week's business meeting.

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

AYES: Leslie Schneider, Kirsten Hytopoulos, Brenda Fantroy-Johnson, Jon Quitslund, Clarence Moriwaki, Ashley Mathews

NOES: None

ABSENT: Joe Deets

ABSTAIN: None

11) ADJOURNMENT

Mayor Mathews adjourned the meeting at 10:09 p.m.



Ashely Mathews, Mayor

Christine Brown, MMC, City Clerk