



CITY OF  
BAINBRIDGE ISLAND

**CITY COUNCIL STUDY SESSION  
TUESDAY, MARCH 02, 2021**

REMOTE MEETING ON ZOOM

PLEASE CLICK THE LINK BELOW TO JOIN THE WEBINAR:  
[HTTPS://BAINBRIDGEWA.ZOOM.US/J/92947338351](https://bainbridgewa.zoom.us/j/92947338351)  
OR TELEPHONE: US: +1 253 215 8782  
WEBINAR ID: 929 4733 8351

**AGENDA**

1. **CALL TO ORDER / ROLL CALL - 6:00 PM**
2. **APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE - 6:05 PM**
3. **FUTURE COUNCIL AGENDAS**
  - 3.A **(6:10 PM) Future Council Agendas, 10 Minutes**
    - [March 9 City Council Regular Business Meeting.pdf](#)
    - [March 16 City Council Study Session.pdf](#)
    - [March 23 City Council Regular Business Meeting.pdf](#)
    - [March 24 Special Joint City Council Meeting.pdf](#)
    - [April 6 City Council Study Session.pdf](#)
    - [April 13 City Council Regular Business Meeting.pdf](#)
4. **CITY COUNCIL DISCUSSION**
  - 4.A **(6:20 PM) Workplan Discussion - City Council, 2 Hours**
    - [Presentation - Workplan for CC 03022021.pdf](#)
    - [2021 Workplan Memo for CC 03022021 - Final for packet.pdf](#)
    - [2021 Work Plan -- Policy Projects -- annotated.docx](#)
5. **FOR THE GOOD OF THE ORDER - 8:20 PM**
6. **ADJOURNMENT - 8:30 PM**

**GUIDING PRINCIPLES**

**Guiding Principle #1** - Preserve the special character of the Island, which includes downtown Winslow's small town atmosphere and function, historic buildings, extensive forested areas, meadows, farms, marine views and access, and scenic and winding roads supporting all forms of transportation.

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CITY OF  
BAINBRIDGE ISLAND

## City Council Study Session Agenda Bill

**MEETING DATE:** March 2, 2021

**ESTIMATED TIME:** 10 Minutes

**AGENDA ITEM:** (6:10 PM) Future Council Agendas,

**SUMMARY:** Council will review future Council agendas.

**AGENDA CATEGORY:** Discussion

**PROPOSED BY:** Executive

**RECOMMENDED MOTION:** Discussion.

**STRATEGIC PRIORITY:** Good Governance

**FISCAL IMPACT:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:**

**ATTACHMENTS:**

[March 9 City Council Regular Business Meeting.pdf](#)

[March 16 City Council Study Session.pdf](#)

[March 23 City Council Regular Business Meeting.pdf](#)

[March 24 Special Joint City Council Meeting.pdf](#)

[April 6 City Council Study Session.pdf](#)

[April 13 City Council Regular Business Meeting.pdf](#)

**FISCAL DETAILS:**

**Fund Name(s):**

**Coding:**



CITY OF  
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**CITY COUNCIL REGULAR BUSINESS MEETING  
TUESDAY, MARCH 09, 2021**

REMOTE MEETING ON ZOOM

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3. **APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE -**
4. **PUBLIC COMMENT**
  - 4.A **( PM) Instructions for Providing Public Comment - City Clerk, 15 Minutes**  
[Instructions for Providing Public Comment at Remote Meetings.docx](#)
5. **CITY MANAGER'S REPORT -**
6. **CONSENT AGENDA**
  - 6.A **( PM) Agenda Bill for Consent Agenda, 5 Minutes**
  - 6.B **Accounts Payable and Payroll,**
  - 6.C **City Council Meeting Minutes,**

**6.D Radar Feedback Sign Procurement and Budget Amendment - Public Works, 5 Minutes**  
Western Systems Sales Quote.pdf  
Radar Sign Locations\_.jpg

**6.E ( PM) New Brooklyn Sewer Basin Study Professional Services Agreement Amendment No. 1 Public Works,**  
Original Agreement.pdf  
Amendment No 1 to PSA Pro Forma-BHC (004).docx

## **7. FUTURE COUNCIL AGENDAS**

**7.A ( PM) Future Council Agendas, 10 Minutes**

## **8. PRESENTATION(S)**

## **9. UNFINISHED BUSINESS**

**9.A ( PM) Transportation Benefit District (Traffic Calming and Climate Mitigation) Funding Discussion and Budget Amendment - Public Works, 10 Minutes**  
Resolution No. 2019-06 Directing Use of Additional Vehicle License Fee Revenue Approved 012219.docx  
CC Traf Calming\_CIP Slides DRAFT.pptx

**9.B ( PM) Capital Improvement Plan Grant Update - Public Works 20 Minutes**

**9.C (PM) Update on the Development Moratorium - Planning, 10 Minutes**  
Dept of Ecology Approval Letter.pdf  
Ordinance No. 2020-29 Further Narrowing the Development Moratorium to Shoreline Properties within the WMPSA Approved 102720.pdf  
Ordinance No. 2020-29 Exhibit B Winslow Master Plan Study Area Approved 102720.pdf  
ORD NO. 2020-24 EXTENDING THE DEVELOPMENT MORATORIUM.pdf

