



**WASHINGTON STATE PUBLIC DISCLOSURE COMMISSION
COMPLAINT FORM**

(See instructions on the last page.)

Description of Complaint

1. RESPONDENT:

Identify who you are filing a complaint against and provide all contact information you have for them. Give names and titles, if any, for individuals, and the full name of any organization. Please note that the PDC does not enforce federal campaign finance laws or local ordinances.

Example #1: Joe Public, Mayor of My Town,

123 Main Street, Your Town, State, Phone: 555-123-4567, Email: unknown

Example #2: The Political Action Group (instead of P.A.G.), 123 Main Street, Your Town, State,

Phone: 555-123-4567, Email: pag@pag.org, Website: www.PAGwashington.org

Bainbridge Island City Manager Doug Schulze
280 Madison Avenue, Bainbridge Island, Washington 98110
dschulze@bainbridgewa.gov

Bainbridge Island City Councilmembers
280 Madison Avenue, Bainbridge Island, Washington 98110,
• Anne Blaire, ablair@bainbridgewa.gov;
• Steve Bonkowski, sbonkowski@bainbridgewa.gov;
• Roger Townsend, rtownsend@bainbridgewa.gov;
• Wayne Roth, wroth@bainbridgewa.gov;
• Michael Scott, mscott@bainbridgewa.gov;
• Val Tollefson, vtollefson@bainbridgewa.gov

2. ALLEGED VIOLATIONS:

Explain how and when you believe the people/entities you are filing a complaint against violated RCW 42.17/RCW 42.17A or Title 390 WAC. Be as detailed as possible about dates, times, places and acts. If you can, cite which specific laws or rules you believe were violated. Attach additional pages if needed. (Note that the RCW 42.17 citation applies to conduct before 2012 and the RCW 42.17A citation applies to conduct on or after January 1, 2012.)

Five alleged violations are included in this document beginning on page 5.

Evidence and Witnesses

3. EVIDENCE:

List the documents or other evidence you have that support your complaint, if any, and attach copies to this form. If you do not have copies, provide any information you have about where you believe the documents or evidence can be found and how to obtain it. Attach additional pages if needed.

Example: Emails between Joe public and Candidate X, attached OR

Joe Public has emails from Candidate X which describe an illegal campaign donation, and Joe Public's phone number is 555-123-4567.

All documents can be obtained by a public records request to the City of Bainbridge Island:

- City Manager Report, September 11, 2015
- City Manager webpage: <http://www.bainbridgewa.gov/486/about-the-city-manager>
- City Manager webpage is also provided in this document
- Police Facility Planning webpage, <http://www.bainbridgewa.gov/528/Police-Facility-Planning>
- Letter to the editor signed by Councilmembers Anne Blair, Sarah Blossom, Steve Bonkowski, Wayne Roth, Roger Townsend, Michael Scott, Val Tollefson
- Councilmember Val Tollefson's email sent July 24, 2015, from his private email account, "Subject: Police Station / Municipal Court Bond issue"
- Bainbridge Island City Council Meeting Agenda: August 25, 2015
- Bainbridge Island City Council Meeting Agenda: September 1, 2015
- Bainbridge Island City Council Meeting Agenda: September 8, 2015
- Bainbridge Island City Council Meeting Agenda: September 15, 2015
- Bainbridge Island City Council Meeting Minutes: August 25, 2015
- Bainbridge Island City Council Meeting Minutes: September 1, 2015
- Bainbridge Island City Council Meeting Minutes: September 8, 2015
- Bainbridge Island City Council Meeting Minutes: September 15, 2015

4. WITNESSES:

List the names and contact information, if known, of any witnesses or other persons who have knowledge of facts that support your complaint. Attach additional pages if needed.

Example: Jane Public was present when Candidate X spoke to me about the illegal contribution. Jane Public's address is 123 Main Street, Your Town, USA 12345, and her phone number is 555-123-4567.

Unknown recipients of the City Manager's Report and Inside Bainbridge online readership.

Certification

In signing this complaint:

- I have provided all information, documents and other evidence of which I am aware;
- If I become aware of additional information, documents or evidence related to my complaint, I will promptly provide it to the PDC; and,
- I am providing the PDC current information on how to contact me, and will promptly update that information if it changes.
- Unless otherwise noted, I agree that PDC may use email instead of U.S. mail for all written correspondence about this complaint.

E-mail address: cvandyk5@msn.com

Your name (print or type):Chris Van Dyk

Street address: 223 Ihland Way NE

City, state and zip code: Bainbridge Island, WA 98110

Telephone number (including area code): (206) 965-0086

Oath

Required for all complaints filed with the Public Disclosure Commission:

I certify (or declare) under penalty of perjury under the laws of the State of Washington that information provided with this complaint is true and correct to the best of my knowledge and belief.*

Your signature CL R O J

Date signed 09/21/2015

Place signed (city and county)
Bainbridge Island, WA Kitsap
City County

Attachments

Check here if you are attaching copies of documentary evidence or extra pages explaining your complaint.

*RCW 9A.72.040 says that '(1) A person is guilty of false swearing if he makes a false statement which he knows to be false, under an oath required or authorized by law. (2) False swearing is a misdemeanor.'

Washington State Public Disclosure Commission
Instructions for Filing a Formal Complaint

➤ **When to use the formal complaint form:**

While this form is not required, its use is recommended when you want to file formal allegations of a violation of the Public Disclosure Commission (PDC) statutes or rules. You can find the PDC statutes and rules on the PDC website at www.pdc.wa.gov.

If you have information or concerns about a possible violation but do not wish to file a complaint, please contact the PDC office directly.

➤ **How to submit your complaint form to the PDC:**

- Complete all sections. If you do not have some information, please write “unknown” instead of leaving a blank space.
- Attach copies of any evidence you have - we’ll contact you if we need originals.
- Sign the oath.
- Mail, fax, or email your complaint and all attachments to the PDC.

➤ **If you have more questions:**

If you have more questions about filing a complaint, see the “Frequently Asked Questions about Filing a Complaint” guide available on the PDC’s website at www.pdc.wa.gov under “Enforcement and Compliance.” You may also contact the PDC directly.

PDC Contact Information

MAILING ADDRESS: Washington State Public Disclosure Commission
711 Capitol Way, Room 206
PO Box 40908
Olympia, WA 98504-0908

EMAIL ADDRESS: pdc@pdc.wa.gov

PHONE: 1-877-601-2828 (toll free)

FAX: (360) 753-1112

HOURS: Monday-Friday, 8:00 a.m. – 5:00 p.m., closed on state holidays.

1. RESPONDENTS:

City of Bainbridge Island City Manager Doug Schulze
280 Madison Avenue, Bainbridge Island, Washington 98110
dschulze@bainbridgewa.gov

Bainbridge Island City Councilmembers: Anne Blair, ablair@bainbridgewa.gov; Sarah Blossom, sblossom@bainbridgewa.gov; Steve Bonkowski, sbonkowski@bainbridgewa.gov; Roger Townsend, rtownsend@bainbridgewa.gov; Wayne Roth, wroth@bainbridgewa.gov; Michael Scott, amscott@bainbridgewa.gov; and Val Tollefson, vtollefson@bainbridgewa.gov

2. ALLEGED VIOLATIONS:

First PDC Complaint: Use of City Equipment to Promote a Ballot Measure

Bainbridge Island City Manager Doug Schulze, using the City of Bainbridge Island's website, email server, and city equipment, emailed and posted his City Manager's Report dated September 11, 2015 which advocates for the passage of City of Bainbridge Island Proposition 1 Public Safety Facility Bond.

On September 11, 2015, City Manager Schulze sent his City Manager's Report to a city email list of citizens signed up to automatically receive this Report. This City Manager's Report is also posted with downloadable links on the City of Bainbridge Island City Manager's webpage. These City Manager's Reports are also sent out via the Constant Contact email program with the option that those that receive the City Manager's Report may forward it to others.

The link to the City Manager's webpage follows below as well as a picture of section where the City Manager Reports are/will be posted. [City Manager's Report dated September 11, 2015 is located on pages 11-14 of this document.]

City Manager's Webpage:

<http://www.bainbridgewa.gov/486/about-the-city-manager>

[Page 15 of this document]



The recent City Manager's Report by City Manager Doug Schulze has been used as a platform to promote approval of Bainbridge Island Proposition No. 1 Public Safety Facility Bond Measure that is slated for the November 3 election.

From the opening paragraph of the September 11, 2015, City Manager's Report:

*On Tuesday, November 3, Bainbridge Island residents will have the opportunity to **vote to approve** a bond that would be used to construct a facility that would replace the current police station and municipal court building. **Over the next few weeks I'd like to use this forum to provide background information** on the catalysts for replacing the current police station and*

municipal court facilities, and the extensive process that led to the City Council's decision that the **property located just north of City Hall would be the optimal location for a new facility**. This week I will focus on the need to replace the current facilities. [Words have been highlighted in bold and underlined for emphasis].

In the recent City Manager's Report provided with this complaint, the City Manager states, "Bainbridge Island residents will have the opportunity to **vote to approve** a bond..." [Bold lettering has been added for emphasis]. The language used "vote to approve" is the same as "vote yes". The City Manager's tone used should have been neutral. The City Manager could have instead written, "...residents will have the opportunity to vote on a bond..." The "to approve" is influential language promoting "vote yes."

The City Manager's further statement, "...the property located just north of City Hall would be **the optimal location for a new facility**" is also influential language meant to persuade citizens to approve the ballot measure.

From the PDC's archive, dated January 15, 2015, Tony Perkins, Acting Assistant Director, sent a letter to Local Government Agency Officials regarding "Election-Related Communications by Local Government Agencies" and stated that the language "must not promote or oppose the proposition in the tenor or tone of the language used". Included from the letter is the text below:

In PDC Interpretation 04-02, *Guidelines for Local Government Agencies in Election Campaigns*, the Commission held that "it is not only the right, but the responsibility of local government to inform the general public of the operational and maintenance issues facing local agencies." Accordingly, the Interpretation states that "[t]he PDC will presume that every agency may distribute throughout its jurisdiction an objective and fair presentation of the facts for each ballot measure," typically a jurisdiction-wide "fact sheet" mailing. Such a presentation must accurately portray the cost and other anticipated impacts of a ballot proposition, and **must not promote** or oppose **the proposition in the tenor or tone of the language used**.

City Manager Doug Schulze used his "vote to approve" language in his City Manager's Report on September 11, 2015 and it was distributed electronically via Constant Contact email program to a substantial list of Bainbridge Island citizens with a button at the bottom of the emailed report to forward to others.



As well, this report now lives on the City of Bainbridge Island website, city server, and is available for download at any time by simply clicking the link. So this is an ongoing issue.

As City Manager Schulze has stated his intention in both the recent City Manager's Report is to "**Over the next few weeks I'd like to use this forum to provide background information**" one can see that this effort to promote approval of Proposition 1 will continue.

Second PDC Complaint: The City of Bainbridge website is being used well beyond an “objective and fair presentation of the facts” and is becoming overtly promotional.

From letter sent by PDC Acting Assistant Director Tony Perkins:

PDC Staff Compliance Review - RCW 42.17A.555 Page 2

In addition, an “objective and fair presentation of the facts” must **avoid** the following:

- **Overtly promotional** or oppositional content (including inflammatory or emotionally-driven language; check marks and other **indications of support**; and gratuitous photos that tend to provoke an emotional reaction—e.g. an image of a body on an EMT stretcher, or a house exploding in flames);
- Statements that **speculate about possible secondary or tertiary impacts** of a ballot proposition;
- Statements seeking to minimize the cost of a ballot proposition, e.g., through comparisons to small-ticket items such as coffee, pizza, or a magazine subscription;
- Statements purporting to describe the sponsoring agency’s responsible fiscal management;

Below is the link to the Police Facility Planning page on the City of Bainbridge Island's website [Pages 16-19 of this document]:

<http://www.bainbridgewa.gov/528/Police-Facility-Planning>

The City has not accurately represented three commercial parcels that the City wants to purchase with the proposed \$15 million bond. Below, three statements from the afore cited webpage link [page 19 of this document]:

The proposed location next to City Hall involves three parcels, which have recently been the subject of interest for redevelopment. Currently, the parcels are under-developed and producing a very small amount of tax revenue:

- The Landmark Building, immediately north of City Hall, is occupied by Madison Avenue Laundry and a flex office space. This property generates approximately \$9,500 of property tax annually, \$1,200 of which is retained by the City of Bainbridge Island. Sales tax revenues generated from this property are minimal.
- The 328 Madison Avenue property is occupied by two businesses, Exotic Aquatics and Lily's Pad Massage. This property generates approximately \$8,000 of property tax annually, \$1,000 of which is retained by the City of Bainbridge Island. Sales tax revenues generated from this property are minimal.

What the City fails to mention is that the property taxes and sales tax revenues generated support other taxing districts on Bainbridge Island including the School, Park, and Library Districts, and as well Kitsap County. All those sources of revenue would be removed from the tax rolls. The City’s statements attempt to “minimize” the true impact of the total loss of tax revenue to the public.

The description of the properties above has also left out the third parcel that the City intends to purchase. Although it is now only used as a parking lot, the parcel currently generates property tax revenue and in the future, if redeveloped, it too could generate sales tax revenues.

The City also fails to mention that these properties are zoned at the highest value as commercial properties and have the highest potential to generate sales tax revenues.

Another statement from this webpage [page 19 of this document]:

A much more common approach found in medium and small cities is combined City Hall/Police/Court facilities. In Washington, the following cities are known to have combined City Hall/Police/Court buildings:

In the June 16, 2014 council meeting, the Mackenzie consultant that provided a report to the City, when questioned if it is necessary to locate adjacent City Hall, he stated, that of the eighteen Public Safety Facilities (Police Stations) on which they have consulted, NONE were combined with City Hall. This fact is not stated anywhere in the information presented by the City of Bainbridge Island. So the City is choosing to withhold that information from the public.

Third Complaint: Although the Pro campaign has been soliciting funds, it has not filed a C-1 Statement of Organization with the PDC as of this date and it has shown intent to purchase ads in local media outlets.

The Pro campaign has not filed with the State to engage in a vote for Yes campaign, nor has it reported any expenditures - both monetary and in-kind for work supporting the Pro campaign because City employees and City Council are doing their work.

In an email written by Councilmember Val Tollefson, there is intent to fundraise for the Pro Campaign as well as purchase of display ads in the local media outlets:

Excerpt from Val Tolleson's email sent July 24, 2015, "Subject: Police Station / Municipal Court bond issue" [page 20 of this document]:

"In addition to letters to the editor and contact with your network of friends, **a modest amount of other publicity and attendant fundraising will be required.**" [Bold lettering has been added for emphasis].

Fourth PDC Complaint: No Agenda Notification including title and number of the ballot proposition

The entire City Council, all seven members, co-signed a Letter to the Editor and sent to the various local media outlets: Inside Bainbridge, Bainbridge Review, Kitsap Sun, and Bainbridge Islander.

Posted on Inside Bainbridge website [Page 21 of this document]:

<http://www.insidebainbridge.com/2015/09/16/letter-to-the-editor-full-council-urges-passage-of-proposition-1/>

Letter to the Editor: Full Council Urges Passage of Proposition 1

Posted by Contributor on September 16, 2015 at 6:00 am

In November, Bainbridge voters will be asked **to approve Proposition 1**. If the Proposition passes, the City will issue bonds to finance relocation of the Police Department to join our Municipal Court in a modern and functional facility proposed for a site just north of City Hall.

Starting 25 years ago, Islanders have worked to provide our public safety professionals with a proper home. Finally, the stars have aligned to make this possible. The City is fiscally sound. The economy has largely recovered from the recent recession. Interest rates remain low. The Police Department has become a source of pride. We must not let this opportunity slip away.

This City Council has been working on this issue since early 2014. We had many discussions and carefully considered considerable public comment on questions of necessity, cost, and location. Although there were differences of opinion on those subjects, there was broad agreement about the need for a new facility. As with all complex decisions, **we have made difficult choices** in what **we unanimously** believe to be in the best interests of all Islanders, present and future.

