



**SPECIAL/REGULAR STUDY SESSION
TUESDAY, OCTOBER 21, 2014
LOCATION: BAINBRIDGE ISLAND CITY HALL
280 MADISON AVENUE N., BAINBRIDGE ISLAND, WASHINGTON**

AGENDA

1. EXECUTIVE SESSION

6:00 PM Current and Potential Litigation (RCW 42.30.110(1)(i)), Property Disposition (RCW 42.30.110(1)(c)), Review Qualifications of an Applicant for City Employment (RCW 42.30.110(1)(g))

2. CALL TO ORDER / ROLL CALL

7:00 PM

Mayor: Anne Blair

Deputy Mayor: Wayne Roth

Councilmembers: Sarah Blossom Roger Townsend
Steven Bonkowski (Excused) David Ward (Excused)
Val Tollefson

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

7:05 PM

4. CITY MANAGER'S REPORT

7:10 PM – Comprehensive Plan/Navigate Bainbridge Update

5. PRESENTATIONS

7:15 PM

A. Subject: Filipino-American/Indio-American History – 15 min. **(Pg. 3)**

Discussion Leader: Mayor Blair and Historic Preservation Commission Co-Chairs Hartman and Williams

Discussion Goal: Information.

B. Subject: Kitsap County Multi-Modal Transportation Plan, AB 14-177 – 15 min. **(Pg. 5)**

Discussion Leader: Public Works and Jennifer Barnes, Heffron Consultants

Discussion Goal: Information.

C. Subject: Public Art Program Update – Third Quarter, AB 14-178 – 15 min. **(Pg. 17)**

Discussion Leader: Bainbridge Arts and Humanities Council

Discussion Goal: Information.

6. STAFF INTENSIVE

8:00 PM

A. Subject: Resolution 2014-23, Approving the Comprehensive Plan Update (Navigate Bainbridge) Public Participation Program, AB 14-150 – 20 min. **(Pg. 31)**

Discussion Leader: Planning

Discussion Goal: Consider scheduling on the October 28, 2014 consent agenda.

B. Subject: Fletcher Landing Road End Project Design Options, AB 14-173 – 15 min. **(Pg. 45)**

Discussion Leader: Executive

Discussion Goal: Information. Select preferred design alternative.

Times listed on this agenda are approximate. Public Comment may be limited to allow time for Council to deliberate.



Americans with Disabilities Act (ADA) accommodations provided upon request. Those requiring special accommodations, please contact the City Clerk at 206-842-2545 (cityclerk@bainbridgewa.gov) by noon on the day preceding the Meeting.

- C. **Subject:** Police Department Contracts, AB 14-171 – 10 min. **(Pg. 55)**
 - 1. Computer Voice Stress Analyzer Upgrade, AB 14-168 **(Pg. 57)**
 - 2. Kitsap County Traffic Safety Task Force Memorandum of Understanding, AB 14-171 **(Pg. 63)****Discussion Leader:** Police
Discussion Goal: Consider scheduling on the October 28, 2014 consent agenda.

 - D. **Subject:** Public Works Contract, AB 14-174 – 10 min. **(Pg. 75)**
 - 1. City Hall HVAC Upgrade Contract Award and Terminate Earlier Contract Award, AB 14-074 **(Pg. 77)**
 - 2. Lynwood Center Outfall Improvements Project Request to Re-apply for Statewide Stormwater Grant, AB 11-086 **(Pg. 91)****Discussion Leader:** Public Works
Discussion Goal: Consider scheduling on October 28, 2014 consent agenda.

 - E. **Subject:** Budget Deliberations on 2015 – 2016 Preliminary Proposed Budget, AB 14-053 – 30 min. **(Pg. 93)**
Discussion Leader: Finance
Discussion Goal: Information.
7. **COUNCIL DISCUSSION**
9:25 PM
- A. **Subject:** Kitsap Regional Coordinating Council Organizational Changes and Funding Model, AB 14-176 – 15 min. **(Pg. 95)**
Discussion Leader: Mayor Blair and Councilmember Bonkowski
Discussion Goal: Consider giving direction.

 - B. **Subject:** City Manager Performance Evaluation Facilitation Proposal, Falconer Group, AB 14-161 – 5 min. **(Pg. 97)**
Discussion Leader: City Council
Discussion Goal: Consider approval.

 - C. **Subject:** Environmental Technical Advisory Committee Appointments and Reappointment, AB 14-179 – 5 min. **(Pg. 101)**
Discussion Leader: Mayor Blair
Discussion Goal: Consider approval.
8. **COMMITTEE REPORTS**
9:50 PM
9. **REVIEW UPCOMING COUNCIL MEETING AGENDAS (Pg. 121)**
9:55 PM
10. **FOR THE GOOD OF THE ORDER**
10:00 PM
11. **ADJOURNMENT**
10:05 PM

Times listed on this agenda are approximate. Public Comment may be limited to allow time for Council to deliberate.



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PROCLAMATION

A PROCLAMATION by the Mayor of the City of Bainbridge Island, Washington, declaring the month of October as Filipino American History Month

WHEREAS, the earliest documented proof of Filipino presence in the continental United States was the date of October 18, 1587, when the first "Luzones Indios" set foot in Morro Bay, California; and

WHEREAS, Washington State is home to the third largest Filipino population in the United States; and

WHEREAS, Bainbridge Island is the home of a historic Filipino community in recognition of the 1883 documents of Port Blakely, at the time the largest lumber mill in the world, as listing a "Manilla", the first known employee from the Philippines in the Pacific Northwest; and

WHEREAS, the Filipino American National Historical Society recognizes the year of 1883 as the date of the first permanent Filipino settlement in the United States in St. Malo Parrish, Louisiana; and

WHEREAS, the Filipino community played an important role in Bainbridge Island's rich agricultural history thereby shaping our local rural landscape.

WHEREAS, the State of Washington has recognized the month of October as Filipino American History Month since the year 2010; and

WHEREAS, Filipino American History Month provides an opportunity to promote the study of Filipino American history and culture, recognize the richness of Filipino American ethnicity, and honor the contributions of Filipino Americans, especially their services with distinction in the United States military;

NOW, THEREFORE, I, Anne S. Blair, Mayor of the City of Bainbridge Island, on behalf of the City Council, proclaim October 2014 and every October thereafter, as

FILIPINO AMERICAN HISTORY MONTH

in the City of Bainbridge Island, and urge all persons in the region to join in this special observance.



DATED this 23rd day of September 2014



Anne S. Blair, Mayor

CITY OF BAINBRIDGE ISLAND

CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Kitsap County Multi-Modal Transportation Plan Presentation	Date: October 21, 2014
Agenda Item: Staff Intensive	Bill No.: AB 14-177
Proposed By: Public Works Director Barry Loveless	

BUDGET INFORMATION

Depart/Fund: N/A		
Expenditure Req: \$ N/A	Budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No	Budget Amend. Req? <input type="checkbox"/> Yes <input type="checkbox"/> No

REFERRALS/REVIEW

Study Session:	Recommendation:		
City Manager <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Legal <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Finance <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	

Action Item:

Heffron Consultants will update the City Council on the Kitsap County Multi-Modal Transportation Plan (KCMMP).

Background:

The KCMMP Phase 1 effort reviewed and summarized policies and plans at the local, regional, state and federal levels relating to all modes of transportation (pedestrians, bicycles, bus transit, ferries, automobiles, aviation and freight) as well as multi-modal planning and integration of those modes.

Potential policy inconsistencies, gaps, and opportunities were identified. The Phase 1 effort also identified potential issues related to integration of the KCMMP with upcoming Comprehensive Plan updates and presented an assessment of socio-economic and transportation trends that the Kitsap jurisdictions may consider as they continue this effort. This work is intended to provide a tool by which Kitsap jurisdictions may coordinate with each other on transportation issues and potential projects, as well as with regional, state, and federal agencies.

— Continued on Page 2 —

RECOMMENDED ACTION

Motion:

Information Only.

DESCRIPTION/SUMMARY - Continued

Phase 2 will start next year and includes the following tasks and deliverables:

- Policy Guidance re: Intermodal connectivity
 - Transit, ferry, non-motorized, air [Bremerton National Airport]
 - Design standards, Complete Streets, freight route designation
 - Evaluate Transit Service:
 - Passenger Only Ferry
 - Local vs. Commuter/Ferry routing
 - Rapid Transit: BRT / Light Rail potential
 - Develop Non-motorized:
 - Funding priorities for CW STP federal funding for non-motorized set-aside
 - Policy parameters for cost/benefit considerations
 - Develop System Performance Standards (supplement PSRC program, as needed)
 - Identify System Improvement Priorities: (using modeling)
 - Impacts of priority projects (developed with POL & TAC 3rd & 4th Q 2014)
 - Test alternative improvement scenarios
 - Other Topics to Consider: LOS consistency: WSDOT & Local
 - Common vs. Consistent Development standards within UGA's

EXECUTIVE SUMMARY

This *Phase 1 Plan & Policy Report* summarizes review of existing relevant transportation plans, policies and trends to support ultimate Phase 2 development of the Kitsap Countywide Multimodal Transportation Plan (KCMTP).

Transportation planning at the state, regional and local level is framed by the federal *Moving Ahead for Progress in the 21st Century Act* (MAP-21), which was enacted in 2012 and seeks to create a performance-based and multimodal program to strengthen transportation systems within the United States. Transportation planning at the state, county and local levels is further governed by the Washington State Growth Management Act (GMA), which requires that jurisdictions create land use plans that show how they will accommodate future population and employment growth, and also plan for the infrastructure and services necessary to support that growth. GMA also calls for coordination and consistency between state, regional and local planning efforts. At the regional level, the Puget Sound Regional Council (PSRC) has established policies in *VISION 2040* and *Transportation 2040* to guide comprehensive plan development for its member jurisdictions, with emphasis on mobility for people, goods, and services. Strategies presented in these documents guide transportation investment decisions to meet growing travel needs for people and freight, calling for more transit, biking and walking facilities, ferries, as well as more complete roadways. The *Kitsap Countywide Planning Policies* (CPPs) provide the overall policy framework for long-range planning efforts of Kitsap County jurisdictions under the GMA, and establish a strong policy foundation for development of the KCMTP.

Kitsap County and the Cities of Bainbridge Island, Bremerton, Port Orchard and Poulsbo will be completing their respective comprehensive plan updates concurrent to the development of the KCMTP. The KCMTP will be most useful if it can serve as a supplement to these plans, without duplicating or potentially conflicting with efforts and information produced at the local levels. Therefore, it is recommended that the KCMTP focus on countywide issues, projects and priorities, which can be challenging to cover thoroughly in local plans due to their multi-jurisdictional nature. The KCMTP may then be incorporated by reference into the individual jurisdictions' transportation elements. Although Kitsap Transit and the Port of Bremerton are not required to adopt a GMA comprehensive plan, their long-range planning needs, which are also multi-jurisdictional in nature, should additionally inform the breadth of scope included in the KCMTP.

Each jurisdiction's comprehensive plan update will include a public involvement process. To further integrate the local and countywide efforts, it is recommended that the KCMTP development be included as an element in the local comprehensive plan public involvement processes, rather than initiate a separate process. This will serve to avoid confusion from the public about parallel transportation planning efforts, make most efficient use of community members' time, as well as make most efficient use of public resources and staff time.

In order to move forward with a countywide multimodal plan, it is important to first understand the previous multimodal planning efforts that have been completed by participating agencies, as well as by regional and state agencies that provide a larger framework within which the plan must be implemented. The Phase 1 effort included extensive review of local, regional, and statewide planning efforts that have been completed to date, as documented in this *Plan & Policy Report*, resulting in identification of the following opportunities for development of the KCMTP.

COUNTYWIDE TRANSPORTATION NETWORK

For the KCMTP, an important early step will be for participating jurisdictions to identify the countywide transportation system, and to confirm level of service methods and standards for that system. The countywide transportation system should include roadways and specific intersections that are important to countywide transportation operation. Within this framework, it would be possible for agencies to maintain different standards for roads within their jurisdiction. In keeping with the PSRC's new policies establishing multimodal considerations in level of service standards, it is probable that locally established standards will be refined as part of agencies' comprehensive plan updates. State routes make up the spine of the countywide transportation system, so it is expected that the focus of this effort will be identifying the non-state route facilities that are appropriate to include in the countywide system. Countywide network development should consider corridors serving intra-county (between major activity centers) or regional transportation demand, transit corridors, freight corridors, ferry terminal locations, countywide non-motorized facilities, and locations of intermodal connections.

COMPLETE STREETS PROGRAM

Incorporation of a Complete Streets program, as already established in the CPPs, presents a significant opportunity for multimodal integration within the KCMTP, as it formalizes the principles of considering all potential users (pedestrian, bicycle, vehicular, transit, and freight) when evaluating a transportation system and identifying and prioritizing potential projects. With Complete Streets principles established, it would be possible to develop a Complete Streets inventory for the countywide transportation network, which would identify gaps for different users of the system. In addition to identifying the multimodal aspects to be considered, it is expected that a Complete Streets program would also clarify the minimum standards and constraints that must be considered in facility design and improvement. With this type of program in place, Complete Streets progress would become something that can be measured, which can be useful for monitoring progress, as well as providing additional information about project benefits in some grant applications. Context Sensitive Design, as recognized in the CPPs, can also be integrated as an element of Complete Streets standards. Establishment of a Complete Streets program can also potentially provide a framework for prioritization of non-motorized projects, allowing the unconstrained project lists presented in the Kitsap County *Draft Non-Motorized Facility Plan* to be taken the next step toward prioritization and implementation.

BICYCLE FACILITY STANDARDS

The adopted design standards of Kitsap jurisdictions are generally consistent with each other, and consistent with local area guidelines established by the Washington State Department of Transportation (WSDOT). Bicycle facilities are the primary area where standards are not consistent, and the KCMTP could provide opportunity for establishing a countywide set of standards.

COUNTYWIDE FREIGHT TRANSPORTATION PLANNING

With the CPPs explicitly calling for designation of preferred freight routes, the foundation is in place for including freight mobility as an element in the KCMTP. The WSDOT *Freight Mobility Plan* would provide an appropriate framework in which to begin a more focused countywide effort related to freight movement, to leverage and ensure consistency with statewide freight planning efforts. The KCMTP provides an opportunity to consolidate a number of planning efforts associated with the South Kitsap Industrial Area (SKIA)/Bremerton National Airport area, and to explicitly address other areas or corridors in Kitsap County where particular focus on freight mobility is warranted. It is expected that this task would be coordinated with relevant corridor studies that are planned to occur within the same timeframe as the KCMTP development.

LOCAL TRANSIT PLANNING

There have been numerous studies completed that have focused on high capacity transit and major transit corridor needs within Kitsap County. These studies have primarily been led by Kitsap Transit, with cooperation from the local jurisdictions that would be served and/or affected by additional high capacity routes. These efforts have been consistent with policies established at city, county, and regional levels. Local jurisdictions also have policies that seek to establish more local and off-peak transit service, but it is currently constrained by available transit resources. The KCMTP provides opportunity to evaluate the demand, potential routes, and resources that would be needed to support local and off-peak transit service. As part of a local transit-planning effort, it would be necessary to coordinate with local jurisdictions to identify where local and off-peak routes would be most useful, and to conduct land use and demand analysis to support the assessment. To implement desired levels of transit service and transit-supportive capital improvements, it will be important to identify areas where local funding is needed, as well as areas where local, state and/or federal partnerships would be feasible. Although it is recognized that the types, locations and frequencies of bus service will always be constrained by the funding that is available, it may be beneficial in the KCMTP to identify potential additional local circulator bus routes and conduct planning-level analysis of the potential capital and operating costs for such service, so that all agencies involved have a good understanding of revenue needs when exploring potential funding options.

PASSENGER FERRY PLANNING

The KCMTP provides opportunity to leverage policies at the state, regional and local levels that put great focus encouraging and expanding ferry service for walk-on passengers, both by measures that would increase walk-on passengers on vehicle ferries, and also through the potential implementation of additional passenger-only ferries between Bremerton, Kingston,

Southworth and downtown Seattle. This focus is not only consistent with goals to encourage alternative transportation modes, but also reflects a practical strategy that recognizes the limits to increasing the peak-period vehicle capacity of ferries, and therefore seeks to accommodate future growth in demand through increasing off-peak and walk-on ridership. Based on these existing policies, the greatest opportunities related to ferry service are measures that would encourage and increase walk-on ferry ridership, including improving transit service and intermodal connections at ferry terminals, and encouraging transit-oriented development near terminals. There is also opportunity for the KCMTP to build upon the passenger-only ferry business plan and long-range strategy currently under development by Kitsap Transit, potentially through the more detailed land use and demand analysis discussed above for local transit planning.

COUNTYWIDE TRANSPORTATION SYSTEM PERFORMANCE MEASURES

The KCMTP provides an opportunity to establish a uniform set of system performance measures that can be adopted and implemented countywide. There are several advantages to establishing system performance measures. In addition to providing practical measures that technical staff can use to monitor the performance of the transportation system, they can be an effective tool for communicating the outcomes of transportation investments to decision-makers and community members. A performance management program can include specific targets or standards for each measure, but can alternatively be designed to show trends, which may be simpler to monitor. Performance monitoring is also consistent with efforts that are happening at the state and regional levels. Once MAP-21 measures are identified, comparable measures established at the local level could potentially help leverage projects for federal funding, though this potential will need to be monitored as more information becomes available. It is expected that the jurisdictions will need to go through a process similar to that undertaken in the establishment of countywide policies, in order to define the program's objectives, performance measures, and implementation approach.

PROJECT PROGRAMMING FOR COUNTYWIDE FUNDING

A critical component of the KCMTP will be to develop an implementation plan for projects and programs identified in the areas described above. It is expected that this element would include review of the sources of revenue that participating jurisdictions typically utilize to contribute to countywide projects, and identification of additional potential revenue sources that could be considered. This element of the KCMTP should also include detailed review of potential grant sources for funding of countywide projects, and identification of the criteria considered for each potential grant. Project prioritization criteria could be developed based upon typical grant criteria, and could also be tied to system performance measures described above.

Kitsap Countywide Multimodal Transportation Plan

Briefing – Phase 1 Work

Bainbridge Island City Council
October 21, 2014

Phase 1 Overview

- ▶ Reviewed and assessed previous plans and reports completed by Kitsap jurisdictions
- ▶ Summarized review and findings in preliminary draft Phase 1 *Plan & Policy Report*
- ▶ Conducted workshop with KRCC TransTAC and Planning Directors to review preliminary findings
- ▶ Agency feedback – workshop and written comments incorporated into Draft *Plan & Policy Report*

Plan & Policy Report

- ▶ Over 100 plans, reports, and policy documents reviewed – local, regional, state, federal
- ▶ Assessment of policies and procedures – consistencies, inconsistencies, gaps, opportunities
- ▶ Assessment of demographic and transportation trends further inform analysis and conclusions
- ▶ Conclusions and agency feedback inform scope of Phase 2 development of the KCMTP (*Kitsap Countywide Multimodal Transportation Plan*)

Key Phase 1 Findings

- ▶ KCMTP should
 - Supplement, not replicate, local comprehensive and master plans under concurrent development
 - Focus on countywide multi-jurisdictional issues, projects, and priorities that can be challenging to include in local plans
 - Be integrated into public involvement processes planned for County and City 2016 comprehensive plan updates, rather than initiate a separate process

Key Phase 1 Findings

- ▶ Recommended KCMTP (Phase 2) scope
 - Establish Countywide Transportation Network
 - Countywide Freight/Airport Transportation Element
 - Countywide Complete Streets Element
 - Transit/Passenger Ferry Element
 - Countywide Transportation System Performance Measures
 - Project Programming for Countywide Funding

Phase 2 Scope Countywide Transportation Network

- ▶ Include facilities that are important to countywide transportation
- ▶ Assume all state routes included – work with local jurisdictions to identify appropriate other roads and facilities, for example
 - Corridors serving intra-county (between major activity centers) or regional transportation demand
 - Freight corridors
 - Transit corridors
 - Ferry terminal locations
 - Countywide non-motorized facilities
 - Locations of intermodal connections

Phase 2 Scope Freight/Airport Transportation Element

- ▶ Identify freight centers
 - PSIC–Bremerton/Bremerton National Airport
 - Other industrial centers identified in local comprehensive plans
- ▶ Identify preferred freight/airport access routes within the countywide transportation network
- ▶ Work with jurisdictions to
 - Identify existing and future demand on freight network
 - Identify transportation deficiencies and potential improvement projects needed to support freight movement/airport access
- ▶ Develop freight element with a vernacular consistent with statewide plans and grant applications

Phase 2 Scope Complete Streets/Green Streets Element

- ▶ Formalize principles established in the Countywide Planning Policies of considering all users (pedestrian, bicycle, vehicular, transit, and freight), while also considering stormwater, when evaluating a transportation system and identifying and prioritizing potential projects
- ▶ Establish Complete Streets policies, criteria and standards to guide facility planning
- ▶ Develop Complete Street inventory for Countywide Transportation Network, based upon criteria developed

Phase 2 Scope Transit/Passenger Ferry Element

- ▶ Consolidate relevant high-capacity and transit corridor studies previously completed
- ▶ Conduct land use/demand analysis to support local transit and passenger ferry planning
- ▶ Work with local jurisdictions and Kitsap Transit to identify potential routes and resources needed to support more local and off-peak transit
- ▶ Identify measures/strategies to encourage and increase walk-on ferry ridership

Phase 2 Scope Transportation System Performance Measures

- ▶ Establish uniform set of system performance measures that can be adopted and implemented countywide
- ▶ Identify measures consistent with (emerging) efforts at federal, state, and regional levels
 - Establishment of freight system performance goals is a high priority at the state level
- ▶ Kitsap agencies will likely need to go through a process to define the program's objectives, performance measures, and implementation approach

Phase 2 Scope Countywide Project Programming

- ▶ Build upon work started in Phase 1 to
 - Review sources of revenue that jurisdictions typically utilize to fund countywide projects
 - Identify other potential sources of revenue that could be considered
- ▶ Project prioritization criteria could potentially be developed based upon typical grant criteria, system performance measures, and other priorities established in Countywide Planning Policies

Next Steps

- ▶ Briefings to local councils and commissions – mid-September to early-November
- ▶ Incorporate agency feedback from briefings into Final *Plan & Policy Report* and Phase 2 recommendations
- ▶ Coordinate with agency staff (primarily through TransTAC) to finalize Phase 2 work plan
- ▶ Begin Phase 2 development of KCMTP in 2015 – complete in 2016, concurrent to local comprehensive plan update timeline

CITY OF BAINBRIDGE ISLAND CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Public Art Program Update – Third Quarter	Date: October 21, 2014
Agenda Item: Presentation	Bill No.: 14-178
Proposed By: Executive	Referral(s):

BUDGET INFORMATION

Department: Executive	Fund:	Munis Contract #
Expenditure Req:	Budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No	Budget Amend. Req? <input type="checkbox"/> Yes <input type="checkbox"/> No

REFERRALS/REVIEW

City Manager <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Legal <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Finance <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
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DESCRIPTION/SUMMARY

Action Item:

To receive the third quarter update from the Bainbridge Island Arts and Humanities Council (BIAHC) on their work to provide services to support the City's Public Art Program.

History:

The City's Municipal Code establishes a Public Art Program and designates BIAHC as the agency to oversee this program. The Code establishes a Public Art Committee (PAC) which is structured such that the Chair of the PAC is a member of the BIAHC Board of Directors (see BIMC 3.80.010, 3.80.020, and 3.80.040).

BIAHC provides Public Art Program support through an annual professional services agreement with the City for program management and also facilitates the work of the Public Art Committee.

RECOMMENDED ACTION:

Information only.

Bainbridge Island ART & HUMANITIES COUNCIL

221 Winslow Way W, Suite 201
Bainbridge Island, WA 98110
206.842.7901
www.BainbridgeArtsHumanities.org



October 15, 2014

City Council
City of Bainbridge Island
280 Madison Avenue N
Bainbridge Island, WA 98110

Dear Councilmembers:

I am providing you with a report on our management of the COBI Public Art Program from August through October 2014. The document is separated into the three focus areas of our work. Recommendations made by the Public Art Committee follow each list of deliverables provided. These are for the City Administration and the City Council's consideration at the Oct. 21st Council meeting.

PAC and I will also come to the Oct. 21st meeting to make a presentation on our first six months and PAC recommendations for the Public Art Program, and to answer any questions you may have.

REPORT

I. COLLECTION CONSERVATION

- 1) Confirmed conservation responsibilities with Deputy City Manager.
- 2) Created a COBI Art Collection database.
- 3) Provided consultation services and final recommendations to COBI and Artech on priorities for maintenance and restoration projects.
- 4) Continue oversight of the maintenance budget and vendor quality.
- 5) Liaison between the artist, Artech and COBI regarding the significant restoration work needed on Gayle Bard's Topiaries and Blackberry Vines at City Hall. Topiaries are now repaired, cleaned and sealed. *Photo right.* Will only require light, routine washing for many years to come. The Vines are in progress and will be completely restored by year-end.
- 6) Liaison on restoration of the Mesolini Beach Glass Quilt at Madison & Winslow Way, and Jacobrown's Rainbringer on High School RD at the High School. The Rainbringer restoration is now complete and the Beach Glass Quilt is in progress.



Next steps: Finalize COBI Art Collection Maintenance Plan with Artech.

Recommendations:

- a. The COBI Maintenance Department move forward on the recommended schedule for routine maintenance. Also, replace tall shrubs and perennials with ground covers so the City Hall topiaries do not become obscured.
- b. COBI set aside \$10,000 for routine maintenance, and, for continuing renovation work that has been deferred until 2015.

II. PROGRAM MANAGEMENT

- 1) Convened PAC for three monthly meetings. *Minutes attached.*
- 2) Upon approval by the Arts & Humanities Council Board of Directors, Sandra Fischer has joined the Public Art Committee (PAC) as its fifth member. She is a landscape architect and community designer uniquely suited to serve on PAC. *Resume attached.* She joins Bill Baran-Mickle, Dominique Cantwell, Aaron Crane and Matthew X. Curry. In addition to having two working artists on PAC, we now have expertise in Public Art program management, architecture, landscape design, community design, arts administration and public policy.
- 3) Met with COBI department heads Cathy Cook, Planning & Community Development, Ellen Schroer, Finance, and Barry Loveless, Public Works to gain a better understanding of the Public Art Program financing and how public art dovetails with the planning department and public works projects.
- 4) Reviewed with PAC the Cultural Element of the Comprehensive Plan, Municipal Code, and Ordinances relating to COBI Public Art.
- 5) Researched funding models of public art programs from around the country which can be merged with our current system to create a more sustainable program.

Next steps: Fill one more seat on PAC.