## **10. NEW BUSINESS**

**10.A City Manager Employment Agreement 10 Minutes**

**10.B Ordinance No. 2021-12 Relating to Hazard Pay for Grocery Workers - Executive, 10 Minutes**

## **11. CITY COUNCIL DISCUSSION**

**11.A Discussion of Police/Court Facility, 30 Minutes**

**11.B (x PM) Feedback on Proposed Changes to Governance Manual - Council, 10 Minutes**

12. COMMITTEE REPORTS
13. FOR THE GOOD OF THE ORDER
14. ADJOURNMENT

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CITY OF  
BAINBRIDGE ISLAND

**SPECIAL CITY COUNCIL MEETING  
TUESDAY, MARCH 16, 2021**

REMOTE MEETING ON ZOOM

**AGENDA**

1. **CALL TO ORDER/ROLL CALL - 5:00 PM**
2. **APPROVAL OF AGENDA/CONFLICT OF INTEREST DISCLOSURE**
3. **FUTURE COUNCIL AGENDAS**
  - 3.A **(x PM) Future Council Agendas**, 10 Minutes
4. **PRESENTATIONS**
  - 4.A **Presentation, Sustainable Transportation Plan Update - Project Evaluation and Scenario Development - Public Works** 90 Minutes
5. **FOR THE GOOD OF THE ORDER**
6. **ADJOURNMENT**

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CITY OF  
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**CITY COUNCIL REGULAR BUSINESS MEETING  
TUESDAY, MARCH 23, 2021**

REMOTE MEETING ON ZOOM

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6. **CONSENT AGENDA**
  - 6.A **( PM) Agenda Bill for Consent Agenda, 5 Minutes**
  - 6.B **Accounts Payable and Payroll,**
  - 6.C **City Council Meeting Minutes**

**6.D Water Resource Inventory Area 15 Watershed Restoration and Enhancement Plan - Public Works,** 5 Minutes

**6.E Eagle Harbor Phase II Non-Motorized Improvements Contract Award - Public Works,** 10 Minutes

**6.F Chlorine Generator Replacement Contract - Public Works,** 5 Minutes  
Contract ProForma.docx

**7. FUTURE COUNCIL AGENDAS**

**7.A (x PM) Future Council Agendas,** 10 Minutes

**7.B Discussion of Potential Future Agenda Items - Race Equity Advisory Committee Review of Ethics Board Complaints Involving Race Equity Issues - Councilmember Fantroy-Johnson,** 10 Minutes

**8. PRESENTATION(S)**

**9. PUBLIC HEARING(S)**

**10. UNFINISHED BUSINESS**

**10.A ( PM) Ordinance No. 2021-03 Joint City Council/Planning Commission Land Use Subcommittee Phase I "Triage" Code Changes,** 20 Minutes  
Ordinance No. 2021-03 Triage Code Update  
Exhibit A to Ord 2021-03.docx  
ORD 2020-40 Planning Commission Recorded Motion 121020.pdf  
20201029 Planning Commission Workplan for Joint Land Use Subcommittee Recommendations.pdf  
20201013\_Joint\_Land\_Use\_Subcommittee\_Memorandum\_Initial\_Recommendations\_Recovered.pdf  
20201013 Joint Land Use Subcommittee Attachment A Table.pdf

**10.B Review Scope of Work and Workplans for Joint Land Use Subcommittee, Affordable Housing Council Ad Hoc Committee, and Hazard Pay Council Ad Hoc Committee,** 10 Minutes

**11. NEW BUSINESS**

**11.A Lodging Tax Advisory Committee (LTAC) 2021 Funding Recommendations - Executive** 10 Minutes

**12. COUNCIL DISCUSSION**

**12.A Input on Scope of Work for Natural Resources Senior Planner Position - Executive,** 15 Minutes

**13. COMMITTEE REPORTS**

14. FOR THE GOOD OF THE ORDER

15. ADJOURNMENT

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CITY OF  
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**SPECIAL CITY COUNCIL MEETING  
WEDNESDAY, MARCH 24, 2021**

CITY COUNCIL AND ETHICS BOARD SPECIAL JOINT MEETING

REMOTE MEETING ON ZOOM

**AGENDA**

1. **CALL TO ORDER/ROLL CALL - 6:00 PM**
2. **UNFINISHED BUSINESS**
  - 2.A **(x PM) Revisions to City's Ethics Program - Council, 2 Hours**  
102720 Motions  
Deputy Mayor Deets\_Suggested Motions for Council Ethics Discussion  
Ethics Board Operating Rules - Revised and Adopted 10-19-2020  
Resolution No. 2020-13 Updating the Code of Conduct and Ethics Program Approved 081120
3. **FOR GOOD OF THE ORDER**
4. **ADJOURNMENT - 8:00 PM**

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**CITY COUNCIL STUDY SESSION  
TUESDAY, APRIL 06, 2021**

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4. **FUTURE COUNCIL AGENDAS**
5. **PRESENTATIONS**
  - 5.A **Winslow Wastewater Treatment Plant Influent/Effluent Study Results**  
20 Minutes
6. **UNFINISHED BUSINESS**
  - 6.A **Multifamily Tax Exemption (MFTE) Update** 30 Minutes
7. **NEW BUSINESS**
  - 7.A **Results of Fee Study for Planning and Community Development by Consultant, FCS Group** 60  
Minutes
8. **CITY COUNCIL DISCUSSION**
  - 8.A **Ordinance relating to Procedures for Processing Conduct Complaints Among City Councilmembers  
and Citizen Committee Members - Mayor Nassar,** 15 Minutes

9. FOR THE GOOD OF THE ORDER

10. ADJOURNMENT

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CITY OF  
BAINBRIDGE ISLAND

**CITY COUNCIL REGULAR BUSINESS MEETING  
TUESDAY, APRIL 13, 2021**

REMOTE MEETING ON ZOOM

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  - 6.C **City Council Meeting Minutes**

- 6.D **Sportsman Club/New Brooklyn Intersection Improvements Contract Award - Public Works** 10 Minutes

7. **FUTURE COUNCIL AGENDAS**

8. **PRESENTATION(S)**

- 8.A **(x PM) Proclamation Declaring the Month of April 2021 as "Heritage Tree Month" - Planning,** 5 Minutes
- 8.B **(x PM) Proclamation Declaring April 22, 2021, as "Bainbridge Island Earth Day" - Mayor Nassar,** 5 Minutes