Although **each of us on the City Council** have our own opinions, values, and biases, **we work together constructively to provide policy direction** to the City. **We don't agree on everything, but we all agree on this.**

Please vote to approve Proposition 1. (Bold lettering added above for emphasis)

—Anne Blair, Sarah Blossom, Steve Bonkowski, Wayne Roth, Mike Scott, Val Tollefson, Roger Townsend

The co-authoring of this Letter to the Editor impinges on the "Open Public Meetings Act." Although the councilmembers may state that they co-signed this letter as citizens, it is very clear that they are speaking as councilmembers. [See underlined language on the above Letter to the Editor].

In reviewing Bainbridge Island City Council meeting agendas and minutes, there were no agenda items, resolutions, or council discussions regarding submitting a letter of support to promote "Please vote to approve Proposition 1" to local news media. Prior to the Letter to the Editor being signed, sent, and published by local media, no notice as an agenda item or council discussion in the City of Bainbridge Island city council meeting agendas and minutes: August 25, 2015; September 1, 2015; September 8, 2015; and September 15, 2015. [Agendas pages 22-35 and Minutes pages 35-55]. **This violates RCW 42.17A.555.**

In addition to no notice of this action to be taken, no one from the Con Committee was ever invited to present opposing views.

RCW42.17A.555:

(1) **Action taken at an open public meeting** by members of an elected legislative body or by an elected board, council, or commission of a special purpose district including, but not limited to, fire districts, public hospital districts, library districts, park districts, port districts, public utility districts, school districts, sewer districts, and water districts, to express a collective decision, **or to actually vote upon a motion, proposal, resolution, order, or ordinance, or to support or oppose a ballot proposition so long as (a) any required notice of the meeting includes the title and number of the ballot proposition, and (b) members of the legislative body, members of the board, council, or commission of the special purpose district, or members of the public are afforded an approximately equal opportunity for the expression of an opposing view;**

Fifth PDC Complaint: Use of public equipment and facilities to promote a ballot position.

If councilmembers co-wrote this letter or had city staff assistance in preparing this letter using city email addresses and city email server, then it violates the PDC rules prohibiting the use of city equipment to promote Proposition 1 Public Safety Facility, then these actions go against RCW 42.17A.555.

RCW 42.17A.555

Use of public office or agency facilities in campaigns — Prohibition — Exceptions.

No elective official nor any employee of his or her office nor any person appointed to or employed by any public office or agency may use or authorize the **use of any of the facilities of a public office** or agency, directly or indirectly, **for the purpose of assisting a campaign** for election of any person to any office or **for the promotion of or opposition to any ballot proposition**. Facilities of a public office or agency include, but are not limited to, use of stationery, postage, machines, and equipment, use of employees of the office or agency during working hours, vehicles, office space, publications of the office or agency, and clientele lists of persons served by the office or agency.

3. EVIDENCE

- City Manager Report, September 11, 2015
- City Manager webpage link: <http://www.bainbridgewa.gov/486/about-the-city-manager>
- City Manager webpage is also provided in this document
- Police Facility Planning webpage link: <http://www.bainbridgewa.gov/528/Police-Facility-Planning>
- Letter to the editor signed by Councilmembers Anne Blair, Sarah Blossom, Steve Bonkowski, Wayne Roth, Roger Townsend, Michael Scott, Val Tollefson
- Councilmember Val Tollefson's email sent July 24, 2015, from his private email account, "Subject: Police Station / Municipal Court Bond issue"
- Bainbridge Island City Council Meeting Agenda: August 25, 2015
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- Bainbridge Island City Council Meeting Minutes: September 15, 2015

EVIDENCE

City Manager's Report, September 11, 2015



City Manager's Report

September 11, 2015

Just a reminder that you're receiving this email because you have expressed an interest in getting the City of Bainbridge Island City Manager's Report. Don't forget to add dschulze@bainbridgewa.gov to your address book so we'll be sure to land in your inbox!

You may [unsubscribe](#) if you no longer wish to receive our emails.

Message from the City Manager

Dear Bainbridge Island Residents,

On Tuesday, November 3, Bainbridge Island residents will have the opportunity to vote to approve a bond that would be used to construct a facility that would replace the current police station and municipal court building. Over the next few weeks I'd like to use this forum to provide background information on the catalysts for replacing the current police station and municipal court facilities, and the extensive process that led to the City Council's decision that the property located just north of City Hall would be the optimal location for a new facility. This week I will focus on the need to replace the current facilities.



Construction of a new police facility on Bainbridge Island has been a topic of consideration for approximately 25 years.

At the time City Hall was being planned, consideration was given to the inclusion of police and court in the new building. Budget and space constraints resulted in the police and court remaining in old, outdated facilities.

Beginning in 2006, a new effort for a combined police/court facility was launched, but was derailed by the economic recession that followed.

With the City's finances stable after the economic recovery, in 2013 the City revisited this long-

standing need. Initially, the City and the Bainbridge Island Fire District retained Mackenzie, Inc. to provide an up-to-date assessment of the community's current Police and Fire facilities.

That assessment confirmed that there were [multiple deficiencies with the current police station](#) including a lack of sufficient space for evidence storage, loose wiring, non-compliance with ADA standards, and numerous instances where the security of officers is compromised because of structural limitations and deficiencies. Recent reports confirming our susceptibility to earthquakes has further reinforced the need to have a modern facility for the police department. Additional work also identified extensive deficiencies with the current, rented municipal court facility. For both police and court, Mackenzie found deficiencies related to safety, building security, structural weakness, and outdated working conditions.

Next week I will provide information on the process that led to the site north of City Hall being chosen as the best location to replace the two deficient facilities. For more information on the process please visit the [Police Facility Planning](#) page on the City website.

Best Regards,

Doug Schulze
City Manager, Bainbridge Island

Public Works-Engineering Update

Bainbridge Island Implementing Transportation Impact Fees as of October 1, 2015

As of October 1, 2015, the City of Bainbridge Island will assess Transportation Impact Fees based on the projected traffic impact of new development on existing structure.



Transportation Impact Fees (TrIF's) are collected to fund improvements that add capacity to the transportation system, accommodating the travel demand created by new development.

For example, the fees for the development of a single apartment unit could be approximately \$1,012.13, while the fees for 10,000 square feet of specialty retail could be upwards of \$29,200. New development is defined as including both expansion of an existing site, as well as development that occurs on a previously unoccupied site. Fees will be assessed for all new development island-wide, including single-family residential. For more information on how fees will be assessed, view the [Transportation Impact Fee Study](#) on the City website.

Complete applications that are submitted to the City Building Department prior to 4:00 p.m., Wednesday, September 30, will not be subject to Transportation Impact Fees. To be considered complete, all applicable fees must be paid, and applications must, at a minimum, contain construction plans, structural calculations, energy code, health district approval for septic sites, or binding sewer or water availability level.

At the Business Meeting on September 8, the City Council unanimously approved Ordinance 2015-07, adopting a new Chapter 15.30, Transportation Impact Fees, of the Bainbridge Island Municipal Code. Ordinance 2015-07 was also discussed during the September 1, Council Study Session. Public comment was accepted during both meetings.

The concept of adopting Transportation Impact Fees was originally included in the City's 2004 Transportation Plan. To view the adopted Ordinance, please visit the [City website](#). For more information on Ordinance 2015-07, visit the City website, or contact Chris Hammer, Engineering Manager, at 206.780.3740 or chammer@bainbridgewa.gov.

Public Works- Operations and Maintenance Update



HOUSEHOLD CHEMICAL COLLECTION

Saturday, Sept. 26, 2015
10:00 am - 4:00 pm

City of Bainbridge Island
Operations Maintenance Facility
7305 NE Hidden Cove Road
Bainbridge Island

ONLY THESE ITEMS ARE ACCEPTED:

- Oil based paints - stains - adhesives - aerosols - paint thinners - corrosive cleaners - lawn & garden chemicals - pool & spa chemicals

No containers can be emptied and returned at this event

DO NOT BRING THESE ITEMS:

- Latex paint, oil, antifreeze, household or auto batteries, fluorescent bulbs & tubes, propane tanks.

Why? Latex paint is non-hazardous, and can be solidified with cat litter or concrete mix. Dispose in the trash with the lid removed. Other items listed have local recycling options, visit www.kitsap.gov/com/ev/recycle.asp.

- **NO CHARGE**
- **Household Waste ONLY**
- **NO Containers Larger than 5 Gallons**
- **NO Latex Paint**







Event sponsored by the City of Bainbridge Island and funded in part by the State of Washington

09/15/2015

Upcoming Events

The Police department is accepting prescription medications for disposal on **Saturday, September 26, 2015** between 10:00am and 2:00pm as part of the Drug Enforcement Agency's nationwide "Drug Take-Back Initiative."

The City of Bainbridge Island and the Friends of Rolling Bay are co-hosting a **Rolling Bay Neighborhood Meeting, Wednesday, September 30, 7:00 p.m. to 9:00 p.m.** @ the Rolling Bay Presbyterian Church, Fellowship Hall. For more information contact [Kellie Stickney](#) at 206.780.3741.

Forward To A Friend

Join Our Mailing List

[Forward this email](#)

 SafeUnsubscribe™

This email was sent to dschulze@bainbridgewa.gov by dschulze@bainbridgewa.gov | [Update Profile/Email Address](#) | Rapid removal with [SafeUnsubscribe™](#) | [About our service provider.](#)



City of Bainbridge Island | 280 Madison Avenue North | Bainbridge Island | WA | 98110

The screenshot shows a web browser window with the URL <http://www.bainbridgewa.gov/486/About-the-City-Manager>. The page features a blue header with the Bainbridge Island logo and navigation links for Government, Services, Community, and How Do I. A search bar is located in the top right. The main content area is divided into three columns. The left column contains a 'Connect' section with social media icons and a list of links: About the City Manager, Human Resources, Press Releases, Open Water Marina, and City Manager's Report. Below these are four orange buttons: Notify Me, Community Voice, Projects, and Public Records. The middle column is titled 'About the City Manager' and includes a breadcrumb trail: Home > Government > Departments > Executive > About the City Manager. The text describes Doug Schulze's role as City Manager, starting in November 2012, and details his previous experience in various municipalities and the Minnesota Army National Guard. The right column contains a 'Contact Us' section with the address (280 Madison Ave. N, Bainbridge Island, WA 98110), phone (206-842-2545), fax (206-780-8600), and an email link. Below this is a 'Recent City Manager Report's' section with a link to the 'City Managers Report 9112015'.

Home > Government > Departments > Executive > About the City Manager

About the City Manager

Doug Schulze began serving as City Manager of Bainbridge Island after being appointed by the City Council in November 2012.

As City Manager, Schulze is the Chief Executive Officer of the municipal corporation of slightly more than 100 employees, an annual operating and capital budget of \$31 million, and a city population of 23,025 residents.

Prior to joining the City of Bainbridge Island, Schulze served as City Manager of Normandy Park, Washington, from November 2006 to November 2012. Prior to his City of Normandy Park experience, Schulze served as City Manager of Medina, Washington from November 1996 to November 2006. From November 1992 to November 1996, Schulze served as City Administrator of Sandstone, Minnesota and from June 1988 – November 1992 worked in the City of Savage, Minnesota as an Administrative Assistant and Assistant City Administrator. Schulze also served in the Minnesota Army National Guard as a Company Executive Officer, Infantry Platoon Leader, S-3 Air, and Nuclear-Biological-Chemical Officer in the 2nd Battalion, 135th Infantry Division.

Throughout his career, Schulze has actively participated on non-profit boards of directors as a community volunteer and City management professional. He is a Credentialed Local Government Manager and is a member of International City/County Management Association (ICMA) and Washington City/County Management Association (WCMA).

Contact Us

280 Madison Ave. N
Bainbridge Island, WA 98110

Ph: 206-842-2545
Fax: 206-780-8600
[Email](#)

Recent City Manager Report's

- [City Managers Report 9112015](#)

Police Facility Planning page on the City of Bainbridge Island's website:
<http://www.bainbridgewa.gov/528/Police-Facility-Planning>

The screenshot shows a web browser window displaying the Police Facility Planning page on the City of Bainbridge Island website. The browser's address bar shows the URL <http://www.bainbridgewa.gov/528/Police-Facility-Planning>. The website header features the logo "Bainbridge Island Washington" and navigation links for "Government", "Services", "Community", and "How Do I". A green banner at the top encourages users to "Create an Account".

The main content area is titled "Police Facility Planning" and includes a breadcrumb trail: "Home > Community > Projects > Police Facility Planning". The page is divided into several sections:

- Police Facility Planning Background:** A section on the left side of the page.
- Notify Me:** A button with a bell icon.
- Community Voice:** A button with a speech bubble icon.
- Projects:** A button with a list icon.
- Public Records:** A button with a magnifying glass icon.

The main text area contains the following information:

- Police Facility Planning:** A heading for the main content.
- On Tuesday, November 3, Bainbridge Island residents will have the opportunity to vote to approve a bond that would be used to construct a facility that would replace the current police station and municipal court building. Below you will find answers to frequently asked questions about the bond and the proposed project.**
- For a history of the decision-making process on this project please visit the [Police facility background](#) page.**
- What are the details of the bond?** Voters will be asked to approve a \$15 million bond to construct a police station, municipal court and emergency operations center. The proposed bond would equate to an approximately \$100 increase in property taxes on a home with the median home value of approximately \$430,000.
- Why do the Current Police Station and Municipal Court Facility Need to be Replaced?** In 2014, the City contracted with the Mackenzie firm to conduct a study of the current police and court facilities, and analyze potential options for replacement. The study found that the current facility is undersized and outdated for effective, modern law enforcement. There are [numerous deficiencies](#), listed in the report below is a small sample:
 - 1. Structural and Site deficiencies:** Unreinforced masonry buildings like this one have proven to perform very poorly during seismic events. Additionally, the current site lacks sufficient space, has areas that are cramped and difficult to access, has unsecured parking, and has loose wiring for electricity and telecommunications that rests on the rooftop and is easily subject to tampering or damage from adjacent trees.

On the right side of the page, there are two additional sections:

- Related Documents:** A list of links including "2014-09-17 Mackenzie Final Report" and "Info on Incident Location - CC 23 Sep 2014".
- Contact Us:** A section providing the address (280 Madison Ave. N, Bainbridge Island, WA 98110), phone number (206-842-2545), fax number (206-780-8600), and an [Email](#) link.

2. **Evidence Storage:** The evidence technician's desk is located within the evidence storage room, exposing the employee to constant interaction with potentially dangerous substances.



3. **Records Archives:** The archives room was the subject of a prior sewage leak, thankfully compromising only one bin of documents. The storage space is currently filled to capacity.

4. **Interview Rooms:** The interview rooms lack the proper technology to effectively record meetings and provide security and privacy for the police, victims, and suspects.



5. **Toilet Room:** Neither of the two restrooms are fully ADA compliant, one meets the spatial requirements, though it lacks the vertical grab bar necessary. Both are accessed through the public lobby and pose a security risk to officers and staff.

Where would the new facility be constructed?

The new facility would be constructed on the lot just north of City Hall on Madison Avenue.

Why should the facility be located in the Winslow core?

The majority of the Bainbridge Island population and commercial activity is located in Winslow and 50% of future growth is targeted to occur in the Winslow area. With close to 1,000,000 annual visitors arriving on the island as ferry foot passengers, Winslow is also the primary destination for island tourists. Due to the high concentration of population, foot and vehicle traffic, a high percentage of emergency (lights & sirens) calls for police are located in the Winslow area. Outside of Winslow, calls for police service originate from areas across the island fairly evenly.

Locating a facility outside of the Winslow area would have an adverse impact on response times to the area that generates the most calls. Locating the new facility in Winslow makes the facility more accessible to pedestrians and people who are doing business in Winslow. Citizens or visitors who have a need to visit the police station can do so easily if the facility is in the Winslow core.

Parking enforcement, bicycle patrols and foot patrols are most appropriate in commercial areas of the community. Locating the police facility near City Hall provides efficient access to the entire Winslow area.



Moving the court to Winslow has similar benefits, since it will be more accessible to court users. Many visitors to the court arrive via public transportation, and bus access to the current location is very limited.

How are response times impacted by locating the facility next to City Hall?