Recommendations:

- a. The City Council reverse the 2010 funding suspension of the Public Art Program and comply once again with Municipal Code 3.80.
- b. For purposes of future sustainability, conduct a study session with City Council, COBI staff, Arts & Humanities Board and PAC to consider additional public art funding sources. There are models which can be merged with the City's 2% Percent for Art model currently in use. Other funding source models include:
 - Public/Private sector models
 - Soliciting participation from developers
 - Alternate fund sources - government grants, parking revenue, hotel/motel tax revenue, neighborhood appeals, etc.

III. PROJECT MANAGEMENT

1. **New Public Art Project.** After considering possibilities for a new Public Art project, The Waypoint was chosen by PAC as the best possible site for a new project. The Waypoint's original concept included Public Art, but it did not fit the fast-track nature of the project. The site has possibilities for a public/private funding partnership.

Other sites considered include the new Waterfront Park renovation and the Sound to Olympic Trail. Also under consideration is a collective community project, such as the Common Grounds bus kiosk, and the ferry terminal area.

2. **Pod.** This work of art was originally commissioned in 2008. See *Attachment Pod Sketch*. The group of artists, led by Kristin Tollefson, conceived Pod as uncoated, woven strips of galvanized steel. *Recent photo to right*. She was asked to paint the steel. The coating did not adhere and began to degrade on site. The Pod had to be moved from its site on lower Madison at the beginning of 2012 to be sandblasted and completed. It has been in storage ever since. PAC met with the lead artist, Ms. Tollefson, and has put a plan in place to bring this project to completion. Our recommendation is below.



3. **Seedball.** During street renovations a few years ago, the Bob Lucas Seedball was moved from its site at the Town & Country Market (T & C) to a Winslow Way street planter in front of Chase Bank. It does not have to be returned to the T & C area, so we are considering the following option. Instead of moving it, which will need a four-wheel lift, it could stay in its current location. There is a complimentary art piece and interactive fountain next to it. The paving in front of Seedball on the bank side has circular detailing as well. The vegetation would need to be replaced. PAC will make a formal recommendation in the next month or two.

Recommendations:

- a. Approve The Waypoint as the site for a Public Art Project. Concept and budget to be provided upon site approval by City.
- b. Relocate Pod to the grounds of Bainbridge Performing Arts (BPA).
- c. Reimburse flora/form \$8,886.97 for remediation costs - labor and materials - incurred since March 2012 while moving Pod from lower Madison to the storage and work site, sandblasting, and repainting. The artist is not charging for her 70 hours spent coordinating the remediation, saving the project \$5,250.

Please note, we anticipate approximately \$3,245 in future costs to move Pod to a new site, pay for final remediation and reinstallation services, and 24 months of storage.

The members of PAC and I look forward to seeing you at the City Council meeting.

Respectfully submitted,

Barbara Sacerdote
Executive Director

Encl: PAC minutes from August, September and October
Sandy Fischer resume
Pod Sketch

Cc: Morgan Smith

Minutes

Public Art Committee Meeting

Wednesday, October 1, 2014
Marge Williams Conference Room
1:00 – 2:30 pm

Attending: Bill Baran-Mickle, Dominique Cantwell, Aaron Crane, Matthew X Curry, Barbara Sacerdote

The minutes from the Sept 3rd meeting were unanimously approved as written.

Finance

Barbara reported that she has met with the City Finance Director, Ellen Schroer, regarding the funding mechanism for the Public Art Program. Prior to the program's suspension in 2010, an annual funding allocation was transferred at mid-year (June 30) from the General Fund to the Public Art Fund. The annual allocation was calculated as equal to 2% of certain types of capital expenditures made by the City in the prior year. Capital costs funded by government grants, and costs from any projects totally underground, were not included in the calculation.

Barbara shared the COBI Capital Improvement Project Plan with the group. It will be a useful tool when planning and budgeting for future public art projects.

Conservation

Matthew and Barbara gave a report on the Artech renovation of the Gayle Bard topiaries at City Hall. As a courtesy, both have talked to Gayle about her wishes. She would like the topiaries to be taken back to a natural concrete finish rather than repainting them. (She also requested that appropriate, ground-hugging landscaping replace the current plantings that obscure the works.) After viewing photos of the pieces when first installed, and upon the advice of the Arts & Humanities Council Board, it was decided to recommend that COBI bring the pieces back to their original appearance. Staff also reviewed the Visual Artists Rights Act and no conflict was found. Artech will conduct the renovation Oct. 6-9. Artech will also be working on the Bard Blackberry vines, the Rainbringer and the Beach Glass Quilt.

The Bob Lucas Seedball has been located. Aaron, as a landscape designer, agreed to consider the best place for its relocation and make a recommendation. The group walked downtown to view it in its well-hidden location.

Projects

The Project Feasibility Evaluation Form was briefly discussed and tabled for another future meeting.

Pod, by Kristin Tollefson, was discussed. Barbara reported that she had contacted Kristin to find out if she would have a design concept for the interior diorama by the PAC meeting, and, was she ready to submit her invoice. She informed Kristin that the City would like PAC to make a recommendation on Oct 21st regarding relocation and payment. As Barbara has not heard back, Bill offered to follow up with Kristin.

The group confirmed that the Waypoint should be the first new Public Art Project since 2010.

Report & Recommendations to City Council

The group discussed its first report and recommendation to City Council, which will happen on Oct. 21st, time TBD.

Barbara will prepare the report and present it. Recommendations will be prepared by Dominique and presented at the meeting by Bill.

After reviewing Municipal Code 3.80 and 3.82, the group unanimously agreed to recommend:

1. The City Council reverse the 2010 suspension of funding and expenditures to and from the Public Art Program.
2. COBI comply to the full extent with Municipal Code with MC 3.8.
Focus will be on the details of MC 3.80.020 (1) & (3) Cultural Resources subfund, transparency, and a full accounting of all sources for the fund.
3. First Public Art Project, if the suspension is removed, to be at The Waypoint, preliminary estimate project budget \$25,000 - \$30,000.
4. Relocate Pod to BPA grounds.

The meeting adjourned at 2:00 p.m.

Submitted by:

Barbara Sacerdote, Executive Director
Bainbridge Island Arts & Humanities Council

Minutes

Public Art Committee Meeting

Wednesday, Sept 3, 2014
Marge Williams Conference Room
12:30 – 2:00 pm

Attending: Bill Baran-Mickle, Dominique Cantwell, Aaron Crane, Matthew X Curry, Barbara Sacerdote

Introductions were made, and the group welcomed Aaron Crane as the newest member of the Public Art Committee.

The minutes from the Aug. 8th meeting were unanimously approved with one correction, under COBI Public Art Collection. "...Dominique, speaking for BPA, said she would return the canoe to the ~~owner~~ donor."

Collection Conservation

Matthew reported that he spoke with Gayle Bard regarding the restoration and maintenance of the Topiaries and Blackberry Vines at City Hall. Gayle wants the topiaries to be a more natural color and wishes for consistency of finish across the collection of topiaries. Barbara will connect Matthew with Artech so he can act as an intermediary between the artist and technician to ensure a quality restoration. Jeannie Huber was recommended as a concrete specialist who might be of help.

Matthew also reported that Morgan Smith informed him the Bob Lucas Seed Pod has been located on Winslow Way, totally hidden out of sight by the greenery planted just three years ago.

Projects: Pod

Kristin Tollefson attended the meeting to answer questions that PAC has regarding the completion of Pod, in the works since 2008, and its relocation to the BPA grounds. Two things remain incomplete, the interior lighting and diorama. Kristin will present PAC with concepts for the diorama by the Oct. 1st meeting. She asked that PAC vet the diorama content before it is installed and we agreed. This did not happen the first time the interior piece was installed. The diorama, created by a sub-contractor, was installed without review and then rejected by PAC. Kristin will also design the interior lighting. The general consensus is that the interior should reflect Kristin's vision rather than be predetermined by the Committee.

The group also discussed payment for the work completed which is outside the original contract. This includes the removal of Pod from Lower Madison, and its subsequent sandblasting to remove problematic paint. There is no need to sandblast again. The paint is now removed and Pod will gently revert to a weathered, working patina. Aaron assured the group any rust runoff is harmless to the trees and shrubbery.

The Committee passed a motion approving the payment to Kristin of outstanding expenses, not to exceed \$8,886, pending clarification of sandblasting expenses. This is outside the remaining \$4,000 due on the original contract, which will be paid upon project completion.

As for the lighting, Dominique will research the electrical layout with COBI staff. Kristin will install new lighting. Another sub-contractor had installed a sub-standard Home Depot feature.

After completion and acceptance, the group discussed a public celebration to include commemorative Pod buttons.

Barbara presented a template for reviewing public art project feasibility. It was decided that the evaluation form needed more work.

Projects: First New Project

Barbara reported on her meeting with Barry Loveless, COBI Capital Projects Director. The Waterfront Park renovation project is on hold pending a potential state grant. If the money is awarded, COBI will likely do a landscape design RFQ at the beginning of 2015. Barry said it would be good to have a PAC member on the hiring committee. Aaron agreed to serve.

There was a discussion of other possible locations and the ferry terminal was brought to the table for the first time. A collective community project, such as the Common Grounds bus kiosk was touched upon.

New Business

Barbara reported that she met with Evelyn Wilder regarding PAC membership. Ms. Wilder contacted the Arts & Humanities Council after seeing the call-for-members in Currents magazine. She ultimately declined to serve on PAC due to work and family constraints.

Barbara informed the members that Public Art is on the Oct. 21st City Council agenda. All agreed to do their best to be present.

Submitted by:

Barbara Sacerdote, Executive Director
Bainbridge Island Arts & Humanities Council

Minutes

Public Art Committee Meeting

Wednesday, August 8, 2014

BPA

1:00 – 3:00 pm

Attending: Dominique Cantwell, Bill Baran-Mickle, Matthew X Curry, Barbara Sacerdote

The minutes from the July 2nd meeting were unanimously approved as written.

COBI Public Art collection

Barbara updated the group on the maintenance plan proposed by Artech for the COBI collection. All appears in order, but there was a question about the Gayle Bard topiaries. The Artech project manager has discussed the renovation of the pieces with the artist. He reported that Gayle suggested the pieces not be restored but rather be taken down to the bare, unpainted surface. The group discussed whether or not this was acceptable. Matthew offered to call Gayle and clarify this.

Regarding the offer of the Ed Bancroft canoe for the collection, Dominique, speaking for BPA, said she would return the canoe to the owner.

The Committee informed Hank Helm, Historical Museum executive director, that we did not recommend the City accept the large photographic banners for the collection. He accepted the decision gracefully.

As the location of the Seed Ball still remains unknown, the group did its own search for the artwork in downtown Winslow. The Seed Ball was not found.

Projects

Pod, by Kristin Tollefson, was discussed. The Committee reviewed the expense spreadsheets and the cover letter submitted by Kristen for our review. No decisions for completion of the project were made. Bill offered to set up a meeting with Kristin and Barbara to clarify the amounts due and see if it is possible to bring the project to completion by the end of the year.

Future projects were discussed including the Waypoint and Waterfront Park. Barbara will meet with City staff prior to the next meeting and then provide details to PAC on the City's plans for capital projects and possible art sites.

A profile was discussed for future public art juries. It was agreed that jurors should be a mix of artists, curators, artists with Public Art portfolios, and landscape designers and/or architects depending on the location.

There was discussion about the first project, and specifically whether or not it should be the Waypoint. If it is the Waypoint, we agreed that the work at the Island's gateway should define the character of the Island. Whether it is modern, avant-garde, historical, contextual, etc. will be decided at a later date.

Future Meetings

After review, it was decided by consensus that we would use the Modern Rules of Order to conduct meetings rather than the more complicated Robert's Rules of Order.

Submitted by:

Barbara Sacerdote, Executive Director

Bainbridge Island Arts & Humanities Council



Sandy Fischer, Partner

EDUCATION

Coursework-Sustainable Business
Bainbridge Graduate Institute
M.A. Michigan State University
B.L.A. Michigan State University

PROFESSIONAL REGISTRATIONS

Registered Landscape Architect,
State of Washington
MT, WY, MI - Inactive

AFFILIATIONS

American Society of Landscape Architects
ASLA
Washington Chapter WASLA
American Planning Association, APA
Urban Land Institute, ULI
Member UW Professionals Council

PAST EMPLOYMENT

AECOM, Principal
City of Bainbridge Island, Director
EDAW, Design Director
Fischer & Associates, Owner
Rocky Mt. College Adjunct Professor
Wirth Associates, Landscape Arch.
JJR, Landscape Designer

AWARDS

ASLA, NATIONAL AWARD

Merit Award, ASLA, Integrating Habitats
Competition, 2011

WASLA, CHAPTER AWARD

Honor Award, WASLA, Integrating
Habitats, 2010

PERSONAL BIO

Sandy's 30 year career as a landscape architect and community designer has focused on leading teams, advocating for livable communities, designing attractive places and shaping enduring landscapes. She has held senior director positions in local government, international consulting firms and her own practice.

Sandy enjoys collaborating with interdisciplinary teams on challenging projects and idea driven solutions. Clients appreciate her ability to balance vision and pragmatism to produce plans and designs that are actionable and catalytic. Her community plans have effectively guided change in new and existing; rural and urban; local and international communities. She has worked with diverse clients and communities on visioning, spatial plans and policy frameworks. Her process encourages integration of resource conservation, economic and community development strategies.

Sandy has a diverse and award winning design portfolio of built projects in the Northern Rockies and Pacific Northwest regions. Sandy seeks to understand each site within a larger context of ecology, time, culture and community values. She enjoys collaborating, learning and teaching. Sandy often works with scientists, engineers, designers and artists to gain an understanding of and creatively express the unique history, culture and geography of the places and the people she is entrusted to work with.

With a reputation for being an effective leader of stakeholder engagement processes and a planner who "likes to get things built," Sandy has implemented elements of downtown and community plans including streetscapes, urban and rural parks, land conservation plans, greenways, trails, waterfronts, transport facilities, campuses, cultural facilities, office parks, and residential, mixed-use, waterfront, and transit-oriented neighborhoods.

Representative Project Experience

LANDSCAPE ARCHITECTURE

PARKS & RECREATION

Snoqualmie Falls Park Master Plan, Snoqualmie, WA
Concept Plans for Fish Park, Netshed and Waterfront Park, Poulsbo, WA
Mt. St Helens Visitor Center, WA
Swords Park Master Plan, Restoration Plans, Interpretive Site Plans, and Trail Design Phases 1 & 2, Billings, MT
Peaks to Plains Park at MSU Billings, MT
Valley West Subdivision Park, Bozeman, MT
Multiple Community, Neighborhood and Subdivision Parks, MT
Mountain and Gateway Parks, Miyun, China*

WATERFRONTS

Meydenbauer Bay Park & Land Use Master Plan, Bellevue, WA*
Waterfront Park Master Plan, Bainbridge Island, WA
Richmond Waterfront Park, Richmond, BC*
Everett Waterfront, LEED-ND Assessment

PUBLIC PLACES

Pleasant Beach Phase 2 Park, Playground & Landscape, Bainbridge Is., WA
T&C Market Landscape Plan, Bainbridge Island, WA
Montana Avenue Historic District Streetscape, Billings MT



REGIONAL AWARDS

Metro Integrating Habitats Competition,
2nd Place 2008
People's Choice Award, 1st Place, 2008

Governors Smart Community Award
"Downtown Bainbridge Island Winslow
Tomorrow Vision" 2006

PSRC Vision 2020 Award
Winslow Tomorrow Plan, 2007

APA - WASHINGTON CHAPTER AWARDS

Merit Award, "Port Orchard Down-
town Economic Development Plan", 2006

Honor Award, "Tollgate Farm Central
Meadow Master Plan," 2005

ASLA- AWARDS IDAHO MT CHAPTER

Design Honor Award, "Master Plan", Peaks
to Plans Park at MSU 2001

Honor Award Communications "Laurel
TCSP Plan" 2003

Presidents Award of Excellence
Planning and Analysis, Bikenet Plan and
Implementation, 2001

Honor Design Award "Scott Residential
Design" 2001

Presidents Excellence Award
Communications "Peaks to Plans Park
Sketchbook" 1999

Design Award, Deaconess Medical Center
Campus Plan 1998

Honor Design Honor Award, Montana
Avenue Streetscape 2001

COMMUNITY RECOGNITIONS

YMCA Salute to Women, 2001

Chamber of Commerce "Established Small
Business of the Year Award" 2002, Billing
MT

PUBLICATIONS

Landscape Architecture Magazine
-BikeNet
-Seattle Waterfront Charrette*
-2011 ASLA Awards Issue

Sonoran Institute
Best of The West-3 projects
Scenic America Solutions
Scenic Solutions-4 Projects
Rural Towns Symposium

Broadway Downtown Streetscape, Billings MT
Winslow Way Streetscape Concept, Bainbridge Island, WA
Laurel Town Center, Laurel, MT
Mount Lake Terrace Civic Campus, Mountlake Terrace, WA*
East Capitol Campus Plaza, Olympia, WA*

CULTURAL & HISTORIC PLACES

Buffalo Bill Historical Center - Draper Museum, Joseph Henry Sharp,
Plains Indian Museum Courtyard, and New Entrance, Cody, WY
Montana State Capitol Site Renovation, Helena, MT
Snoqualmie Falls Park, Snoqualmie WA*
Fort Lewis Garrison Historic District & Pendleton Ave, JBLM, WA*
Billings Historic District Depot Renovation, Billings MT
Snow Lodge at Old Faithful, Yellowstone National Park
Yellowstone Art Museum, Billings, MT

INSTITUTIONS

Master Plans, Multiple US International Embassies, Various Locations*
Deaconess Billings Clinic, Multiple Projects. Billings, MT
Wells Fargo Operations Center, Billings, MT
University of Mt. Family Housing, Missoula MT
MSU Physical Sciences & Engineering Building, Bozeman, MT
Shoreline Community College Student Union Building, WA*
GSA SYLPOE Border Crossing, San Ysidro, CA*
Fort Harrison Master Plan & Design of Multiple Projects, MT
Multiple Armed Forces Reserve Centers, MT & WA*

MOBILITY

Shiloh Road Visual Assessment & EIS, Billings, MT
Rockvale to Laurel EIS & Visual Assessment, MT
Highway 93 & 35 Reconstruction - Evaro to Poulson, MT
Multiple Interstate Rest Areas, Interchanges & Corridors, WA*, MT
Multiple Visual Assessments using FHWA Methodolgy, MT

COMMUNITY PLANNING

REGIONAL, COMMUNITY AND ECONOMIC DEVELOPMENT PLANS

Joint Base Lewis McChord Growth Coordination Plan JBLM, WA*
Winslow Tomorrow Downtown Plan, Bainbridge Island WA
Ferry Gateway Urban Design Master Plan, Bainbridge, Island, WA
Downtown Economic Development Plan, Port Orchard WA*
Downtown Urban Design Framework Plan & Guidelines, Billings MT
Mill Bay Community Plan, Malahat BC*
South Billings & East Downtown Urban Renewal Master Plans, MT*
Tainjin Olympic Village Master Plan, Tainjin, China*
Fish Street Corridor - Street, Park & Land Use Plan, Miyun, China*

PARK, RECREATION & OPEN SPACE PLANS

Parks Signage Framework Plan, Billings, MT*
BikeNet non Motorized Transportation Plan, Billings, MT
Parks 2020 Park, Recreation & Open Space Plan, MT
Duvall Park and Trail Plan, Duvall WA*

MASTER PLANS & FEASIBILITY STUDIES

Isthmus Park Feasibility Study, Olympia, WA*
Tollgate Farm Central Meadow Master Plan, North Bend, WA*
Meydenbauer Bay Park and Land Use Master Plan, Bellevue WA*
Mount Lake Terrace Facility Assessment & Civic Campus Plan, WA*
Joint Public Works Facility Master Plan, WA*
Fort Harrison Master Plan, Helena MT

Note: Asterisks indicates projects completed at AECOM or EDAW. Sandy merged her practice into EDAW in 2003. In 2005 EDAW was acquired by AECOM. Sandy served as AECOM Design and Planning Practice Principal and Studio Director until 11/2011 when she re-initiated her practice.

Attachment 1

PROJECT SKETCH

Lower Madison Sculpture

Tollefson/Wiegman/Grenier, Artist Team

Revised June 9, 2009

DESCRIPTION

Context & Characteristics

Madison Avenue South comes to an end as it curves toward the West at Parfitt Way. Located just south of this bend in the road is an open, concrete surfaced plaza situated between a restaurant (to the west) and a retail/office building (to the East. The site provides a focal point for pedestrians and vehicular traffic coming down hill (via Madison) toward the waterfront, and as an unadorned space, offers an opportunity for enhancement with public art. The Artist Team of Tollefson/Wiegman/Grenier (referred to as "Artist Team") have proposed a stand-alone sculpture for this site (referred to hereafter as "Artwork").

Form

The sculpture will take the shape outlined in the attached Artwork Sketch. The Artwork shall be an anchored but freestanding sculpture in the shape of a pod or water drop consisting of a metal framework and woven elements. It will be approximately eight feet (8') tall and five feet (5') in diameter. The sculpture will feature a two-person seating bench oriented toward the water and an oculus on the opposing side of the sculpture through which to view a diorama that will be housed inside the sculpture. The Artwork shall sit flat on its base on the concrete surface but will be anchored in a manner that will allow it to be moved to a different location if such becomes necessary. The Artwork will be illuminated with lighting that does not require a tie-in to external electrical sources. .

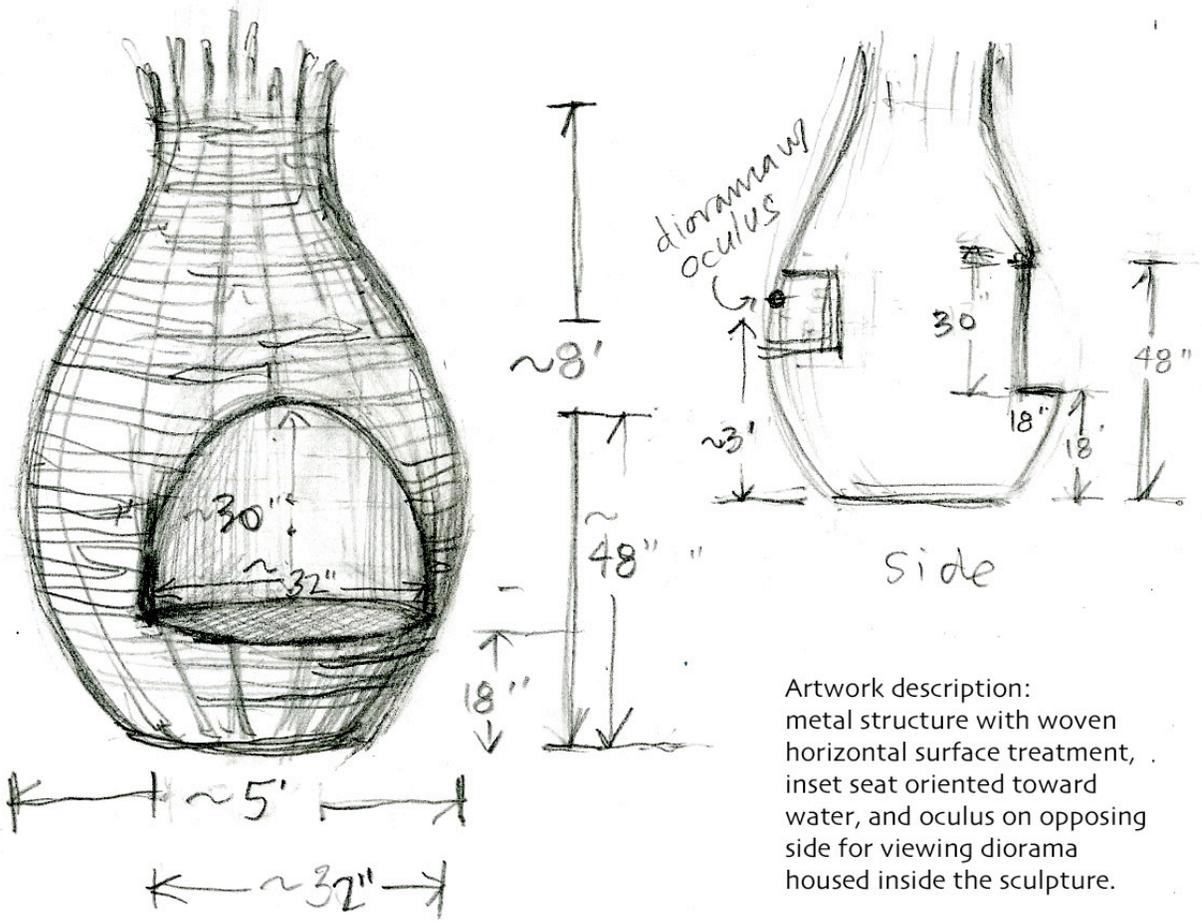
MATERIALS & METHODS

The Artwork will be constructed using a steel framework on which strips of metal will be adhered in a woven pattern. Methods of adhesion may include welding, weaving, and riveting; all elements will be securely fastened to the framework in a way that leaves some visibility to the interior without leaving holes larger than 4". On the side of the Artwork facing away from the water, there will be an oculus, or peephole, that reveals a diorama inside the sculpture. The diorama may be changed out at a future date, or may remain installed for long periods of time. The water-facing side of the Artwork will include a two-person seat. This element will be constructed of material suitable for sitting comfortably, and the Artist Team is researching reclaimed/recycled options. The seat will be removable in order to access the footings for installation of the Artwork on site and to access the diorama inside.

INSTALLATION REQUIREMENTS

The Artist Team shall install the Artwork at the southeast side of the center of the Lower Madison Avenue plaza in coordination and consultation with the City's Public Works Director. The Artwork shall be sited so that it does not cover, obstruct and/or interfere with the metal inset survey marker and storm water drain located at the Lower Madison Avenue plaza.

Project Sketch for Lower Madison Sculpture
Tollefson/Wiegman/Grenier, Artist Team
October 21, 2008



Artwork description:
metal structure with woven
horizontal surface treatment,
inset seat oriented toward
water, and oculus on opposing
side for viewing diorama
housed inside the sculpture.

CITY OF BAINBRIDGE ISLAND CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Resolution 2014-23, Approving the Comprehensive Plan Update (Navigate Bainbridge) Public Participation Program	Date: October 21, 2014
Agenda Item: Staff Intensive	Bill No.: 14-150
Proposed By: Navigate Bainbridge Steering Committee/ Staff	

BUDGET INFORMATION

Depart/Fund:		
Expenditure Req:	Budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No	Budget Amend. Req? <input type="checkbox"/> Yes <input type="checkbox"/> No

REFERRALS/REVIEW

Planning Commission : October 1, 2014	Recommendation: Approve Draft Public Participation Program	
City Manager <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Legal <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

DESCRIPTION/SUMMARY

Action Item:

Consider forwarding Resolution 2014-23 which adopts a Public Participation Program for the 2016 Comprehensive Plan Update to the October 28, 2014 consent agenda.