9. **PUBLIC HEARING(S)**

10. **UNFINISHED BUSINESS**

- 10.A **Ordinance No. 2021-07, Amending the Tree and Vegetation Chapters of the Municipal Code, per the Landmark Tree Ordinance Work Plan - Planning,** 10 Minutes  
ORD 2021-07 Staff Memo 021121.pdf  
Ordinance No. 2021-07 01212021 DRAFT.docx  
ORD 2021-07 Exhibit A-Chapter 16.18 BIMC (Tree Removal, Forest Stewardship, and Vegetation Maintenance) DRAFT 12112020.docx  
ORD 2021-07 Exhibit B-Chapter 16.32 BIMC (Protection of Landmark Trees) DRAFT 12112020.docx  
ORD 2021-07 Exhibit C-Section 18.15.010 BIMC (Landscaping, screening, and tree retention, protection and replacement) DRAFT 01212021.docx  
ORD 2021-07 Exhibit D-Section 16.20.100 BIMC (Aquifer Recharge Areas) DRAFT 01212021.docx  
ORD 2021-07 Exhibit E-Community Forest Best Management Practices Manual DRAFT 12112020.docx  
PC Public Hearing 2021-07 (2020-28)- submitted written comments and staff response.docx  
SEPA DNS for 2021-07 .pdf  
Ord 2021-07 SEPA checklist.pdf

11. **NEW BUSINESS**

- 11.A **(x PM) Ordinance No. 2021-05 (Formerly Ordinance No. 2020-04), Adopting Small Wireless Facility Design Standards,** 30 Minutes  
Ordinance No. 2021-05, Adopting Small Wireless Facility Design Standards - CC Public Hearing Draft  
Ordinance No. 2020-04, Adopting Small Wireless Facility Design Standards - PC Public Hearing Draft  
SWF Planning Commission Minutes 20201308
- 11.B **(x PM) Ordinance No. 2021-06, Terminating the Interim Wireless Communications Facilities Ordinance No. 2020-22** 5 Minutes  
Ordinance No. 2021-06 Terminating Interim Official Control SWFs.

12. **COUNCIL DISCUSSION**

13. COMMITTEE REPORTS

14. FOR THE GOOD OF THE ORDER

15. ADJOURNMENT

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CITY OF  
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## City Council Study Session Agenda Bill

**MEETING DATE:** March 2, 2021

**ESTIMATED TIME:** 2 Hours

**AGENDA ITEM:** (6:20 PM) Workplan Discussion - City Council,

**SUMMARY:** The City Council will review the 2020 workplan and discuss the 2021 workplan.

**AGENDA CATEGORY:** Discussion

**PROPOSED BY:** City Council

**RECOMMENDED MOTION:** Discussion.

**STRATEGIC PRIORITY:** Good Governance

**FISCAL IMPACT:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:** Please see the attached memo and presentation.

There is also an annotated memo provided by one councilmember for discussion.

**ATTACHMENTS:**

[Presentation - Workplan for CC 03022021.pdf](#)

[2021 Workplan Memo for CC 03022021 - Final for packet.pdf](#)

[2021 Work Plan -- Policy Projects -- annotated.docx](#)

**FISCAL DETAILS:**

**Fund Name(s):**

**Coding:**

# 2020 Results and 2021 Workplan Discussion

March 2, 2021



CITY OF  
BAINBRIDGE ISLAND

# Workplan priority discussion

## Tonight's topics:

- 2020 workplan results
  - Items completed
  - Items removed from the workplan
- 2021 current staff workplan
  - Information updated from Jan. 19
  - New information includes draft categories and information on how the item arrived on the workplan
- 2021 Council workplan

## Why have a workplan discussion now?

- Support Council in achieving its policy and programmatic goals
- A shared and articulated understanding of the goals supports successful project delivery
- The current workplan is at or above the capacity of staff to deliver
  - This means that when new priorities arise, tradeoffs must be identified

Workplan  
priority  
discussion

2020  
Workplan  
results

## Projects Completed

- 24 priority 2020 projects
- Examples include:
  - Support Council review/adoption of Climate Action Plan
  - Support transition of Race Equity Task Force to standing advisory committee
  - CARES Act Grant compliance and claims
  - Complete implementation of body cameras
  - Support for council member search