An evaluation of emergency calls for service indicates that incidents happen all over the Island with a concentration of calls from around the downtown Winslow area. It is important to understand how and how quickly Bainbridge Island police officers arrive at these locations. To a large degree, response time depends on where officers are responding from. For example, officers may be responding from patrol or may be responding from the police station.

Analysis of emergency calls indicates that approximately 97% of calls involving lights and sirens are responded to from locations other than the police station. Primarily, these calls are responded to as officers are at different locations patrolling the island. During the period of 2012 – 2014, approximately 3 calls per week, involving lights and sirens, were responded to from the police station. The remaining emergency calls, nearly 100 per week, are responded to by officers on patrol elsewhere on the island.

What are the reasons to locate the police and court facility adjacent to City Hall?

Comprehensive Plan policy W 1.6 states, "The permanent location of City Hall should be in downtown Winslow." During the site evaluation process, the Sakai property was identified as a potential option for the new police/court facility and, at a future date, a new City Hall. Moving City Hall outside of downtown Winslow would have been inconsistent with the Comprehensive Plan policy. It would also have been counter to community preferences expressed during the planning for City Hall, to locate key civic facilities in the downtown core. For these reasons and others, locating the police facility adjacent to City Hall was determined by the City Council to be a priority.

In August 2013, Organizational Management consultant Dr. Michael Pendleton completed an Organizational Assessment and Development Report of the Bainbridge Island Police Department. One of the recommendations provided by Dr. Pendleton was to immediately begin planning for relocating the police department to be either within or very near City Hall. Dr. Pendleton attributed many of the deficiencies found in the police department at that time to be directly or indirectly related to the inadequate accountability systems and disconnection between the members of the Bainbridge Island Police Department and City management.

Locating the police facility adjacent to City Hall provides the following benefits, which are not achievable with a stand-alone facility located at another location:

Management Coordination – The Police Chief, Deputy Chief and Police Administrative Coordinator are frequently involved in meetings with City management. These meetings include the City Manager, Deputy City Manager, Finance Director, City Attorney and H.R. Manager. The frequency of these meetings is routinely multiple times per day. In addition, Legal and H.R. support are frequently needed by other members of the Police Department.

Operational Efficiencies – From an operational perspective, a location near or adjacent to City Hall provides a number of efficiencies and benefits such as cross-departmental cooperation, coordinated facility maintenance, opportunities for shared parking and meeting space, and a reduction of police officer time spent in court. Over the life of the facility, operational savings of just \$100,000 annually will offset an additional \$4M capital costs.

Communication - Improved communication and coordination related to code compliance, traffic safety, special event permits, site plan review and other issues that can benefit from multi-department involvement are a cornerstone of the City's efforts to become a High Performance Organization. Locating the Police Department and Municipal Court adjacent to City Hall will advance these efforts.

Disaster Preparedness - The Emergency Operations Center (EOC) is an essential facility that will need to be functional in the case of weather events, disaster, or other community crisis. The EOC will primarily be staffed by personnel who work out of City Hall on a daily basis. Police officers and firefighters, as emergency first responders, will not be in the EOC during an emergency event. Locating the primary EOC adjacent to City Hall makes everything that is available to employees on a day-to-day basis more likely to be available during an emergency event requiring EOC activation.

- Reduces need for remote I.T. systems
- Ability to share meeting spaces
- Public records responses and storage
- Opportunities for better on-site records storage
- Public access becomes more difficult outside of the Winslow Master Plan area for pedestrians and people who depend upon or frequently use public transportation

Why doesn't the City just remodel the current station?

A remodel or expansion of the facility at its current location would not meet the needs of the City of Bainbridge Island as the special constraints, structural inadequacies, and security deficiencies are numerous. Additionally, this building site is potentially severely affected by ferry traffic as the passengers to and from Seattle prepare for departure, causing significant delays in police response time and impedes public access the facility.



What is the impact on the commercial property being used for a public facility?

The current police and court facilities are both located on commercial property. The City of Bainbridge Island owns the property where the police facility is currently located and leases the space housing the Municipal Court. The current police facility property was appraised at more than \$2.1M in 2013. The value of the property has likely increased during the past two years and is an important element for the future redevelopment of the Ferry District.

The proposed location next to City Hall involves three parcels, which have recently been the subject of interest for redevelopment. Currently, the parcels are under-developed and producing a very small amount of tax revenue:

- The Landmark Building, immediately north of City Hall, is occupied by Madison Avenue Laundry and a flex office space. This property generates approximately \$9,500 of property tax annually, \$1,200 of which is retained by the City of Bainbridge Island. Sales tax revenues generated from this property are minimal.
- The 328 Madison Avenue property is occupied by two businesses, Exotic Aquatics and Lily's Pad Massage. This property generates approximately \$8,000 of property tax annually, \$1,000 of which is retained by the City of Bainbridge Island. Sales tax revenues generated from this property are minimal.

I thought I heard the City was considering co-locating with the Fire Department?

Co-location of police stations and fire stations is not a common practice. When comparing the two different aspects of public safety, the two functions do not have as many similarities as one might believe. A fire station is more than just a place where firefighters work, it is also their home while they are on duty. Firefighters prepare meals, eat and sleep at a fire station. Fire apparatus and equipment is maintained at the fire station. Police functions require a higher level of security and more confidential areas than a fire station.

It is certainly possible to co-locate police and fire stations, but due to the significant differences in how the facilities function, the spaces within a joint police/fire facility must be built so that each functions independently.

A much more common approach found in medium and small cities is combined City Hall/Police/Court facilities. In Washington, the following cities are known to have combined City Hall/Police/Court buildings:

Auburn	Aberdeen	Battle Ground	Bellevue
Clyde Hill	Des Moines	Ellensburg	Federal Way
Gig Harbor	Issaquah	Kelso	Lake Forest Park
Medina	Mercer Island	Mill Creek	Normandy Park
Pasco	Port Angeles	Port Orchard	Port Townsend
Poulsbo	Redmond	Renton	Richland
Sammamish	Seatac	Sequim	Woodinville



Contact Information

280 Madison Ave. North
Bainbridge Island, WA 98110
Ph: 206-842-7633
Monday - Friday, 8 a.m. - 4 p.m.
Email

Helpful Links

Calendar
Comprehensive Plan
Employment
Staff Directory
Staff Portal

Using This Site

Accessibility
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Site Map
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Private email sent by Val Tollefson, July 24, 2015:

From: Val Tollefson [mailto:val@tollefsons.us]
Sent: Friday, July 24, 2015 11:48 AM
To: Val
Subject: Police Station / Municipal Court bond issue

Dear Friends,

As you probably know, the City is going to seek voter approval of a bond issue for the construction of a new Police Station and Municipal Court facility.

It is clear that these facilities are needed, and I plan to write publicly about that in the near future. To avoid running afoul of the law against use of any public facility in connection with such advocacy, I need to avoid use of my City email, and make clear that I am speaking on my own behalf as a citizen, and not in any official capacity as a member of the City Council.

I am writing for two reasons:

First, the City is looking for people to write the Pro and Con statements for the Voter Pamphlet. This needs to be done soon. If you are willing to help in that effort, please respond to the City's advertisement, which is attached.

Second, in order for this bond issue to succeed, concerned citizens need to organize in support. It is particularly important that thoughtful opinion leaders such as yourself be willing to support this issue. In addition to letters to the editor and contact with your network of friends, a modest amount of other publicity and attendant fundraising will be required. If you are willing to help with such an effort, or if you have someone to recommend who might do so, let me know. I would like to help identify leadership and supporters for that effort.

Thanks so much.

Val



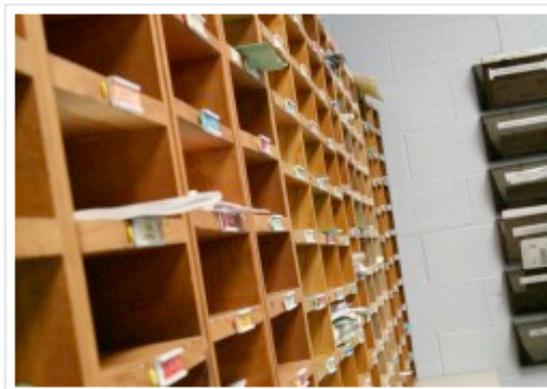
ib always fresh · local · independ
HOMETOWN NEWS FOR BAINBRIDGE ISLAND, WAS

Letter to the Editor: Full Council Urges Passage of Proposition 1



Posted by Contributor on September 16, 2015 at 6:00 am

In November, Bainbridge voters will be asked to approve Proposition 1. If the Proposition passes, the City will issue bonds to finance relocation of the Police Department to join our Municipal Court in a modern and functional facility proposed for a site just north of City Hall.



Starting 25 years ago, Islanders have worked to provide our public safety professionals with a proper home. Finally, the stars have aligned to make this possible. The City is fiscally sound. The economy has largely recovered from the recent recession. Interest rates remain low. The Police Department has become a source of pride. We must not let this opportunity slip away.

This City Council has been working on this issue since early 2014. We had many discussions and carefully considered considerable public comment on questions of necessity, cost, and location. Although there were differences of opinion on those subjects, there was broad agreement about the need for a new facility. As with all complex decisions, we have made difficult choices in what we unanimously believe to be in the best interests of all Islanders, present and future.

Although each of us on the City Council have our own opinions, values, and biases, we work together constructively to provide policy direction to the City. We don't agree on everything, but we all agree on this.

Please vote to approve Proposition 1.

—Anne Blair, Sarah Blossom, Steve Bonkowski, Wayne Roth, Mike Scott, Val Tollefson, Roger Townsend

CLOSE



REGULAR BUSINESS MEETING
Tuesday, August 25, 2015

AGENDA

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

7:00 PM

Mayor: Anne Blair
Deputy Mayor: Michael Scott Wayne Roth
Councilmembers: Sarah Blossom Val Tollefson
 Steven Bonkowski Roger Townsend

2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

7:05 PM

3. PUBLIC COMMENT

7:10 PM

4. CITY MANAGER'S REPORT

7:20 PM

5. PRESENTATION(S)

7:25 PM

- A. 7:25 PM Wildfire Update – Bainbridge Island Fire Department
- B. 7:40 PM [Kitsap Homeless Housing Plan: 2015 Update and Kitsap County Consolidated Plan 2016-2020 – Kitsap County Consolidated Housing](#)

6. NEW BUSINESS

7:55 PM

- A. 7:55 PM [Review Public Safety Facility Contract Options – Public](#)

Works

- B. 8:15 PM Ordinance No. 2015-04 (Formerly Ordinance No. 2014-07), Landscaping and Tree Regulations – Planning
- C. 8:30 PM Review Lodging Tax Advisory Committee 2016 Award Guidelines – Executive

7. CONSENT AGENDA**8:40 PM**

- A. Consent Agenda Agenda Bill
- B. Accounts Payable Voucher and Payroll Approval
- C. Regular Meeting Minutes, July 21, 2015
- D. Regular Meeting Minutes, August 11, 2015
- E. Suquamish Tribe Mitigation Grant – Police
- F. Department of Ecology FY 2015-17 Biennial Stormwater Capacity Grant Acceptance and Budget Amendment – Public Works
- G. City Facilities Painting Contract Award – Public Works
- H. Ordinance No. 2015-22, Right-of-Way Vacation for a Portion of Point Monroe Drive – Public Works
- I. Ordinance No. 2015-17, Q2, 2015 Budget Adjustments – Finance

8. COUNCIL DISCUSSION**8:45 PM**

- A. 8:45 PM Human Services Funding Advisory Committee Appointments – Deputy Mayor Scott
- B. 8:50 PM Public Safety Committee Appointments – PSC Ad Hoc Committee
- C. 8:55 PM City Council Ad Hoc Committee Review – City Council

9. COMMITTEE REPORTS**9:00 PM**

- A. Utility Advisory Committee Notes, August 3, August 10, 2015 – Council Liaison Tollefson
- B. Ethics Board Notes, August 17, 2015 – Deputy Mayor Scott
- C. Non-Motorized Transportation Advisory Committee Workshop Notes, August 19, 2015 – Council Liaison Roth

10. REVIEW UPCOMING COUNCIL MEETING AGENDAS**9:05 PM**

A. Review Upcoming Council Meeting Agendas

11. FOR THE GOOD OF THE ORDER

9:10 PM

12. WORK SESSION (PUBLIC COMMENT TO BE ACCEPTED)

9:15 PM

A. Review 2015 City Council Goals – City Council

13. ADJOURNMENT

9:45 PM

CLOSE



STUDY SESSION
Tuesday, September 1, 2015

AGENDA

1. EXECUTIVE SESSION

6:00 PM

- A. Review Performance of an Employee (RCW 42.30.110(1)(g)); Collective Bargaining Negotiations, Issues, or Proceedings (RCW 42.30.110(140)); Potential Litigation (RCW 42.30.110(1)(i))

2. CALL TO ORDER / ROLL CALL

7:00 PM

- Mayor: Anne Blair
- Deputy Mayor: Michael Scott Wayne Roth
- Councilmembers: Sarah Blossom Val Tollefson
 Steven Bonkowski Roger Townsend

3. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

7:05 PM

4. CITY MANAGER'S REPORT

7:10 PM

5. STAFF INTENSIVE

7:15 PM

- A. Resolution No. 2015-05, Amending the Planning and Community Development (PCD) Administrative Manual, AB 15-115, Planning – 10 min.
- B. Radio Frequency Use Agreement between Washington State Patrol and the Bainbridge Island Police Department, AB 15-158, Police –10 min.

- C. Ordinance No. 2015-23 Relating to Wireless Communication Facilities; Adding New Chapters 18.10 and 18.11 to the Bainbridge Island Municipal Code, AB 15-159, Legal – 20 min.
- D. Fire Safety Services Interlocal Agreement, AB 15-161, Executive – 10 min.
- E. Ordinance No. 2015-07, Adopting a New BIMC Chapter 15.30, Transportation Impact Fees, AB 15-048, Public Works – 20 min.
- F. Ordinance No. 2015-29 Relating to Engineering Design and Construction Standards; Amending Ordinance No. 94-29, AB 15-160, Public Works – 15 min.
- G. Sewer Pre-Design Studies Budget Amendment, AB 15-163, Public Works – 15 min.