Background:

The City is beginning the multi-year Comprehensive Plan Update process (Update), as required by the [Washington State Growth Management Act \(GMA\), RCW 36.70.A](#). The update to the Comprehensive Plan must be adopted by June 30, 2016. The GMA requires that local government create and broadly disseminate a Public Participation Program to describe how the City will meet a requirement for early and continuous public participation throughout the Update process ([RCW 36.70A.140](#)). The City Council authorized the creation of a Navigate Bainbridge Steering Committee made up of three Councilmembers and three Planning Commissioners. The Steering Committee provided City staff guidance in developing the draft Public Participation Program, which was then forwarded to the Planning Commission.

The Planning Commission reviewed the draft Program over two meetings, completing their review on October 1, and recommending approval of the attached draft Program to the City Council. The Planning Commission took public comment at each meeting; some comments were related to substantive issues to be discussed during the Update process. Once the City Council adopts a final Program with Resolution 2014-23, then the substantive work of the Update will begin, with a community discussion on the Comprehensive Plan *Vision and Principles*.

RECOMMENDED ACTION

Motion: I move to forward Resolution 2014-23 to the October 28, 2014 consent agenda.

RESOLUTION NO. 2014-23

A RESOLUTION of the City Council of the City of Bainbridge Island approving a Public Participation Program which identifies procedures to provide early and continuous public participation during the 2016 Comprehensive Plan update process.

WHEREAS, the deadline to update to the City’s Comprehensive Plan is June 30, 2016; and

WHEREAS, in August 2014, the City Council established a Comprehensive Plan Update Steering Committee comprised of three Planning Commissioners and three City Council members to help guide the process; and

WHEREAS, the Steering Committee met several times in August and September, giving feedback to staff on the Public Participation Program; and

WHEREAS, the draft Public Participation Program was discussed by the Planning Commission on September 11 and October 1, 2014; and

WHEREAS, after hearing from the public, the Planning Commission voted to recommend approval of the draft Public Participation Program to the City Council on October 1, 2014; now, therefore,

THE CITY COUNCIL OF THE CITY OF BAINBRIDGE ISLAND, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The Public Participation Program shown in Exhibit A attached hereto and incorporated by this reference is approved.

PASSED by the City Council this ____ day of October, 2014.

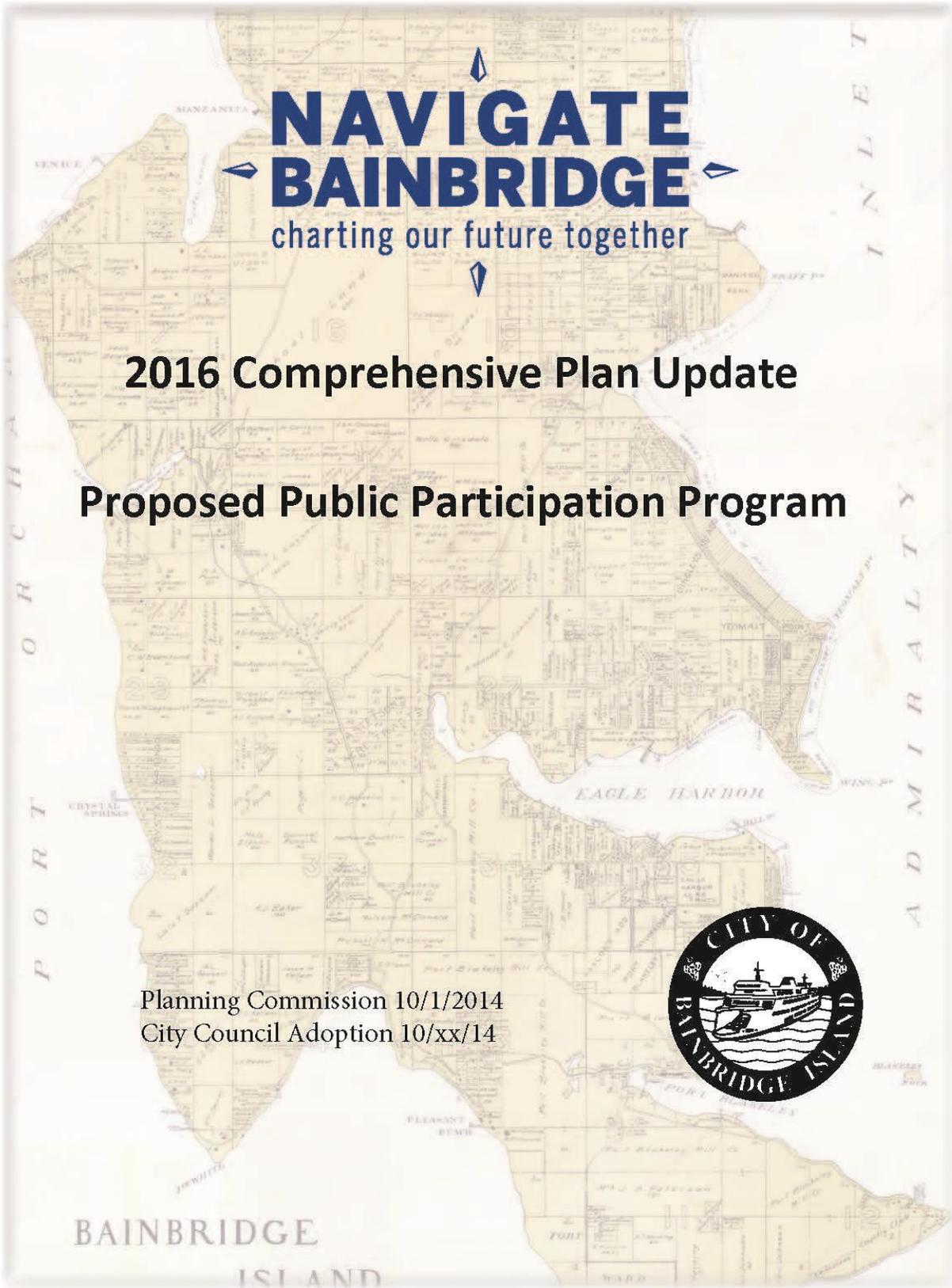
APPROVED by the Mayor this ____ day of October, 2014.

Anne S. Blair, Mayor

ATTEST/AUTHENTICATE

Rosalind Lassoff, City Clerk

FILED WITH THE CITY CLERK: October 14, 2014
PASSED BY THE CITY COUNCIL: October ____, 2014
RESOLUTION NUMBER: 2014-23

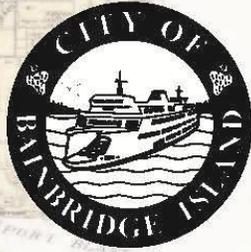


NAVIGATE BAINBRIDGE

charting our future together

2016 Comprehensive Plan Update Proposed Public Participation Program

Planning Commission 10/1/2014
City Council Adoption 10/xx/14



PUBLIC PARTICIPATION PROGRAM:

NAVIGATE BAINBRIDGE- 2016 COMPREHENSIVE PLAN UPDATE

The City of Bainbridge Island is undertaking a major periodic review and updateⁱ of the Comprehensive Plan and development regulations as required by the [Washington State Growth Management Act \(GMA\), RCW 36.70.A](#)ⁱ. This Public Participation Program is required by the GMA to describe how the City will encourage early and continuous public participation throughout the process of reviewing and updating the Comprehensive Planⁱⁱ. The City must approve the update to the Comprehensive Plan and any necessary revisions to its development regulations by **June 30, 2016**. This Public Participation Program outlines the timing of the Update process and opportunities for public participation, and provides City contact information and web addresses.

GOALS

Overall goals of this Public Participation Program are to:

- Provide objective information to assist the public in understanding issues and solutions related to the Comprehensive Plan itself and the Update process.
- Provide opportunities for the public to contribute ideas and provide feedback through all phases of the Comprehensive Plan Review and Update process.
- Improve the involvement of traditionally under-represented audiences.
- Make the Update process accessible and engaging to interested participants by using a variety of media, plain language, and easy-to-understand materials.

HOW TO GET AND STAY INVOLVED

The City is committed to providing multiple opportunities for the public to engage in the Update throughout the process. These public meetings will begin in the Fall of 2014 and continue through the Spring/ Summer 2016. Most meetings will be hosted by the Planning Commission or City Council, an estimated timeline is below. The City will strive to provide one-week notice or more on all public meetings related to the Update. The City will take advantage of all modes of communication to inform the public and encourage their participation.

- **Sign up on *Notify Me*:** To be notified about meetings and all other aspects of the [Comprehensive Plan Update- Navigate Bainbridge](#); residents can sign up to receive email or text notifications.
- **Comment: Residents can provide comment** in-person to the Planning Commission, City Council or Staff, or in writing submitted to the City by letter, email, or by posting on [Community Voice](#) on the City website. All comments will be documented, preserved, posted on the City website and available for public review. The record of comments will be updated weekly.
- **Website:** [Navigate Bainbridge: 2016 Comprehensive Plan Update Project Page](#)
- **Invite:** Request members of the Planning Commission, City Council or City Staff to give a presentation and take Q&A on the Comprehensive Plan Update to community groups or any public forum.

In-Person Public Participation Opportunities	
Outreach Meetings	Timeline
Comprehensive Plan 101 Workshop	July 22, 2014
Public Participation Plan Development	September - October 2014
Navigate Bainbridge Launch: Context and Vision Public Meetings	October - December 2014
Navigate Bainbridge Scoping/ Listening Forums	Dec. 2014 – March 2015
Staff and Steering Committee Synthesize Comments & Draft Scope	Winter 2015
City Council Reviews and Adopts Scope of Update	Winter - Spring 2015
Planning Commission Review	Spring 2015 - Winter 2016
City Council Review	Winter - Summer 2016
Additional Development Regulations Review and Adoption	Summer - Winter 2016

September- October 2014: Public Participation Program Development

Public meetings were held at the Planning Commission, and then City Council will provide the public with an opportunity to provide feedback on the DRAFT Public Participation Program. The City Council will then adopt the Public Participation Program by resolution.

October – December 2014: Navigate Bainbridge-Comprehensive Plan Update Launch- Setting Our Context, Defining Our Vision

This series of meetings will be used to launch the Navigate Bainbridge process. These meetings will be facilitated discussions that focus on creating community consensus around Bainbridge Island’s values, while establishing the context for future discussions and envisioning our future given the changing world we live in. The goal will be to come out of these meetings with a clear vision and guiding principles for the updated Comprehensive Plan, and a framework for future discussions. This series will be two to four meetings as needed.

December 2014- March 2015: Navigate Bainbridge Scoping/ Listening Forums

To help the City determine the scope of potential amendments to the Comprehensive Plan, the public will have the opportunity to provide input specific to any of the Comprehensive Plan elements (e.g., Land Use, Housing, Transportation, etc.) at any of six Listening/Scoping forums. In order to better coordinate the Comprehensive Plan with the daily operations of the City, the forums will be organized around one of the six results/ themes of [the City’s Priority Based Budgeting process](#) (see below). Although the forums will each focus on a specific theme, comments on any topic are welcome, acknowledging that people will not be able to attend every meeting.



Safe City



Healthy and Attractive Community



Green, Well-Planned Community



Vibrant Economy



Reliable Infrastructure and Connected Mobility



Good Governance 3

Community input from these meetings will be recorded and subsequently sorted by the Steering Committee into the applicable Comprehensive Plan update elements for further discussion. The public is invited to attend and participate at each meeting. Meetings may be held at different locations to increase accessibility. The public will also have the opportunity to submit comment on each topic area by email at pcd@bainbridgewa.gov, in writing at City Hall or on the [city website](#).

Winter 2015: City Staff and Steering Committee Synthesize Comments & Draft Scope

City staff will work with the Steering Committee to sort all public feedback into the appropriate elements of the Comprehensive Plan. There may be elements added, changed or deleted, depending on the input of the community, while remaining consistent with the law. This process will be transparent for the public. The Steering Committee or City Council may create ad hoc committees that include identified subject area experts or representatives from stakeholder groups to focus on specific issues, as needed.

The Steering Committee may advise that work be completed to immediately address changes in the Bainbridge Island Municipal Code (BIMC). Otherwise, the Steering Committee will place public input related to other regulatory changes or issues that merit a larger, focused discussion into “**Temporary Moorage**” (see Appendix XX, Diagram of Comprehensive Plan Update Process). After the Comprehensive Plan is updated, City staff and the Planning Commission will revisit the items in “**Temporary Moorage**” to consider which of those should be placed on the work program for public input and potential adoption by Council.

Winter – Spring 2015: City Council Reviews and Adopts Scope of Update

The City Council will consider the Steering Committee’s recommendation regarding the Scope of the Comprehensive Plan Update and BIMC. Part of reviewing the DRAFT Scope is reviewing the “**Temporary Moorage**” and the public comments submitted to date. The Council will make any adjustments to the Scope, and formally adopt a Final Scope for the Comprehensive Plan Update.

Spring 2015 - Winter 2016: Planning Commission Review

The Commission and City Staff will develop and draft the amendments to the Comprehensive Plan and BIMC. At this time the public will have another opportunity to comment on the revisions proposed. This will be an iterative process that will take place over several meetings, including public hearings. The Planning Commission will then vote to recommend updates to the Comprehensive Plan and BIMC to the City Council.

Winter – Summer 2016: City Council Review

The City Council will receive the Planning Commission’s recommendation, and discuss over several public meetings. The public will be able to provide comment to the City Council on the

proposed changes at all meetings. The Council will hold a public hearing on the proposed changes to the Plan, and then will vote to approve changes to the Plan.

Summer – Winter 2016: Development Regulation Changes Review and Approval

Some changes to the BIMC, such as change necessary to comply with the GMA, may go through the legislative process of the Planning Commission and City Council review and approval concurrent with the Comprehensive Plan Update. Work on an ordinance integrating the larger changes to the BIMC, and any development regulation issues identified in the “**Temporary Moorage**” tool, will begin immediately after the Comprehensive Plan Update is completed.

PROPOSED OUTREACH METHODS AND TOOLS

The overall objective of this Program is to describe how the City will engage the public during the course of the Update process. Public participation methods and tools may vary by phase of the Update process. This Public Participation Program may continue to be reviewed and refined throughout the Update process, if needed. The City will take advantage of all modes of communication to engage the public. Public outreach will consist of in-person outreach efforts, traditional media and advertising, and outreach efforts utilizing technology and social media. Public meetings shall be noticed as far in advance as possible, and the City shall strive to provide a minimum of one week notice.

In-person Outreach methods

- In-person presentations at group meetings, i.e. School Board or Parent Teacher Association meetings
- Ferry – video ad screen, voice over announcement with table on ferry

Traditional media and advertising

- Press releases to local papers, blogs and newsletters
- Utilize community organization email lists, newsletters and social media
- Flyering for meeting events
- Bainbridge Community Broadcasting
- Periodic columns in the Bainbridge Island Review
- School District Communication Networks
- Town and Country Reader Board
- Send emails to current City email listservs, volunteer lists and citizen advisory groups

Technology and Social media

- City Website
 - Background information, existing Comprehensive Plan, useful weblinks to planning resources, and materials prepared for public meetings should be available to the public on the City’s Navigate Bainbridge: Comprehensive Plan Update project webpage. Hard copies will also be available in a designated Comprehensive Plan Update Resource Area at City Hall

- [Notify Me](#) – There is a listserv for the public to sign up for *Navigate Bainbridge: Comprehensive Plan Update*
- Press releases related to Comprehensive Plan and Update process
- Posting Comprehensive Plan and Update events and meetings to the calendar on the City website
- [Community Voice](#): an online portal allowing for the community to engage in discussion about the comp plan
- Online Survey Tool
- [City Facebook page](#)
 - Posting Update events, meetings, and stories related to Council, committees, and City Admin
- Facebook and email groups
 - Island moms, Bainbridge Islanders, Bainbridge-Open Community, Radio Free Bainbridge
- Twitter
- Weekly City Manager Update

NAVIGATE BAINBRIDGE-COMPREHENSIVE PLAN UPDATE STEERING COMMITTEE

The Navigate Bainbridge Steering Committee was created by the City Council on August 18, 2014 to guide and oversee the Comprehensive Plan Update process. The Steering Committee provides guidance to staff on how the update process is organized, and will make recommendations on process and policies to the Planning Commission and City Council. The Steering Committee is comprised of three Planning Commissioners and three City Councilmembers:

City Councilmembers

Anne Blair
 Val Tollefson (Committee Chair)
 Sarah Blossom

Planning Commissioners

Mike Lewars
 Mack Pearl
 Maradel Gale

ROLE OF THE PLANNING COMMISSION

The City of Bainbridge Island Planning Commission (Commission), is comprised of 7 volunteer members appointed by the City Council, and is the steward of the Comprehensive Plan. In this role, the Commission provides independent and objective recommendations to the City Departments and City Council on broad planning goals, policies, and plans for the development of Bainbridge Island. The Commission focuses on issues that shape Bainbridge Island, such as land use, transportation, housing, and environmental policy.

The Planning Commission will be involved throughout the process and will provide recommendations and comments to the City Council. Three Planning Commissioners are on the Navigate Bainbridge Steering Committee, and the Planning Commission members will be involved in hosting and facilitating six public listening sessions designed to gather citizen input

on the scope of the update of the Bainbridge Island Comprehensive Plan. The Commissioners will consider the public input from the scoping forums to craft draft amendments to the Comprehensive Plan, and a list of potential development code amendments. Finally, the Commission will host public hearings to invite public comment on the draft amendments. After closing the public hearing, the Commission will prepare a final set of recommendations for the City Council on amendments to the Comprehensive Plan, and a list of potential code revisions for consideration in the fall of 2016.

ROLE OF THE CITY COUNCIL

As the final decision makers on all aspects of the Comprehensive Plan Update, it is important that the City Council receive regular communications from the Planning Commission on all aspects of the Update process. The Council will schedule periodic joint meetings with the Planning Commission at several points in the overall process. This fall, the City Council will adopt the final public participation program by resolution and meet jointly with the Planning Commission to review and consider changes to the overarching Comprehensive Plan *Vision* and *Principles*. This winter, the Council will assist the Planning Commission in listening to public input at six scoping meetings. After the Commission synthesizes the scoping input, they will craft potential plan amendments for review and public comment during 2015 and into 2016. The Council will receive the Planning Commission's final recommended amendments to the Comprehensive Plan and a list of potential development regulation revisions in 2016. The Council will take action on the Comprehensive Plan update by June 30, 2016.

CONTACT INFORMATION FOR NAVIGATE BAINBRIDGE- 2016 COMPREHENSIVE PLAN UPDATE

To submit written comments: pcd@bainbridgewa.gov ; jsutton@bainbridgewa.gov; 280 Madison Ave. N

To submit questions or comments over the phone: Jennifer Sutton, Special Project Planner, 206.780.3772

To sign-up for Notify Me-Navigate Bainbridge: <http://www.bainbridgewa.gov/list.aspx>

To engage in a discussion on Community Voice:

<http://www.bainbridgewa.gov/CommunityVoice/Ideas?initiativeID=Navigate-BainbridgeThe-Comprehensive-Pla-10>

For more information on the process: <http://www.bainbridgewa.gov/615/Navigate-Bainbridge-Comprehensive-Plan-U>, <https://www.facebook.com/citybainbridgeisland?ref=hl>, Twitter @cityofbi,

To sign-up for the City Manager Report: <http://www.bainbridgewa.gov/500/City-Managers-Report>

To arrange to have a presentation at your community meeting: Kellie Stickney, kstickney@bainbridgewa.gov or 206.780.3741

ⁱ RCW 36.70A. (2)(a) Each county and city shall **establish and broadly disseminate to the public a public participation program** consistent with RCW [36.70A.035](#) and [36.70A.140](#) that identifies procedures and schedules whereby updates, proposed amendments, or revisions of the comprehensive plan are considered by the governing body of the county or city no more

frequently than once every year, except that, until December 31, 2015, the program shall provide for consideration of amendments of an urban growth area in accordance with RCW [36.70A.1301](#) once every year. **"Updates" means to review and revise, if needed**, according to subsection (1) of this section, and the deadlines in subsections (4) and (5) of this section or in accordance with the provisions of subsection (6) of this section. Amendments may be considered more frequently than once per year under the following circumstances:

ii RCW 36.70.A.130(5) Except as otherwise provided in subsections (6) and (8) of this section, following the **review of comprehensive plans and development regulations** required by subsection (4) of this section, counties and cities **shall take action to review and, if needed, revise their comprehensive plans and development regulations to ensure the plan and regulations comply with the requirements of this chapter** as follows.

Opportunities for early and continuous public participation in the Update process

2014 Fall

2015 Winter

Members of the public are encouraged to submit letters or emails about the **scope of the update** to the Comprehensive Plan (the **Plan**) and/or Development Regulations (the **Code**). The final adopted **“Scope”** determines which topics or issues will be heard and considered by the City for potential adoption as Plan or Code amendments.

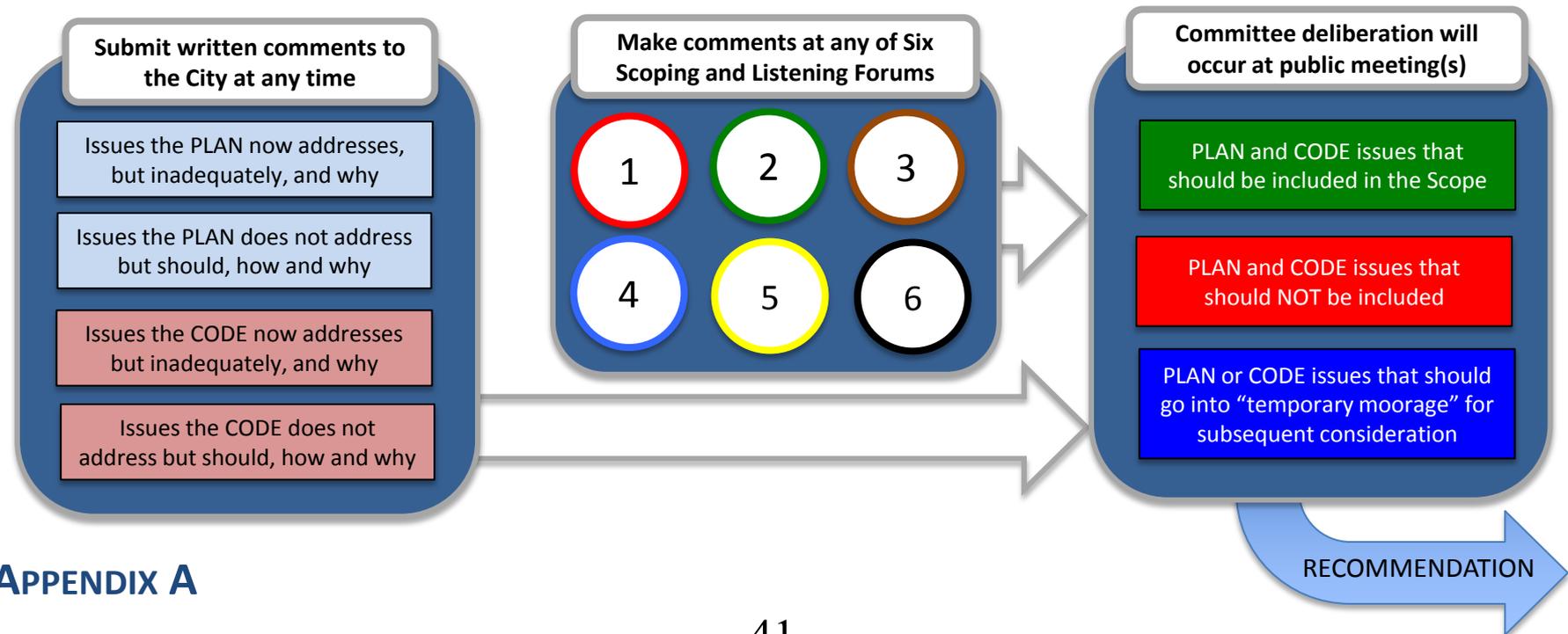
Commenters should identify which Plan elements (e.g., land use, transportation, etc.) or Code sections are most relevant. Each written comment will be numbered as part of the record considered by the Planning Commission and Council.

In addition to the opportunity to submit written comments about the scope of the Update, people may also offer oral comments about the Plan or the Code at any of six SCOPING/LISTENING FORUMS hosted and facilitated by the Planning Commission and City Council.

The forums are an opportunity for people to hear each others’ comments and for Council and Commission members to ask clarifying questions.

A **Steering Committee** of 3 City Council Members and 3 Planning Commissioners will review all the written and oral public comment regarding the proposed scope of amendments to the Plan and Code.

The Committee will sift and sort the written and oral comments into three categories, and forward their recommendation about the final scope of the Plan and Code update to the City Council for its consideration.



Adoption of the Final Scope, drafting amendments and ongoing Public Comment

2015 Winter

Spring

Summer

Fall

2016 Winter

Spring

Summer

City Council receives the Committee's recommendation regarding the SCOPE of the update to the PLAN and CODE

City Council makes any adjustments it deems appropriate and **adopts Final Scope**



Planning Commission, staff and consultant draft amendatory PLAN and CODE language pursuant to the Final Scope

Planning Commission conducts public hearings on the draft proposed amendments to the Comprehensive Plan and any proposed draft amendments to the Development Code.

Public Comment is invited in writing and orally at every public hearing. As with scoping comments, each substantive comment will be numbered and become part of the record.

City Council will conduct periodic joint meetings with the **Planning Commission** to review progress and provide any needed feedback for consideration by the public and planning commission.

City Council receives final package of Amendments, makes any adjustments and by Ordinance **adopts amendments to the Plan and Code**



City Council meets jointly with the **Planning Commission** to review items in Temporary Moorage

City Council decides which items from Temporary Moorage should be put on the Planning Commission work program for the coming six months



Council may decide to appoint **Ad Hoc Advisory Committees** to assist with the drafting of amendatory language for items in the Final Scope

COMMUNITY GROUP OUTREACH LIST: NAVIGATE BAINBRIDGE- 2016 COMPREHENSIVE PLAN UPDATE

Contact Community Engagement Specialist Kellie Stickney to add any community groups to this list:
kstickney@bainbridgewa.gov or 206-780-3741.