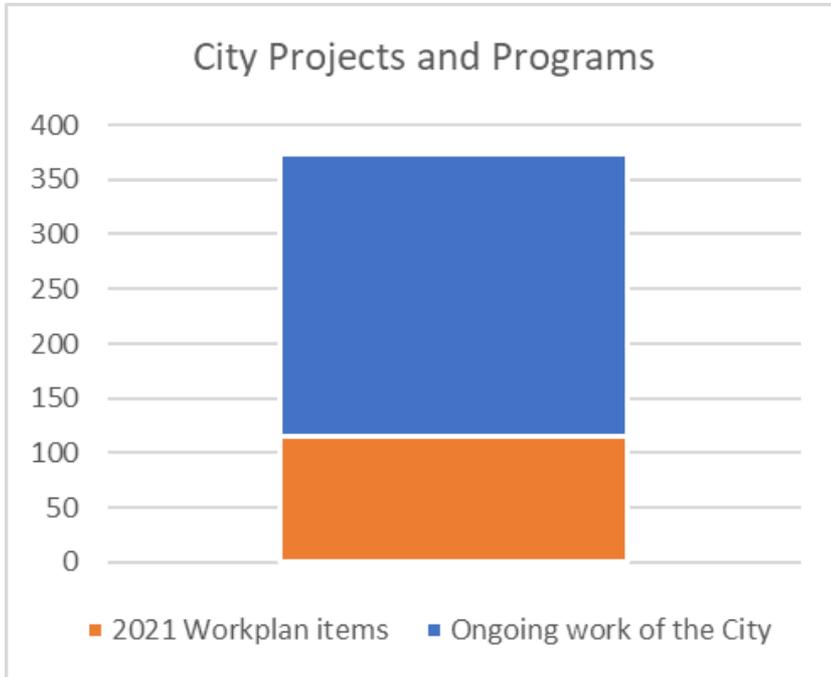
# Workplan priority discussion

## 2020 Workplan results

### Removed from Workplan

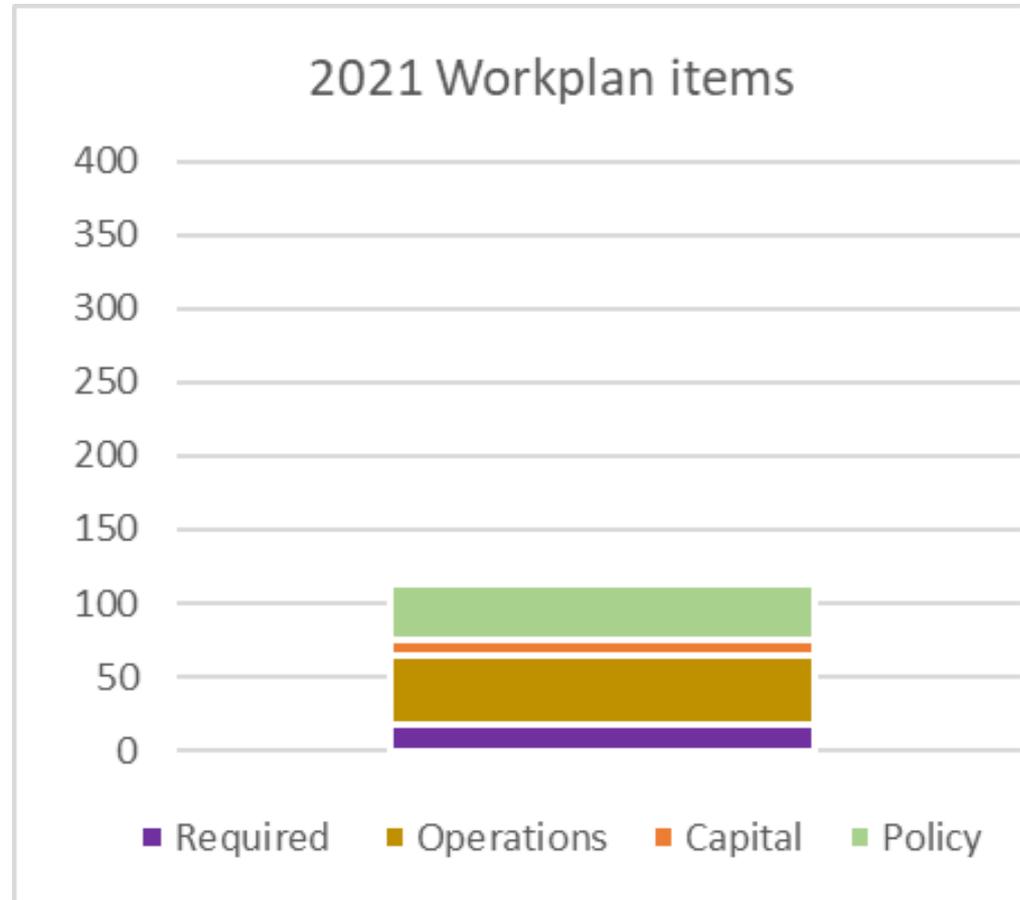
- Identify options for WSF viewing platform
- Support Council consideration of “City Academy”
- Support Council consideration of BIMPRD option to manage City Dock
- Complete SMP Limited Amendment - Aquaculture
- Initiate assessment of options at Vincent Road
- Support design options and financing for WSDOT/Day Road Project
- Support Council planning for Teen Mental Health workshop

# 2021 Workplan Priorities



2021 Workplan Projects represent less than a third of the City's overall programs and services

Roughly 40 policy projects – primarily supported by 13 staff or roughly 7.0 FTE of effort, roughly 5% of City FTE



# Workplan priority discussion – 2021 projects

Suggest two organizational approaches to facilitate review

- Driver or Source
  - Policy
  - Capital
  - Operations
  - Required
- Category
  - Climate/Natural Resources
  - Community
  - Land Use/Housing
  - Mobility
  - Safety
  - Accountability/Governance

# Workplan priority discussion – 2021 projects

Projects are added to the Workplan to advance goals in these areas

- Policy – projects which support the development of new policies, code, programs or services
  - 39 projects
- Capital – 20 projects
- Operations – projects funded through the budget which support funded City programs and services.
  - 45 projects
- Required – projects which the City must complete for regulatory reasons
  - 11 projects

# Workplan priority discussion –

## Staff Wrap Up

### Current Status:

- Ambitious workplan – at or above staff capacity
- Staff dedicated to successful delivery of projects and Council priorities

### Next Steps:

- Feedback and Council discussion
- Staff will return with responses to any suggestions for items to add or remove

# Appendix

2021 Policy Projects

# Policy Projects – Sorted by Topic Area

Climate/Natural  
Resources

Land Use/Housing

Community

Mobility

Safety

Accountability

# Workplan priority discussion – 2021 Policy Projects

## Climate and Natural Resources Group

Project	Status	Progress	Dept
NTA Grant for Manzanita Watershed Planning	Active	Beginning	PW
Complete administrative review of Critical Areas (CA) Ordinance	Active	Beginning	PCD
Shoreline Stewardship Program	Active	Beginning	PCD
SMP/CAO Monitoring & Program Evaluation	Active	Beginning	PCD
Support Council consideration of Green Building Initiatives	Active	Beginning	PCD
Complete study to upgrade WWTP to tertiary treatment	Active	Wrap Up	PW
Complete revisions to Native Vegetation, Landmark Trees, noticing requirement for tree clearing	Active	Wrap Up	PCD
Complete project to consider ARL designation	Deferred	Beginning	PCD
SEPA Ordinance Update	Deferred	Beginning	PCD
Support PSE community solar project	Pending	Beginning	PW