6. COMMITTEE REPORTS

8:45 PM

7. REVIEW UPCOMING COUNCIL MEETING AGENDAS

8:50 PM

- A. Upcoming Meeting Calendar

8. FOR THE GOOD OF THE ORDER

8:55 PM

9. ADJOURNMENT

9:00 PM

[CLOSE](#)

REGULAR BUSINESS MEETING
Tuesday, September 8, 2015

AGENDA

1. EXECUTIVE SESSION

6:15 PM

- A. Review the Performance of an Employee (RCW 42.30.110(1)(g));
Review the Qualifications of an Applicant for City Employment (RCW
42.30.110(1)(g)); Potential Litigation (RCW 42.30.110(1)(i))

2. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

7:00 PM

Mayor: Anne Blair
Deputy Mayor: Michael Scott Wayne Roth
Councilmembers: Sarah Blossom Val Tollefson
Steven Bonkowski Roger Townsend

**3. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT
OF INTEREST DISCLOSURE**

7:05 PM

4. PUBLIC COMMENT

7:10 PM

5. CITY MANAGER'S REPORT

7:20 PM

6. PUBLIC HEARING(S)

7:25 PM

- A. [7:25 PM Ordinance No. 2015-04 \(Formerly Ordinance No. 2014-07\),
Landscaping and Tree Regulations, AB 15-150 – Planning](#)

- B. 7:35 PM Ordinance No. 2015-23 Repealing BIMC 18.09.030(F)(3) and Adding a New Chapter 18.10 Wireless Cellular Facilities and a New Chapter 18.11 Eligible Facilities Modifications AB 15-159 – Legal

7. NEW BUSINESS

7:45 PM

- A. Washington Department of Natural Resources (DNR) Urban Forestry Restoration Project, AB 15-164 – Planning

8. UNFINISHED BUSINESS

7:50 PM

- A. Ordinance No. 2015-07, Adopting a New BIMC Chapter 15.30, Transportation Impact Fees, AB 15-048 – Public Works

9. CONSENT AGENDA

8:00 PM

- A. Consent Agenda Bill
- B. Accounts Payable Voucher and Payroll Approval
- C. Regular Business Meeting Minutes, August 25, 2015
- D. Regular Study Session Minutes, September 1, 2015
- E. Resolution No. 2015-05, Amending the Planning and Community Development (PCD) Administrative Manual, AB 15-115 – Planning
- F. Fire Safety Services Interlocal Agreement, AB 15-161, Executive
- G. Ordinance No. 2015-29 Relating to Engineering Design and Construction Standards; Amending Ordinance No. 94-29, AB 15-160, Public Works
- H. Sewer Pre-Design Studies Budget Amendment, AB 15-163, Public Works

10. COMMITTEE REPORTS

8:05 PM

- A. Utility Advisory Committee Notes, August 17, 2015 – Councilmember Blossom
- B. Non-Motorized Transportation Advisory Committee Notes, September 1, 2015 – Councilmember Roth

11. REVIEW UPCOMING COUNCIL MEETING AGENDAS

8:10 PM

A. [Review Upcoming Council Meeting Agendas](#)

12. FOR THE GOOD OF THE ORDER

8:15 PM

13. WORK SESSION (PUBLIC COMMENT TO BE ACCEPTED)

8:20 PM

A. [Human Services Funding Goals Workshop, AB 15-040 – City Council](#)

14. ADJOURNMENT

9:20 PM

CLOSE



STUDY SESSION
Tuesday, September 15, 2015

AGENDA

1. EXECUTIVE SESSION

6:30 PM

A. [Review the Performance of an Employee \(RCW 42.30.110\(1\)\(g\)\)](#)

2. CALL TO ORDER / ROLL CALL

7:00 PM

Mayor: Anne Blair
Deputy Mayor: Michael Scott Wayne Roth
Councilmembers: Sarah Blossom Val Tollefson
 Steven Bonkowski Roger Townsend

3. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

7:05 PM

4. CITY MANAGER'S REPORT

7:10 PM

5. PRESENTATIONS

7:15 PM

A. [Right-of-Way Acquisition Process Presentation \(Roland Resources\), AB 15-167 – Public Works](#)

6. STAFF INTENSIVE

A. [7:30 PM Resolution No. 2015-10, General Sewer Plan, AB 12-108 – Public Works](#)

B. [7:35 PM Proposed Water System Extension, AB 15-172 – Public](#)

Works

- C. 7:45 PM Ordinance No. 2015-28, Amending BIMC Chapter 15.16, Flood Damage Prevention, AB 15-166 – Planning
- D. 7:55 PM Kitsap County Traffic Safety Task Force Interlocal Agreement, AB 15-168 – Police
- E. 8:00 PM Kitsap County Traffic Safety Task Force Traffic Emphasis Patrols for 2016 AB 15-169 – Police
- F. 8:05 PM Potential Changes to the Transportation Benefit District, AB 15-170 – Executive

7. COUNCIL DISCUSSION

- A. 8:15 PM Lodging Tax Advisory Committee Appointments, AB 15-152 – Deputy Mayor Scott
- B. 8:20 PM Planning Commission Appointment, AB 15-171 – Mayor Blair
- C. 8:25 PM BKAT Public Television Access Advisory Committee Appointment, AB 15-172 – Mayor Blair

8. COMMITTEE REPORTS

8:25 PM

- A. Utility Advisory Committee Notes, September 8, 2015 – Councilmember Tollefson

9. REVIEW UPCOMING COUNCIL MEETING AGENDAS

8:30 PM

- A. Review Upcoming Council Meeting Agendas

10. FOR THE GOOD OF THE ORDER

8:35 PM

11. ADJOURNMENT

8:40 PM

[CLOSE](#)

REGULAR BUSINESS MEETING
Tuesday, September 22, 2015

AGENDA

1. EXECUTIVE SESSION

5:30 PM

A. Review the Performance of an Employee (RCW 42.30.110(1)(g))

2. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

7:00 PM

Mayor: Anne Blair
Deputy Mayor: Michael Scott Wayne Roth
Councilmembers: Sarah Blossom Val Tollefson
 Steven Bonkowski Roger Townsend

3. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

7:05 PM

4. PUBLIC COMMENT

7:10 PM

5. CITY MANAGER'S REPORT

7:20 PM

6. NEW BUSINESS

7:25 PM

- A. 7:25 PM Proclamation Declaring October, 2015 as Domestic Violence Awareness Month, AB 15-173 – Mayor Blair
- B. 7:30 PM Urban Forestry Restoration Project Interlocal Agreement Between the City of Bainbridge Island and the Department of Natural

Resources, AB 15-164 – Planning

- C. 7:35 PM Discuss Options for 25th Anniversary Celebration AB 15-174 – Executive

7. CONSENT AGENDA

7:45 PM

- A. Consent Agenda Bill
- B. Accounts Payable Voucher and Payroll Approval
- C. Regular Meeting Minutes, September 8, 2015
- D. Regular Meeting Minutes, September 15, 2015
- E. Ordinance No. 2015-28, Amending BIMC Chapter 15.16, Flood Damage Prevention, AB 15-166 – Planning
- F. Resolution No. 2015-10, General Sewer Plan, AB 12-108 – Public Works
- G. Kitsap County Traffic Safety Task Force Interlocal Agreement, AB 15-168 – Police
- H. Kitsap County Traffic Safety Task Force Traffic Emphasis Patrols for 2016, AB 15-169 – Police

8. COMMITTEE REPORTS

7:50 PM

- A. Waypoint Art Jury Meeting Notes, September 14, 2015 – Mayor Blair
- B. Kitsap Economic Development Alliance Board of Directors Meeting Notes, September 17, 2015 – Mayor Blair

9. REVIEW UPCOMING COUNCIL MEETING AGENDAS

7:55 PM

- A. Upcoming Meeting Calendar

10. FOR THE GOOD OF THE ORDER

8:00 PM

11. WORK SESSION (PUBLIC COMMENT TO BE ACCEPTED)

8:05 PM

- A. Human Services Funding - 2016 Funding Framework, AB 15-040 – City Council

12. ADJOURNMENT

9:05 PM

City of Bainbridge Island City Council Minutes:
August 25, 2015 – September 15, 2015

ITEMS DISCUSSED

1. CALL TO ORDER/ROLL CALL/ PLEDGE OF ALLEGIANCE
2. ACCEPTANCE OR MODIFICATION OF AGENDA/CONFLICT OF INTEREST DISCLOSURE
3. PUBLIC COMMENT
4. CITY MANAGER'S REPORT: COMPREHENSIVE PLAN/NAVIGATE BAINBRIDGE UPDATE
5. PRESENTATIONS
 - A. WILDFIRE UPDATE – BAINBRIDGE ISLAND FIRE DEPARTMENT
 - B. KITSAP HOMELESS HOUSING PLAN – 2015 UPDATE AND KITSAP COUNTY CONSOLIDATED PLAN 2016-2020, AB 15-155, KITSAP COUNTY CONSOLIDATED HOUSING
6. NEW BUSINESS
 - A. REVIEW PUBLIC SAFETY FACILITY CONTRACT OPTIONS, AB 14-119 – PUBLIC WORKS
 - B. ORDINANCE NO. 2015-04 (FORMERLY ORDINANCE NO. 2014-07), LANDSCAPING AND TREE REGULATIONS, AB 15-150 – PLANNING
 - C. REVIEW LODGING TAX ADVISORY COMMITTEE 2016 AWARD GUIDELINES, AB 15-152 – EXECUTIVE
 - D. PROCLAMATION DECLARING AUGUST 29, 2015 AS BAINBRIDGE ISLAND PARK AND RECREATION DISTRICT DAY – EXECUTIVE [ADDED]
7. CONSENT AGENDA
 - A. CONSENT AGENDA BILL
 - B. ACCOUNTS PAYABLE VOUCHERS AND PAYROLL APPROVAL
 - C. REGULAR MEETING MINUTES, JULY 21, 2015
 - D. REGULAR STUDY SESSION MINUTES, AUGUST 11, 2015
 - E. SUQUAMISH TRIBE MITIGATION GRANT, AB 15-136 – POLICE
 - F. DEPARTMENT OF ECOLOGY FY 2015-17 BIENNIAL STORMWATER CAPACITY GRANT ACCEPTANCE AND BUDGET AMENDMENT, AB 15-137 – PUBLIC WORKS
 - G. CITY FACILITIES PAINTING CONTRACT AWARD, AB 15-138 – PUBLIC WORKS
 - H. ORDINANCE NO. 2015-22, RIGHT-OF-WAY VACATION FOR A PORTION OF POINT MONROE DRIVE, AB 15-127 – PUBLIC WORKS
 - I. ORDINANCE NO. 2015-24, Q2, 2015 BUDGET ADJUSTMENTS, AB 15-087 – FINANCE
8. COUNCIL DISCUSSION
 - A. HUMAN SERVICES FUNDING ADVISORY COMMITTEE APPOINTMENTS, AB 15-153
 - B. PUBLIC SAFETY COMMITTEE APPOINTMENTS, AB 15-135
 - C. CITY COUNCIL AD HOC COMMITTEE REVIEW, AB 15-154
9. COMMITTEE REPORTS
 - A. UTILITY ADVISORY COMMITTEE NOTES, AUGUST 3 AND AUGUST 10, 2015 – COUNCIL LIAISON TOLLEFSON
 - B. NON-MOTORIZED TRANSPORTATION ADVISORY COMMITTEE WORKSHOP NOTES, AUGUST 17, 2015 COUNCIL LIAISON ROTH
 - C. ETHICS BOARD NOTES, AUGUST 19, 2015 – DEPUTY MAYOR SCOTT
10. REVIEW UPCOMING COUNCIL MEETING AGENDAS
11. FOR THE GOOD OF THE ORDER
 - A. SUZUKI PROPERTY – PUBLIC SAFETY FACILITY [ADDED]
12. WORK SESSION (PUBLIC COMMENT TO BE ACCEPTED)
 - A. REVIEW 2015 CITY COUNCIL GOALS, AB 15-156 – CITY COUNCIL
13. EXECUTIVE SESSION: POTENTIAL LITIGATION (RCW 42.30.110(1)(i)) [ADDED]
14. ADJOURNMENT

1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE 7:00 PM

Deputy Mayor Scott called the meeting to order at 7:00 PM with Councilmembers Blossom, Roth, Scott, Tollefson and Townsend present. Mayor Blair had an excused absence. Everyone stood for the Pledge of Allegiance. City Clerk Lassoﬀ monitored the recording of the meeting and prepared the minutes.

REGULAR CITY COUNCIL BUSINESS MEETING
TUESDAY, AUGUST 25, 2015

2. ACCEPTANCE OR MODIFICATION OF AGENDA/CONFLICT OF INTEREST DISCLOSURE 7:01 PM

Councilmember Blossom requested a short conversation about the Suzuki property as it relates to the public safety facility. The topic was added to For the Good of the Order.

City Manager Schulze requested Council consider a proclamation recognizing the Bainbridge Island Park and Recreation District's 50th Anniversary. *Councilmember Townsend moved to add the proclamation, which was seconded by Councilmember Roth and approved 6-0.* The item was added to New Business.

City Manager Schulze requested a brief executive session regarding potential litigation be added.

***MOTION:** I move to accept the agenda as modified.
BONKOWSKI/ROTH – The motion carried 6-0.*

There were no conflicts of interest disclosed.

3. PUBLIC COMMENT 7:03 PM

No public comment was offered.

4. CITY MANAGER'S REPORT 7:03 PM

City Manager Schulze gave his weekly report.

5. PRESENTATIONS

A. WILDFIRE UPDATE – BAINBRIDGE ISLAND FIRE DEPARTMENT 7:10 PM

Representatives from the Bainbridge Island Fire Department gave a brief update on the wildfire hazards and risks on Bainbridge Island and fielded questions.

B. KITSAP HOMELESS HOUSING PLAN – 2015 UPDATE AND KITSAP COUNTY CONSOLIDATED PLAN 2016-2020, AB 15-155, KITSAP COUNTY CONSOLIDATED HOUSING 7:27 PM

Kirsten Jewell, Housing and Homelessness Program Coordinator and Bonnie Tufts, Block Grant Manager presented an update on the Kitsap Homeless Plan and fielded questions.

6. NEW BUSINESS

A. REVIEW PUBLIC SAFETY FACILITY CONTRACT OPTIONS, AB 14-119 – PUBLIC WORKS 7:56 PM

Public Works Director Loveless introduced Robynne Parkinson, Thaxton Parkinson, LLC who offered a PowerPoint presentation describing various contracting techniques and fielded questions.

There was a brief discussion regarding design approaches and processes. There was consensus that the topic warranted additional discussion at a future meeting.

B. ORDINANCE NO. 2015-04 (FORMERLY ORDINANCE NO. 2014-07), LANDSCAPING AND TREE ORDINANCE, AB 15-150 – PLANNING 8:36 PM

Special Project Planner Sutton explained the proposed ordinance primarily amends BIMC Section 18.15.010 *Landscaping, Screening, and Tree Retention, Protection, and Replacement*. The ordinance is one phase of work from the Tree Ordinance Ad Hoc Committee, comprised of Councilmembers Blossom and Townsend along with Planning Commissioners Pearl and Quitslund, have been meeting since February 2014 to review the City's tree and landscaping regulations.

Realizing that reviewing the regulations in their entirety is a large task, the Committee organized their work by first focusing on tree and landscaping regulations that apply to the Mixed Use Town Center (MUTC)/High School Road (HS) zoning districts. This ordinance integrates the Committee's recommended changes for those districts, as well as several generally applied changes. Key elements of the ordinance include: 1) clarifying that Heritage Trees are a public amenity eligible for FAR bonus and 2) new parking lot trees would not count towards tree unit requirements. New trees that exceed minimum parking lot tree requirements could be used to meet tree unit requirements.

The Planning Commission reviewed draft ordinance over several meetings between April and August 2015, sending the ordinance back to the Ad Hoc Committee for clarification twice. The Planning Commission held a public hearing on draft Ordinance No. 2015-04 on August 13 and then recommended forwarding the ordinance to the City Council.

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Other Ad Hoc Committee recommendations include changes to the land use permit submittal requirements in the department's *Administrative Manual*. Those changes will be reviewed by the City Council beginning September 1, 2015 as Resolution No. 2015-05.

The Ad Hoc Committee has begun to review the regulations that apply to development in other districts such as the Neighborhood Service Center, Business/ Industrial, and Residential zoning districts. Staff anticipates that recommended changes to those standards will be brought to the Planning Commission and City Council in a new ordinance later this fall. She indicated Section 7.G.3.a. should have been deleted, as it was not necessary. Following a brief discussion, a motion was made.

8:49 PM *MOTION: I move that the City Council forward Ordinance 2015-04 to public hearing on September 8, 2015.*
TOLLEFSON/BONKOWSKI – The motion carried 6-0.

C. REVIEW LODGING TAX ADVISORY COMMITTEE 2016 AWARD GUIDELINES, AB 15-152
– EXECUTIVE 8:50 PM

The City issues an annual Request for Proposals (RFP) to consider projects to receive Lodging Tax Advisory Committee (LTAC) funding. The RFP includes information on the total available funds, eligibility, and scoring criteria. This funding framework is used by the Lodging Tax Advisory Committee to develop the recommendation for funding that City Council will consider for approval.

For 2016, staff estimates funding of \$160,000 will be available to distribute to project recipients. For 2015, the Council approved project awards of \$135,000. The increase in available funding is due to higher revenues from lodging tax estimated to be received by the City in 2015. A summary of the estimated available funds is provided, along with a draft of the proposed RFP.

Other key elements of the RFP are unchanged from 2015: 1) minimum award amount remains \$2,000; 2) maximum award amount remains 50% of total available funding, or \$80,000 and 3) the committee will only consider partial funding for proposals that identify alternative funding levels. If alternative levels of funding are not identified in the proposal, the committee will recommend only the proposed funding amount (or no funding).

The proposed criteria for scoring proposals is identical to the matrix used last year, and includes the same items and respective scoring weight. There is a slight clarification/change in the wording for (G).