CITY CITIZEN ADVISORY GROUPS

Design Review Board
Environmental Technical Advisory Committee
Harbor Commission
Historic Preservation Commission
Lodging Tax Advisory Committee
Non-motorized Transportation Advisory Committee
Planning Commission (see *Role* above)
Road Ends Committee
Utility Advisory Committee

OTHER PUBLIC AGENCIES

Bainbridge Island School District
Bainbridge Island Fire Department
Bainbridge Island Metro Park and Recreation District
Kitsap Transit
Kitsap Public Utility District
Sewer District 7
Kitsap Public Health District
Puget Sound Regional Council

COMMUNITY GROUPS

Arts and Humanities Council	Friends of the Farms
Association of Bainbridge Communities	Grow Community
Bainbridge Business Women	Habitat for Humanity of Kitsap County
Bainbridge Community Foundation	Helpline House
BI Downtown Association	Housing Resources Board
BI Farmers Market	Interfaith Council
BI Historical Society	Islanders for Responsible Development
BI Japanese American Exclusion Memorial Organization	IslandWood
BI Land Trust	Kiwanis Club
BI Senior Community Center	League of Women Voters
BI Sportsmen's Club	Rotary Club of Bainbridge Island
BI Watershed Council	Sakai Villages Homeowner Association
Chamber of Commerce	Sierra Club
Educulture	Squeaky Wheels Bicycle Club
Environmental Bainbridge	Sustainable Bainbridge

CITY OF BAINBRIDGE ISLAND CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Fletcher Landing Road End Project Design Options	Date: October 21, 2014
Agenda Item: Staff Intensive	Bill No.: 14-173
Proposed By: Deputy City Manager Morgan Smith	

BUDGET INFORMATION

Depart/Fund:		
Expenditure Req:	Budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No	Budget Amend. Req? <input type="checkbox"/> Yes <input type="checkbox"/> No

REFERRALS/REVIEW

City Manager <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Legal <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
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DESCRIPTION/SUMMARY

Action Item:

Identify preferred design option for Fletcher Landing Road End Improvement project, as described in the attached memo and materials.

Background:

Please see the attached staff memo for additional information.

RECOMMENDED ACTION

Motion:

I move the City move forward with design and permitting for the Fletcher Landing Road End Improvement project using the preliminary design Option B, with adjustments as needed to incorporate a handicap-accessible, west-facing viewing bench.

City of Bainbridge Island
EXECUTIVE DEPARTMENT



MEMORANDUM

TO: City Council
Doug Schulze, City Manager

FROM: Morgan Smith, Deputy City Manager

DATE: October 15, 2014

RE: Fletcher Landing Road End Improvement Project

Fletcher Landing is a forty foot wide road end with a deteriorating concrete sea wall. This project was identified by the City's Road Ends Committee as a top priority for repair or replacement, and the committee and staff have worked together this year to solicit community input on the project and assess design alternatives.

In early 2014, the Road Ends Committee also developed 11 committee goals for the project. The City hosted two community meetings in January to discuss the project's goals. These workshops helped to identify the primary goals and issues the public would like to see addressed for the road end.

Based on community input and the committee's project goals, the Road Ends Committee focused on three potential designs for the site.

- Option A: This option removes the seawall and creates a sloping access to the water that is approximately 25 feet wide.
- Option B: This option removes the seawall and creates a sloping path to the water that is approximately 20 feet wide. A south-facing bench is included on the north edge of the site.
- Option C: This option removes the seawall and creates a sloping path to the water that is approximately 12 feet wide. A west-facing bench is included on the north edge of the site.

The attached matrix provides a high-level comparison of the key elements of each design and was provided to the Road Ends Committee on September 22, 2014.

In August, the City engaged AECOM, Inc. to review the three design options to assess feasibility, to review permit issues, and to update project cost estimates. The AECOM final report determined that all three options are technically feasible, and all three would meet permit requirements. The AECOM report provided initial cost estimates for the three options that range from \$93,000 - \$107,000.

In early October, the Road Ends Committee agreed to recommend Option B, with some suggested changes. The City would like to select a preferred design in order to move forward with permitting and additional design work. This would allow the City to continue to pursue a schedule that plans for project construction during the fish window period in Summer, 2015.

The Fletcher Landing project page on the City's website provides additional background material related to the City's public engagement efforts, including a summary of comments provided at the two community meetings, a table identifying how each design option meets the major goals identified by the public, the AECOM final report, and concept designs for each option.



City of Bainbridge Island
PLANNING & COMMUNITY DEVELOPMENT

The following chart provides an overview of the three design options developed for the Fletcher Landing Road End.

	Option A	Option B	Option C
Report Results			
Feasibility	X	X	X
Permitting	X Provides marginal increase in beach restoration	X	X
Estimated Cost	\$101,000	\$107,000	\$93,000
Alignment with Community Goals			
Details provided in attached memo dated 3/10/2014	X Does not provide a bench for view opportunities	X	X
Design Elements			
Bench orientation/view	None	South	West
ADA features	No	Potential	Yes
Tree retention	No	Yes Retains half of existing fir trees	Yes Retains all of existing fir trees
Width of new beach	≈ 25 feet	≈ 20 feet	≈ 12 feet
Storm drainage	Includes outfall pipe on beach	Outfall pipe hidden	Outfall pipe hidden
Risk Management			
Legal Risks	Pursuing Option A is likely to result in a legal challenge, which will be costly to the City and will delay implementation of any option, and therefore will delay repair of the bulkhead	While there is always a possibility of legal challenge to this option, the City is unaware of any likely challenges at this time	While there is always a possibility of legal challenge to this option, the City is unaware of any likely challenges at this time

BAINBRIDGE ISLAND ROAD END ADVISORY COMMITTEE

TO: Bainbridge Island City Council
RE: Design Recommendation for Fletcher Landing Road End
DATE: October 1, 2014

In light of the goals of this Committee to increase public access to the water for all residents of Bainbridge Island on sites with public rights of way, and in accordance with directions from the Bainbridge Island City Council to “protect and enhance public access to shorelines as well as to safeguard the rights of private property owners adjacent to public shoreline access points,” the Committee submits the following recommendation to the Bainbridge Island City Council for the Fletcher Landing Road End.

RECOMMENDATION

Taking into account the City’s need to improve the drainage at this site no matter which design is chosen, in reviewing the three proposed designs presented to the Committee on September 22, 2014, the Committee believes that the compromise design known as Option B best fulfills the goals and values of the Committee, published on January 29, 2014 and reaffirmed on September 30, 2014, as explained below and in consideration of the Committee’s suggested adjustments that follow.

RESTORATION: The design should promote and restore the natural shoreline and the habitat for marine life. The present concrete bulkhead is failing and unsafe, and should be removed to accommodate a natural, sloping, shoreline beach. Avoid armoring that may increase erosion on the beach itself and on surrounding beaches.

PUBLIC ACCESS: The design should provide easy access to and from the water for launching and landing hand-carried watercraft and recreational items.

PROTECTION OF NEIGHBORS’ PROPERTY: The design should protect the neighbors’ edges to impede erosion.

AMENITIES: The design should provide amenities for public enjoyment of the site, such as a bench and a small viewing platform.

ADA: The design should promote and accommodate handicapped and elderly persons to the extent possible.

PARKING: The design should provide at least three visitor vehicles with adequate, designated, turn-around space, with removable obstacles or curbs to prevent motor vehicle entry but accommodate emergency response and authorized equipment.

SUGGESTED ADJUSTMENTS TO OPTION B

- 1) The viewing platform/bench shown on Option B should be situated so that the outlook is to the west, not to the south.
- 2) In order to provide adequate turn-around space for vehicles and with as little impact on adjacent neighbors as possible, designated parking spaces should be located as shown on Option A.

3) As stated in Goal No. 7, along with Northwest native plants, landscaping should include removal of certain tall trees on the south side, and replacement with appropriate deciduous varieties to provide summer shade and winter sunlight.

Approved for submission to Council on October 1, 2014.

Respectfully,

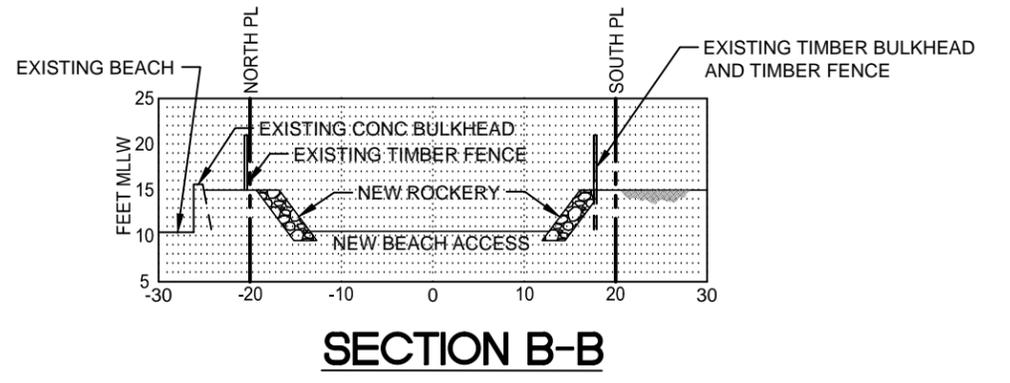
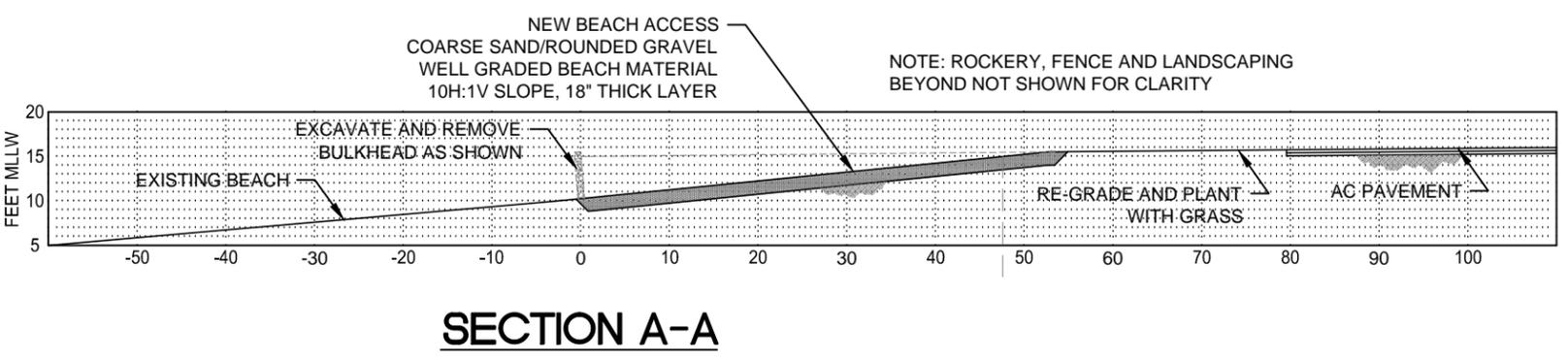
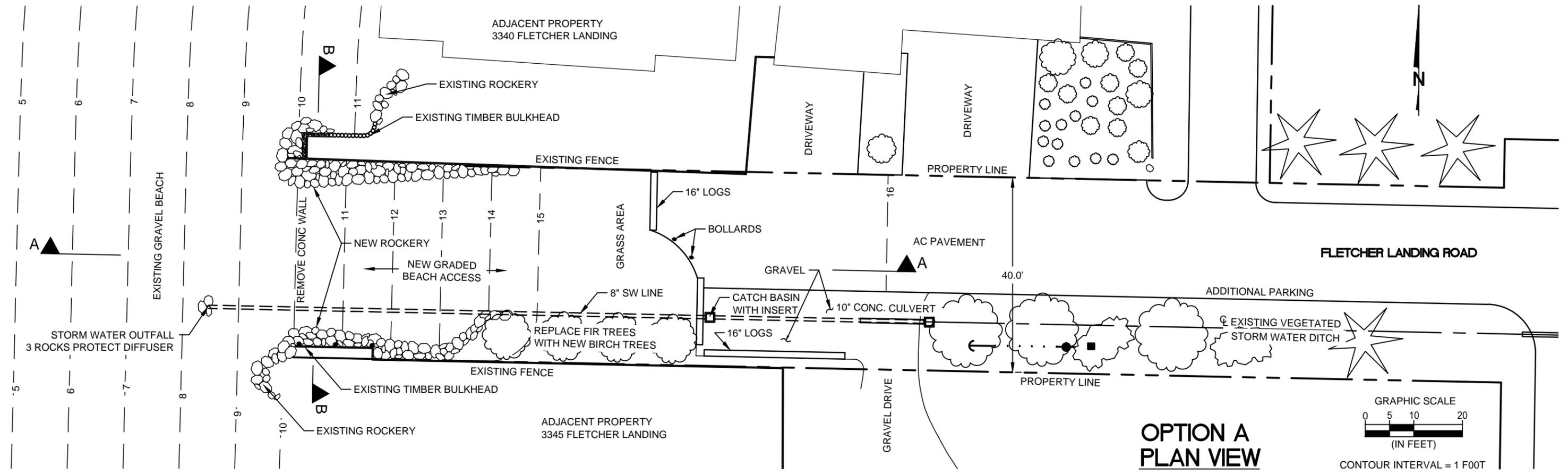
Bainbridge Island Road End Advisory Committee
By Bitsy Ostenson, Chair

BAINBRIDGE ISLAND ROAD ENDS COMMITTEE

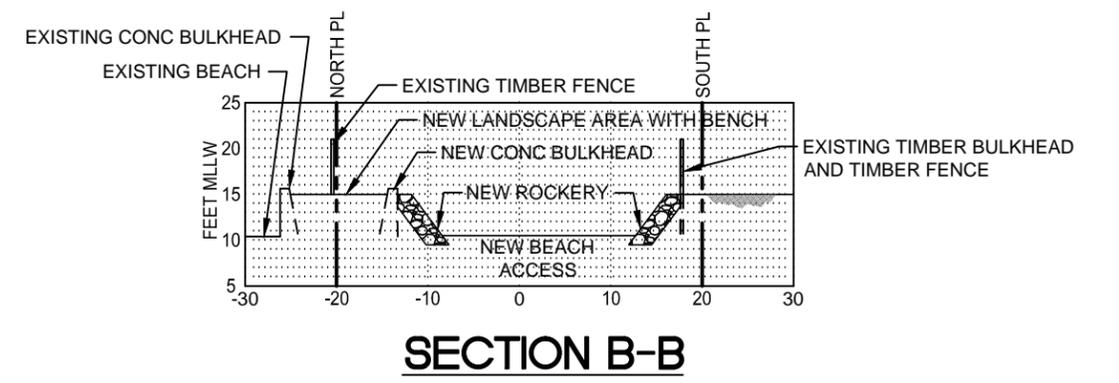
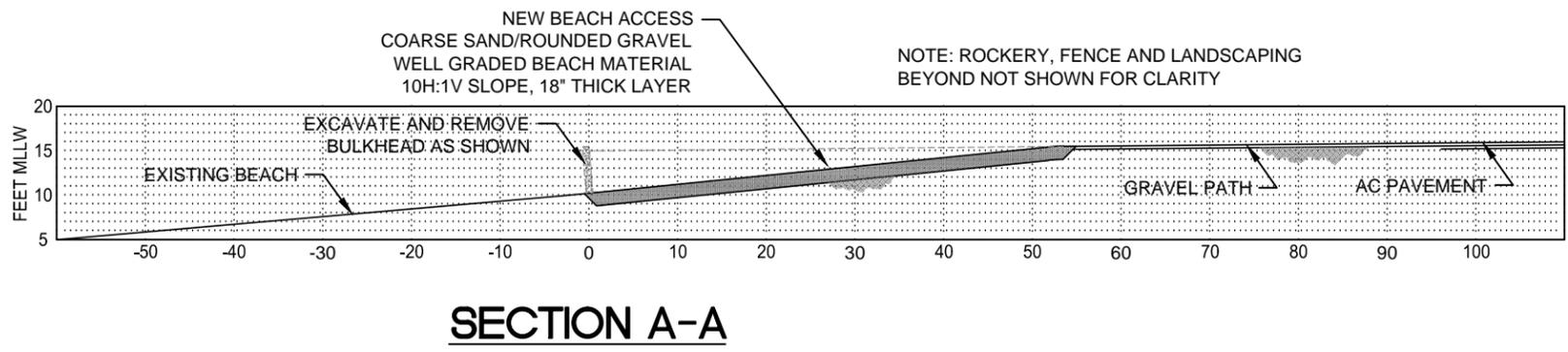
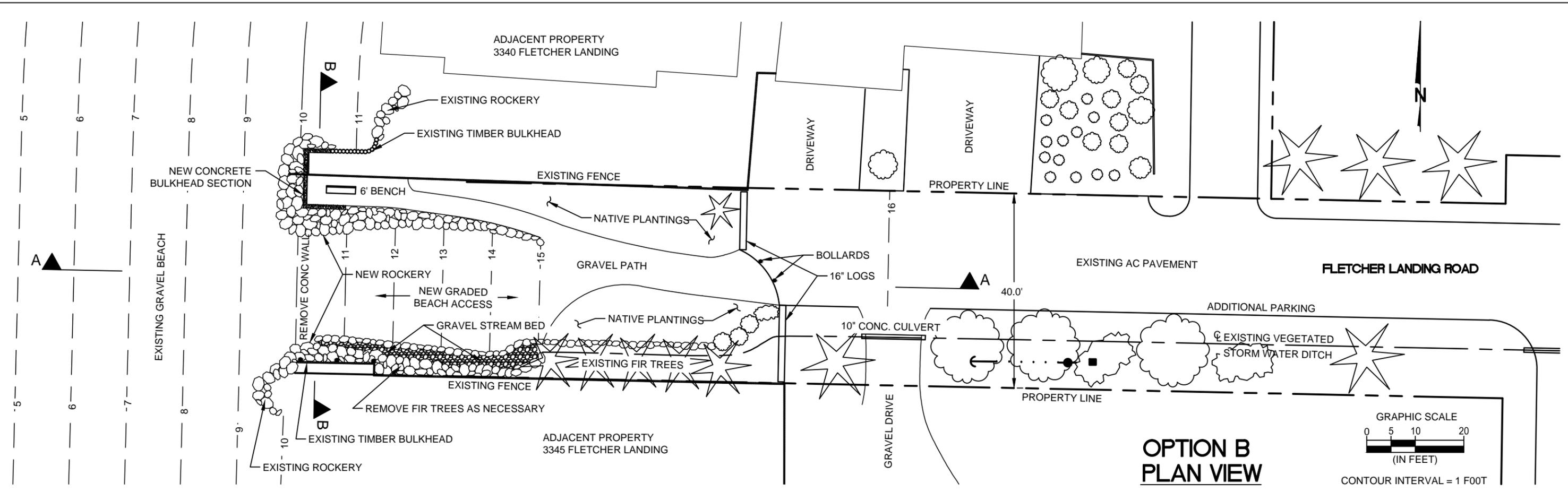
January 29, 2014

GOALS FOR IMPROVEMENTS TO THE FLETCHER LANDING ROADEND

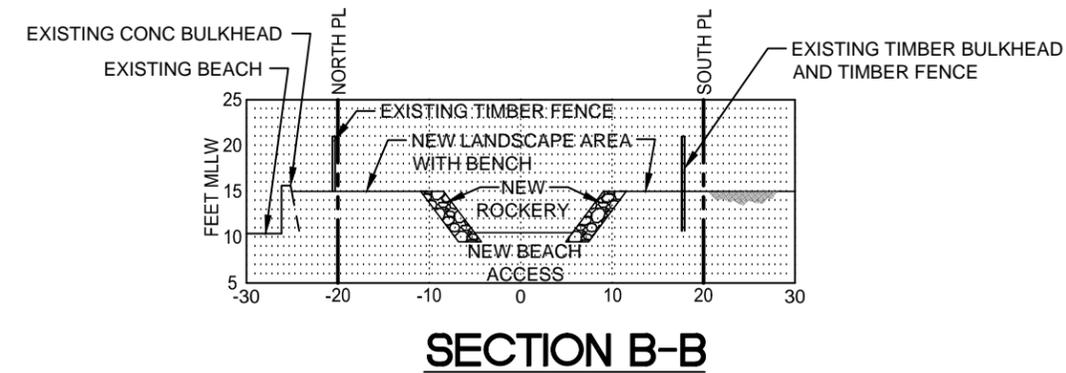
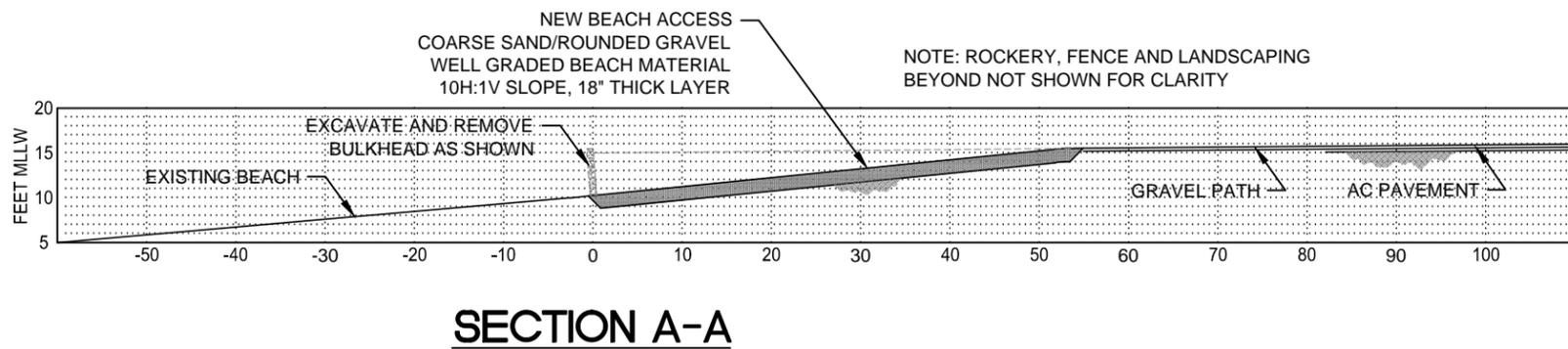
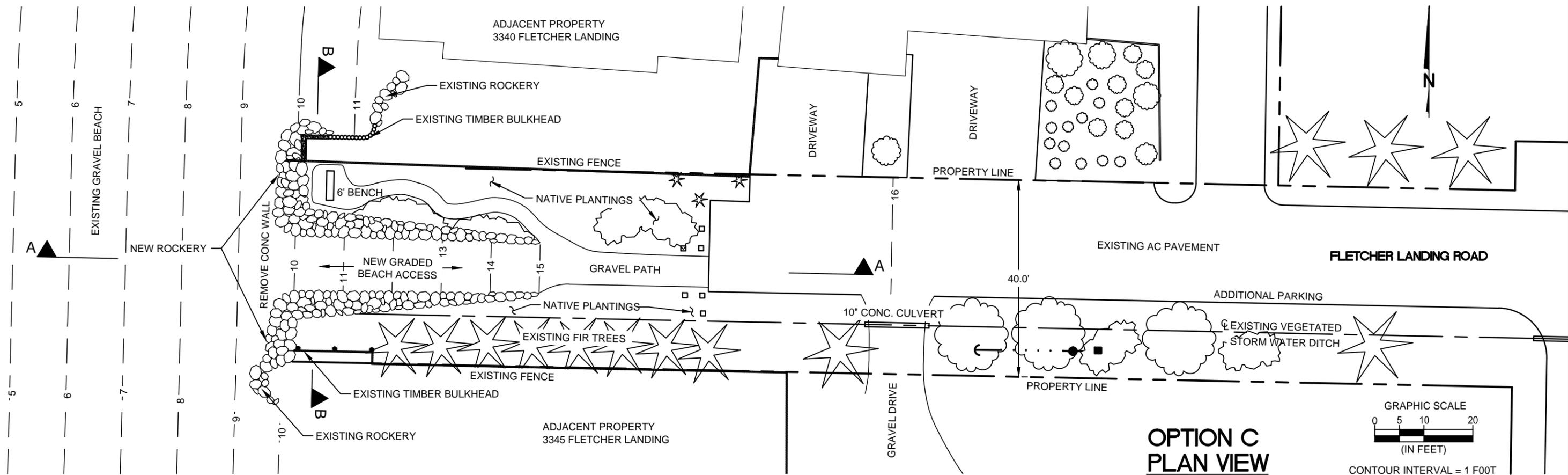
1. Fletcher Landing Road end should permit pleasant, safe and easy access by the public to the site, the tideland, the views, and the water within the width of the 40-foot-wide road.
2. The present concrete bulkhead is failing and unsafe; it should be removed and replaced by restoration to a natural, sloping, shoreline/beach.
3. The design should protect the neighbors' edges to impede erosion.
4. The roadend should provide easy access to and from the water for launching and landing hand-carried watercraft and recreational items.
5. The design should include obstacles to prevent motor vehicle entry on the slope under usual conditions but the obstacles should be removable to accommodate emergency response and authorized equipment.
6. The site, including tideland and viewing areas, should accommodate handicapped persons to the extent feasible.
7. The roadend should promote and restore the natural shoreline and the habitat for marine life. The landscaping should provide shaded and sunlit areas and plants native to the Northwest; removal of certain tall trees on the south side should be considered, possibly replaced with deciduous foliage.
8. The roadend should have limited amenities for public enjoyment of the site consistent with what is generally accepted for public right-of-ways, such as benches and a small platform for viewing seaward scenery at all tide levels. Parking (compliant with shoreline regulations) should be available for at least three visitor vehicles, with adequate, designated, turn-around space.
9. Signage and drainage design appropriate to the site must be installed, along with usage restrictions, historical and interpretive information as appropriate.
10. The costs (both immediate and long-term) of the plan are an obvious consideration and must be minimized to the extent consistent with the goals.
11. Pedestrian access to the site from Fletcher Bay Road/Woodbank Drive easterly of Fletcher Landing Road should be considered as a supplemental city project.



CONCEPT ONLY



CONCEPT ONLY



CONCEPT ONLY

CITY OF BAINBRIDGE ISLAND CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Police Department Contracts	Date: October 21, 2014
Agenda Item: Staff Intensive	Bill No.: 14-171
Proposed By: Police Chief Matthew Hamner	Referral(s):

BUDGET INFORMATION

Department:	Fund:	Munis Contract #
Expenditure Req:	Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Budget Amend. Req? <input type="checkbox"/> Yes <input type="checkbox"/> No

REFERRALS/REVIEW

Study Session:	Recommendation:		
City Manager <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Legal <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Finance <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	

DESCRIPTION/SUMMARY

Action Item:

Consider forwarding the following Police Department Contracts to the October 28, 2014 Consent Agenda: 1) Computer Voice Stress Analyzer Upgrade and 2) Kitsap County Traffic Safety Task Force Memorandum of Understanding.

RECOMMENDED ACTION

Motion:

I move that the City Council forward the following Police Department Contracts to the October 14, 2014 Consent Agenda: 1) Computer Voice Stress Analyzer Upgrade and 2) Kitsap County Traffic Safety Task Force Memorandum of Understanding.