Workplan  
priority  
discussion –  
2021 Policy  
Projects

Land Use/  
Housing  
Group –  
Active or  
Complete

Project	Status	Progress	Dept
Adopt 12-year Multifamily Tax Exemption (MFTE) program	Active	Beginning	PCD
Triage – Phase II Code Changes – Code revisions related to meetings and requirements prior to a land use permit	Active	Beginning	PCD
FAR – Zoning Control – Amended Regulations	Active	Midway	PCD
Triage – Phase I Code Changes – Code revisions related to certain procedures	Active	Wrap Up	PCD
Support Council completion of Development Moratorium workplan (CAO/SMP integration)	Active	Wrap Up	PCD
FAR - Interim Zoning Control (IZC)- 6-month extension	Complete		PCD

# Workplan priority discussion – 2021 Policy Projects

Land Use/  
Housing  
Group –  
Deferred or  
Pending

Project	Status	Progress	Dept
Support Council consideration of ordinance to allow RV's as permanent housing	Deferred	Beginning	PCD
Support Council consideration of rules for tiny home villages	Deferred	Beginning	PCD
Complete changes to Sign Code	Deferred	Beginning	PCD
Complete project to consider TDR Implementation	Pending	Beginning	PCD
Initiate Winslow Master Plan (WMP) Update	Pending	Beginning	PCD
Support Council consideration of Inclusionary Zoning (IZ)	Pending	Beginning	PCD
Decision Criteria – Conditional Use Permit	Pending	Beginning	PCD
Decision Criteria – Subdivision	Pending	Beginning	PCD
Small Lots Regulations	Pending	Beginning	PCD
Support Council consideration of changes to common ownership of ADU's	Pending	Midway	PCD

Workplan  
priority  
discussion –  
2021 Policy  
Projects

Community  
Group

<b>Project</b>	<b>Status</b>	<b>Progress</b>	<b>Dept</b>
Plan for 2021 Community Needs Assessment	Active	Beginning	Exec
Support Council consideration of public farmland framework	Active	Wrap Up	Exec
Support City participation in opioid lawsuit	Active	Beginning	Exec

# Policy Projects – Sorted by Status

Active  
Deferred  
Pending  
Completed

# Workplan priority discussion – 2021 Policy Projects

Active

Project	Status	Dept
Traffic Calming Program Development	Beginning	PW
Complete Streets Ordinance	Beginning	PW
Support Sustainable Transportation Project	Midway	PW
Adopt 12-year Multifamily Tax Exemption (MFTE) program	Beginning	PCD
FAR – Zoning Control – Amended Regulations	Midway	PCD
Support Council completion of Development Moratorium workplan (CAO/SMP integration)	Wrap Up	PCD
Triage – Phase I Code Changes – Code revisions related to certain procedures	Wrap Up	PCD
Triage – Phase II Code Changes – Code revisions related to meetings and requirements prior to a land use permit	Beginning	PCD
Plan for 2021 Community Needs Assessment	Beginning	Exec
Support City participation in opioid lawsuit	Beginning	Exec

# Workplan priority discussion – 2021 Policy Projects

Active

Project	Status	Dept
Support Council consideration of public farmland framework	Wrap Up	Exec
Complete administrative review of Critical Areas (CA) Ordinance	Beginning	PCD
Complete revisions to Native Vegetation, Landmark Trees, noticing requirement for tree clearing	Wrap Up	PCD
Shoreline Stewardship Program	Beginning	PCD
SMP/CAO Monitoring & Program Evaluation	Beginning	PCD
Support Council consideration of Green Building Initiatives	Beginning	PCD
Complete study to upgrade WWTP to tertiary treatment	Wrap Up	PW
NTA Grant for Manzanita Watershed Planning	Beginning	PW
Implement changes to Ethics Program	Midway	Exec
Stormwater Master Plan	Beginning	PW
Water System Business Plan	Beginning	PW

Workplan  
priority  
discussion –  
2021 Policy  
Projects

Deferred

Project	Status	Dept
Consider rules related to Sexually Violent Predator Housing	Beginning	Exec
Complete changes to Sign Code	Beginning	PCD
Support Council consideration of ordinance to allow RV's as permanent housing	Beginning	PCD
Support Council consideration of rules for tiny home villages	Beginning	PCD
Complete project to consider ARL designation	Beginning	PCD
SEPA Ordinance Update	Beginning	PCD
Develop community budget reporting	Beginning	FIN
Complete changes to Code Enforcement	Wrap Up	PCD
Review Noise Standards	Beginning	PCD

Workplan  
priority  
discussion –  
2021 Policy  
Projects

Pending

Project	Status	Dept
Complete project to consider TDR Implementation	Beginning	PCD
Decision Criteria – Conditional Use Permit	Beginning	PCD
Decision Criteria – Subdivision	Beginning	PCD
Initiate Winslow Master Plan (WMP) Update	Beginning	PCD
Small Lots Regulations	Beginning	PCD
Support Council consideration of changes to common ownership of ADU's	Midway	PCD
Support Council consideration of Inclusionary Zoning (IZ)	Beginning	PCD
Support PSE community solar project	Beginning	PW



CITY OF  
BAINBRIDGE ISLAND

**EXECUTIVE DEPARTMENT MEMORANDUM**

Date: March 2, 2021

To: City Council

From: Ellen Schroer, Interim City Manager

cc: City Attorney  
Department Directors

Subject: 2021 Workplan Priority Items

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On January 19, we discussed the 2020 Workplan and status and results of the items on that list. As a next step in the conversation, below is a reformatted version of that list to support the Council's review and prioritization discussion slated as the topic for the meeting on March 2.