8:52 PM *MOTION: I would make a motion that the City Council approve 2015 Lodging Tax Award Committee Request for Proposal.*
TOWNSEND/TOLLEFSON

Following a brief discussion about the City possibly expending some of those funds on eligible projects, there was consensus to wait until next year. Staff will look into how much the Chamber of Commerce spent on wayfinding signs.

The motion carried 6-0.

D. PROCLAMATION DECLARING AUGUST 29, 2015 AS BAINBRIDGE ISLAND PARK AND RECREATION DISTRICT DAY – EXECUTIVE [ADDED] 9:02 PM

Deputy Mayor Scott introduced the proclamation.

MOTION: I move we approve the proclamation as drafted.
BONKOWSKI/TOLLEFSON – The motion carried 6-0.

7. CONSENT AGENDA 9:04 PM

A. CONSENT AGENDA BILL

B. ACCOUNTS PAYABLE VOUCHERS AND PAYROLL APPROVAL

July 28, 2015: Accounts Payable ACH Check Numbers 188-189, EFT Check Number 190, Manual Check Numbers 339055-339057, Manual Void Check Number 339027 and Regular Run Check Numbers 339058-339177 for a total amount of \$462,533.55. Retainage Release Check Number 137 for a total of \$1.50. Payroll Miscellaneous Check Number 107192, Direct Deposit Check Numbers 033583-033703, Regular Run Check Numbers 107193-107199, Vendor Check Numbers 107200-1077211 and Federal Tax Electronic Transfer for a total amount of \$481,665.09.

August 11, 2015: Manual Check Numbers 339178-339182, Manual Void Check Number 339168, Manual Check Numbers 339294-339302 and Regular Run Check Numbers 339183-339293 for a total of \$243,287.90. Retainage Release Check Number 138 for a total of \$1,236.09. Payroll Direct Deposit Check Numbers 033704-033824, Regular Run Check Numbers 107212-107217, Vendor Check Numbers 107218-107230 and Federal Tax Electronic Transfer for a total amount of \$620,544.37.

August 25, 2015: Accounts Payable Manual Check Numbers 339303-339311 and Regular Run Check Numbers 339312-339424 for a total amount of \$393,083.08. Payroll Direct Deposit Check Numbers 033825-033945, Miscellaneous Check Number 107231, Regular Check Run Numbers 107232-107236, Vendor Check Numbers 107237-107248 and Federal Tax Electronic Transfer for a total amount of \$477,036.53.

C. REGULAR MEETING MINUTES, JULY 21, 2015

D. REGULAR STUDY SESSION MINUTES, AUGUST 11, 2015

E. SUQUAMISH TRIBE MITIGATION GRANT, AB 15-136 – POLICE

The Suquamish Tribe's Class III Gaming Compact with the State of Washington awards local jurisdictions in Kitsap County a bi-annual grant to defray impacts that may have occurred because of the tribe's operation of the Clearwater Casino. The Class III Gaming Compact requires the grant recipient and the Tribe execute a Memorandum of Understanding. Upon signing of the agreement, one payment will be made to the City of Bainbridge Island in 2015 based on the 2013/2014 bi-annual reporting period. In 2015, the grant award is \$20,000. Per agreement on June 17, 2015, a supplemental grant for \$7,571 will also be awarded, bringing the total grant for the 2013/2014 period to \$27,571. Also per agreement, the City of Bainbridge Island will dedicate those funds to the Bainbridge Island Police Department to offset asserted impacts developed because of the tribe's Class III Casino. A budget amendment for spending authority will be executed when the award is received.

F. DEPARTMENT OF ECOLOGY FY 2015-17 BIENNIAL STORMWATER CAPACITY GRANT ACCEPTANCE AND BUDGET AMENDMENT, AB 15-137 – PUBLIC WORKS

The Washington State Department of Ecology made Municipal Stormwater Capacity grants available to Phase I and Phase II Permittees starting in 2008 and continue to date in order to implement and/or manage municipal stormwater programs. These grant funds are specifically provided to support the National Pollutant Discharge Elimination Systems (NPDES) Municipal Stormwater Phase Permit requirements and to improve and protect water quality in Washington State. The funds will help the City develop and implement all programs and tasks required by the NPDES Phase II permit. City staff will continue to submit quarterly reports and invoices to the Department of Ecology. There are no contributing matching funds required for this grant.

G. CITY FACILITIES PAINTING CONTRACT AWARD, AB 15-138 – PUBLIC WORKS

The City Facilities Painting project includes City Hall interior painting and wood restoration, Public Works storage building and well house painting and prep work including power washing, sanding, and caulking. Alternative 1 includes Police building trim painting. Bids were solicited through the Small Works Roster process and two bids were received at the bid opening held on August 12, 2015. The apparent low bidder is K-A General Construction Contractor, LLC in the base bid amount of \$48,371.50 plus Alternative 1 for \$5,976.45 for a grand total of \$54,347.95 including sales tax.

H. ORDINANCE NO. 2015-22, RIGHT-OF-WAY VACATION FOR A PORTION OF POINT MONROE DRIVE, AB 15-127 – PUBLIC WORKS

Significant segments of the existing, physical roadway known as Point Monroe Drive are located outside of the platted right-of-way. As a result, other physical structures such as single-family residences are therefore constructed within the platted right-of-way. A petition to vacate and re-dedicate a portion of Point Monroe Drive was received by the City on June 15, 2015. The petition was certified as sufficient and a public hearing was scheduled for August 11, 2015. A staff report and appraisal, prepared by Anthony Gibbons showing an equal value of area exchange, were submitted for the public hearing. The public hearing was held on Tuesday, August 11, 2015 with no opposing comments received. The Public Works department has no objections and recommends approval.

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Upon passage of this ordinance, the Petitioner will submit a signed and notarized deed dedicating the 1,501 square feet of right-of-way to the City. Upon receipt of the deed, the City Clerk is authorized and directed to record a certified copy of the ordinance and deed with the Kitsap County Auditor's office.

I. ORDINANCE NO. 2015-24, Q2, 2015 BUDGET ADJUSTMENTS, AB 15-087 – FINANCE

Each quarter, staff provides detail on budget adjustments for Council approval. Attached for Council's consideration is an ordinance with second quarter budget adjustments.

MOTION: I move that the City Council approve the consent agenda as shown in the agenda.

BONKOWSKI/TOLLFSON – The motion carried 6-0.

8. COUNCIL DISCUSSION

A. HUMAN SERVICES FUNDING ADVISORY COMMITTEE APPOINTMENTS, AB 15-153 9:04 PM

In Spring, 2015, a call for participation was issued for volunteers to join various citizen advisory groups. Deputy Mayor Scott and Councilmember Blossom interviewed ten very well qualified applicants for the newly created Human Services Funding Advisory Committee and recommended the following individuals be appointed: Ted Eisenhardt, Kim Hendrickson, Alice Hunting, Gloria Saylor, Jackie Siler, Stephen Walker and Ann Warman.

MOTION: I move that the City Council appoint the following individuals to the Human Services Funding Advisory Committee to a term ending December 31, 2015: Ted Eisenhardt, Kim Hendrickson, Alice Hunting, Gloria Saylor, Jackie Siler, Stephen Walker and Ann Warman.

BONKOWSKI/ROTH – The motion carried 6-0.

B. PUBLIC SAFETY COMMITTEE APPOINTMENTS, AB 15-135 9:06 PM

The Public Safety Committee ("PSC"), as a standing committee, would:

- Hold quarterly meetings noticed and open to the public;
- Accept written public comment, and provide opportunity for public comment during PSC meetings;
- Provide feedback to management on:
 - o Police Department organization, practices, policies and performance standards;
 - o Police training programs;
 - o Police responsiveness to the needs of all of the members of the community;
 - o Police Department process for responding to community concerns, and its performance in that regard;
 - o Issues of public concern.
- Meet with the Chief and discuss his proposed annual report before the report is finalized and delivered to the full council;
- Continually evaluate the appropriate scope of the PSC's responsibilities; and
- Report to the Council after each quarterly meeting, or more often as appropriate.

PSC meetings would be open public meetings, and would not be an appropriate forum for receipt of confidential or sensitive complaints or issues regarding the Police Department. Such matters should be submitted to the City Manager or City Attorney for evaluation. The PSC will not operate in a judicial or quasi-judicial capacity.

A motion to appoint Mayor Blair along with Councilmembers Blossom and Townsend to the Public Safety Committee to a term ending December 31, 2015 was made by Councilmember Bonkowski, seconded by Councilmember Tollefson. The motion carried 6-0.

C. CITY COUNCIL AD HOC COMMITTEE REVIEW, AB 15-154 9:09 PM

Following a brief discussion regarding potentially sunseting various ad hoc committees, a motion was made.

MOTION: I move we eliminate the Form of Government/City Manager Performance Review Process, City Broadcasting, Off-Leash Dog Park, Suzuki Property, Governance Manual and Waterfront Park/City Dock Redevelopment Ad Hoc Committees.

BONKOWSKI/TOLLEFSON – The motion carried 6-0.

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9. COMMITTEE REPORTS 9:14 PM

- A. UTILITY ADVISORY COMMITTEE NOTES, AUGUST 3 AND AUGUST 10, 2015 – COUNCIL LIAISON TOLLEFSON
- B. NON-MOTORIZED TRANSPORTATION ADVISORY COMMITTEE WORKSHOP NOTES, AUGUST 17, 2015 COUNCIL LIAISON ROTH
- C. ETHICS BOARD NOTES, AUGUST 19, 2015 – DEPUTY MAYOR SCOTT

There was a brief discussion regarding the Environmental Technical Advisory Committee's (ETAC) possible role in reviewing the technical aspects the ground water and stream monitoring program rather than the Utility Advisory Committee. City Manager Schulze was asked to make an assessment on whether that should be part of the ETAC's charge or not.

Councilmember Roth reported on a recent Kitsap Regional Coordinating Council board meeting. He also reported on the creation of the West Sound Alliance ad hoc committee.

10. REVIEW UPCOMING COUNCIL MEETING AGENDAS 9:22 PM

City Manager Schulze reviewed upcoming meeting agendas. Councilmember Bonkowski indicated he would be out of town for the September 1 meeting. City Manager Schulze asked whether there was any interest in moving to two meetings a month schedule starting in October. City Council offered a positive response though there was consensus to wait to discuss the idea when Mayor Blair returns.

11. FOR THE GOOD OF THE ORDER 9:30 PM

Deputy Mayor Scott noted for the record that he received a petition from Diane Sever related to the Suzuki property and that he would be submitting it to the clerk for the public record.

There was a brief discussion regarding the Suzuki property and the perceived perception that the City is selling the property to pay for the police station. City Manager Schulze responded the two were not tied together and that message needs to be communicated. City Council asked for more information regarding recent land swapping discussions between the City, School and Park Districts. Councilmember Bonkowski suggested a white paper be prepared using the Pendleton report showing why building the police court facility should be adjacent to City Hall. Councilmember Tollefson indicated he would forward his response to an email he received on the appropriateness of citing the police court facility on Madison Avenue adjacent to City Hall.

12. WORK SESSION (PUBLIC COMMENT TO BE ACCEPTED) 9:45 PM

- A. REVIEW 2015 CITY COUNCIL GOALS, AB 15-156 – CITY COUNCIL

City Council and staff reviewed the 2015 Mid-Year Report. It was suggested that an executive summary be prepared at year-end showing what has been accomplished. Comments were made regarding traffic issues related to SR 305. Councilmember Bonkowski thought the report was well done and asked if the City could apply for an award. There was a brief discussion regarding City Council initiatives.

City Manager Schulze indicated Patrick Ibarra has provided potential advance dates (January 21 and 28 or February 11 and 18). City Council asked that staff look into the January dates.

13. EXECUTIVE SESSION: POTENTIAL LITIGATION (RCW 42.300.110(1)(i)) [ADDED] 9:59 PM

Deputy Mayor Scott adjourned the meeting to an executive session with Councilmembers Blossom, Bonkowski, Roth, Tollefson, Townsend and City Attorney Marshall to discuss Potential Litigation pursuant to RCW 42.30.110(1)(i). The recording system was turned off and a notice was posted on the door of the Council Chamber.

14. ADJOURNMENT 10:20 PM

At 10:20 pm, the meeting adjourned immediately following the executive session where no action was taken.


Anne S. Blair, Mayor


Rosalind D. Lassoff, City Clerk

ITEMS DISCUSSED

1. EXECUTIVE SESSION
 - A. REVIEW PERFORMANCE OF AN EMPLOYEE, (RCW 42.30.110.1(G)); COLLECTIVE BARGAINING NEGOTIATIONS, ISSUES, OR PROCEEDINGS (RCW 42.30.110(140)); POTENTIAL LITIGATION (RCW 42.30.110(1)(I))
2. CALL TO ORDER / ROLL CALL
3. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
4. CITY MANAGER'S REPORT
5. STAFF INTENSIVE
 - A. RESOLUTION NO. 2015-05, AMENDING THE PLANNING AND COMMUNITY DEVELOPMENT (PCD) ADMINISTRATIVE MANUAL, AB 15-115
 - B. ORDINANCE NO. 2015-23 RELATING TO WIRELESS COMMUNICATION FACILITIES; ADDING NEW CHAPTERS 18.10 AND 18.11 TO THE BAINBRIDGE ISLAND MUNICIPAL CODE, AB 15-159
 - C. FIRE SAFETY SERVICES INTERLOCAL AGREEMENT, AB 15-161
 - D. ORDINANCE NO. 2015-07, ADOPTING A NEW BIMC CHAPTER 15.30, TRANSPORTATION IMPACT FEES, AB 15-048
 - E. RADIO FREQUENCY USE AGREEMENT BETWEEN WASHINGTON STATE PATROL AND THE BAINBRIDGE ISLAND POLICE DEPARTMENT, AB 15-158
 - F. SEWER PRE-DESIGN STUDIES BUDGET AMENDMENT, AB 15-163
 - G. ORDINANCE NO. 2015-29, RELATING TO ENGINEERING DESIGN AND CONSTRUCTION STANDARDS, AMENDING ORDINANCE NO. 94-29, AB 15-160
6. COMMITTEE REPORTS
7. REVIEW UPCOMING COUNCIL MEETING AGENDAS
 - A. UPCOMING MEETING CALENDAR
8. FOR THE GOOD OF THE ORDER
9. ADJOURNMENT

1. EXECUTIVE SESSION 6:00 PM

- A. POTENTIAL LITIGATION (RCW 42.30.110(1)(i)); COLLECTIVE BARGAINING NEGOTIATIONS, ISSUES OR PROCEEDINGS (RCW 42.30.140); REVIEW THE PERFORMANCE OF AN EMPLOYEE (RCW 42.30.110(1)(g))

Deputy Mayor Scott adjourned the meeting to an executive session at 6:00 p.m. with Councilmembers Blossom, Bonkowski, Roth, Tollefson, Townsend and City Attorney Marshall to discuss Potential Litigation (RCW 42.30.110(1)(i)); Collective Bargaining Negotiations, Issues or Proceedings (RCW 42.30.140); and Review the Performance of an Employee (RCW 42.30.110(1)(g)). The recording system was turned off and a notice was posted on the door of the Council Chamber. The executive session adjourned at 7:00 p.m. No action was taken.

2. CALL TO ORDER / ROLL CALL 7:01 PM

Deputy Mayor Scott called the meeting to order at 7:01 p.m. with Councilmembers Blossom, Bonkowski, Roth, Tollefson and Townsend present. Mayor Blair was absent and excused. Records Management Coordinator Jahraus monitored the recording of the meeting and prepared the minutes.

3. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE 7:02 PM

MOTION: I move we accept the agenda as presented.

BONKOWSKI/ROTH: The motion carried 6-0.

4. CITY MANAGER'S REPORT 7:02 PM

City Manager Schulze reported two items.

- BKAT is resurrecting its citizen advisory committee. The Public Access Citizens Advisory Committee seeks volunteers to act as part of an advisory board to the City of Bremerton Council, the Mayor of Bremerton and the Kitsap County Commissioners; and promote and develop optimal utilization of the Public Access Television system.
- The City of Bainbridge Island has received Outstanding Performance Award from the state Department of Ecology for perfect performance in 2014.