CITY OF BAINBRIDGE ISLAND CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Computer Voice Stress Analyzer (CVSA) Upgrade	Date: October 21, 2014
Agenda Item: Staff Intensive	Bill No.: 14-168
Proposed By: Police Chief Matthew Hamner	Referral(s):

BUDGET INFORMATION

Department: Police	Fund:	Munis Contract #
Expenditure Req:	Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Budget Amend. Req? <input type="checkbox"/> Yes <input type="checkbox"/> No

REFERRALS/REVIEW

City Manager <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Legal <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
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DESCRIPTION/SUMMARY

Action Item:

Consider forwarding the purchase of an upgraded Computer Voice Stress Analyzer (CVSA) to the October 28, 2014 consent agenda.

Background:

The Bainbridge Island Police Department currently has a CVSA unit which is outdated. New technology exists and the department has come to an agreement with the manufacturer to trade-in the old equipment for an upgraded system and subsequent training. The upgrade, 3-year hardware and accident warranty, the recertification of a certified CVSA operator and training of a new CVSA operator comes to \$4,640. There is currently \$33,094.99 available in the narcotics sub-fund.

Expenditures applied against this sub-fund must be directly related to narcotics prevention. The CVSA unit will primarily be used in the interview/interrogation of subjects involved in the manufacture, distribution, and/or sale of narcotics.

Schedule/Next Activities:

Should the City Council approve the expenditure, the equipment upgrade and training will take place immediately.

Budget:

The equipment and training are budgeted, but require council approval since funding are moving between restricted funds.

RECOMMENDED ACTION

Motion:

I move that the City Council forward the purchase of an upgraded Computer Voice Stress Analyzer (CVSA) to the October 28, 2014 consent agenda.

END-USER LICENSE AGREEMENT FOR CVSA SOFTWARE

IMPORTANT READ CAREFULLY: This End-User License Agreement (EULA) is a legal agreement between you (either an individual or a single entity) and the NITV Federal Services, LLC (NFS) which installed the Computer Voice Stress Analyzer[®] (SOFTWARE PRODUCT or SOFTWARE) on a Dell Latitude or Dell ATG or Dell XFR or other Computer (COMPUTER). The SOFTWARE PRODUCT includes computer software, the associated media, any printed materials, and any online or electronic documentation. Once the EULA is signed by any member of said entity or the CVSA[®] is used by anyone employed by said entity, it is understood and agreed to be bound by the terms of this EULA.

SOFTWARE PRODUCT LICENSE

The SOFTWARE PRODUCT is protected by copyright laws and international copyright treaties, as well as other intellectual property laws and treaties. **The CVSA SOFTWARE PRODUCT is licensed, not sold.**

I. GRANT OF LICENSE. This EULA grants you the following rights:

- **Software.** You may use this copy of the SOFTWARE PRODUCT (CVSA Program) only on the COMPUTER described below in this Agreement.

II. DESCRIPTION OF OTHER RIGHTS AND LIMITATIONS.

- **Limitation on Reverse Engineering, De-compilation and Disassembly.** You may not reverse engineer, de-compile, or disassemble the SOFTWARE PRODUCT, except and only to the extent that such activity is expressly permitted by applicable law notwithstanding this limitation.
- **Separation of Components.** The SOFTWARE PRODUCT (CVSA) is licensed as a single product. Its component parts may not be separated for use on any other computer.
- **Single COMPUTER.** The SOFTWARE PRODUCT is licensed with the COMPUTER described below as a single integrated product. This license specifically excludes any use, review, evaluation, research & development (R&D), scientific testing or analysis of the CVSA SOFTWARE PRODUCT by the user or any third parties not specifically authorized by NFS.
- **Rental.** You may not rent, lease, assign, sub-lease, loan, sell, or otherwise transfer any rights to the SOFTWARE PRODUCT or COMPUTER under this agreement.
- **Termination.** Without prejudice to any other rights, NFS may terminate this EULA if you fail to comply with the terms and conditions of this EULA. In such event, you must return the computer in question in order to allow NFS to destroy all copies of the SOFTWARE PRODUCT and all of its component parts. The computer will then be returned minus the CVSA program.

III. UPGRADES. If you receive a CVSA SOFTWARE PRODUCT upgrade, you may use that upgrade only in accordance with this EULA and added only to the computer described below.

IV. COPYRIGHT. All title and copyrights in and to the CVSA SOFTWARE PRODUCT (including but not limited to any images, photographs, animations, videos, audio, music, algorithms, text and “applets”) incorporated into the SOFTWARE PRODUCT, are owned by NFS or its suppliers. You may not copy the printed materials accompanying the CVSA SOFTWARE PRODUCT. All rights not specifically granted under this EULA are reserved by NFS.

END-USER LICENSE AGREEMENT FOR CVSA SOFTWARE

- V. **PRODUCT SUPPORT.** Product support for the SOFTWARE PRODUCT is provided by NFS. For product support, or if you have any questions concerning this EULA, please refer to the information provided in the CVSA User's Manual.
- VI. **U.S. GOVERNMENT RESTRICTED RIGHTS.** The SOFTWARE PRODUCT and documentation are provided with RESTRICTED RIGHTS. Use, duplication, or disclosure by the Government is subject to restrictions as set forth in subparagraph (c)(1)(ii) of the rights in Technical Data and Computer Software clause at DFARS 252.227-7031 or subparagraphs (c)(1) and (2) of the Commercial Computer Software Restricted Rights at 48 CFR 52.227-19, as applicable. Manufacturer is NFS, 11400 Fortune Circle, West Palm Beach, FL 33414.
- VII. **CONFIDENTIAL INFORMATION.** During the term of this Agreement, Licensee and its Employees, agents, and duly authorized users shall be exposed to certain information concerning the business, products, proposed new products, customers and related information concerning NFS or the CVSA which is not known to the public ("Confidential Information"). Licensee agrees not to disclose or otherwise make such Confidential Information available to third parties or to make any use of such Confidential Information without prior written consent of NFS, which consent may be withheld in NFS's sole and arbitrary discretion. Licensee shall be liable for any and all damages, costs, and attorney's fees incurred by reason of a breach of this provision, or any other provision of this Agreement, whether directly by Licensee or any user Licensee employs or otherwise directly or indirectly, has enabled access to the Confidential Information. Licensee shall be responsible for all damages including but not limited to, incidental and consequential damages. This license agreement in no way supersedes any state or local statute, and this section shall not apply to any disclosure required by law.
- VIII. **CAVEAT.** NFS sells the Computer Voice Stress Analyzer as an *investigative tool*. The results of any testing should not be used as a final determinant, nor should the results of any test be included in a *probable cause* affidavit. The results of a CVSA examination should not be used to obtain an arrest or search warrant.
- IX. **EXPORT CONTROL WARNING: The CVSA is classified as a Restricted Crime Control Technology by the US Department of Commerce and subject to Export Licensing by the US Government. The CVSA should not be removed from the US without an Export Determination by the US Government. Violations are subject to severe fines and possible CRIMINAL PROSECUTION.**
- X. **NFS has advised purchaser of the option to secure extended 4-year Dell warranty at an additional cost.**
- Purchaser agrees to buy 4 year *on-site* warranty at the Dell price of \$300.00.
 - Purchaser declines purchase to buy 4-year warranty.
- XI. **SUMMARY:**
- The Licensee understands that the CVSA software is limited to their use for the purposes intended. The CVSA program can never be copied or transferred to any other computer or device.

END-USER LICENSE AGREEMENT FOR CVSA SOFTWARE

- The Print Utility, as required, may be copied and installed on any other computer for the purposes of reading VSA files or printing.
- The NFS agrees to reload the CVSA program on a Licensee's CVSA in the event of a hardware failure.

The warranty on the COMPUTER and SOFTWARE PRODUCT will be in effect when this document is signed and returned to NFS, and when the CVSA® is shipped to purchaser.

I have read and understand this End-User License Agreement and Limited Warranty for the Computer Voice Stress Analyzer. Authorized Company or Agency Representative for the purchase of the Computer Voice Stress Analyzer as described below:

 _____, Title CHIEF OF POLICE
Authorized signature

Printed name of authorized signature MATTHEW HAMNER

Entity purchasing the CVSA BAINBRIDGE ISLAND POLICE DEPARTMENT
625 WINSLOW WAY EAST

(Address)

BAINBRIDGE ISLAND, WA 98110
(City, State, Zip)

(206) 842-5211
(Phone number)

POLICECHIEF@BAINBRIDGEWA.GOV
(E-mail address required for transfer of warranty)

Signed this 31 day of July, 2014

(BELOW: FOR OFFICE USE ONLY)

(1) Dell Latitude Computer (2) Dell ATG (3) Dell XFR (4) Other

Model # _____

Number of Computers _____

Serial #'s _____



NITV FEDERAL SERVICES, LLC

11400 Fortune Circle,
 West Palm Beach, FL 33414
 Phone # 561-798-6280 * Fax # 561-798-1594

Invoice

Date	Invoice #
8/18/2014	4363

Bill To
Bainbridge Island Police Department 625 Winslow Way E. Bainbridge Island, WA 98110

Ship To
Bainbridge Island Police Department Attn: Det Scott Weiss 625 Winslow Way E. Bainbridge Island, WA 98110

Due Date	PO No.	Terms	Ship Date	Ship Via
10/16/2014	081514BB	Net 30	9/17/2014	FedEx

Description	Serial No.	Qty	Rate	Amount
CVSA Trade-In of older Toshiba Model (Serial Number 64116195Q) to Current Model CVSA® II - Dell Latitude 5000 seies	8NBDH12	1	3,495.00	3,495.00
Dell 4-year Onsite Hardware Service Warranty and Accident Protection Plan		1	300.00	300.00
CEC - Special new examiner tuition discounted with Purchase: \$495 per student, normally \$1295; limit 2 available; Student Gary Koon to attend CVSA training Kitsap Co SO, Tacoma, WA, Sept 29- Oct. 3, 2014		1	495.00	495.00
Recertification Training; Det Scott Weiss to attend all 5-days of CVSA training, held at Kitsap Co SO, Bremerton, WA, Sept 29- Oct. 3, 2014		1	350.00	350.00

Thank you for your business. Please make checks payable to: NITV Federal Services. TIN: 55-0829542	Total \$4,640.00
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CITY OF BAINBRIDGE ISLAND CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Kitsap County Traffic Safety Task Force Memorandum of Understanding	Date: October 21, 2014
Agenda Item: Staff Intensive	Bill No.: 14-171
Proposed By: Police Chief Matthew Hamner	Referral(s):

BUDGET INFORMATION

Department: Police	Fund:	Munis Contract #
Expenditure Req: n/a	Budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Budget Amend. Req? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

REFERRALS/REVIEW

City Manager Yes No N/A Legal Yes No N/A Finance Yes No N/A

DESCRIPTION/SUMMARY

Action Item:

Consider forwarding the memorandum of understanding between the Washington Traffic Safety Commission and the City of Bainbridge Island for emphasis patrols to the October 28, 2014 consent agenda.

History:

The Bainbridge Island Police Department wishes to continue its ongoing participation in the Kitsap County Traffic Safety Task Force (KCTSTF), 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 10/1/2014 to 9/30/2015. During the effective period of this memorandum, the task force is offering the Bainbridge Island Police Department up to \$1,680 for emphasis patrols on Impaired Driving, \$520 for Seat Belts, and \$3,024 for Distracted Driving.

Budget:

Each KCTSTF participating agency is responsible for all wages and benefits due any of its employees providing services under this memorandum of understanding, including overtime pay, worker's compensation benefits and death benefits in the same manner as when those employees are on duty working directly for their employing agency.

RECOMMENDED ACTION

Motion:

I move to forward the memorandum of understanding between the Washington Traffic Safety Commission and the City of Bainbridge Island for emphasis patrols to the October 28, 2014 consent agenda.



MEMORANDUM OF UNDERSTANDING
WASHINGTON TRAFFIC SAFETY COMMISSION

THIS AGREEMENT, pursuant to Chapter 39.34 RCW, is made and entered into by and between the **CITY OF BAINBRIDGE ISLAND**, acting through the **BAINBRIDGE ISLAND POLICE DEPARTMENT**, and the **Washington Traffic Safety Commission (WTSC)**.

IT IS THE PURPOSE OF THIS AGREEMENT to provide overtime funding to law enforcement agencies to conduct multijurisdictional, high visibility enforcement (HVE), traffic safety emphasis patrols (**as outlined in Addendum A**), in support of Target Zero priorities. **The Target Zero Manager and Law Enforcement Liaison assigned to your county shall coordinate the Scope of Work as outlined below:**

TERM: October 1, 2014 - September 30, 2015

Impaired Driving Funding: \$1,680
CFDA# 20.600

Seat Belt Funding: \$520
CFDA # 20.602 and 20.600

Distracted Driving Funding: \$3024
CFDA #20.600

These funds shall not be commingled and are only to be utilized for the specific emphasis area.

SWV 0019249-00
(BAINBRIDGE ISLAND POLICE DEPARTMENT) Statewide Vendor
Number

IT IS, THEREFORE, MUTUALLY AGREED THAT:

1. **GOAL:** To reduce traffic related deaths and serious injuries through aggressive impaired driving, occupant protection, and distracted driving multijurisdictional HVE patrols.
2. **SCOPE OF WORK:**

Impaired Driving:

The **BAINBRIDGE ISLAND POLICE DEPARTMENT** will engage in multijurisdictional HVE patrols, as part of the national effort, for all or part of the following:

Holiday DUI Patrols; November 26, 2014 – January 1, 2015
Drive Sober or Get Pulled Over Labor Day DUI Crackdown;
August 21 – September 7, 2015.

These DUI patrols shall be deployed at locations where the data indicates that the most traffic safety benefit can be realized as determined by the local Traffic Safety Task Force. For statewide mobilizations patrols shall not begin before 4:00 pm and will occur Friday-Sunday, with the exception of:

Wednesday and Thursday, November 26 and 27, (Thanksgiving);
Wednesday, December 31 and Thursday, January 1 (New Year's Eve);
Monday, September 7 (Labor Day.)

Law enforcement officers will complete the Emphasis Patrol Activity Logs and forward to their Target Zero Manager within 48 hours of the completion of the seat belt patrols.

Funds permitting (not guaranteed), the local Task Force may coordinate HVE DUI patrols from January 1 – September 30, 2015. Dates of local patrols will be reported to the WTSC on a quarterly basis by the county Target Zero Manager. Only work done on Task Force/TZM pre-approved dates will be considered for reimbursement.

Seat Belts:

The **BAINBRIDGE ISLAND POLICE DEPARTMENT** will engage in multijurisdictional HVE seat belt-focused patrols on some or all of the following dates as part of the national effort:

Click it or Ticket - May 11 – May 25, 2015

These patrols shall be deployed at locations where the data indicates that the most traffic safety benefit can be realized as determined by the local Traffic Safety Task Force. Wherever possible these patrols shall occur in areas with the lowest seat belt use. Ideally, these patrols will not begin before 4:00 pm. The **BAINBRIDGE ISLAND POLICE DEPARTMENT** agrees to take a zero tolerance approach to seat belt and child car seat violations.

Law enforcement officers will complete the Emphasis Patrol Activity Logs and forward to their Target Zero Manager within 48 hours of the completion of the seat belt patrols.

Funds permitting (not guaranteed), the local Task Force may coordinate HVE occupant protection patrols from January 1 – September 30, 2015. Dates of local patrols will be reported in advance to the WTSC on a quarterly basis by the county Target Zero Manager. Only work done on Task Force/TZM pre-approved dates will be considered for reimbursement.

Distracted Driving (OPTIONAL)

The **BAINBRIDGE ISLAND POLICE DEPARTMENT** may engage in multijurisdictional HVE distracted driving focused patrols, as part the national effort, on some or all of the following dates:

U Drive. U Text. U Pay – April 1 – 14, 2015

These patrols shall be deployed at locations where the data indicates that the most traffic safety benefit can be realized as determined by the local Traffic Safety Task Force. Wherever possible these patrols shall occur in areas with the highest number of distracted driving violations.

Law enforcement officers will complete the Emphasis Patrol Activity Logs and forward to their Target Zero Manager within 48 hours of the completion of the seat belt patrols.

Funds permitting (not guaranteed), the local Task Force may coordinate HVE distracted driving patrols from January 1 – September 30, 2015. Dates of local patrols will be reported to the WTSC on a quarterly basis by the county Target Zero Manager. Only work done on Task Force/TZM pre-approved dates will be considered for reimbursement.

3. CONDITIONS:

For each of the emphasis patrols listed above, **Multijurisdictional High Visibility Enforcement Protocols**, as outlined in **Addendum A** of this document will be followed. These protocols are incorporated in their entirety to this document by reference. Exceptions to these protocols may only be provided by the WTSC Program Director.

These are enforcement activities intended to apprehend impaired drivers, and unbuckled vehicle occupants. It is expected that Notices of Infraction/Citation (NOI/C's) will be issued at contact unless circumstances dictate otherwise.

Standardized Field Sobriety Testing (SFST) Training Requirement

The **BAINBRIDGE ISLAND POLICE DEPARTMENT** certifies that all officers participating in these patrols are SFST trained. To meet this requirement:

- Officer must be BAC certified and have passed the SFST refresher training within the prior three years, or
- Officer must have successfully completed Advanced Roadside Impaired Driving Enforcement (ARIDE), or
- Officer must be a certified Drug Recognition Expert.

Media Contacts:

All of these patrols are conducted as part of a highly publicized, statewide effort. As such, publicity campaigns about these patrols are planned to alert the public to the fact that extra patrols are targeting these violations. Therefore, the **BAINBRIDGE ISLAND POLICE DEPARTMENT** must provide the names of at least two agency officers who can be available for media requests and questions.

***At least one of the individuals listed below must be available for weekend media contacts, beginning at noon on Fridays before mobilizations:**

Matthew Hamner, Chief of Police Name/Title	Jeffrey Horn, Deputy Chief of Police Name/Title
206-780-4686 mhamner@bainbridgewa.gov Office Phone & e-mail	206-780-4688 jhorn@bainbridgewa.gov Office Phone & e-mail
206-249-2014 Cell Phone	206-730-7888 Cell Phone

Available weekends per above?* Available weekends per above?*

4. PAYMENT FOR LAW ENFORCEMENT: The **BAINBRIDGE ISLAND POLICE DEPARTMENT** will provide commissioned law enforcement with appropriate equipment (vehicle, radar, PBTs etc.) to participate in these emphasis patrols. **WTSC** will reimburse for overtime at 1.5 times officer's normal rate plus **BAINBRIDGE ISLAND POLICE DEPARTMENT** contributions to employee benefits including FICA, Medicare, Worker's Compensation and unemployment.
5. SHIFT LENGTH: The **BAINBRIDGE ISLAND POLICE DEPARTMENT** will not schedule individual officer shifts for longer than eight hours. (WTSC understands there may be instances when more than eight hours are billed because of DUI processing, etc.)
6. RESERVE OFFICERS: The **BAINBRIDGE ISLAND POLICE DEPARTMENT** certifies that any reserve officer for whom reimbursement is claimed has exceeded his/her normal monthly working hours when participating in this emphasis patrol and is authorized to be paid the amount requested. The **BAINBRIDGE ISLAND POLICE DEPARTMENT** understands that reserve officers are not eligible for *overtime* for this project.
7. DISPATCH: **WTSC** will reimburse communications officers/dispatch personnel for work on this project providing the **BAINBRIDGE ISLAND POLICE DEPARTMENT** has received prior approval from their local Target Zero Manager.
8. GRANT AMOUNT: **WTSC** will reimburse the **BAINBRIDGE ISLAND POLICE DEPARTMENT** for overtime salary and benefits. The total cost of overtime and

benefits shall not be exceeded in any one campaign area and **funds may not be commingled between campaign areas.**

Upon agreement by the **BAINBRIDGE ISLAND POLICE DEPARTMENT** and the local Target Zero Manager, the DUI or Occupant Protection allocation may be increased or decreased without amending this agreement PROVIDED THAT the increase in the allocation does not exceed 50% of the original agreed amount for the specific emphasis area. Any increase in allocation exceeding 50% will require an amendment to this document.

9. PERFORMANCE STANDARDS:

- a. Participating law enforcement officers are required to make a minimum of 3 self-initiated contacts per hour of enforcement.
- b. Some violator contacts may result in related, time-consuming activity. This activity is reimbursable.
- c. Other activities, such as collision investigation or emergency response that are not initiated through emphasis patrol contact **WILL NOT** be reimbursed.

10. REIMBURSEMENT OF CLAIMS: Claims for reimbursement must include:

a. Invoice Voucher (A19 Form).

- 1) **BAINBRIDGE ISLAND POLICE DEPARTMENT** identified as the "Claimant"
- 2) Statewide Vendor Number
- 3) A Federal Tax ID #
- 4) Original signature of the agency head, command officer or contracting officer, and
- 5) Other information denoted by arrows on the form.

b. Payroll support documents (signed overtime slips, payroll documents, etc.).

c. Emphasis Patrol Activity Logs showing 3 or more self-initiated contacts per hour.

Emphasis Patrol Activity Logs cannot be modified.

Payment cannot be made unless these activity logs are included.

The Invoice Voucher (A19 Form), payroll supporting documents, and Emphasis Patrol Activity Logs shall be submitted to your Target Zero Manager for review and approval. The Target Zero Manager will forward these documents to WTSC for processing and payment.

11. DEADLINES FOR CLAIMS

All claims must be approved by your Target Zero Manager, please allow adequate time for processing in order to meet the following deadlines:

- a. **First Deadline:** All claims for reimbursement for emphasis conducted from October 1, to June 30, must be received by **WTSC** no later than August 15, 2015.
- b. **Second Deadline:** All claims for reimbursement for emphasis conducted between July 1 and September 30 must be received by **WTSC** no later than November 15, 2015.

Invoices submitted for reimbursement after the above dates, will not be paid.

WTSC will NOT accept faxed invoices.

12. **DISPUTES:** Disputes arising under this Memorandum shall be resolved by a panel consisting of one representative of the **WTSC**, one representative from the **BAINBRIDGE ISLAND POLICE DEPARTMENT**, and a mutually agreed upon third party. The dispute panel shall decide the dispute by majority vote.

13. **TERMINATION:** Either party may terminate this agreement upon 30 days written notice to the other party. In the event of termination of this Agreement, the terminating party shall be liable for the performance rendered prior to the effective date of termination.

14. **SUPPLANTING DISCLAIMER:** I certify that none of the funds for this project supplant the normally budgeted funds of this agency nor do these funds pay for routine traffic enforcement normally provided by this agency.

IN WITNESS THEREOF, THE PARTIES HAVE EXECUTED THIS AGREEMENT.

CITY OF BAINBRIDGE ISLAND
 Signature

WTSC Signature

 Printed Name

 Printed Name

 (Date)

 (Date)

Agency Address (where fully executed copy of this document will be mailed):

 Street

 City, State Zip Attn:

**Please return this signed MOU (No later than October 17, 2014) to
your Target Zero Manager:**

**MARSHA MASTERS, KITSAP COUNTY TARGET ZERO
614 DIVISION, PORT ORCHARD, WA 98366**

Target Zero Manager will forward this signed document to:

Angie Ward, WTSC
621 – 8th Avenue SW, Suite 409
PO Box 40944
Olympia, WA 98504-0944
360.725.9888

No later than October 31, 2014

Addendum A

Multijurisdictional High-Visibility Enforcement Protocols

Purpose

This protocol is intended to guide Target Zero Managers, Law Enforcement Liaisons, and law enforcement agencies in coordinating multijurisdictional high visibility enforcement (HVE) mobilizations to address impaired driving, distracted driving, and seat belt use. These mobilizations are funded by federal highway safety grants.

Goal

The goal of multijurisdictional high-visibility campaigns is to reduce fatal and serious injury collisions through the coordination of:

- Publicity addressing increased enforcement, and
- Increased contacts and arrests of violators.

Method

Funding from the Washington Traffic Safety Commission (WTSC) will support multijurisdictional HVE patrol activities to increase the number of officers working on impaired driving, distracted driving, and occupant protection enforcement. Public education and media will be coordinated by the Target Zero Manager and Law Enforcement Liaison. The law enforcement activity will support the media effort by demonstrating to the public that the media messages are true; i.e., that “extra enforcement patrols (with a particular focus) are going on now” so that the public takes the media messages seriously.

The media work will support the police effort by encouraging voluntary compliance with the law. The objective of multijurisdictional HVE patrol activities is to change driver behavior by raising the awareness of increased enforcement.

Definitions:

- HVE is enforcement of the law in conjunction with publicity that draws the attention of the public to the enforcement activity.
- Multijurisdictional enforcement is defined as a minimum of three law enforcement agencies (LEA's) or patrol units participating at a designated date and time, enforcing a specific activity, in a location determined by the local Target Zero Task Force.

Responsibilities

WTSC:

- Provide Funding.
- Provide state/local traffic fatality and serious injury data.
- Coordinate paid media at the state level for statewide and local mobilizations (when possible).
- Lead news media efforts for:
 - Holiday DUI
 - Click It or Ticket
 - U Drive. U Text. U Pay
 - Drive Sober or Get Pulled Over
- Summarize statewide enforcement activity.
- Report results to the National Highway Traffic Safety Administration.

Target Zero Manager and Law Enforcement Liaison:

- Lead the development of Multijurisdictional High Visibility Enforcement Mobilization Plans.
- Report any plans for local DUI, seat belt, or distracted mobilizations to the WTSC on quarterly basis:

Plans Due:	For local patrols planned from:
October 31, 2014	January – March, 2015
January 30, 2015	April – June, 2015
April 30, 2015	July – September, 2015

*One yearly plan for local mobilizations may be submitted on October 31 in lieu of three quarterly plans.

- Coordinate mobilization briefings.
- Lead news media and community outreach efforts for local mobilizations.
- Review and approve all MOUs, invoices, and other documentation before submission to WTSC. This includes follow-up on incomplete invoicing paperwork and Emphasis Patrol Activity Logs with unexplained low contacts.
- Report local mobilization enforcement totals (by agency and task force) to WTSC within two weeks of mobilization end date.

Law Enforcement Agencies:

- Send a representative to local task force meetings to plan mobilization locations and exact dates.
- Ensure availability of agency media contact, noted on page 3 of this agreement, prior to and during all mobilization dates.