The purpose of this memo is to orient you to the information provided, and to set context for the discussion at the meeting on March 2. Different from the last discussion, this information is intended to support forward-looking planning. This presentation of the City's work focuses on 2021 ongoing projects, with a list of projects completed or halted in 2020 as reference.

A suggested outline for the Council discussion tonight is:

- Step One: Recognize the 2020 accomplishments related to workplan items.
- Step Two: Provide Council and the community with an overview and status of current priority 2021 City projects, including an estimate of the level of effort and duration of the project.
- Step Three: Review the 2021 projects with an eye towards the high priority topic areas the projects support. Currently, staff suggests the categories shown below. These categories should be discussed and refined by the Council, but they are included to serve as a starting point:
  - Climate/Natural Resources
  - Community
  - Land Use/Housing
  - Mobility
  - Safety
  - Accountability/Governance

Staff goals for the discussion:

- Ensure that the Council has the background and information needed to discuss and prioritize the City's workplan

- Arrive at a shared understanding of the categories that Council considers to be of highest priority
- Develop an understanding of where tradeoffs will be sought as new priorities emerge

## **2021 Citywide Workplan Priorities Background**

### **Number and type of City projects**

In 2020, the City Council and City staff worked together to identify key projects and initiatives for the year ahead through the budget process and ongoing review of the workplan. Workplan priorities represent areas of additional focus, new activities, or those of particular community significance. In many cases, the City’s priority items have a multi-year planning horizon, and so it is helpful to report regularly in order to track progress and next steps, and to also identify unexpected challenges or capacity issues. When considering this topic, it’s important to realize that a large amount of City work is not captured on a project list – key service delivery items such as filling potholes, traffic patrol, and paying invoices are among those ongoing services represented by the blue portion of the column in the chart which follows.

**Chart One: Total ongoing and workplan projects**



Overall, more than 350 different actions have been identified by staff through the Priority Based Budgeting efforts. While some of the specifics may have changed, this is provided for a reference point about the balance between ongoing projects and workplan projects in any given year, as shown in the chart to the left in blue (ongoing) and red (workplan). Additional information about the workplan projects (red portion of the column) is shown in the next section.

**Chart Two: Projects tracked on the workplan**



Within the 115 Workplan projects represented above, staff are actively working on 83 projects, with an additional 27 projects that are either deferred or pending, and five that have been completed in 2021. More information on project status is included in Attachment Two.

The green portion of the column in the graph above represents the “Policy” projects, 39 projects that staff are currently tracking, and which are mostly generated by direct Council action. These projects are worked on by a small number of staff citywide, in most cases the department director and one or two senior staff. An initial review of City staff indicates that there are about 13 people who support the policy projects, which I highlight to underscore the need to identify tradeoffs when considering new work. All of these staff members have significant other responsibilities in addition to policy projects, so using 20% for directors and Executive Department staff and 75% for other staff, **the City has roughly 7.0 FTE available to do the research and analysis to complete policy projects**, assuming all positions below are filled.

Staff available to assign to policy and capital projects such as the ones on the workplan include:

- Public Works: Director, Engineering Project Manager, Project Manager
- Planning and Community Development: Director, Senior Planner (2)
- Executive: City Manager, Deputy City Manager, City Attorney, Communications Coordinator
- Police: Chief
- Finance: Director, Senior Financial Analyst

**Definition of project types for 2021 Workplan projects**

The attached workplan list includes 115 projects, which I’ve divided into four categories, or types, to assist with review:

- Policy – projects which support the development of new policies, code, programs or services.
- Capital – capital projects.

- Operations – projects funded through the budget which support funded City programs and services.
- Required – projects which the City must complete for regulatory reasons.

These categories are intended to provide rough guidance as to where tradeoffs will occur if new projects are contemplated or projects are taken off the list.

In addition, the items are assigned a status:

- Active – projects with current staff assigned.
- Pending – projects for which staff is awaiting a decision or input.
- Deferred – projects which have been placed on hold and to which no staff are assigned.
- Complete – projects which have been completed in 2021.

The status indication and shading in the calendar quarters are intended to communicate planned staff activity related to each project.

#### **Key Added/Emerging Projects During 2021, not yet on Project List:**

This portion of the workplan is a dynamic list as Council continues to consider and develop its priorities. Staff also sometimes adds projects, for example in response to storm events. Addressing these emerging items can decrease capacity to address previously identified projects. These projects will be added to future versions of this workplan reporting.

- Implement business economic recovery grant program
- Planning and delivery of storm event response projects
- Consideration of requiring hazard pay for grocery workers
- Support for community COVID vaccine distribution efforts
- Support Joint Subcommittee of PC, CC, DRB
- Support for consideration of acquisition process used for Harrison purchase

#### **Conclusion**

I am looking forward to our discussion on March 2 and welcome any questions or feedback you have. Thank you.