5. STAFF INTENSIVE 7:04 PM

A. RESOLUTION NO. 2015-05, AMENDING THE PLANNING AND COMMUNITY DEVELOPMENT (PCD) ADMINISTRATIVE MANUAL, AB 15-115

Planning and Community Development Director Cook addressed council. The Administrative Manual of the Department of Planning and Community Development, adopted in November 2011 (the "Administrative Manual"), is designed to be a user-friendly manual that contains submittal requirements, land use applications, and supporting documents for land use permits all in one place. The Department has identified several updates and revisions to the Administrative Manual, originating from a variety of efforts such as the: Update to the Shoreline Master Program (see new Manual Section T and new Appendices 5 and 6);

- Work of the Tree Ordinance Ad Hoc Committee (see Sections B and D); and
- Work of the Design Review Board (see Sections B and C).

In addition, the department has identified several errors and/or omissions in the current Administrative Manual that are corrected by this update, shown in strikethrough/underline format. This includes new Manual Section Q: Submittal Requirements for *Farm Management Plans*.

7:09 PM

MOTION: I move the City Council forward Resolution No. 2015-05, Amending the Planning and Community Development (PCD) Administrative Manual to the September 8, 2015 Consent Agenda.

BLOSSOM/BONKOWSKI: The motion carried 6-0.

B. ORDINANCE NO. 2015-23 RELATING TO WIRELESS COMMUNICATION FACILITIES; ADDING NEW CHAPTERS 18.10 AND 18.11 TO THE BAINBRIDGE ISLAND MUNICIPAL CODE, AB 15-159 7:10 PM

City Attorney Marshall introduced the agenda item and provided a PowerPoint. The City Manager had been tasked by the City Council to improve wireless and cellular coverage on Bainbridge Island in 2015. Poor wireless coverage on Bainbridge Island continues to be a primary complaint from citizens heard by the City Manager. The City's current regulations for the siting of new wireless facilities and for the modification of existing facilities is located in BIMC 18.09.030(F)(3). These regulations were adopted on May 1, 1997. Since then, wireless engineering and technology has changed dramatically and BIMC 18.09.030(F)(3) is not in compliance with existing Federal law. Current regulations categorize wireless facilities into as follows:

- Facility I: Permitted in all zones but must be located on buildings, structures. Height and area must not exceed 580 square inches, and facilities must be separated by 500 linear feet;
- Facility II: Permitted in R-4m, Winslow Mixed Use Center, HSR 1 and 2, WD-1, on buildings and other structures. Height limitation of 12 feet including support structure;
- Facility III: Permitted in R-4, B/I, WD-1. Height limitation is 15 feet if collocated, facility cannot extend beyond 15 feet of support structure. The height of a monopole is restricted to 60 feet if there is a single carrier and 120 feet if there is more than one carrier. Lattice towers are permitted only in the B/I zone. These are use regulations and not subject to a variance.

The proposed ordinance accomplishes three regulatory tasks necessary to bring the City's wireless code into federal compliance and to improve coverage on the Island: (1) the ordinance repeals the existing wireless regulations in 18.04.030(F)(2). These regulations were written in 1997 and regulate WCFs based upon height, a somewhat meaningless factor given today's technology. The regulations also restrict facilities to a few zones on the Island and are not in compliance with the Section 6409 of the Spectrum Act. (2) The ordinance adds a new Chapter 18.10 which governs new WCFs and are therefore not governed by Section 6409 of the Spectrum Act. This Chapter opens up all zones to WCFs with the important restrictions that new WCFs must be prioritized and located first in commercial zones, and lastly in residential zones. Chapter 18.10 also requires the employment of stealth and camouflage techniques to conceal WCFs. (3) The ordinance adds a new Chapter 18.11 which governs EFM's and complies with the Section 6409 of the Spectrum Act.

MOTION: I move to approve adding Chapters 18.10 and 18.11 to the Municipal Code and forwarding Ordinance No. 2015-23 to the consent agenda September 8, 2015.

ROTH/TOWNSEND: The motion carried 6-0.

After a brief discussion, a second motion was made.

MOTION: To move Ordinance No. 2015-23 off the consent agenda on September 8 to the regular agenda for further discussion and public comment.

ROTH/TOLLEFSON: The motion carried 6-0.

C. FIRE SAFETY SERVICES INTERLOCAL AGREEMENT, AB 15-161 7:44 PM

City Manager explained to Council that the current Interlocal Agreement between the City of Bainbridge Island and the Bainbridge Island Fire District expires on December 31, 2015. Terms of a new ILA have been discussed with the Bainbridge Island Fire District. The purpose of the Agreement is to establish the scope of services to be provide by BIFD to the City and the fee to be paid by the City for said services.

The most significant changes to the Agreement are the fee to be charged and the BIFD role in emergency preparedness support. In 2011, the City shifted emergency preparedness coordination and training to BIFD. Unfortunately, this shift resulted in emergency preparedness falling off the City's priorities. The City has emergency powers, authority and responsibilities established by RCW 38.52, which cannot be shifted to another entity. During the past two years, City staff have been working to improve the organizations emergency management capabilities. The new Interlocal Agreement re-establishes the City's emergency preparedness role and returns primary Emergency Operations facility responsibility to the City.

The BIFD has also provided documentation to support a substantial fee increase. In particular, the fee increase is associated with increased permit and inspection activity. Since the effective date of the current ILA, the number of annual plan reviews and inspections has doubled. The current annual fee is just under \$85,000 and the proposed new fee is \$160,000.

For a reason that cannot be explained, the City has not been charging the fire permit and inspection fees, which are authorized in the current adopted fee schedule. New revenues generated by charging the authorized fees will be sufficient to pay the entire fee to be charged by BIFD.

Public Comment

Debbi Lester, Ericksen Avenue, reminded Council there is a back-up EOC at station 23.

7:49 PM

MOTION: I move the City Council forward the Fire Safety Services Interlocal Agreement to the September 8, 2015 consent agenda.

TOLLEFSON/ROTH: The motion carried 6-0.

D. ORDINANCE NO. 2015-07, ADOPTING A NEW BIMC CHAPTER 15.30, TRANSPORTATION IMPACT FEES, AB 15-048 7:50 PM

Victor Salemann, P.E. of Consultant Transportation Solutions, addressed Council and provided a PowerPoint. The 2004 Island-wide Transportation Plan identified traffic transportation impact fees as a Potential revenue source to provide for transportation improvements to accommodate future growth. More recently, members of City Council expressed interest in studying transportation impact fees; therefore, this item was added to the City's 2014 Work Plan.

At the March 10, 2015 City Council meeting, city staff and Consultant Transportation Solutions, Inc. (TSI) presented an update on the Transportation Impact Fee Rate Analysis report prepared by TSI dated March 2015. See attached finalized report dated August 2015 which was updated following the deferment of the July 21, 2015 City Council meeting.

The ordinance is a result of a combination of recommendations received from the 2004 Island-wide Transportation Plan and comments received from the more recent March 10 City Council meeting.

Public Comment

Ross Hathaway, board president of Squeaky Wheels, urged Council to pass the ordinance; it might not be perfect but it's a start and included that Bainbridge should charge as much as Poulsbo.

Dennis Reynolds addressed Council and provided a document outlining proposed revisions to the ordinance.

Debbie Lester, Ericksen Avenue, provided a slide show to illustrate other cities impact fee structure.

8:46 PM

MOTION: I move that the City Council forward Ordinance No. 2015-07, relating to Transportation Impact Fees and adding Chapter 15.30 of the Bainbridge Island Municipal Code to the September 8, 2015 meeting under unfinished business.

ROTH/TOLLEFSON: The motion carried 5-1. (Blossom)

E. RADIO FREQUENCY USE AGREEMENT BETWEEN WASHINGTON STATE PATROL AND THE BAINBRIDGE ISLAND POLICE DEPARTMENT, AB 15-158 8:48 PM

Since September of 2006, an agreement has existed between the Washington State Patrol (WSP) and the Bainbridge Island Police Department (BIPD) to share radio frequencies for the furtherance of public safety and interoperability. The agreement states that the frequencies (call signs KOH326 and KA5287) be used for mutual aid or emergency situation only, and that they be consistent with Federal Communications Commission (FCC) rules and regulations contained in CFR 47, Part 90. The BIPD is responsible for providing, maintaining, and operating, at its own expense, the mobile or portable transmitter/receiver units and incur all associated costs if damage to operating frequencies occurs. The original agreement ended on June 30, 2011, and since that time the WSP has issued two amendments extending the termination date of the agreement. Amendment 3 seeks to extend the terms of the agreement once more, until June 30, 2020 with no additional changes. This agreement does not affect the budget.

8:49 PM

MOTION: I move the City Council approve Amendment 3 to the Radio Frequency Use Agreement between Washington State Patrol and the Bainbridge Island Police Department and authorize the City Manager to execute the agreement.

TOWNSEND/BONKOWSKI: The motion carried 6-0.

F. SEWER PRE-DESIGN STUDIES BUDGET AMENDMENT, AB 15-163 8:50 PM

The purpose of the City's General Sewer Plan (GSP) was to develop a policy and planning guide for the sewer utility over the next twenty years. The Plan presents an evaluation of the existing system and recommends improvements needed to correct existing deficiencies and to accommodate projected growth. The Plan has been submitted to the Department of Ecology (DOE) for concurrence and review. Following completion of the SEPA process and DOE concurrence, the Plan will be brought back to City Council for adoption.

The GSP identified future sewer capacity issues related to the pump stations and associated force mains at Lynwood Center and North Town Woods and recommends that additional studies be conducted. Preliminary engineering studies conducted by Public Works, prompted by near-term proposed development activity, indicate that capacity issues are occurring much sooner than anticipated in the GSP. It is recommended that a RFQ be issued for pre-design studies to identify short and/or long term solutions. It is anticipated that the studies will lead to the design of capital improvement projects to be programmed in the Capital Improvement Plan (CIP) beginning in 2016. A 2015 budget amendment will be required to begin the pre-design studies as soon as possible.

8:52 PM

MOTION: I move that the City Council forward a budget amendment in the amount of \$40,000.00 from the Sewer Fund for the Sewer Pre-design Studies increasing the spending authority for this project to the September 8, 2015 consent agenda.

BONKOWSKI/ROTH: The motion carried 6-0.

G. ORDINANCE NO. 2015-29, RELATING TO ENGINEERING DESIGN AND CONSTRUCTION STANDARDS, AMENDING ORDINANCE NO. 94-29, AB 15-160 8:53 PM

The City Council adopted Ordinance No. 94-29, Section 2, relating to the "Engineering Design and Development Standards Manual" at the January 5, 1995 City Council meeting. In 1996, the City Council adopted Ordinance No. 96-47 amending Chapter 7. In 1997, Ordinance No. 96-47 was repealed, and Ordinance No. 97-23 amended Ordinance No. 94-29 adopting the "Engineering Design and Construction Standards" dated April 1997.

Recent decisions issued by the City Hearing Examiner expressed his opinion that any changes to the City's Design & Construction Standards issued since the City Council adoption of Ordinance 97-23 lack regulatory authority.

Ordinance No. 2015-29 adopts Exhibit A which includes changes made to the "Engineering Design and Construction Standards" Manual since adoption of Ordinance. No. 97-23.

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SEPTEMBER 1, 2015

8:57 PM

***MOTION:** I move that the City Council forward Ordinance No. 2015-29, relating to Engineering Design and Construction Standards, amending Ordinance No. 94-29 to the September 8, 2015 consent agenda.*

***BONKOWSKI/ROTH:** The motion carried 6-0.*

6. COMMITTEE REPORTS 8:57 PM

Councilmembers Bonkowski and Roth attended the KRCC meeting. On November 12, the KRCC will be hosting a legislative reception. They are in the process of forming a land use policy board and are seeking elected community members to participate.

7. REVIEW UPCOMING COUNCIL MEETING AGENDAS 9:03 PM

A. UPCOMING MEETING CALENDAR

September 8

Executive Session (Review Performance of an Employee, Review Qualification of an Applicant for City Employment)

Ordinance No. 2015-23, Relating to Wireless Communication Facilities; Adding New Chapters 18.10 and 18.11 to the Bainbridge Island Municipal Code – Old Business

Ordinance No. 2015-04 (Formerly 2014-07), Landscaping and Tree Ordinance - Public Hearing (Consider Action)

Ordinance No. 2015-07, Transportation Impact Fees (Consider Action)

Fire Safety Services Interlocal Agreement w/ BIFD (Consider Action)

Resolution No. 2015-05, Amending the PCD Administrative Manual (Consider Action)

Radio Frequency Contract Extension w/Washington State Patrol (Consider Action)

Ordinance No. 2015-29, Ordinance No. 2015-29, Relating to Engineering Design and Construction Standards; Amending Ordinance No. 94-29 (Consider Action)

Sewer Pre-Design Studies Budget Amendment (Consider Approval)

Work Session: Human Services Funding Goals Workshop

8. FOR THE GOOD OF THE ORDER 9:10 PM

9. ADJOURNMENT 9:11 PM

Deputy Mayor Scott adjourned the meeting at 9:11 p.m.



Anne S. Blair, Mayor



Kelly Jahraus, Records Management Coordinator

ITEMS DISCUSSED

1. EXECUTIVE SESSION: REVIEW THE PERFORMANCE OF AN EMPLOYEE (RCW 42.30.110(1)(g)); REVIEW QUALIFICATIONS OF AN APPLICANT FOR CITY EMPLOYMENT (RCW 42.30.110(1)(g)); POTENTIAL LITIGATION (RCW 42.30.110(1)(i))
 2. CALL TO ORDER/ROLL CALL/ PLEDGE OF ALLEGIANCE
 3. ACCEPTANCE OR MODIFICATION OF AGENDA/CONFLICT OF INTEREST DISCLOSURE
 4. PUBLIC COMMENT
 5. CITY MANAGER'S REPORT: COMPREHENSIVE PLAN/NAVIGATE BAINBRIDGE UPDATE
 6. PUBLIC HEARINGS
 - A. ORDINANCE NO. 2015-04 (FORMERLY ORDINANCE NO. 2014-07), LANDSCAPING AND TREE REGULATIONS, AB 15-150 – PLANNING
 - B. ORDINANCE NO. 2015-23, REPEALING BIMC 18.09.030(F)(3) AND ADDING A NEW CHAPTER 18.10 WIRELESS CELLULAR FACILITIES AND A NEW CHAPTER 18.11 ELIGIBLE FACILITIES MODIFICATIONS, AB 15-159 – PLANNING
 7. NEW BUSINESS
 - A. WASHINGTON DEPARTMENT OF NATURAL RESOURCES (DNR) URBAN FORESTRY RESTORATION PROJECT, AB 15-164 – PLANNING
 - B. PLANNING COMMISSION APPOINTMENT [ADDED]
 8. UNFINISHED BUSINESS
 - A. ORDINANCE NO. 2015-07, ADOPTING A NEW BIMC CHAPTER 15.30, TRANSPORTATION IMPACT FEES, AB 15-048 – PUBLIC WORKS
 - B. RESOLUTION NO. 2015-05, AMENDING THE PLANNING AND COMMUNITY DEVELOPMENT (PCD) ADMINISTRATIVE MANUAL, AB 15-115 – PLANNING [MOVED FROM CONSENT AGENDA]
 9. CONSENT AGENDA
 - A. CONSENT AGENDA BILL
 - B. ACCOUNTS PAYABLE VOUCHERS AND PAYROLL APPROVAL
 - C. REGULAR BUSINESS MEETING MINUTES, AUGUST 25, 2015
 - D. REGULAR STUDY SESSION MINUTES, SEPTEMBER 1, 2015
 - E. ~~RESOLUTION NO. 2015-05, AMENDING THE PLANNING AND COMMUNITY DEVELOPMENT (PCD) ADMINISTRATIVE MANUAL, AB 15-115 – PLANNING [MOVED TO UNFINISHED BUSINESS]~~
 - F. FIRE SAFETY SERVICES INTERLOCAL AGREEMENT, AB 15-161 – EXECUTIVE
 - G. ORDINANCE NO. 2015-29, RELATING TO ENGINEERING DESIGN AND CONSTRUCTION STANDARDS, AMENDING ORDINANCE NO. 94-29, AB 15-16 – PUBLIC WORKS
 - H. SEWER PRE-DESIGN STUDIES BUDGET AMENDMENT, AB 15-163 – PUBLIC WORKS
 10. COMMITTEE REPORTS
 - A. UTILITY ADVISORY COMMITTEE NOTES, AUGUST 17, 2015 – COUNCILMEMBER TOLLEFSON
 - B. NON-MOTORIZED TRANSPORTATION ADVISORY COMMITTEE NOTES, SEPTEMBER 1, 2015 – COUNCILMEMBER ROTH
 11. REVIEW UPCOMING COUNCIL MEETING AGENDAS
 12. FOR THE GOOD OF THE ORDER
 13. WORK SESSION (PUBLIC COMMENT TO BE ACCEPTED)
 - A. HUMAN SERVICES FUNDING GOALS WORKSHOP, AB 15-040 – CITY COUNCIL
 14. ADJOURNMENT
1. EXECUTIVE SESSION: REVIEW THE PERFORMANCE OF AN EMPLOYEE (RCW 42.30.110(1)(g)); REVIEW QUALIFICATIONS OF AN APPLICANT FOR CITY EMPLOYMENT (RCW 42.30.110(1)(g)); POTENTIAL LITIGATION (RCW 42.30.110(1)(i)) 6:16 PM
- At 6:16 PM, Mayor Blair adjourned the meeting to an executive session with Councilmembers Scott, Tollefson, Townsend and City Attorney Marshall to Review Performance of an Employee, (RCW 42.30.110.1(g)), Review Qualifications of an Applicant for City Employment (RCW 42.30.110(1)(i)) and discuss Potential Litigation (RCW 42.30.110(1)(i)). The recording system was turned off and a notice was posted on the door of the Council Chamber. Councilmember Roth joined the executive session shortly thereafter. The executive session adjourned at 7:01 PM. No action was taken.

2. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE 7:01 PM

Mayor Blair reconvened the meeting at 7:01 PM with Councilmembers Roth, Scott, Tollefson and Townsend present. Councilmembers Blossom and Bonkowski had excused absences. City Clerk Lassoff monitored the recording of the meeting and prepared the minutes. Everyone stood for the Pledge of Allegiance.

Mayor Blair expressed how pleased she was to be here and thanked everyone for their sustaining support during her absence. City Clerk Lassoff presented Mayor Blair with flowers.

3. ACCEPTANCE OR MODIFICATION OF AGENDA/CONFLICT OF INTEREST DISCLOSURE 7:01 PM

Deputy Mayor Scott proposed moving consent agenda item 9E to new business item 7C. Mayor Blair requested adding a new business item dealing with the Planning Commission and a membership change.

MOTION: I move we accept the agenda as modified.

SCOTT/ROTH – Motion carried 5-0.

4. PUBLIC COMMENT 7:03 PM

Debbi Lester, 266 Erickson Avenue, NE gave a brief overhead presentation regarding transportation impact fees.

Dennis Reynolds commented on the transportation impact fees.

Melanie Keenan commented on Resolution No. 2015-05 as it relates to farming.

Patti Dusbabek also commented on the Resolution No. 2015-05 as it relates to farming.

5. CITY MANAGER'S REPORT: COMPREHENSIVE PLAN/NAVIGATE BAINBRIDGE UPDATE 7:15 PM

City Manager Schulze presented his weekly report.

6. PUBLIC HEARINGS

A. ORDINANCE NO. 2015-04 (FORMERLY ORDINANCE NO. 2014-07), LANDSCAPING AND TREE REGULATIONS, AB 15-150 – PLANNING 7:20 PM

Special Project Planner Sutton introduced the proposed ordinance which amends the City's tree and landscaping regulations. The ordinance is one phase of work from the Tree Ordinance Ad Hoc Committee. Comprised of two Councilmembers and two Planning Commissioners, the Ad Hoc Committee has been meeting since February 2014 to review the City's tree and landscaping regulations.

Realizing that reviewing the regulations in their entirety is a large task, the Committee organized their work by first focusing on tree and landscaping regulations that apply to the Mixed Use Town Center (MUTC)/High School Road (HS) zoning districts. This ordinance integrates the Committee's recommended changes for those districts, as well as several generally applied changes.

The Planning Commission reviewed the ordinance over several meetings between April and August 2015, sending the ordinance back to the Ad Hoc Committee for clarification twice. The Planning Commission held a public hearing on draft ordinance on August 13 and then recommended approval of the ordinance to the City Council.

Other Ad Hoc Committee recommendations include changes to the land use permit submittal requirements in the department's Planning and Community Development Administrative Manual (Resolution No. 2015-05).

The Ad Hoc Committee has begun to review the regulations that apply to development in other districts such as Neighborhood Service Center, Business/ Industrial, and Residential zoning districts.

Mayor Blair opened the public hearing at 7:22 PM.

Olaf Ribiero, 10744 Manitou Beach Drive, commented on the use of fire resistant trees and scrubs especially in residential areas.

Mayor Blair closed the public hearing at 7:24 PM.

*MOTION: I move the City Council approve Ordinance No. 2015-04.
TOWNSEND/ROTH – Motion carried 5-0.*

B. ORDINANCE NO. 2015-23, REPEALING BIMC 18.09.030(F)(3) AND ADDING A NEW CHAPTER 18.10 WIRELESS CELLULAR FACILITIES AND A NEW CHAPTER 18.11 ELIGIBLE FACILITIES MODIFICATIONS, AB 15-159 – PLANNING 7:26 PM

City Attorney Marshall introduced to the proposed ordinance which accomplishes three regulatory tasks necessary to bring the City's wireless code into federal compliance and to improve coverage on the Island: (1) the ordinance repeals the existing wireless regulations in 18.04.030(F)(2). These regulations were written in 1997 and regulate WCFs based upon height, a somewhat meaningless factor given today's technology. The regulations also restrict facilities to a few zones on the Island and are not in compliance with the Section 6409 of the Spectrum Act. (2) The ordinance adds a new Chapter 18.10, which governs new WCFs, and are therefore not governed by Section 6409 of the Spectrum Act. This Chapter opens up all zones to WCFs with the important restrictions that new WCFs must be prioritized and located first in commercial zones, and lastly in residential zones. Chapter 18.10 also requires the employment of stealth and camouflage techniques to conceal WCFs. (3) The ordinance adds a new Chapter 18.11, which governs EFM and complies with the Section 6409 of the Spectrum Act.

Mayor Blair opened the public hearing at 7:29 PM.

Charlie Hanasek (BHS senior), 14612 Misty Vale Place, commented on the proposed ordinance and Bainbridge Community Broadcasting.

Jonathan Coonan (BHS sophomore), 6001 Rose Loop NE, commented on the lack of cell service on the island during an emergency.

Barry Peters, 610 NE Vineyard Lane, was glad to see the proposed ordinance makes it possible for more cell sites to be built and that there be co-location services on those sites.

Mayor Blair closed the public hearing at 7:37 PM.

Councilmember Townsend pointed out that even if there is no cell phone coverage that does not necessary mean you do not have 911 coverage.

Councilmember Roth suggested the City should revisit the ordinance and look at those black spots on the island in the next couple of years.

*MOTION: I move City Council approve Ordinance No. 2015-23.
ROTH/SCOTT – Motion carried 5-0.*

7. NEW BUSINESS

A. WASHINGTON DEPARTMENT OF NATURAL RESOURCES (DNR) URBAN FORESTRY RESTORATION PROJECT, AB 15-164 – PLANNING 7:40 PM

Associate Planner Car introduced the item. The City owns two shoreline restoration projects – Strawberry Plant Park and Pritchard Bluff East – that were completed in 2011 with funding provided by The Elliot Bay Trustee Council. The monitoring reports completed for the projects identify several adaptive management measures including invasive species control/removal, mulching and native planting.

DNR's Urban Forestry Restoration Project provides Puget SoundCorps crews to local governments to conduct urban forest maintenance and restoration. Crews work at one or more project sites for a 4-week period. DNR estimates the crew's work has a value of \$20,000. Discussions with DNR staff indicate that the City's shoreline restoration projects are a good fit for the crews and that the City has good potential to be awarded a crew this fall/winter. Crews will be assigned by the first part of October so it is in the City's best interest to submit an application as soon as possible. The Elliot Bay Trustee Council supports the application.

MOTION: I move the City Council authorize staff to submit an application to the Washington Department of Natural Resources (DNR) Urban Forestry Restoration Project.

ROTH/SCOTT – Motion carried 5-0.

B. PLANNING COMMISSION APPOINTMENT [ADDED] 7:43 PM

Mayor Blair indicated there is a possibility that there may be an opening on the Planning Commission and, should this occur, the City Council would discuss it ideally next week. She noted that with the Comprehensive Plan Update process well under way, it is important to have a full contingency of members attending each meeting.

8. UNFINISHED BUSINESS

A. ORDINANCE NO. 2015-07, ADOPTING A NEW BIMC CHAPTER 15.30, TRANSPORTATION IMPACT FEES, AB 15-048 – PUBLIC WORKS 7:45 PM

Public Works Director Loveless introduced the item. The proposed ordinance is a result of a combination of recommendations received from the 2004 Island-wide Transportation Study and comments received from recent City Council meetings. A recently passed state law (ESB 5923) requires provisions for deferral of payment of impact fees by September 2016 however; the proposed ordinance does not incorporate the deferred payment requirements pending discussion by Council this evening. He also noted potential modifications to expand the exemptions for certain levels of affordable housing (or less than market rate housing) and changing the acronym from TRiF to TiF.

Councilmember Townsend asked about the timing of the implementation of the fee, the fact that they are not a vested right, how the six percent level is set and when would it be an appropriate time to revisit the level in which the fees were being set. Public Works Director Loveless clarified what the City percentages were made up of. Councilmember Tollefson noted no matter when the effective date is someone is going to feel aggrieved. He also commented briefly on limitations on what we can do with regard to exempting affordable housing as far as increasing the scope and definition of affordable housing (exempting or mitigating). Councilmember Townsend asked when it would make sense in terms of the timing to revisit the ordinance. Public Works Director Loveless thought it would make sense following the City's review the Transportation Element of the Comprehensive Plan. Councilmember Tollefson noted a typographical error in the affordable housing section that needs to be removed. Deputy Mayor Scott thought the accessory dwelling unit issue should be revisited in the future.

7:54 PM

MOTION: I move the City Council approve Ordinance No. 2015-07 relating to Transportation Impact Fees and add Chapter 15.30 of the Bainbridge Island Municipal Code.

TOLLEFSON/ROTH – Motion carried 5-0.

B. RESOLUTION NO. 2015-05, AMENDING THE PLANNING AND COMMUNITY DEVELOPMENT (PCD) ADMINISTRATIVE MANUAL, AB 15-115 – PLANNING [MOVED FROM CONSENT AGENDA] 7:56 PM

Deputy Mayor Scott indicated the item was pulled so that Council could acknowledge receiving significant public comment. He explained that the administrative manual does not make any changes to the municipal code or regulations relating to any land use activity including farming.

7:58 PM

MOTION: I move the City approve Resolution No. 2015-05, amending the Planning and Community Development administrative manual.

SCOTT/TOLLEFSON – Motion carried 5-0.

9. CONSENT AGENDA

A. CONSENT AGENDA BILL

B. ACCOUNTS PAYABLE VOUCHERS AND PAYROLL APPROVAL

Accounts Payable ACH/EFT Check Number 191-193, Void Manual Check Number 339390, Manual Check Numbers 339425-339447 and Regular Run Check Numbers 339448-339547, for a total of \$348,017.00. Retainage Release Check Numbers 139-141 for a total of \$13,938.77. Payroll Direct Deposit Check Numbers 033946-034066, Regular Run Check Numbers 107249-107252, Vendor Check Numbers 107253-107265 and a Federal Tax Electronic Transfer for a total of \$618,406.37.

C. REGULAR BUSINESS MEETING MINUTES, AUGUST 25, 2015

D. REGULAR STUDY SESSION MINUTES, SEPTEMBER 1, 2015

E. ~~RESOLUTION NO. 2015-05, AMENDING THE PLANNING AND COMMUNITY DEVELOPMENT (PCD) ADMINISTRATIVE MANUAL, AB 15-115 – PLANNING [MOVED TO UNFINISHED BUSINESS]~~

This item was moved to unfinished business.

F. FIRE SAFETY SERVICES INTERLOCAL AGREEMENT, AB 15-161 – EXECUTIVE

The current Interlocal Agreement between the City of Bainbridge Island and the Bainbridge Island Fire District expires on December 31, 2015. Terms of a new ILA have been discussed with the Bainbridge Island Fire District. The purpose of the Agreement is to establish the scope of services to be provided by BIFD to the City and the fee to be paid by the City for said services. The most significant changes to the Agreement are the fees to be charged and the BIFD role in emergency preparedness support. The new Interlocal Agreement re-establishes the City's emergency preparedness role and returns primary Emergency Operations facility responsibility to the City. The BIFD has also provided documentation to support a substantial fee increase. In particular, the fee increase is associated with increased permit and inspection activity. Since the effective date of the current ILA, the number of annual plan reviews and inspections has doubled. The current annual fee is just under \$85,000 and the proposed new fee is \$160,000. For a reason that cannot be explained, the City has not been charging the fire permit and inspection fees, which are authorized in the current adopted fee schedule. New revenues generated by charging the authorized fees will be sufficient to pay the entire fee to be charged by BIFD.

G. ORDINANCE NO. 2015-29, RELATING TO ENGINEERING DESIGN AND CONSTRUCTION STANDARDS, AMENDING ORDINANCE NO. 94-29, AB 15-16 – PUBLIC WORKS

The City Council adopted Ordinance No. 94-29, Section 2, relating to the "Engineering Design and Development Standards Manual" at the January 5, 1995 City Council meeting. In 1996, the City Council adopted Ordinance No. 96-47 amending Chapter 7. In 1997, Ordinance No. 96-47 was repealed, and Ordinance No. 97-23 amended Ordinance No. 94-29 adopting the "Engineering Design and Construction Standards" dated April 1997. Recent decisions issued by the City Hearing Examiner expressed his opinion that any changes to the City's Design and Construction Standards issued since the City Council adoption of Ordinance 97-23 lack regulatory authority. Ordinance No. 2015-29 adopts Exhibit A which includes changes made to the "Engineering Design and Construction Standards" Manual since adoption of Ordinance No. 97-23.

H. SEWER PRE-DESIGN STUDIES BUDGET AMENDMENT, AB 15-163 – PUBLIC WORKS

The purpose of the City's General Sewer Plan (GSP) was to develop a policy and planning guide for the sewer utility over the next twenty years. The Plan presents an evaluation of the existing system and recommends improvements needed to correct existing deficiencies and to accommodate projected growth. The Plan has been submitted to the Department of Ecology (DOE) for concurrence and review. Following completion of the SEPA process and DOE concurrence, the Plan will be brought back to City Council for adoption. The GSP identified future sewer capacity issues related to the pump stations and associated force mains at Lynwood Center and North Town Woods and recommends that additional studies be conducted. Preliminary engineering studies conducted by Public Works, prompted by near-term proposed development activity, indicate that capacity issues are occurring much sooner than anticipated in the GSP. It is recommended that a RFQ be issued for pre-design studies to identify short and/or long-term solutions. It is anticipated that the studies will lead to the design of capital improvement projects to be programmed in the Capital Improvement Plan (CIP) beginning in 201. Staff has requested a budget amendment for \$40,000.00 from the Sewer Fund for the Sewer Pre-design Studies increasing the spending authority for this project.

MOTION: I move the approval of the consent agenda items A through H except for item E.

TOLLEFSON/SCOTT – Motion carried 5-0.

10. COMMITTEE REPORTS

A. UTILITY ADVISORY COMMITTEE NOTES, AUGUST 17, 2015 – COUNCILMEMBER TOLLEFSON

B. NON-MOTORIZED TRANSPORTATION ADVISORY COMMITTEE NOTES, SEPTEMBER 1, 2015 – COUNCILMEMBER ROTH

11. REVIEW UPCOMING COUNCIL MEETING AGENDAS

City Manager Schulze reviewed the September 15, 2015 and upcoming meeting calendar. City Council will be holding two meetings in October and November.