- Provide commissioned police officer(s) (active or paid reserve) with appropriate equipment (vehicle, radar, etc.) to participate in multijurisdictional HVE patrols.
- Ensure that officers assigned to the multijurisdictional HVE campaigns are qualified to enforce the impaired driving laws as outlined on page 2, section 3 of this agreement.
- Require all officers participating in multijurisdictional HVE patrols to attend mobilization briefings.
- Ensure officers working the overtime conduct **a minimum of three (3) self-initiated contacts per hour.**

This is an enforcement activity that is intended to apprehend violators. It is expected that a Notice of Infraction/Citation (NOI/C) will be issued at contact unless circumstances dictate otherwise. It is understood that violator contacts may result in related, time-consuming activity. Such activity will be considered for reimbursement.

Activity other than that initiated through HVE patrol contact (investigating collisions, emergency responses, etc.) will be the responsibility of the contracting agency and may not be considered for reimbursement.

- Require officers to complete and submit multijurisdictional HVE patrol productivity on WTSC Emphasis Patrol Activity Log.

CITY OF BAINBRIDGE ISLAND/BAINBRIDGE ISLAND POLICE DEPARTMENT

Signature

Date

<u>DATE</u>	<u>REQUIRED</u>	<u>TYPE</u>	<u>CAMPAIGN</u>	<u>TIME</u>	<u>LOCATION</u>	<u>BRIEFING</u>
12.12.14	YES	DUI	Night of 1,000 Stars	7 pm - 2 am	Central	KCSO-Silverdale
12.31.14	YES	DUI	New Years Eve	6 pm - 3 am	Bremerton	BPD
2.18.15	YES	Distracted Driving	Distracted Driving	12 pm - 4 pm	Bremerton	
4.6.15	YES	Distracted Driving	Distracted Driving	10 am - 2 pm	Port Orchard	
4.20.15	YES	Distracted Driving	Distracted Driving	2 pm - 6 pm	Bainbridge	
5.16.15	YES	Seatbelt	Click it or Ticket	4 pm - 12 am	Port Orchard	
6.26.15	YES	Distracted Driving	Fathom's of Fun	3 pm - 7 pm	Port Orchard	
7.3.15	YES	Distracted Driving	Poulsbo fireworks	5 pm - 9 pm	Poulsbo	
7.24.15	YES	Distracted Driving	Whaling Days	3 pm - 7 pm	Central	
8.21.15	YES	DUI	Kitsap County Fair	6 pm - 2 am	Central	
8.22.15	YES	DUI	Kitsap County Fair	6 pm - 2 am	Central	
SPEED PATROLS	PENDING					

CITY OF BAINBRIDGE ISLAND CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Public Works Contracts	Date: October 21, 2014
Agenda Item: Staff Intensive	Bill No.: 14-171
Proposed By: Public Works Director Barry Loveless	Referral(s):

BUDGET INFORMATION

Department:	Fund:	Munis Contract #
Expenditure Req:	Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Budget Amend. Req? <input type="checkbox"/> Yes <input type="checkbox"/> No

REFERRALS/REVIEW

Study Session:	Recommendation:
City Manager <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Legal <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
	Finance <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

DESCRIPTION/SUMMARY

Action Item:

Consider forwarding the following Public Works Contracts to the October 28, 2014 Consent Agenda:
1) City Hall HVAC Upgrade Contract Award and Terminate Earlier Contract Award and 2) Lynwood Center Outfall Improvements Project Request to Re-apply for Statewide Stormwater Grant.

RECOMMENDED ACTION

Motion:

I move that the City Council forward the following Public Works Contracts to the October 14, 2014 Consent Agenda: 1) City Hall HVAC Upgrade Contract Award and Terminate Earlier Contract Award and 2) Lynwood Center Outfall Improvements Project Request to Re-apply for Statewide Stormwater Grant.

CITY OF BAINBRIDGE ISLAND

CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: City Hall HVAC Upgrade Contract Award and Terminate Earlier Contract Award	Date: October 21, 2014
Agenda Item: Staff Intensive	Bill No.: 14-074
Proposed By: Public Works Director Barry Loveless	

BUDGET INFORMATION

Depart/Fund: Public Works-Operations & Maintenance-General Fund-Repair & Maintenance		
Expenditure Req: \$37,019.96	Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Budget Amend. Req? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

REFERRALS/REVIEW

Study Session:	Recommendation:	
City Manager <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Legal <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

DESCRIPTION/SUMMARY

Action Item:

Consider placement of the HVAC Upgrade contract award (and terminate Ameritech’s earlier contract award) on the October 28, 2014 consent agenda.

Background:

The proposed HVAC Upgrades include replacement of two commercial 10-ton heat pumps that serve the common and lobby areas on the first and second floors of City Hall. Both heat pumps are approaching their average life expectancy and repair costs have increased over the last couple of years. The heat pumps are located in confined spaces (ceiling) in Room 215 within the IT division and Room 145 within the Engineering division.

Bids were solicited using the Small Works Roster process and two bids were received at the April 18, 2014 bid opening. The low bidder, Ameritech, was awarded the contract at the April 28, 2014 City Council meeting. Since that time, Ameritech, has been non-responsive, therefore; city staff issued a notice of contract termination effective September 28, 2014 for failure to start and complete the scope of work within the specified contract timeframe. City staff has reviewed the second bidder’s qualifications and recommends contract award to Air Management Solutions in the base bid amount of \$37,019.96.

RECOMMENDED ACTION

Motion:

I move that the City Council forward the City Hall HVAC Upgrade Contract Award and Terminate Earlier Contract Award to the October 28, 2014 consent agenda.

**City of Bainbridge Island
Public Works Department – Operations & Maintenance**

Project: HVAC Upgrades

Bid Opening Bids due at 10:00 a.m., April 18, 2014

Note: Bids Are Opened in Order Received. Bids Solicited by: <input type="checkbox"/> Advertisement <input checked="" type="checkbox"/> Small Works Roster Engineer's Estimate is \$21,276	AIR MANAGEMENT SOLUTIONS 5822 W. Werner Rd. Bremerton, WA 98312	AMERITECH 2020 Maltby Rd Suite 7 MS 142 Bothell, WA 98021	
Invitation to bid	√	√	
Proposal	√	√	
Qualifications/Responsibility Criteria	√	√	
BASE BID AMOUNT:	\$34,057.00	\$30,619.20	
SALES TAX	\$2,962.96	\$2,663.87	
SUB-TOTAL – BASE BID	\$37,019.96	\$33,283.07	
Bid Additive Alternative	\$8,922.10	\$13,834.10	

Ninety-four contractors were solicited through the Small Works Roster and four participated in the mandatory bid walkthrough. A total of two bids were received for the HVAC Upgrade project. The apparent low bidder, at this time, is Ameritech in the base bid amount of \$33,283.07.

**CITY OF BAINBRIDGE ISLAND
LIMITED PUBLIC WORKS CONTRACT**

THIS LIMITED PUBLIC WORKS CONTRACT (this "Contract") is made this ____ day of October, 2014, by and between, the **CITY OF BAINBRIDGE ISLAND**, a municipal corporation ("City") and **AIR MANAGEMENT SOLUTIONS, LLC** ("Contractor") (individually a "Party" and collectively the "Parties").

In consideration of the terms and conditions set forth in this Contract, the Parties agree as follows:

1. Contractor Services. The Contractor shall furnish at its own cost and expense all labor, tools, materials and equipment required to construct and complete in a good workmanlike manner, and to the satisfaction of the City, the public works project known as the HVAC Upgrade ("Project"). The Project is detailed in the Scope of Work, Exhibit A, and the following documents, which are attached hereto and incorporated herein by reference:

- Scope of Work (Exhibit A)
- Declaration of Retainage
- Payment and Performance Bonds (if not waived by City)
- Schedule of Prevailing Wages
- Guarantee Form

2. Notice to Proceed; Term of Contract. The Contractor shall commence work within twenty (20) days after the City issues a written Notice to Proceed, and this Contract shall continue in full force until completion of the scope of work. The time of beginning, rate of progress and time of completion are essential conditions of this Contract.

3. Payment.

3.1 Payment amount and procedures. The City shall pay the Contractor for all work and services covered by this Contract in an amount that shall not exceed Thirty-Seven Thousand Nineteen Dollars and Ninety-Six Cents (\$37,019.96), including applicable sales tax.

The payment amount shall exclude approved change orders, in accordance with the quantity and unit prices shown on the attached bid proposal. The Contractor shall submit invoices for work and services performed in a format acceptable to the City. The City shall pay for the portion of the work described in the invoice that has been completed by Contractor and approved by the City. The City's payment shall not constitute a waiver of the City's right to final inspection and acceptance of the work.

3.2 Defective or Unauthorized Work. If during the course of the Contract, the work rendered does not meet the requirements set forth in the Contract, the Contractor shall correct or modify the required work to comply with the requirements of the Contract. The City shall have the right to withhold payment for such work until it meets the requirements of the Contract. If the Contractor is unable, for any reason, to satisfactorily complete any portion of the work, the

City may complete the work by contract or otherwise, and the Contractor shall be liable to the City for any additional costs incurred by the City. "Additional costs" means all reasonable costs incurred by the City, including legal costs and attorneys' fees, beyond the maximum contract price under this Contract. The City further reserves the right to deduct the cost to complete the work, including any additional costs, from any amounts due or to become due to the Contractor.

3.3 Final Payment; Waiver of Claim. Thirty (30) days after completion and final acceptance of the Project by the City as complying with the terms of this Contract, the City shall pay to the Contractor all sums due as provided by this Contract except those required to be withheld by law or agreed to in special contract provisions. THE CONTRACTOR'S ACCEPTANCE OF FINAL PAYMENT (EXCLUDING WITHHELD RETAINAGE) SHALL CONSTITUTE A WAIVER OF CLAIMS, EXCEPT THOSE PREVIOUSLY AND PROPERLY MADE AND IDENTIFIED BY THE CONTRACTOR AS UNSETTLED AT THE TIME REQUEST FOR FINAL PAYMENT IS MADE.

3.4 Retainage. The City shall hold back a retainage in the amount of five percent (5%) of any and all payments made to the Contractor for a period of sixty (60) days after the date of final acceptance, or until receipt of all necessary releases from the State Department of Revenue and the State Department of Labor and Industries, and until settlement of any liens filed under Chapter 60.28 RCW, whichever is later.

4. Prevailing Wage. The Contractor shall comply with and pay prevailing wages as required by Chapter 39.12 RCW, as it may be amended in the future. Prevailing rate shall be paid on public works and building service maintenance contracts, funded in part or in whole with Federal funds. Federal wage laws and regulations shall be applicable. No worker, laborer or mechanic employed in the performance of any part of this Contract shall be paid less than the prevailing rate of wage as determined by the Industrial Statistician of the Department of Labor and Industries for the State of Washington.

Prior to making any payment under this Contract, the Contractor must submit to the City an approved copy of the "Statement of Intent to Pay Prevailing Wages" from the Department of Labor and Industries. It is the Contractor's responsibility to obtain and file the Statement. The Contractor shall be responsible for all filing fees. Notice from Contractor and all subcontractors of intent to pay prevailing wages and prevailing wage rates for the Project must be posted for the benefit of the workers. Each invoice shall include a signed statement that prevailing wages have been paid by the Contractor and all subcontractors. Following completion of the upgrade and final acceptance of services rendered, Contractor shall submit a "Minimum Wage Affidavit" for themselves and any subcontractors.

In case any dispute arises as to what are the prevailing rates of wages for work of a similar nature and such dispute cannot be adjusted by the parties of interest, including labor and management representatives, the matter shall be referred for arbitration to the Director of the Department of Labor and Industries of the State and his/her decision therein shall be final and conclusive and binding on all parties involved in the dispute as provided for by RCW 39.12.060, as it may be amended in the future.

5. Indemnification and Hold Harmless. The Contractor shall protect, defend, indemnify and hold harmless the City, its officers, officials, employees, agents and volunteers from any and

all claims, risks, injuries, damages, losses, suits, judgments, and attorney's fees or other expenses of any kind arising out of or in any way connected with the performance of this Contract, except for injuries and damages caused by the sole negligence of the City. The City's inspection or acceptance of any of the work shall not be grounds to avoid any of these covenants of indemnification.

Should a court of competent jurisdiction determine that this Contract is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Contractor and the City, its officers, officials, employees, agents and volunteers, the Contractor's liability under this section shall be only to the extent of the Contractor's negligence.

It is further specifically and expressly understood that the indemnification provided under this section constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

The provisions of this section shall survive the expiration or termination of this Contract.

6. Compliance with Laws. The Contractor shall comply with all federal, state and local laws and regulations applicable to the work done under this Contract. Any violation of the provisions of these applicable laws and regulations shall be considered a violation of a material provision of this Contract and shall be grounds for cancellation, termination or suspension of the Contract by the City, in whole or in part, and may result in ineligibility for further work for the City.

7. Job Safety.

7.1 Work Site Safety. Contractor shall take all necessary precaution for the safety of employees on the work site and shall comply with all applicable provisions of federal, state and local regulations, ordinances and codes. Contractor shall erect and properly maintain, at all times, as required by the conditions and progress of the work, all necessary safeguards for the protection of workers and the public and shall post danger signs warning against known and unusual hazards.

7.2 Trench Safety. All trenches shall be provided with adequate safety systems as required by Chapter 49.17 RCW and WAC 296-155-650 and 655. Contractor is responsible for providing the competent person and registered professional engineer required by WAC 296-155-650 and 655.

8. Utility Location. Contractor is solely responsible for locating any underground utilities affected by the work and is deemed to be an "excavator" for the purposes of Chapter 19.122 RCW, as amended. Contractor shall be responsible for compliance with Chapter 19.122 RCW including utilization of the "one call" locator system, before commencing any excavation activities.

9. Warranty and Guarantee. Contractor shall warrant and guarantee the materials and work to be free of defects for a period of two (2) years after the City's final acceptance of the

entire Project. Contractor shall be liable for any costs, losses, expenses or damages including consequential damages suffered by the City resulting from defects in the Contractor's work including, but not limited to, cost of materials and labor expended by the City in making emergency repairs and cost of engineering, inspection and supervision by the City. The Contractor shall hold the City harmless from any and all claims, which may be made against the City as a result of any defective work, and the Contractor shall defend any claims at its own expense. Where materials or procedures are not specified in the Contract, the City will rely on the professional judgment of the Contractor to make the appropriate selections.

10. Correction of Defects. Contractor shall be responsible for correcting all defects in workmanship and/or materials discovered after the acceptance of this work. When corrections of defects are made, Contractor shall be responsible for correcting all defects in workmanship and/or materials in the corrected work for one year after the acceptance of the corrections of the City. The Contractor shall start work to remedy such defects within seven (7) days of the City's mailed notice of discovery, and shall complete such work within a reasonable time agreed to by both parties. In emergencies where damage may result from delay or where loss of service may result, such corrections may be made by the City, in which case the Contractor shall pay all costs incurred by the City to perform the correction. In the event the Contractor does not accomplish corrections within the time specified, the correction work will be otherwise accomplished by the City and all costs of same shall be paid by the Contractor.

11. Change Order/Contract Modification.

11.1 Amendments. This Contract, together with attachments and/or other addenda, represents the entire and integrated Contract between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral. This Contract may be amended, modified or added to only by written change order properly signed by both parties.

11.2 Change orders. The City may issue a written change order for any change in the work during the performance of this Contract. If the Contractor determines, for any reason, that a change order is necessary, the Contractor must submit a written change order request to the City within fourteen (14) calendar days of the date the Contractor knew or should have known of the facts and events giving rise to the requested change. If the City determines that the change increases or decreases the Contractor's costs or time for performance, the City will make an equitable adjustment. The City will attempt, in good faith, to reach agreement with the Contractor on all equitable adjustments. If the parties are unable to agree, the City will determine the equitable adjustment as it deems appropriate. The Contractor shall proceed with the change order work upon receiving the written change order. If the Contractor fails to require a change order within the time frame allowed, the Contractor waives its right to make any claim or submit subsequent change order requests for that portion of the work. If the Contractor disagrees with the equitable adjustment, the Contractor must complete the change order work; however, the Contractor may elect to protest the adjustment as provided below.

11.3 Procedure and Protest by Contractor. If the Contractor disagrees with anything required by a change order, another written order, or an oral order from the City, including any direction, instruction, interpretation, or determination by the City, the Contractor shall, within fourteen (14) calendar days, provide a signed written notice of protest to the City that states the date of the notice of the protest, the nature and circumstances that caused the

protest, the provisions of the Contract that support the protest, the estimated dollar cost, if any, of the protested work and how the estimate was determined, and an analysis of the progress schedule showing the schedule change or disruption, if applicable. The Contractor shall keep complete records of extra costs and time incurred as a result of the protested work. The City shall have access to any of the Contractor's records needed to evaluate the protest. If the City determines that a protest is valid, the City will adjust the payment for work or time by an equitable adjustment.

11.4 Failure to Protest or Follow Procedures Constitutes Waiver. By not protesting or failing to follow procedures as this section provides, the Contractor waives any additional entitlement or claims for protested work, and accepts from the City any written or oral order (including directions, instructions, interpretations, and determinations).

11.5 Contractor's Duty to Complete Protested Work. In spite of any protest, the Contractor shall proceed to promptly complete work that the City has ordered.

11.6 Contractor's Acceptance of Changes. The Contractor accepts all requirements of a change order by: (1) endorsing the change order; (2) writing a separate acceptance; or (3) not protesting in the manner this section provides. A change order that is accepted by the Contractor as provided herein shall constitute full payment and final settlement of all claims for contract time and for direct, indirect, and consequential costs, including costs of delays related to any work, either covered or affected by the change.

12. Claims. The Contractor shall give written notice to the City of all claims other than change orders within thirty (30) days of the occurrence of events giving rise to the claim, but in no event later than the time of approval by the City for final payment. Any claim for damages, additional payment for any reason, or extension of time shall be conclusively deemed to have been waived by Contractor unless a timely written claim is made in strict accordance with the applicable provisions of this Contract. At a minimum, a Contractor's written claim must include the information required in Section 11.3 regarding protests.

FAILURE TO PROVIDE A COMPLETE, WRITTEN NOTIFICATION OF CLAIM IN THE TIME ALLOWED SHALL BE AN ABSOLUTE WAIVER OF ANY CLAIMS ARISING IN ANY WAY FROM THE FACTS OR EVENTS SURROUNDING THAT CLAIM.

The Contractor must, in any event, file any claim or bring any suit arising from or connected to this Contract within 120 calendar days from the date the work is completed. Contractor, upon making application for the final payment, shall be deemed to have waived its right to claim for any other damages for which application has not been made, unless such claim for final payment includes notice of additional claim and fully describes such claim.

13. Contractor's Risk of Loss. It is understood that the whole of the work under this Contract is to be done at the Contractor's risk, and that he/she has familiarized himself/herself with all existing conditions and other contingencies likely to affect the work, and has made his/her bid accordingly, and that Contractor shall assume the responsibility and risk of all loss or damage to materials or work which may arise from any cause whatsoever prior to completion.

14. Insurance. The Contractor shall procure and maintain for the duration of the Contract, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, employees or subcontractors.

A. Minimum Scope of Insurance. Contractor shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide the Aggregate per Project Endorsement ISO form CG 25 03 11 85. There shall be no endorsement or modification of the Commercial Liability insurance for liability arising from explosion, collapse or underground property damage. The City shall be named as an insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO additional endorsement CG 20 10 01 and CG 20 37 10 01 or substitute endorsements providing equivalent coverage.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

B. Minimum Amounts of Insurance. Contractor shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and a \$2,000,000 products-completed operation aggregate limit.

C. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Commercial General Liability, and Builders Risk insurance:

1. The Contractor's insurance coverage shall be primary insurance as respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be in excess of the Contractor's insurance and shall not contribute with it.

2. The Contractor's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.

D. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.

E. Verification of Coverage. Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the Automobile Liability and Commercial General Liability insurance of the Contractor before commencement of the work.

F. Subcontractors. The Contractor shall include all subcontractors as insured under its policies or shall furnish separate certifications and endorsements for each subcontractor. All coverage for subcontractors shall be subject to all of the same insurance requirements as stated herein for the Contractor.

The Contractor's insurance shall contain a clause stating that the coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respects to the limits of the insured liability. The Contractor's insurance shall be primary insurance with respect to the City, and the City shall be given thirty (30) days' prior written notice of any cancellation, suspension or material change in coverage.

15. Payment and Performance Bonds. (City must check one of the following boxes.) The City waives does not waive the bond/surety provisions of this section pursuant to RCW 39.04.155(3). If the City waives these provisions then Contractor need not complete this section. If the City does not waive these provisions then Contractor shall provide the following:

Payment and Performance bonds shall be received by the City in the amount of 100% of the Contract price and no less. The bonds must be accepted by the City prior to the execution of the Contract, and shall be in a form approved by the City. The bonds shall be released thirty (30) days after the date of final acceptance of the work performed under this Contract and receipt of all necessary releases from the Department of Revenue and Department of Labor and Industries in settlement of any liens filed under Chapter 60.28 RCW, whichever is later.

16. Termination. This Contract shall terminate upon satisfactory completion of the work described in the Scope of Work (Exhibit A) and final payment by the City. The City may terminate the Contract and take possession of the premises and all materials thereon and finish the work by whatever methods it may deem expedient, by giving ten (10) days' written notice to the Contractor.

In the event this Contract is terminated by the City, Contractor shall not be entitled to receive any further amounts due under this Contract until the work specified in the Scope of Work (Exhibit A) is satisfactorily completed, as scheduled, up to the date of termination. At such time, if the unpaid balance of the amount to be paid under the Contract exceeds the expense incurred by the City in finishing the work, and all damages sustained by the City or which may be sustained by the City or which may be sustained by the reason of such refusal, neglect, failure or discontinuance of employment, such excess shall be paid by the City to the Contractor. If the City's expense and damages exceed the unpaid balance, Contractor and his surety shall be jointly and severally liable therefore to the City and shall pay such difference to the City. Such expense

and damages shall include all legal costs incurred by the City to protect the rights and interests of the City under the Contract, provided such legal costs shall be reasonable.

17. Attorney's Fees and Costs. If any legal proceeding is brought for the enforcement of this Contract, or because of a dispute, breach, default, or misrepresentation in connection with any of the provisions of this Contract, the prevailing party shall be entitled to recover from the other party, in addition to any other relief to which such party may be entitled, reasonable attorney's fees and other costs incurred in that action or proceeding.

18. General Administration. The Project Coordinator of the City shall have primary responsibility for the City under this Contract to oversee and approve all work performed as well as all financial invoices. In January of each year the City and Contractor shall meet to reconcile the previous years' maintenance work, CPI cost adjustment for the upcoming year, affidavit of prevailing wages paid, annual project acceptance and retainage release. The formal reconciliation shall be documented through an annual change order and project acceptance.

Repairs approved by the City shall be documented through a detailed scope of work and paid on a time and materials basis as provided in the Contractors bid proposal. Following acceptance of the repair, and affidavit of prevailing wages paid the City shall release retainage.

19. Ownership of Documents. On payment to the Contractor by the City of all compensation due under this Contract, all finished or unfinished documents and material prepared by the Contractor with funds paid by the City under this Contract shall become the property of the City and shall be forwarded to the City upon its request. Any records, reports, information, data or other documents or materials given to or prepared or assembled by the Contractor under this Contract will be kept confidential and shall not be made available to any individual or organization by the Contractor without prior written approval of the City or by court order.

20. Subletting or Assigning of Contracts. Neither the City nor the Contractor shall assign, transfer, or encumber any rights, duties or interests accruing from this Contract without the prior written consent of the other. If subcontract work is needed, prior to approval by the City, the Contractor must verify that their first tier subcontractors meet the bidder responsibility criteria as written in Chapter 39.04.350 RCW.

21. Relationship of Parties. The parties intend that an independent contractor - client relationship will be created by this Contract. As Contractor is customarily engaged in an independently established trade which encompasses the specific service provided to the City hereunder, no agent, employee, representative or subcontractor of Contractor shall be or shall be deemed to be the employee, agent, representative or subcontractor of the City. None of the benefits provided by the City to its employees, including, but not limited to, compensation, insurance and unemployment insurance, are available from the City to the Contractor or his employees, agents, representatives or subcontractors. Contractor will be solely and entirely responsible for his acts and for the acts of Contractor's agents, employees, representatives and subcontractors during the performance of this Contract. The City may, during the term of this Contract, engage other independent contractors to perform the same or similar work that Contractor performs hereunder

22. Nonwaiver of Breach. The failure of the City to insist upon strict performance of any of the terms and rights contained in this Contract, or to exercise any option contained in this Contract in one or more instances, shall not be construed to be a waiver or relinquishment of those terms and rights and such terms and rights shall remain in full force and effect.

23. Written Notice. All communications regarding this Contract shall be sent to the Parties at the addresses listed below in the Contact information, unless otherwise notified. Any written notice shall become effective on delivery, but in any event on the date three (3) calendar days after the date of mailing by registered or certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in this Contract.

24. Discrimination. The Contractor agrees not to discriminate against any employee or applicant for employment or any other person in the performance of this Agreement because of race, creed, color, national origin, marital status, sex, sexual orientation, age, disability, or other circumstance prohibited by federal, state or local law or ordinance, except for a bona fide occupational qualification.

25. Term. This Contract shall be effective from the date of Contract execution through expiration of the warranty period as described in Section 9.

IN WITNESS WHEREOF, the Parties have executed this Contract as of the day and year above written.

CITY OF BAINBRIDGE ISLAND:

CONTRACTOR:

AIR MANAGEMENT SOLUTIONS, LLC

Signature: _____
Douglas Schulze, City Manager

Signature: _____

Date: _____

Print Name: _____

Title: _____

Date: _____

Taxpayer ID #: _____

CITY CONTACT:

Aaron Claiborne
City of Bainbridge Island
280 Madison Ave. N
Bainbridge Island, WA 98110
Phone: 206.842.2016
Fax: 206.780.3710

**EXHIBIT “A”
PROJECT - SCOPE OF WORK**

1. ATTACHMENT A

SCOPE OF SERVICES

The work provided for in these specifications shall consist of furnishing all labor, materials, and equipment; and performing all work necessary to accomplish the tasks listed below. The Contractor shall coordinate activities with the City Contact.

CH-1: Walter Furnace Versatec-HP-8

Model: SXH120A401CL832-NOOZ

Serial: PFD122D

The City has a Water Furnace Versatec Heat Pump located in room 145 of City Hall that needs to be replaced. This heat pump serves the Engineering Department cubicle spaces and lobby areas. The Contractor shall submit to the City for approval replacement equipment equal to or better than the existing system. The Contractor shall coordinate with the City Contact to protect all surrounding equipment from damage. A portable air conditioner shall be provided by the Contractor to keep the temperature in the Engineering Department between 60 and 70 degrees. The Contractor shall perform start-up and testing with the City Contact. Every effort shall be made to schedule the heat pump replacement between November 3 through November 28, 2014 outside of normal business hours.