#### **Attachments**

1. List of Projects tracked in 2020 – Complete or Halted
2. Complete list of tracked 2021 projects

**Attachment One: Project Status for Projects Tracked in 2020 – No Longer on the Workplan**

Complete:

- Support Council consideration of use of LTAC funds for affordable housing
- Complete closing for purchase of Harrison property
- Support Council review/adoption of Climate Action Plan
- Support Council consideration of I-976 impacts
- Support for council member search
- Support 2021 Human Services funding cycle
- Support Council decision-making on Suzuki affordable housing project
- Complete Code changes to convert Human Services Funding Advisory Committee to a Task Force
- Complete Code changes to convert Cultural Funding Advisory Committee to a Task Force
- Support transition of Race Equity Task Force to standing advisory committee
- Support installation of 2020 “Something New” public artwork
- Support Council review of rules related to self-storage facilities
- Complete Administrative Corrections to Title 18, Complete Clarifications of Use definitions & Develop and implement requirement for off-site construction staging
- Lead updates to Citywide Capital Improvement Plan (CIP)
- Support Council consideration of BIMPRD collaboration on trail projects
- Support Council consideration of improvements to BI Senior Community Center (BISCC)
- Support Council consideration of improvements to City Hall
- Support Council consideration of City Dock expansion options
- Support annual rotation of "Something New" public art program
- Plan and complete Biennial 2021-2022 Budget
- Support Council long-range planning to address I-976 impacts
- Develop and Adopt 2021-2026 Capital Improvement Plan (CIP)
- Ensure CARES Act Grant compliance and claims
- Complete implementation of body cameras per MOU

Projects not completed but removed from the workplan:

- Identify options for WSF viewing platform
- Support Council consideration of “City Academy” project
- Support Council consideration of BIMPRD option to manage City Dock
- Complete SMP Limited Amendment - Aquaculture
- Initiate work to assess site options at Vincent Road property
- Support design options and financing for WSDOT/Day Road Project
- Support Council planning for Teen Mental Health workshop

Project	Status	Notes	Progress	Dept	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Level of effort	Category	Project Driver
Complete study to upgrade WWTP to tertiary treatment	Active		Wrap Up	PW									low	Climate/ Natural Resources	Policy
NTA Grant for Manzanita Watershed Planning	Active	Grant available in Q2 2021	Beginning	PW									medium	Climate/ Natural Resources	Policy
Complete administrative review of Critical Areas (CA) Ordinance	Active	Phased review: Phase 1 ARPA, Phase 2, Other CA's	Beginning	PCD									medium	Climate/ Natural Resources	Policy
Complete revisions to Native Vegetation, Landmark Trees, noticing requirement for tree clearing	Active	Public hearing with the Planning Commission on Dec. 17, 2020. Ordinance scheduled for April 13	Wrap Up	PCD									medium	Climate/ Natural Resources	Policy
Shoreline Stewardship Program	Active	Implement the shoreline stewardship program adopted in code.	Beginning	PCD									medium	Climate/ Natural Resources	Policy
SMP/CAO Monitoring & Program Evaluation	Active	Implement the monitoring and program evaluation requirements adopted in code.	Beginning	PCD									medium	Climate/ Natural Resources	Policy
Support Council consideration of Green Building Initiatives	Active	GBTf initial recommendations inconsistent with state preemption.	Beginning	PCD									medium	Climate/ Natural Resources	Policy
Complete project to consider ARL designation	Deferred		Beginning	PCD									medium	Climate/ Natural Resources	Policy
SEPA Ordinance Update	Deferred		Beginning	PCD									medium	Climate/ Natural Resources	Policy
Support PSE community solar project	Pending	Project driven by PSE schedule	Beginning	PW									medium	Climate/ Natural Resources	Policy
Pritchard Outfall – Complete design, community outreach and construct	Active	Target ad date 6/1/2021	Beginning	PW									medium	Climate/ Natural Resources	Operations

Project	Status	Notes	Progress	Dept	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Level of effort	Category	Project Driver
Climate Action Plan implementation	Active		Beginning	PW									high	Climate/ Natural Resources	Operations
Support Groundwater Management Plan	Active	New hire completed early 2021	Beginning	PW									medium	Climate/ Natural Resources	Operations
WRIA 15 Watershed Plan Approval	Active	Scheduled for UAC/ETAC and Council briefing in March	Midway	PW									medium	Climate/ Natural Resources	Operations
Amend Appendix J of the Building Code to address stormwater	Active	Amend code to reflect the City's stormwater regulations.	Beginning	PCD									medium	Climate/ Natural Resources	Operations
Climate Action Plan implementation	Active		Beginning	PCD									high	Climate/ Natural Resources	Operations
Complete SMP Limited Amendment - Critical Areas & Nonconforming	Active	Adopted by Council on November 24, 2020. Ecology approval received on February 19 and goes into effect on March 5, 2021. 60 day appeal period.	Wrap Up	PCD									low	Climate/ Natural Resources	Operations
Senior Natural Resource Planner Hiring	Active	New position added for 2021	Beginning	PCD									low	Climate/ Natural Resources	Operations
Climate Change Officer Hiring	Active	New position added for 2021	Beginning	Exec									low	Climate/ Natural Resources	Operations
Complete annual update to GHG inventory dataset	Active		Ongoing	Exec									low	Climate/ Natural Resources	Operations
Support PSE Brien Drive power undergrounding and vehicle charging station	Deferred	Project delay due to PSE scheduling; undetermined start date at this time	Beginning	PW									low	Climate/ Natural Resources	Operations
Complete SMP Periodic Review	Active	State deadline extended to June 30, 2021. Utilizing new public engagement tool Civil Space for outreach and project updates. Extending adoption to March 2022.	Beginning	PCD									high	Climate/ Natural Resources	Required