12. FOR THE GOOD OF THE ORDER

Mayor Blair thanked everyone for doing double and triple duty while she was out.

13. WORK SESSION (PUBLIC COMMENT TO BE ACCEPTED)

A. HUMAN SERVICES FUNDING GOALS WORKSHOP, AB 15-040 – CITY COUNCIL

Jim Hopper, Bainbridge Community Foundation, gave a PowerPoint presentation highlighting demographic trends and community needs, recent City human services funding allocations, framework for funding goals and Comprehensive Plan Human Services Element framework.

REGULAR CITY COUNCIL BUSINESS MEETING
TUESDAY, SEPTEMBER 8, 2015

The following questions were discussed:

- 1) Should funding be limited to organizations on Bainbridge Island? *Council would like to see the number of island residents that have been identified as having the need and the number being served. There may be certain priority thresholds that the Human Services Funding Advisory Committee (HSFAC) should consider when reviewing the applications.*
- 2) Should funding be limited to program support or include general operating support? *Funding should not be limited. Organizations should describe their goals of service (i.e. programmatic or operating).*
- 3) Does the City wish to consider policies that might limit an organization's dependency on human services funding? *It is appropriate to limit it and do it in terms of a percentage of an overall operating budget. The committee should also have the discretion to consider the unusual. There should not be a bright-line rule. When possible, the organization should be 501(3)(c). Should history of service delivery in community be a priority or neutral to all applicants? Neutral with the caveat of a having a demonstrated capability to deliver needed services.*
- 4) Should the City identify priority-funding areas? *No.*
Should the City require applicants to substantiate need via demographic and usage data? *There was support for this approach.*
- 5) Are there more/fewer constituencies that should be identified as "targets" or City funding? *Decision should be made by the HSFAC in response to applicant submissions.*
Should HSFAC members balance allocations among constituencies? *Decision should be made by studying the needs identified.*
- 6) Should the City funding attempt to "support" or "solve" needs or both? *Depends on the type of organization that is asking for funding.*
Should City funding support "acute" or "chronic needs" or both? *Both need to be addressed.*
- 7) Should the City prioritize programs that support basic needs (food, water, shelter) or other programs? *Given the limited amount of money available as well as Comprehensive Plan goals, it seems appropriate to prioritize and support basic needs.*
Is it a high priority to serve more residents, or service particular constituencies more deeply? *HSFAC is advised to balance both.*
- 8) Should City funding encourage cooperation and collaboration among agencies? *Yes however, there should not be a requirement that there be a demonstrated partnership.*
- 9) Should City continue to support a wide variety of programs? *Yes, however it was preferred that it be enough funding to genuinely make an impact on the particular direction an applicant wants to go. HSFAC should not feel that they have to hit all sorts of "target" areas.*
- 10) Does the City wish to prioritize funding for programs that alleviate/reduce strain on City services (like police, parks etc.)? *No.*
Does the City wish to prioritize direct service to preventative services/early intervention? *Case needs to be made by the applicant.*

Public Comment

Kim Hendrickson felt a needs analysis could assist the HSFAC. She also suggested first responders be asked about where they would identify where the need is. There was a brief discussion regarding Ms. Hendrickson's comments.

14. ADJOURNMENT 9:08 PM

The meeting adjourned at 9:08 pm.

Anne S. Blair, Mayor

Rosalind D. Lassoff, City Clerk

ITEMS DISCUSSED

1. EXECUTIVE SESSION: REVIEW THE PERFORMANCE OF AN EMPLOYEE (RCW 42.30.110(1)(g))
2. CALL TO ORDER / ROLL CALL
3. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
4. CITY MANAGER'S REPORT
5. PRESENTATION
 - A. RIGHT-OF-WAY ACQUISITION PROCESS, SENIOR PROJECT MANAGER FAITH ROLAND WITH ROLAND RESOURCES INC., AB 15-167
6. STAFF INTENSIVE
 - A. RESOLUTION NO. 2015-10, ADOPTING THE GENERAL SEWER PLAN, AB 12-108
 - ~~B. PROPOSED WATER SYSTEM EXTENSION, AB 15-172~~ *Pulled*
 - C. ORDINANCE NO. 2015-28, AMENDING BIMC CHAPTER 15.16, FLOOD DAMAGE PREVENTION, AB 15-166
 - D. KITSAP COUNTY TRAFFIC SAFETY TASK FORCE INTERLOCAL AGREEMENT, AB 15-168
 - E. KITSAP COUNTY TRAFFIC SAFETY TASK FORCE TRAFFIC EMPHASIS PATROLS FOR 2016, AB 15-169
 - F. POTENTIAL CHANGES TO THE TRANSPORTATION BENEFIT DISTRICT, AB 15-170
7. COUNCIL DISCUSSION
 - A. LODGING TAX ADVISORY COMMITTEE APPOINTMENTS, AB 15-152
 - B. PLANNING COMMISSION APPOINTMENT, AB 15-171
 - C. BKAT PUBLIC TELEVISION ACCESS ADVISORY COMMITTEE APPOINTMENT, AB 15-172
8. COMMITTEE REPORTS
 - A. UTILITY ADVISORY COMMITTEE NOTES, SEPTEMBER 8, 2015 – COUNCILMEMBER TOLLEFSON
9. REVIEW UPCOMING COUNCIL MEETING AGENDAS
10. FOR THE GOOD OF THE ORDER
11. ADJOURNMENT

1. EXECUTIVE SESSION: REVIEW THE PERFORMANCE OF AN EMPLOYEE (RCW 42.30.110(1)(g)) 6:30 PM
Deputy Mayor Scott adjourned the meeting to an executive session at 6:30 p.m. with Councilmembers Blair, Blossom, Bonkowski, Roth, Tollefson, Townsend and City Attorney Marshall to discuss the Review Performance of an Employee, (RCW 42.30.110.1(g)). The recording system was turned off and a notice was posted on the door of the Council Chamber. The executive session adjourned at 7:36 p.m. No action was taken.

2. CALL TO ORDER / ROLL CALL 7:37 PM
Deputy Mayor Scott called the meeting to order at 7:37 p.m. with Councilmembers Blair, Blossom, Bonkowski, Roth, Tollefson and Townsend present. Records Management Coordinator Jahraus monitored the recording of the meeting and prepared the minutes.

3. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE 7:38 PM
City Manager Schulze requested Item 6B be pulled.

7:38 PM ***MOTION: I move we accept the agenda as modified.***
BLAIR/BONKOWSKI: The motion carried 7-0.

4. CITY MANAGER'S REPORT 7:39 PM

- The management team is currently undergoing National Incident Management System (NIMS) training.
- The 101st International City/County Management Association annual conference is rapidly approaching, commencing September 27-30, 2015 in Seattle.

5. PRESENTATION 7:42 PM

A. RIGHT-OF-WAY ACQUISITION PROCESS, SENIOR PROJECT MANAGER FAITH ROLAND WITH ROLAND RESOURCES INC., AB 15-167

Faith Roland addressed Council with an overview of the acquisition process. The Transportation Benefit District voted in 2014 to use a portion of the District revenues for Public Right-of-Way (ROW) acquisition, so that future City transportation projects would be better positioned to pursue grant funding for design and construction. The City Council approved the agreement with Roland Resources Inc., at their November 10, 2014 City Council meeting, to manage the right-of-way acquisition process for the City.

6. STAFF INTENSIVE 7:50 PM

A. RESOLUTION NO. 2015-10, ADOPTING THE GENERAL SEWER PLAN, AB 12-108

Public Works Director Loveless briefed Council. The purpose of the City's General Sewer Plan (GSP) is to develop a policy and planning guide for the sewer utility over the next twenty years. The Plan presents an evaluation of the existing system and recommended improvements to correct existing deficiencies and accommodate projected growth.

Public Works Director Loveless explained the Draft GSP was initially presented to the Utilities Advisory Committee (UAC) in December 2014 and subsequently reviewed and discussed over several UAC meetings. City staff and Consultant Carollo Engineers presented the Final draft GSP at the March 24, 2015 City Council meeting and the Plan was accepted by City Council at their May 12, 2015 meeting. Following acceptance of the Plan, City staff forwarded the Plan to the Department of Ecology (DOE) for concurrence and the City Planning department for the SEPA process.

The SEPA permit was approved by the Planning & Community Development on June 2, 2015 and the Department of Ecology Approved the Plan on August 31, 2015 with minor formatting changes and a revised date of July 2015.

Public Comment

Robert Dashiell referred to figure 10.2 in the plan and commented that it lets the ratepayers down, primarily in the financial section of the plan.

8:17 PM ***MOTION:** I move that the City Council forward Resolution No. 2015-10 adopting the General Sewer Plan dated July 2015 to the September 22, 2015 consent agenda.
BLAIR/ROTH: The motion carried 6-1. (Blossom)*

~~**A. PROPOSED WATER SYSTEM EXTENSION, AB 15-172**~~
This item was pulled from the agenda.

B. ORDINANCE NO. 2015-28, AMENDING BIMC CHAPTER 15.16, FLOOD DAMAGE PREVENTION, AB 15-166
8:18 PM
Building Official Weaver addressed Council explaining that the Washington State Department of Ecology serves as the State liaison to local jurisdictions for statewide compliance with the federal FEMA regulations. On May 29, 2015 the City of Bainbridge Island received a letter from the Washington State Department of Ecology indicating the code changes required. Washington State Department of Ecology staff also met with City staff on June 25, 2015 to clarify the required changes. The proposed Flood Damage Prevention code update has been provided to ensure that the Bainbridge Island Flood Damage Prevention regulations are in compliance and in alignment with the federal FEMA regulations.

8:21 PM ***MOTION:** I move that the City Council forward Ordinance No. 2015-28 to the September 22, 2015 consent agenda.
BONKOWSKI/BLAIR: The motion carried 7-0.*

C. KITSAP COUNTY TRAFFIC SAFETY TASK FORCE INTERLOCAL AGREEMENT, AB 15-168 8:22 PM
Chief Hamner explained the purpose of the Bainbridge Island Police Department and other Kitsap County law enforcement agencies participating jointly in the Kitsap County Traffic Safety Task Force (KCTSTF) which provides mutual law enforcement assistance to target and apprehend individuals who commit traffic infractions. The KCTSTF focuses particularly on individuals who commit crimes and infractions such as driving under the influence, speeding, driving without seat belts, and distracted driving.

8:23 PM ***MOTION:** I move the City Council forward the Kitsap County Traffic Safety Task Force Interlocal Agreement to the September 22, 2015 consent agenda.
BONKOWSKI/BLAIR: The motion carried 7-0.*

D. KITSAP COUNTY TRAFFIC SAFETY TASK FORCE TRAFFIC EMPHASIS PATROLS FOR 2016, AB 15-169
8:23 PM
The Bainbridge Island Police Department wishes to continue its ongoing participation in the Kitsap County Traffic Safety Task Force, which coordinates the combined efforts of law enforcement agencies in Kitsap County to conduct multi-jurisdictional high visibility enforcement (HVE) traffic safety emphasis patrols in support of Target Zero priorities. The memorandum is valid from 10/1/2015 to 9/30/2016. During the effective period of this memorandum, the task force is offering the Bainbridge Island Police Department up to \$2,061.30 for emphasis patrols on Impaired Driving, \$487 for Seat Belts, \$945 for Distracted Driving, \$2,061.30 in Flexible Funding (a combination of any of the above) and \$1,680 for the Speed Pilot Project for a total available maximum amount of \$7,235.10.

8:25 PM ***MOTION:** I move the City Council forward the Interlocal Agreement between the Washington Traffic Safety Commission and the City of Bainbridge Island for emphasis patrols to the September 22, 2015 consent agenda.
TOWNSEND/BLAIR: The motion carried 7-0.*

E. POTENTIAL CHANGES TO THE TRANSPORTATION BENEFIT DISTRICT, AB 15-170 8:26 PM

City Manager Schulze introduced the agenda item. During the summer of 2015 the Washington State legislature passed a transportation funding bill which changed some of the provisions related to Transportation Benefit Districts. Two aspects in particular may be of interest to the Council. First, effective July 15th 2015, a municipality may assume the rights, powers, functions, and obligations of a transportation benefit district (TBD) when the boundaries of the TBD are the same as the boundaries of the municipality. This provision would apply to the Bainbridge Island Transportation Benefit District (TBD). Second, the maximum vehicle license fee that does not require voter approval increases from \$20 to \$40, with the limitation that any increase must occur more than 24 months after the initial fee went into effect, and that 24 months after that time, the non-voted fee can be increased to \$50. The Bainbridge Island TBD has a \$20 vehicle license fee which the board approved in March 2013 for collection starting August 1, 2013. The Bainbridge Island TBD board discussed the first item, related to the City assuming the TBD, at the TBD meeting on September 8, and suggested that the Council also discuss this option. If Council wishes to move forward to assume the rights and obligations of the TBD, next steps include passing an ordinance stating intent to conduct a public hearing on the subject of assuming the TBD. The public hearing must be properly noticed and held. The Council can then pass an ordinance to repeal the establishment of the TBD and assume its role.

8:29 PM *MOTION: I move that the Council direct staff to proceed with the necessary steps for the City to assume the TBD, including scheduling a public hearing and preparing needed legislation.*
BONKOWSKI/ROTH: The motion carried 7-0.

7. COUNCIL DISCUSSION

A. LODGING TAX ADVISORY COMMITTEE APPOINTMENTS, AB 15-152 8:30 PM

8:31 PM *MOTION: I move that the City Council appoint the following individuals to the Lodging Tax Advisory Committee to a term ending upon completion of their funding recommendations: Lodging (Pat Nash and Linda Thurrott) and Recipients (Nancy Former and Kelly MacDonald).*
TOLLEFSON/BONKOWSKI: The motion carried 7-0.

B. PLANNING COMMISSION APPOINTMENT, AB 15-171 8:32 PM

8:34 PM *MOTION: I move the City Council approve the appointment of Michael Killion to the Planning Commission, Position 7, to complete an unexpired term ending June, 2016.*
BLAIR/BONKOWSKI: The motion carried 7-0.

C. BKAT PUBLIC TELEVISION ACCESS ADVISORY COMMITTEE APPOINTMENT, AB 15-172 8:35 PM

In August, 2015, a call for participation was issued for a citizen volunteer to serve on the Bremerton Kitsap Access Television (BKAT) advisory body to the Bremerton City Council and Mayor and the Kitsap County Commissioners to promote and develop optimal utilization of the Public Access Television system. One application was received and is included in the agenda packet.

8:38 PM *MOTION: I move the City Council appoint Dona Keating to the BKAT Public Television Access Advisory Committee for a two-year term ending September, 2017.*
BONKOWSKI/BLAIR: The motion carried 7-0.

8. COMMITTEE REPORTS 8:38 PM

A. UTILITY ADVISORY COMMITTEE NOTES, SEPTEMBER 8, 2015

9. REVIEW UPCOMING COUNCIL MEETING AGENDAS 8:39 PM

A. UPCOMING MEETING CALENDAR

September 22

Discuss Options for 25th Anniversary Celebration (Info.)

Urban Forestry Restoration Project - City of Bainbridge Island Interagency Agreement (Consider Action)

Proclamation Declaring October, 2015 as Domestic Violence Awareness Month (Consider Action)

Ordinance No. 2015-28, Amending BIMC Chapter 15.16, Flood Damage Prevention (Consider Action)

Traffic Emphasis Patrol for 2016 Interlocal Agreement (Consider Action)

Kitsap County Traffic Safety Task Force Interlocal Agreement (Consider Action)

Resolution No. 2015-10, Adopting the General Sewer Plan (Consider Action)

10. FOR THE GOOD OF THE ORDER 8:48 PM

Mayor Blair announced that the Bainbridge Public Library invites community members to become a part of its Third Annual Adult Spelling Bee on Saturday, September 19. Our own Police Department has a team of three participating; their handle is "The Three Little Pigs."

11. ADJOURNMENT

Deputy Mayor Scott adjourned the meeting at 8:50 p.m.

Anne S. Blair, Mayor

Kelly Jahraus, Records Management Coordinator

DRAFT