Deliverable: Equipment Submittal, One OEM Heat Pump

CH-1: Walter Furnace Versatec-HP-21

Model: VLH070A401DLE32-GNOZ

Serial: PF1309

The City has a Water Furnace Versatec Heat Pump located in room 215 of City Hall that needs to be replaced. This heat pump serves the Finance Department cubicle spaces and lobby areas. The heat pump is located within the City Hall server room. The Contractor shall submit to the City for approval replacement equipment equal to or better than the existing system. The Contractor shall coordinate both with the City Contact and the Information Technology Manager to protect all surrounding equipment from damage. A portable air conditioner shall be provided by the Contractor to keep the temperature in the Finance Department between 60 and 70 degrees. The Contractor shall perform start-up and testing with the City Contact.

Deliverable: Equipment Submittal, One OEM Heat Pump

PARTS

All parts utilized must be OEM unless otherwise pre-approved in writing by the City.

WASTE DISPOSAL

The Contractor is responsible for appropriate disposal of all waste products per all applicable Federal, State and local regulations.

LICENSING

The Contractor must hold all professional licenses as required by Federal, State and local laws and as standard in the industry. All employees of the Contractor who conduct work on City property shall hold required licenses and certifications or be under the direct supervision of such employees.

SAFETY TRAINING

The Contractor shall be responsible for all necessary safety training in compliance with local, state and federal regulations, including, but not limited to, the Occupational Safety and Health Administration rules and regulations.



CITY OF BAINBRIDGE ISLAND

Department of Public Works – Operations & Maintenance

September 19, 2014

Ameritech Corporation
2020 Maltby Road Suite 7 Ms 142
Bothell, WA 98201

RE: Contract Termination

Jason Parmley:

The HVAC Upgrade project was bid on April 18, 2014, approved by City Council on April 28, 2014 and a Notice of Award issued on May 7, 2014. The Notice to Proceed was issued on August 21, 2014 with a twenty (20) day completion date of September 12, 2014.

To date no work has been scheduled or started onsite. Accordingly, the work was not completed on or before September 12, 2014 as required by the City. Pursuant to section 16 of the contract dated May 5, 2014 the City with this notice terminates its contract with Ameritech effective September 28, 2014. This termination is final and the City will not reconsider this termination should you attempt to complete the terms of the contract during this ten day notice period.

Please contact me with any questions. (206) 780-3585 or aclaiborne@bainbridgewa.gov

Sincerely,

A handwritten signature in black ink, appearing to read "Aaron Claiborne".

Aaron Claiborne
Project Coordinator

CITY OF BAINBRIDGE ISLAND CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Lynwood Center Outfall Improvements Project - Request to Re-apply for Statewide Stormwater Grant	Date: October 21, 2014
Agenda Item: Staff Intensive	Bill No.: 11-086
Proposed By: Public Works Director Barry Loveless	

BUDGET INFORMATION

Depart/Fund: Statewide Stormwater Grant @ \$192,000; Annual Roads Program @ \$64,000		
Expenditure Req: \$ N/A	Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Budget Amend. Req? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

REFERRALS/REVIEW

City Manager <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Legal <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Finance <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
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DESCRIPTION/SUMMARY

Action Item:

Consider placement of the Lynwood Center Outfall Improvements project request to reapply for a Statewide Stormwater Grant on the October 28, 2014 consent agenda.

Background:

The Lynwood Center Outfall Improvements project consists of upgrading an existing 30" pipe system to 36" & 48" corrugated polyurethane pipe along with new catch basins. Work also includes cleaning approximately 100' of concrete outfall pipe and installation of a tidal check valve and area grading and landscape restoration.

On June 13, 2012, City Council accepted a 2012 Statewide Stormwater grant for the Lynwood Center Outfall project in the amount of \$192,000 with a \$64,000 city match.

On June 2, 2014, City Council approved Amendment No. 1 changing the expiration date from March 2014 to June 2015, as the estimated completion date was delayed due to easement issues and a survey required by the Washington State Department of Fish and Wildlife.

On August 18, 2014, City Council rejected the bid received from Coluccio Construction in the amount of \$484,684 as the bid was 142% over the high-end of the engineer's estimate. Due to the rejection of the high bid, Public Works staff needs to re-apply for a Statewide Stormwater grant application which is due November 7, 2014.

RECOMMENDED ACTION

Motion:

I move that the City Council consider forwarding the Lynwood Center Outfall Improvements project request to reapply for a Statewide Stormwater Grant on the October 28, 2014 consent agenda.

CITY OF BAINBRIDGE ISLAND CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Budget Deliberations on 2015 – 2016 Preliminary Proposed Budget	Date: October 21, 2014
Agenda Item: Staff Intensive	Bill No. 14-053
Proposed By: Ellen Schroer, Finance Director	Referral(s):

BUDGET INFORMATION

Department:	Fund:	Munis Contract #
Expenditure Req:	Budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No	Budget Amend. Req? <input type="checkbox"/> Yes <input type="checkbox"/> No

REFERRALS/REVIEW

Study Session:	Recommendation:
City Manager <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Legal <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
	Finance <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

DESCRIPTION/SUMMARY

Action Item:

The City of Bainbridge Island prepares a two-year budget. The 2015 – 2016 Preliminary Proposed Budget was presented to City Council on September 23. This agenda item provides meeting time for the City Council to discuss potential changes to the proposed operating budget and CIP. Staff will be available to answer questions as needed.

At the October 14 City Council meeting, the Council approved three changes:

1. Addition of \$300,000 to the Annual Roads Program in 2015 to reflect Transportation Benefit District funding
2. Plan for design and construction of the Waterfront Park project in 2015, rather than 2015 and 2016, with planned spending of \$1.0 million for this project in 2015
3. Addition of \$100,000 in 2015 and 2016 for affordable housing

Staff will compile these changes along with any additional adjustments identified by the Council and will develop a proposal to accommodate the complete set of adjustments as soon as possible.

RECOMMENDED ACTION

Information only.

CITY OF BAINBRIDGE ISLAND CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Kitsap Regional Coordinating Council Organizational Changes and Funding	Date: October 21, 2014
Agenda Item: Council Discussion	Bill No.: 14-176
Proposed By: Mayor Blair and Councilmember Bonkowski	Referral(s):

BUDGET INFORMATION

Department:	Fund:	Munis Contract #
Expenditure Req:	Budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No	Budget Amend. Req? <input type="checkbox"/> Yes <input type="checkbox"/> No

REFERRALS/REVIEW

City Manager <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Legal <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Finance <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
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DESCRIPTION/SUMMARY

Action Item:

To consider authorizing COBI representatives on KRCC Executive Board to approve the KRCC organizational changes and funding as described and discussed with Kitsap County Commissioner Rob Gelder at COBI Regular/Study Session on September 23, 2014. If these changes are approved by the KRCC Executive Board, the structural and funding changes will become effective January 1, 2015.

History:

The Kitsap Regional Coordinating Council was established in the mid-1990's as a countywide forum and catalyst for inter-governmental collaboration through communication and mutual respect. It supports all public agencies to the service of the common good.

For twenty-five years, the executive management of the KRCC has been managed through a professional services agreement with McClure Consulting Services. The current contract with McClure Consulting expires at the end of 2015.

Anticipating that the KRCC board and McClure Consulting would be reviewing that management services contract, the Executive Board decided to launch a strategic assessment of the executive management structure and the development of a sustainable funding plan for the organization. In December 2014, County Commission Chair and KRCC Chair Rob Gelder appointed a seven member Agency Review Team (ART) to accomplish these tasks and make recommendations for the member organizations to consider/approve for implementation beginning January 2016.

Continued on Page 2

RECOMMENDED ACTION

Motion:

I move the City Council authorize COBI representatives on KRCC Executive Board to approve the KRCC organizational changes and funding as outlined/described.

DESCRIPTION/SUMMARY

The ART met eleven times between February and September 2014. The recommendations were reviewed by the KRCC Executive Board in July 2015 and presented to each of the governing boards/council of the member jurisdictions during September and October 2015.

The ART recommendations include the following points:

FUNCTIONS: KRCC should provide

1. Coordination of regional level Planning and Funding in three primary areas:
 - a. Land Use
 - b. Transportation
 - c. Affordable Housing
2. Coordination of Kitsap County's participation in the Puget Sound Regional Council, including:
 - a. Representation/Appointments: Kitsap Other Cities
 - b. Policy Boards: Alternates & Representatives Coordination
 - c. Policy Review & Coordination
 - d. KRCC Staff participation in appropriate committees
3. Coordination and communication of member agencies' legislative priorities, including review of AWC, WASC, and PSRC agendas, to the Kitsap Legislative Caucus.
4. KRCC should be the "Table of Opportunity" to address emerging issues of importance to its member agencies. Evaluation Criteria (approved by KRCC Exec. Board) should be applied to topics/initiatives for relevance/appropriateness.

ORGANIZATIONAL FORM: KRCC should continue as an independent agency based on its existing ILA. For long-term sustainability and maximized operations, KRCC would be best-served through:

- Employed Executive Director (reporting to the KRCC Executive Committee.)
- With KRCC-employed staff (reporting to the KRCC Executive Director.)
- From a centrally-located office
- Contracting for HR/Finance/Legal services

FUNDING PROPOSAL: A new approach to financial equity and sustainability is needed. Proposed elements:

	<u>2015</u>	<u>2016 forward</u>
Dues:	same as 2014 (\$28,818 + 1% Transp. Grants)	General Fund % (est. Part A = \$16,245)
Transport.	"test run" @ 1% of grants allocated	as refined
Operating reserve level	25%	Begin to accrue in 2015

Schedule/Next Activities:

1. October 21, 2014: KRCC Executive Board consider ART recommendations.
2. October – December: Prepare for transition from Existing Management Services Contract.
3. January 2015: Launch transition year with new management & funding structure.

CITY OF BAINBRIDGE ISLAND CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: City Manager Performance Evaluation Facilitation Proposal	Date: October 21, 2014
Agenda Item: Council Discussion	Bill No.: 14-161
Proposed By: Mayor Blair	Referral(s):

BUDGET INFORMATION

Department: Executive	Fund: General	Munis Contract #
Expenditure Req: \$7,220	Budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Budget Amend. Req? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

REFERRALS/REVIEW

City Manager <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Legal <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Finance <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
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DESCRIPTION/SUMMARY

Action Item:

To review and approve the proposed scope of work from the Falconer Group for the facilitation of the City Manager's evaluation.

History:

At the September 16, 2014 Council meeting, Mayor Blair distributed a proposed process for the City Manager's annual performance evaluation. Based on support from the Council, she and Human Resources Manager Brown have asked Jim Reid of the Falconer Group to assist with this evaluation. Mr. Reid's proposed scope of work is attached for Council's consideration.

Schedule/Next Activities:

Council members will complete individual questionnaires, and will meet as a group with the City Manager and Mr. Reid to discuss the previous year and goals for the upcoming year.

RECOMMENDED ACTION

Motion:

I move that the City Council approve the proposed scope of work from the Falconer Group for the facilitation of the City Manager's evaluation.



THE FALCONER GROUP

JAMES FALCONER REID, PRINCIPAL

1300 SW Webster Street
Seattle, Washington 98106
Phone: (206) 324.2061 Email: jfalconerreid@comcast.net
Website: www.falconergroup.net

THE FALCONER GROUP'S PROPOSAL:

ASSIST THE MAYOR AND CITY COUNCIL IN CONDUCTING THE 2014 APPRAISAL OF THE CITY MANAGER'S PERFORMANCE

Submitted by Jim Reid, Principal
16 October 2014

GOALS OF THE PROCESS

1. Conduct a performance appraisal that is accurate, fair, and efficient.
2. Ensure that the Mayor, Council, and City Manager reach agreement on the latter's goals for 2015, which will become the principal measures for assessing his performance during the coming year.

PROPOSED PROCESS

Jim Reids Tasks	Completion Date
<p>A. Understand the City Council's Interests and Expectations for This Process</p> <ul style="list-style-type: none"> ▪ Meet or speak by telephone with the City Council members to learn what they liked and disliked about last year's process of evaluating the City Manager's performance. ▪ Solicit their thoughts and suggestions regarding the upcoming performance appraisal process, including any comments they may have on the evaluation questionnaire. 	<p>10.30.14</p>
<p>B. Refine the Evaluation Questionnaire; Have the Elected Officials and Management Team Members Complete It</p> <ul style="list-style-type: none"> ▪ Work with Human Resources Manager Kate Brown to "slim down" the current evaluation questionnaire from 40 categories and questions to 	<p>11.07.14</p>

a more manageable number.

- Submit the revised questionnaire to Mayor Anne Blair for her review and comments.
- Send the revised questionnaire to the Mayor and Council members so that they can complete and return it.
- Conduct a very informal “360 Leadership Assessment” of the City Manager by sending approximately eight members of his management team the survey and having them complete and return it.

C. Get the City Manager to Assess His Performance and Define Goals for 2015

11.11.14

- Work with Mayor Blair, City Manager Doug Schulze, and Kate Brown to have Doug assess his performance in 2014. His self-assessment will be based on his 2014 work plan.
- Assist the Mayor, Doug, and Karen in reaching agreement on a format for the goals and key tactics (actions) he will strive to achieve in 2015. One possible format: SMART Goals (specific, measurable, attainable, relevant, and timed).

D. Review the Completed Questionnaires; Produce a Preliminary Report

11.16.14

- Collect a copy of each person’s completed questionnaire to review it, looking for common themes.
- Produce a preliminary report and submit it to the Mayor and Council.
- Work with the Mayor and Doug to submit to the Council Doug’s assessment of his performance and 2015 goals.

E. Prepare for the Council Meeting to Review the City Manager’s Performance and Goals

11.18.14

- Draft an agenda and ground rules for the meeting.
- Circulate the draft among the Mayor and Council members, requesting their review and comments by a specific date.
- If necessary, revise the agenda per comments from the elected officials.
- Review my preliminary report and other notes.
- Coordinate with the Mayor, Doug, and Kate as needed.

F. Facilitate the Council Meeting

11.22.14

- Facilitate the meeting at which the Mayor and Council reach agreement on the City Manager’s performance appraisal and goals for 2015, and the process by which the elected officials will provide feedback on his performance during the year.
- For approximately two-thirds of the meeting, the City Manager will participate in the meeting so that so he can discuss with the Mayor and Council their appraisal of his performance and, more importantly, reach agreement with the elected officials on his goals for 2015, which will be the principal measure of his performance during that year.

G. Summarize the Meeting and This Process

11.24.14

- Produce a summary of the key discussions, decisions, and agreements of the meeting.
- Produce a summary of the process used in the Autumn of 2014 to evaluate the City Manager’s performance for reference in future years.



THE FALCONER GROUP

JAMES FALCONER REID, PRINCIPAL

1300 SW Webster Street
Seattle, Washington 98106
Phone: (206) 324.2061 Email: jfalconerreid@comcast.net
Website: www.falconergroup.net

PROPOSED FACILITATION BUDGET

This proposed budget is not changed from the original 30 September 2014 proposal

Notes:

- The Falconer Group’s rate is \$190 per hour
- The Falconer Group does not charge for travel time. Nor does Jim Reid charge for copying, printing, mailings, faxing, or other similar costs.

<u>Tasks</u>	<u>Hours</u>	<u>Cost</u>
A. Understand City Council’s Interests and Expectations for This Process	5.0	\$ 950.00
B. Refine Evaluation Questionnaire; Have Elected Officials and Management Team Members Complete It	8.0	\$ 1,520.00
C. Get City Manager to Assess His Performance and Define Goals for 2015	2.5	\$ 475.00
D. Review Completed Questionnaires; Produce Preliminary Report	6.0	\$ 1,140.00
E. Prepare for Council Meeting to Review City Manager’s Performance and Goals	6.0	\$ 1,140.00
F. Facilitate Council Meeting	4.5	\$ 855.00
G. Summarize Meeting and This Process	6.0	\$ 1,140.00
<hr/>		
TOTALS	38.0	\$ 7,220.00

CITY OF BAINBRIDGE ISLAND CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Environmental Technical Advisory Committee Appointments and Reappointment	Date: October 21, 2014
Agenda Item: Council Discussion	Bill No.: 14-179
Proposed By: Mayor Blair	Referral(s):

BUDGET INFORMATION

Department: Legislative	Fund:	Munis Contract #
Expenditure Req: none	Budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Budget Amend. Req? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

REFERRALS/REVIEW

Study Session:	Recommendation:
City Manager <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Legal <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
	Finance <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

DESCRIPTION/SUMMARY

Action Item:

Mayor Blair is recommending the appointments of Angela Bonifaci and Frank Gfremse and the reappointment of Chris Waldbillig to the Environmental Technical Advisory Committee (ETAC).

History:

Mayor Blair, Council Liaison Ward and ETAC Chair Sale reviewed the applications and interviewed were conducted. The applications are attached for information.

RECOMMENDED ACTION

Motion:

I move that the City Council confirm the appointment of Angela Bonifaci to the Environmental Technical Advisory Committee Position 5, which expires June 30, 2016.

I move that the City Council confirm the appointment of Frank Gfremse to the Environmental Technical Advisory Committee Position 6, which expires June 30, 2016.

I move that the City Council confirm the reappointment of Chris Waldbillig to the Environmental Technical Advisory Committee Position 3, which expires June 30, 2015.

From: support@civicplus.com
To: [Roz Lassoff](#)
Subject: Online Form Submittal: Citizen Advisory Group Application
Date: Tuesday, May 06, 2014 11:33:55 AM

If you are having problems viewing this HTML email, click to view a [Text version](#).

Citizen Advisory Group Application

Please complete the form below if you are interested in serving on a committee or commission. Please note: once submitted, this application becomes a public record. Your address and contact information will not be shared.

Applicant Name*
Angela Bonifaci

Email*

Phone*

Address*

City*

State*

Zip*

Current Employer*
U.S. Environmental Protection Agency

Current Position*
Puget Sound National Estuary Program Team Leader

I am interested in serving on one of the following advisory groups (select all that apply):

- | | |
|---|----------------------------------|
| Civil Service Commission | Design Review Board |
| Ethics Board | Historic Preservation Commission |
| Non-Motorized Transportation Advisory Committee | Road Ends Committee |
| Utility Advisory Committee | Community Forestry Commission |
| Environmental Technical Advisory Committee | Harbor Commission |
| Lodging Tax Advisory Committee | Planning Commission |
| Salary Commission | |

Have you served on any city advisory groups in the past?*

Yes

No

Please share your qualifications for this appointment (skills, activities, training, education) if any:

Please share your community interests (groups, committees, organizations) if any:

Feel free to attach your resume (optional):

no file selected

Uploaded: BI Resume_Angela Bonifaci_May2014.docx

Please login to view the uploaded file.

Type the Year

2014

By typing the year in this box, you verify that you are a legitimate user.

The following form was submitted via your website: Citizen Advisory Group Application

Please complete the form below if you are interested in serving on a committee or commission. Please note: once submitted, this application becomes a public record. Your address and contact information will not be shared.:

Applicant Name: Angela Bonifaci

Email:

Phone:

Address:

City:

State:

Zip:

Current Employer: U.S. Environmental Protection Agency

Current Position: Puget Sound National Estuary Program Team Leader

I am interested in serving on one of the following advisory groups (select all that apply):
Environmental Technical Advisory Committee, Harbor Commission

Have you served on any city advisory groups in the past?: No

Please share your qualifications for this appointment (skills, activities, training, education) if any: *B.S. Biochemistry, M.S. Chemistry, PhD (ABD) Oceanography, Masters in Public Administration.

*I currently provide leadership for EPA's Puget Sound National Estuary Program and engage with internal and external partners in high-level decision-making.

*I am skilled at working with divergent interests, and enjoy opportunities to apply my expertise in the fields of science, policy, management, environmental review and regulations, and communication.

*My husband, children, and I are also avid sailors, and keep our sailboat moored in Port Madison.

Thank you!

Please share your community interests (groups, committees, organizations) if any: In addition to my career at EPA, I have focused my volunteer efforts at Ordway Elementary School, where my daughter is in third grade. I have been the Chair of the Ordway Carnival for three years, which is a large community event and fundraiser. I also volunteer in the classroom helping students with math.

Feel free to attach your resume (optional): BI Resume_Angela Bonifaci_May2014.docx

Type the Year: 2014

Additional Information:

Form Submitted on: 5/6/2014 11:34:43 AM

Submitted from IP Address: 204.47.125.173

Referrer Page: <http://www.bainbridgewa.gov/FormCenter/Citizen-Advisory-Groups-7/Citizen-Advisory-Group-Application-46>

Form Address: <http://www.bainbridgewa.gov/FormCenter/Citizen-Advisory-Groups-7/Citizen-Advisory-Group-Application-46>

Angela Adams Bonifaci

Senior program leader with 20+ years experience spanning ocean research and conservation efforts, project and program management, education, grant making, strategic planning, and organizational assessment. Politically-savvy strategic thinker with a track record of identifying opportunities for the development and implementation of new initiatives to accomplish specific goals. Effective communicator and collaborator with an exceptional ability to listen, remain open to input and feedback, and take a discussion in new directions. Career and education span a broad range of experience in several technical disciplines.

RECENT PROFESSIONAL EXPERIENCE

Puget Sound Program Team Leader
EPA Region 10, Office of Water and Watersheds
Grants and Strategic Planning Unit

August 2011 – Present
Seattle, WA

Leading a multi-office, interdisciplinary team of approximately 20 senior-level staff in a highly dynamic, complex, and unpredictable landscape. Bringing greater focus to the program by strategically identifying opportunities for value-added participation by EPA in Puget Sound protection and restoration, and increased alignment with core EPA programs.

- ✓ **Oversee and help direct over \$200 million of Federal funding** awarded through 200+ competitive cooperative and interagency agreements and subawards that provide support for research, monitoring, outreach, and on-the-ground protection and restoration work. This involves staying abreast of the latest scientific understanding of the Puget Sound ecosystem and identifying where investments will make the most difference towards recovery.
- ✓ **Work as a key EPA contact within a complicated network of partners and stakeholders** that includes a Leadership Council, an Ecosystem Coordination Board (local governments, industry, public interest groups, and other stakeholders), a Science Panel, State, Environmental, and Federal Caucuses, and 22 Tribes and Tribal Consortia. I am frequently the EPA representative at meetings with external partners and articulate EPA's perspective on a variety of subjects related to Puget Sound ecosystem recovery.
- ✓ **Serve as EPA Liaison to the Science Panel** and work with the Science Panel chair and co-chair to bridge the gap between science and policy.
- ✓ **Track environmental progress and effective use of EPA funding** through a Puget Sound performance management system that I envisioned, developed and implemented. This complex and versatile system, Puget Sound Financial and Ecosystem Accountability Tracking System (FEATS), includes information for all EPA-funded Puget Sound projects, as well as for matching funds and grantee subawards. FEATS supports EPA's core accountability and reporting obligations with respect to progress in funding and environmental results to EPA Headquarters, Region 10 senior management, Congressional appropriators, and the White House.
- ✓ **Provide critical policy, technical and program assistance** to EPA Region 10 and EPA Headquarters Senior Management.

Angela Bonifaci

- ✓ **Coordinate, manage, and assign tasks** and track completion by Team staff.
- ✓ **Lead Team meetings, negotiate conflicts, and identify available resources and needs.**
- ✓ **Coach and assist** Team members to solve work problems.
- ✓ **Implement realignment of the Puget Sound Program** to maximize workflow effectiveness and process improvement.
- ✓ **Create, maintain, and update briefing papers, talking points, press releases, and presentations** for a variety of audiences including the White House, Congress, EPA Headquarters, and the Puget Sound community.
- ✓ **Assist with the development of environmental indicators** to be used at the national level to better measure the status and progress of restoring Puget Sound. Served on the multi-organizational workgroup that developed the initial dashboard of Puget Sound indicators.

Puget Sound Program Performance Management Specialist

EPA Region 10, Office of Water and Watersheds
Grants and Strategic Planning Unit

August 2009 – August 2011
Seattle, WA

Lead for Puget Sound Program performance management and accountability and responsible for identifying the need for a tracking system and developing, overseeing, and implementing EPA's Puget Sound Performance Management System. Served as Project Officer and Technical Monitor on a complex 6-year, multi-million dollar cooperative agreement with the Puget Sound Partnership.

- ✓ **Developed and implemented the EPA Puget Sound Performance Management System (FEATS).**
- ✓ **Provided recommendations to senior managers** on the options and priorities for establishing an ecosystem-based performance management system for Puget Sound.
- ✓ **Assisted the Puget Sound Partnership** with the development of the Action Agenda Performance Management Framework and the near-term action tracking system.
- ✓ **Coordinated the development and review of Puget Sound program and budget performance measures** and developed measures and logic models for the Action Agenda's near-term actions.
- ✓ **Mapped alignment of metrics** to the Administration priorities, agency strategic plan goals, strategic targets, program strategies, environmental outcomes, and budget.
- ✓ **Assisted in the development of Request for Proposals** and in the review and selection of proposals to be funded.
- ✓ **Successfully negotiated award agreements and work plan tasks and products** with selected awardees ensuring alignment with regional and local priorities.
- ✓ **Provided technical expertise** to Project Officers and award recipients as needed.

Angela Bonifaci

Program Analyst

EPA Headquarters, Office of the Administrator
Program Analysis Division

August 2008 – August 2009
Washington, DC

Supported the EPA Deputy Administrator's senior management program reviews and used program analysis to inform regulatory, policy, and guidance decisions by routinely establishing criteria, assessing program effectiveness, analyzing performance measures, and preparing briefing documents.

- ✓ **Collaborated across boundaries** to build strategic relationships and achieve common goals as a member of the White House Office of Science and Technology Policy working group exploring the "Science of Science Policy" across federal agencies.
- ✓ **Member of team that drafted and submitted EPA high priority performance goals to the White House Office of Management and Budget.**
- ✓ **Point of contact for EPA Regional Offices** on environmental policy materials for President Obama's transition team. Reviewed and edited documents, advised Regions on issues to include, recommended legal review, and assisted with the finalization of the transition binder.
- ✓ **Led Division on development of formal strategic plan.**
- ✓ **Led Division on coordinating activities** to inspire and foster team commitment, spirit, and trust. This resulted in greater cooperation and increased motivation for division members to accomplish group goals.
- ✓ **Analyzed EPA performance data** for relevancy and usefulness. Assessed changes over time and geographic differences.
- ✓ **Worked with contractors** to support division priority work.
- ✓ **Developed and evaluated options** for EPA senior management council restructuring proposal.

Water Quality Planner/Project Manager

King County, Water and Land Resources Division, Science Section

February 2004 – August 2008
Seattle, WA

- ✓ **Led the strategic planning process** for King County's Science Section with an emphasis on improvement of services provided, maintenance of client and customer focus, and achievement of results despite funding constraints.
- ✓ **Analyzed county practices of prioritizing and funding** of environmental monitoring activities. Developed organizational structure options for consideration by management.
- ✓ **Contributed to county Climate Plan and Shoreline Master Plan.** Provided analysis of environmental policy relevant to Puget Sound region in ESA listings, proposed state legislation, and salmon recovery plans. Synthesized research and information into memoranda and issue papers for senior managers.
- ✓ **Utilized statistics and other appropriate means** to interpret scientific data collected by King County monitoring programs.
- ✓ **Assisted manager with the development of the Science Section budget.** Developed and proposed strategies for meeting funding shortfalls in the short- and long-term.
- ✓ **Organized the coastal zone breakout session** at the 2005 King County Climate Change Conference, working with the Mayor of Olympia, the Strategic Planning Director of the Port of Seattle, a representative from the insurance industry, and academic researchers on my Steering Committee.

Angela Bonifaci

Project Manager
Frontier Geosciences

August 2003 – February 2004
Seattle, WA

Designed and conducted original research on contaminated sediments and the effects of dredging. Collected, interpreted, and communicated field and lab data. Lead author and co-author on professional journal publications and an NSF grant application.

Graduate Research Assistant
Department of Oceanography, University of Hawaii

August 1994 – June 1999
Honolulu, HI

Conducted original research for five years on the effects of rising atmospheric carbon dioxide levels on the chemistry and biology of the Atlantic, Indian, and Pacific Oceans; required extensive field work. Co-author on professional journal publication and several NSF grant applications.

ADDITIONAL EXPERIENCE and ACCOMPLISHMENTS

- **Recipient of nine awards while at EPA, including one awarded in July 2012 for “courage and persistence”** in developing a “persuasive argument” that helped move a critical process involving many diverse stakeholders in a favorable direction and back on track.
- Selected as a **Presidential Management Fellow** in April 2008 and successfully completed the program in August 2010.
- **Author and co-author** of four peer-reviewed scientific journal articles, four technical reports/theses, and **speaker** at nine international scientific conferences.
- Chemistry and global environmental **science instructor** at high school and college levels.
- **Member** of Sigma Xi Scientific Research Society, National Honor Society for Public Affairs and Administration, and Phi Lambda Upsilon Chemical Honor Society.
- A broad array of **professional training** including Project Management (2004), Effective Management in a Political Environment (2008), Transformational Leadership (2008), and Congressional Briefing for Presidential Management Fellows (2009).
- United States Public Trust Position **Security Clearance**.

COMPUTER SKILLS

- MS Office (Word, Excel, Outlook, Powerpoint)
- MS Project
- Webinar and Online Meeting Tools (Adobe Connect, Go-to-Meeting)
- Visio
- Access
- Matlab

EDUCATION

Master's Degree, Public Administration , Evans School, University of Washington, GPA: 3.89	September 2006 - June 2008
Single-Subject Teaching Credential, Chemistry , California State University Long Beach GPA: 3.739	June 1999 - December 2000
Ph.D. (Candidate), Oceanography , University of Hawaii GPA: 3.92	August 1994 – June 1999
Master's of Science, Chemistry , University of Nebraska GPA: 3.85	August 1990 – December 1992
Bachelor's of Science, Biochemistry , California State University Long Beach GPA: 3.264	January 1985 – June 1989

JOURNAL ARTICLES - PEER REVIEWED

Bloom, N.S., **Grout, A.K.**, and Prestbo, E.M., 2005. Development and complete validation of a method for the determination of dimethyl mercury in air and other media. *Analytica Chimica Acta* 546:92-101.

Adams, A.K. and Bloom, N.S., 2003. Muddying the waters of debate: Is dredging a significant sources of trace metals to the estuarine environment? *Geochimica Cosmochimica Acta* 67:A-6.

Milliman, J.D., Troy, P.J., Balch, W.M., **Adams, A.K.**, Li, Y-H., and Mackenzie, F.T., 1999. Biologically mediated dissolution of calcium carbonate above the chemical lysocline. *Deep Sea Res.* 46:1653-1669.

Price, C.M., **Adams, A.K.**, and Vermeesch, J.R., 1994. Accumulation of telomerase RNA and telomere protein transcripts during telomere synthesis in *Euplotes*. *J. Eukaryot. Microbio.* 41:267-275.

REPORTS and THESES

Grout, A. and Kruger, B., 2007. Seattle Aquarium high-frequency marine monitoring pilot project report. King County Department of Natural Resources and Parks, Seattle, WA.

Stark, K., **Grout, A.**, Mickelson, S., and Engebretson, J., 2006. Water quality status report for marine waters, 2004. King County Department of Natural Resources and Parks, Seattle, WA. 165 pp.

Stark, K., **Grout, A.**, Engebretson, J., and Nairn, B., 2005. Water quality status report for marine waters, 2002 and 2003. King County Department of Natural Resources and Parks, Seattle, WA, 140 pp.

Adams, A.K., 1992. Selective transcription of genes encoding telomerase RNA, the telomere-binding protein, and several other proteins during de novo telomere synthesis and other stages of macronuclear development in *Euplotes crassus*. M.S. Thesis in Chemistry, University of Nebraska, Lincoln, NE.

Angela Bonifaci

FORMAL PRESENTATIONS

Trends in Central Puget Sound Dissolved Oxygen Levels. Estuarine Research Federation 2007 Conference, Providence, R.I..

Climate Change Effects on Puget Sound Water Quality. American Society of Limnologists and Oceanographers Summer 2006 Meeting, Victoria, B.C..

Climate Change and Sea Level Rise Impacts on Puget Sound. 2005 King County Water and Land Resources Science Seminar, Seattle, WA.

Analysis of Conductivity, Temperature, and Depth (CTD) Data in Puget Sound. 2004 King County Water and Land Resources Science Seminar, Seattle, WA.

Muddying the Waters of Debate: Is Dredging a Significant Source of Trace Metals to the Estuarine Environment? 2003 Goldschmidt Conference, Kurashiki, Japan.

Redefining the Oceanic Carbonate Lysocline. Invited Speaker, 1999 AAPG/SEPM Conference, San Antonio, TX.

The Arabian Sea Inorganic Carbon System During the 1995 Southwest Monsoon: A Perspective from WOCE Line I7N. 1998 Ocean Sciences Meeting, San Diego, CA.

Sequestration of Carbon Dioxide in the Modern-Day Deep Indian Ocean and Significance in Glacial/Interglacial Carbon Budgets. 1997 Fall AGU Meeting, San Francisco, CA.

Deep Inorganic Carbon System of the Arabian Sea: Evidence for Calcite Dissolution Above the Lysocline? 1997 Spring AGU Meeting, Baltimore, MD.

REFERENCES HAPPILY PROVIDED UPON REQUEST

From: support@civicplus.com
To: [Roz Lassoff](#)
Subject: Online Form Submittal: Citizen Advisory Group Application
Date: Thursday, May 08, 2014 2:42:42 PM

If you are having problems viewing this HTML email, click to view a [Text version](#).

Citizen Advisory Group Application

Please complete the form below if you are interested in serving on a committee or commission. Please note: once submitted, this application becomes a public record. Your address and contact information will not be shared.

Applicant Name*

Frank Gfremse

Email*

Phone*

Address*

City*

State*

Zip*

Current Employer*

Retired

Current Position*

Retired

I am interested in serving on one of the following advisory groups (select all that apply):

Civil Service Commission

Design Review Board

Ethics Board

Historic Preservation
Commission

Non-Motorized Transportation Advisory
Committee

Road Ends Committee

Utility Advisory Committee

Community Forestry
Commission

Environmental Technical Advisory
Committee

Harbor Commission

Lodging Tax Advisory Committee

Planning Commission

Salary Commission

Have you served on any city advisory groups in the past?*

Yes No

Please share your qualifications for this appointment (skills, activities, training, education) if any:

Please share your community interests (groups, committees, organizations) if any:

Type the Year
2014

By typing the year in this box, you verify that you are a legitimate user.

The following form was submitted via your website: Citizen Advisory Group Application

Please complete the form below if you are interested in serving on a committee or commission. Please note: once submitted, this application becomes a public record. Your address and contact information will not be shared.:

Applicant Name: Frank Gfremse

Email:

Phone:

Address:

City:

State:

Zip:

Current Employer: Retired

Current Position: Retired

I am interested in serving on one of the following advisory groups (select all that apply):
Environmental Technical Advisory Committee, Harbor Commission

Have you served on any city advisory groups in the past?: No

Please share your qualifications for this appointment (skills, activities, training, education) if any: I have degrees in Civil Engineering, Ocean Engineering, and an MBA, thus having the background to understand the technical and financial facets of an issue. I have experience performing small boat harbor design as well as managing near shore marine environmental studies. I have lived on Bainbridge Island for 24 years and thus, am familiar with the community in all its complexity and variety.

Please share your community interests (groups, committees, organizations) if any: I have recently retired so have limited community interest group involvement at present. I do volunteer at Helpline House on an as needed basis.

Type the Year: 2014

Additional Information:

Form Submitted on: 5/8/2014 2:43:28 PM

Submitted from IP Address: 97.113.4.103

Referrer Page: <http://www.bainbridgewa.gov/FormCenter/Citizen-Advisory-Groups-7/Citizen-Advisory-Group-Application-46>

Form Address: <http://www.bainbridgewa.gov/FormCenter/Citizen-Advisory-Groups-7/Citizen-Advisory-Group-Application-46>

Roz Lassoff

From: noreply@civicplus.com
Sent: Friday, October 10, 2014 5:19 PM
To: Roz Lassoff
Subject: Online Form Submittal: Citizen Advisory Group Application

If you are having problems viewing this HTML email, click to view a [Text version](#).

Citizen Advisory Group Application

Please complete the form below if you are interested in serving on a committee or commission. Please note: once submitted, this application becomes a public record. Your address and contact information will not be shared.

Applicant Name*

Chris Waldbillig

Email*

Phone*

Address*

City*

State*

Zip*

Current Employer*

WDFW

Current Position*

Marine Area Habitat Biologist

I am interested in serving on one of the following advisory groups (select all that apply):

- | | |
|--|---|
| <input type="checkbox"/> Civil Service Commission | <input type="checkbox"/> Design Review Board |
| <input type="checkbox"/> Ethics Board | <input type="checkbox"/> Historic Preservation Commission |
| <input type="checkbox"/> Non-Motorized Transportation Advisory Committee | <input type="checkbox"/> Road Ends Committee |
| <input type="checkbox"/> Utility Advisory Committee | <input type="checkbox"/> Community Forestry Commission |
| <input checked="" type="checkbox"/> Environmental Technical Advisory Committee | <input type="checkbox"/> Harbor Commission |
| <input type="checkbox"/> Lodging Tax Advisory Committee | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Salary Commission | |

Have you served on any city advisory groups in the past?* **If so, please indicate which groups:**

(X)Yes ()No

ETAC

Please share your qualifications for this appointment (skills, activities, training, education) if any:

On File

Please share your community interests (groups, committees, organizations) if any:

On File

Type the Year

2014

By typing the year in this box, you verify that you are a legitimate user.

The following form was submitted via your website: Citizen Advisory Group Application

Please complete the form below if you are interested in serving on a committee or commission. Please note: once submitted, this application becomes a public record. Your address and contact information will not be shared.:

Applicant Name: Chris Waldbillig

Email:

Phone:

Address:

City:

State: WA

Zip:

Current Employer: WDFW

Current Position: Marine Area Habitat Biologist

I am interested in serving on one of the following advisory groups (select all that apply): Environmental Technical Advisory Committee

Have you served on any city advisory groups in the past?: Yes

If so, please indicate which groups: ETAC

Please share your qualifications for this appointment (skills, activities, training, education) if any: On File

Please share your community interests (groups, committees, organizations) if any: On File

Type the Year: 2014

Additional Information:

Form Submitted on: 10/10/2014 5:19:05 PM

Submitted from IP Address: 24.113.59.161

Referrer Page: <http://www.bainbridgewa.gov/FormCenter/Citizen-Advisory-Groups-7/Citizen-Advisory-Group->

Application-46

Form Address: <http://www.bainbridgewa.gov/FormCenter/Citizen-Advisory-Groups-7/Citizen-Advisory-Group-Application-46>



Citizen Volunteer Registration

The City of Bainbridge Island values citizen participation, open city government and volunteerism. Citizens can volunteer their time and talents to help study and resolve a variety of community issues, or help administer various city programs and services. By contributing to our community, we can further enhance the quality of life we enjoy.

The city will keep a list of volunteers who have expressed an interest in helping on an unpaid basis. While holding a place on this list will not guarantee an appointment, your name will be considered for committees, issues and services which meet your interests and talents. The list of volunteers is reviewed by elected and appointed officials who make appointments or depend on volunteers to help run their programs.

Last Name: Waldbillig _____ First Name: Chris _____

Address: _____

Home Phone: _____ Work/Cell Phone: _____ Email: _____

Present Employer: Washington Department of Fish and Wildlife Position: Marine Area Habitat Biologist _____

Please check your areas of interest:			
<input type="checkbox"/> Capital Facilities Plan	<input type="checkbox"/> Forestry	<input checked="" type="checkbox"/> Natural Resources	<input type="checkbox"/> Transportation
<input type="checkbox"/> Design Standards	<input type="checkbox"/> Harbors	<input type="checkbox"/> Planning	<input type="checkbox"/> Utilities
<input type="checkbox"/> Economic Development	<input type="checkbox"/> Historic Preservation	<input type="checkbox"/> Public Safety	<input type="checkbox"/> Zoning Issues
<input type="checkbox"/> Ethics	<input type="checkbox"/> Housing	<input checked="" type="checkbox"/> Shoreline Management	

Indicate if there are specific advisory groups on which you are interested in serving: _

ETAC is the only one I'm interested in at this time.

Tell us if you have served on any City advisory group(s) in the past: _ETAC for the past ~3+ years_____

Please share your qualifications for this appointment (skills, activities, training, education) if any: __Currently am the marine area habitat biologist for WDFW and cover all of Kitsap and Clallam Counties, and all cities within the counties. I have held that position for about 4 years and prior to that had 12 years working research for WDFW primarily around salmon and trout in Puget Sound and Lake Washington. Also conducted research in north central Washington on summer Chinook populations above Well's Dam.

Please share your community interests (groups, committees, organizations, special activities) if any: **Have been a member of the Kitsap County Stream Team and led field trips in the Chico Creek Watershed giving brief presentations on Salmon spawning and early life histories. Member of local recreational fishing groups and enjoy spending time outdoors with my family.**

Please return your form and resume (optional) to the Executive Department:

Email cityadmin@ci.bainbridge-isl.wa.us

Fax (206) 780-8600

Mail City of Bainbridge Island, Executive Department, 280 Madison Avenue North, Bainbridge Island, WA 98110

Feel free to contact us with any questions (206) 842-2545.

Chris Waldbillig

- Education** 9/2000 to 7/2003 The Evergreen State College, Olympia, WA
Bachelor of Science
- Completed B.S degree in July of 2003
 - Completed classes in Environmental History, Natural Resource Policy, Endangered Species Restoration, Ecology and Field Biology, Environmental Studies, Grant writing, Salmonid Ecology, Fisheries Management, and Field Research Methods
- 9/1997 to 3/1999 Bellingham Technical College, Bellingham, WA
Associate in Applied Science
Fisheries Technology
- Studied Hatchery Operations, Salmon Culture, and Aquaculture
 - President's List
- 9/1995 to 6/1997 Olympic Community College, Bremerton, WA
Associates in Arts and Science
- Completed required classes for transfer
 - Explored different degree opportunities
- Work experience** January 2008 to Present Wash. Dept. of Fish and Wildlife Port Orchard, WA
Fish and Wildlife Marine Habitat Biologist 3
- Habitat Program, Regulatory services under regional program manager.
 - Protection of fish life, fish habitat and upland wildlife and habitats through HPA, SMA, and SEPA review and response. Review and response must meet legal and administrative timelines for review and response.
 - Clearly and succinctly present WDFW's position on resource issues and make recommendations to local governments and other agencies and landowners to refine plans and develop long-term measure to protect fish and wildlife resources.
 - Provide information to the public and volunteer groups so that these informed individuals groups can make quality decisions affecting the future of Washington's fish and wildlife resources
 - Provide information and develops sustainable partnerships with local community groups' workings towards the preservation and enhancement of Washington's resources.
- February 2006 to Dec. 2007 Wash. Dept. of Fish and Wildlife Olympia, WA
Fish and Wildlife Biologist 1 & 2

- Science Division, Selective fisheries Unit leader under F&W Bio 4
- Coordinate with tribal, county PUD, federal, and state Biologist and managers on selective fishing research
- Train and provide oversight for research on upper Columbia River Chinook as part of Chief Joseph Dam hatchery brood collection study
- Research new selective fishing gears to be tested and provide guidance on new gear/location combinations
- Maintain and operate unit vessels up to 20 ft. on a variety of water conditions.
- Coordinate budgets and report findings in technical reports with state and tribal co-managers

April 2005 to February 2006 Wash. Dept. of Fish and Wildlife Olympia, WA

Scientific Technician 3

- Science Division, Selective fisheries Unit
- Conduct Selective fishing research on adult Salmon
- Field leader on upper Columbia River Summer Chinook radio tagging and tracking study
- Co-author on final report to BPA
- Supervised 2-4 technicians in tagging and tracking fish, boat and raft surveys, and research related fish culture

March 1999 to April 2005 Wash. Dept. of Fish and Wildlife Olympia, WA

Scientific Technician 2 and 3

- Science Division, Ecological Investigations Unit
- Assisted in managing multi-agency research projects
- Conducted tagging and tracking studies on juvenile and adult salmon using accepted and proprietary techniques
- GIS mapping
- Field Otolith recovery on sockeye in the Cedar River
- 12 to 28 foot boat operations in rivers, lakes, and salt water areas
- Used different sampling strategies to catch juvenile and adult salmonids in rivers, lakes, and in Puget Sound estuaries, bays, and off-shore areas
- Data input, create tables, figures, graphs, and technical reports

September 1998 to February 1999 WDFW

Fish Hatchery Worker

- Maintain and operate an adult sockeye brood stock collection weir, perform all tasks associated with running a temporary remote sockeye salmon hatchery

July 1998 to September 1998 Prince William Sound Aquaculture Company

Otolith Recovery Technician

- Remove Otoliths from pink and chum salmon at Seward, AK cannery
- Coordinate offloads of fish for sampling
- Send Otolith samples and data to ADF&G for analysis and the next days commercial openings



**SPECIAL/REGULAR BUSINESS MEETING
TUESDAY, OCTOBER 28, 2014
LOCATION: BAINBRIDGE ISLAND CITY HALL
280 MADISON AVENUE N., BAINBRIDGE ISLAND, WASHINGTON**

AGENDA

Action

- 1. EXECUTIVE SESSION**
6:45 PM Review Qualifications of an Applicant for City Employment (RCW 42.30.110(1)(g))
- 2. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE**
7:00 PM

Mayor:	Anne Blair	
Deputy Mayor:	Wayne Roth	
Councilmembers:	Sarah Blossom	Roger Townsend
	Steven Bonkowski	David Ward
	Val Tollefson	
- 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 Comprehensive Plan/Navigate Bainbridge Update
- 6. PUBLIC HEARINGS**

7:25 PM A.	Ordinance No. 2014-34, Property Tax Levy for Collection in 2015, AB 14-154 – Finance (Pg.)		Conduct Public Hearing/Consider Approval
7:35 PM B.	Ordinance No. 2014-27, Adopting the 2015-2020 Six-Year Capital Facilities Plan, AB 14-041– Finance (Pg.)		Conduct Public Hearing/Council Discussion
7:50 PM C.	Ordinance No. 2014-33, Adopting Two-Year Biennial Budget for 2015-2016, AB 14-153 – Finance (Pg.)		Conduct Public Hearing/Council Discussion
- 7. ORDINANCES/2ND READING**

8:20 PM A.	Ordinance No. 2014-38, Modifying Bainbridge Island Municipal Code Section 15.18, Land Clearing and Clarifying the Authority of the Code Compliance Officer, AB 14-143 – Planning (Pg.)		Receive Public Comment/Consider Approval
8:30 PM B.	Ordinance No. 2014-35, Eliminating the Automatic Annual Fee Adjustment to the City’s Water Utility Rates for 2015, AB 14-155 – Finance (Pg.)		Receive Public Comment/ Consider Approval
8:40 PM C.	Ordinance No. 2014-36, Eliminating the Automatic Annual Fee Adjustment to the City’s Sewer Utility Rates for 2015, AB 14-156 – Finance (Pg.)		Receive Public Comment/ Consider Approval
8:50 PM D.	Ordinance No. 2014-37, Eliminating the Automatic Annual Fee Adjustment to the City’s Storm and Surface Water Utility Rates for 2015, AB 14-157 – Finance (Pg.)		Receive Public Comment/ Consider Approval

Times listed on this agenda are approximate. Public Comment may be limited to allow time for Council to deliberate. Americans with Disabilities Act (ADA) accommodations provided upon request. Those requiring special accommodations, please contact the City Clerk at 206-842-2545 (cityclerk@bainbridgewa.gov) by noon on the day preceding the Meeting.

8. UNFINISHED BUSINESS

9:00 PM A. Proposed Scope of Work for Grant Application – Puget Sound Marine and Nearshore Program, AB 14-089 – Planning (Pg.)

Consider Approval

9:20 PM B. McNabb Settlement Agreement, AB 14-___ – Executive (Pg.)

Consider Approval

9. NEW BUSINESS

9:25 PM A. Utility Advisory Committee Appointment, AB 14-___ - Mayor Blair (Pg.)

Consider Approval

10. CONSENT AGENDA (Pg.)

9:30 PM

A. Accounts Payable Voucher and Payroll Approval (Pg.)

Consider Approval

B. Regular Business Meeting Minutes, September 9, 2014 (Pg.)

Consider Approval

C. Special/Regular Study Session Meeting Minutes, September 16, 2014 (Pg.)

Consider Approval

D. Special/Regular Business Meeting Minutes, September 23, 2014 (Pg.)

Consider Approval

E. Special/Regular Study Session Meeting Minutes, October 7, 2014 (Pg.)

Consider Approval

F. Resolution No. 2014-23, Public Participation Plan for the Comprehensive Plan Update, AB 14-150 – Planning (Pg.)

Consider Approval

G. Computer Voice Stress Analyzer Upgrade, AB 14-168 – Police (Pg.)

Consider Approval

H. Kitsap County Traffic Safety Task Force Memorandum of Understanding, AB 14-171 – Police (Pg.)

Consider Approval

I. City Hall HVAC Contract Award, AB 14-074 – Public Works (Pg.)

Consider Approval

11. COMMITTEE REPORTS

9:35 PM

12. REVIEW UPCOMING COUNCIL MEETING AGENDAS (Pg.)

9:40 PM

13. FOR THE GOOD OF THE ORDER

9:45 PM

14. ADJOURNMENT

9:50 PM

Times listed on this agenda are approximate. Public Comment may be limited to allow time for Council to deliberate. Americans with Disabilities Act (ADA) accommodations provided upon request. Those requiring special accommodations, please contact the City Clerk at 206-842-2545 (cityclerk@bainbridgewa.gov) by noon on the day preceding the Meeting.

2014 PROPOSED COUNCIL CALENDAR ITEMS

<i>Study Session 7 pm</i>					<i>Business Meeting 7 pm</i>				
Absences	Clerk	Department	Timing (min)		Absences	Clerk	Department	Timing (min)	
Dave Steve	Kelly			21-Oct		Roz		25	28-Oct
	Roz			3-Nov					
			190	Suzuki Property Community Workshop (5:30-6 Open House; 6-8 Workshop) - Noticed					
			190						
	Kelly		25	4-Nov	Dave	Roz		25	10-Nov
		FIN	30	Continued Budget Deliberations and Review of 2015-2020 Six-Year Capital Facilities Plan					Rescheduled to Monday Due to Holiday
		EXEC	15	Kitsap Economic Development Alliance (J. Powers)			FIN	30	Continued Budget Deliberations and Review of 2015-2020 Six-Year Capital Facilities Plan
		PW	15	Lovgreen Pit Spoils Disposal Update			FIN	CA	Ordinance No. 2014-41 Regarding Q3 2014 Budget Adjustments (Approve)
		EXEC	15	Police Facility Planning Update			PW	CA	Islandwide Right-of-Way Acquisition Gap PSA (Approve)
							PW	CA	Sportsman Club Trail Construction Award
		PW	10	Public Works Contracts			PW	CA	Dripping Water Creek Culvert Replacement Project Budget Amendment No. 2 Award
				Dripping Water Creek Culvert Replacement Project Budget Amendment No. 2 Award (Info.)				55	
				Islandwide Right-of-Way Acquisition Gap PSA (Info.)					
				Sportsman Club Trail Construction Award (Info.)					
		FIN	10	Ordinance No. 2014-41 Regarding Q3 2014 Budget Adjustments (1st Reading)					
			120						

2014 PROPOSED COUNCIL CALENDAR ITEMS

Study Session 7 pm					Business Meeting 7 pm				
Absences	Clerk	Department	Timing (min)		Absences	Clerk	Department	Timing (min)	
	Kelly		25	18-Nov		Roz		25	25-Nov
		FIN	30	Continued Budget Deliberations and Review of 2015-2020 Six-Year Capital Facilities Plan			FIN	20	Ordinance No. 2014-33 Regarding 2015-2016 Budget (Consider Adoption)
		EXEC	20	Leadership Philosophy (Presentation)			FIN	15	Ordinance No. 2014-27 Adopting the 2015-2020 Six-Year Capital Facilities Plan (Consider Adoption)
		CC	15	Accessory Dwelling Unit Discussion (Ward)			EXEC	10	2015 LTAC Awards: Consider Award Recommendations
		EXEC	10	Ordinance No. 2014-40, Requiring Permits for the Filming and Production of Motion Pictures and Television Programs			EXEC	CA	Ordinance No. 2014-40, Requiring Permits for the Filming and Production of Motion Pictures and Television Programs
		PW	10	Public Works Contracts			PW	CA	Sound to Olympic Trail Phase 2 Final Design Supplemental Agreement
				Sound to Olympic Trail Phase 2 Final Design Supplemental Agreement (Info.)				70	
			110						
	Kelly		25	2-Dec			Roz	25	9-Dec
		FIN	10	Ordinance Regarding Q4 2014 Budget Amendments (1st Reading/Info)			FIN	CA	Ordinance Regarding Q4 2014 Budget Amendments
		PW	5	Public Works Contracts			PW	CA	Biosolids Services Agreement Award
				Biosolids Services Agreement (Info.)			PW	CA	Sportsman Club Trail Construction Award
				Sportsman Club Trail Construction (Info.)				25	
			40						
	Kelly		25	16-Dec		Roz		25	23-Dec