Project	Status	Notes	Progress	Dept	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Level of effort	Category	Project Driver
Adopt 12-year Multifamily Tax Exemption (MFTE) program	Active	Briefing with Council scheduled in April	Beginning	PCD									high	Land Use/ Housing	Policy
FAR – Zoning Control – Amended Regulations	Active	IRA indicated interest in potentially selling FAR to the City	Midway	PCD									medium	Land Use/ Housing	Policy
Support Council completion of Development Moratorium workplan (CAO/SMP integration)	Active	Moratorium extended until April 4, 2021. Final work plan item approved by Ecology with a March 5, 2021 effective date.	Wrap Up	PCD									low	Land Use/ Housing	Policy
Triage – Phase I Code Changes – Code revisions related to certain procedures	Active		Wrap Up	PCD									high	Land Use/ Housing	Policy
Triage – Phase II Code Changes – Code revisions related to meetings and requirements prior to a land use permit	Active	Under discussion at Planning Commission and DRB, not yet scheduled for Council consideration	Beginning	PCD									high	Land Use/ Housing	Policy
FAR - Interim Zoning Control (IZC)- 6 month extension	Complete			PCD									low	Land Use/ Housing	Policy
Complete changes to Sign Code	Deferred		Beginning	PCD									low	Land Use/ Housing	Policy
Support Council consideration of ordinance to allow RV's as permanent housing	Deferred		Beginning	PCD									high	Land Use/ Housing	Policy
Support Council consideration of rules for tiny home villages	Deferred		Beginning	PCD									high	Land Use/ Housing	Policy
Complete project to consider TDR Implementation	Pending	Briefing with Council on June 16, 2020 on recommendations from AHTF & EcoNorthwest. Sent to the Joint Council Planning Commission Land Use Subcommittee in August 2020. No recommendation to date. New Council subcommittee formed in Feb 2021.	Beginning	PCD									high	Land Use/ Housing	Policy

Project	Status	Notes	Progress	Dept	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Level of effort	Category	Project Driver
Decision Criteria – Conditional Use Permit	Pending	Added to work plan in October 2020. Awaiting further direction from the Joint Council Planning Commission Land Use Subcommittee. No specific recommendations to date. Will direction come from the newly formed Feb 2021 subcommittee?	Beginning	PCD									medium	Land Use/ Housing	Policy
Decision Criteria – Subdivision	Pending	Added to work plan in October 2020. Awaiting further direction from the Joint Council Planning Commission Land Use Subcommittee. No specific recommendations to date. Will this come from the newly formed Feb 2021 subcommittee?	Beginning	PCD									medium	Land Use/ Housing	Policy
Initiate Winslow Master Plan (WMP) Update	Pending	Council has indicated their support on this work plan item but timing decision has not been made.	Beginning	PCD									high	Land Use/ Housing	Policy
Small Lots Regulations	Pending	Support Council policy discussion and regulations specific for small lots. Added to work plan in Jan 2021. Further direction may come from newly-formed Feb 2021 subcommittee.	Beginning	PCD									medium	Land Use/ Housing	Policy

Project	Status	Notes	Progress	Dept	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Level of effort	Category	Project Driver
Support Council consideration of changes to common ownership of ADU's	Pending	Planning Commission Public Hearing held on Ordinance 2020-02 with a recommendation (January 2020) to the City Council. Council discussed on July 14, 2020 and sent to the Joint Council Planning Commission Land Use Subcommittee in August 2020. No recommendation from Committee to date. New subcommittee formed in Feb 2021.	Midway	PCD									medium	Land Use/ Housing	Policy
Support Council consideration of Inclusionary Zoning (IZ)	Pending	Briefing with Council on June 16, 2020 on recommendations from AHTF & EcoNorthwest. Sent to the Joint Council Planning Commission Land Use Subcommittee in August 2020. No recommendation to date. New subcommittee formed in Feb 2021.	Beginning	PCD									medium	Land Use/ Housing	Policy
Buildable Lands Report	Active	As part of the Comprehensive Plan Update, the City participates in the County's Buildable Lands Report to ensure an accurate representation of growth trends.	Beginning	PCD									medium	Land Use/ Housing	Operations
Complete Island Center Subarea Plan	Active	Community to determine preferred alternative before legislative process.	Wrap Up	PCD									medium	Land Use/ Housing	Operations
Implement Island Center Subarea Plan	Active	Amend municipal code to implement Island Center Subarea Plan.	Beginning	PCD									medium	Land Use/ Housing	Operations

Project	Status	Notes	Progress	Dept	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Level of effort	Category	Project Driver
Support Sustainable Transportation Project	Active	Current timeline wraps project up mid-year	Midway	PW									high	Mobility	Policy
Complete Streets Ordinance	Active	Pass model ordinance to allow for grant opportunities	Beginning	PW									medium	Mobility	Policy
Eagle Harbor Drive/McDonald Creek culvert – permit and construct	Active	Design completed, but project on-hold to explore mitigation options that will avoid a permit appeal	Beginning	PW									high	Mobility	Capital
Eagle Harbor PH II Non-Motorized – Complete design and construct	Active	Target ad date 2/12/2021	Midway	PW									high	Mobility	Capital
Visconsi Trail – Complete permitting and construct	Active	Target ad date 3/26/2021	Midway	PW									medium	Mobility	Capital
Wyatt Way Roundabout and Improvements - Complete design and construct	Active	Delay due to water main construction challenges; Project completion estimated 3/31/21	Wrap Up	PW									medium	Mobility	Capital
Dana's Trail project improvements planned for BISD property	Pending	Project advancement pending BISD	Beginning	PW									medium	Mobility	Capital

Project	Status	Notes	Progress	Dept	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Level of effort	Category	Project Driver
Traffic Calming Program Development	Active	Develop program first, then prioritize projects	Beginning	PW									high	Safety	Policy
Consider rules related to Sexually Violent Predator Housing	Deferred		Beginning	Exec									low	Safety	Policy
Traffic Emphasis: · Continue work to coordinate via a designated traffic improvement officer · Consider purchase of additional hand-held radar gun · Consider purchase of additional speed signs	Active	Develop plan to better coordinate automated speed measurement with enforcement activity in targeted areas.	Beginning	POL									medium	Safety	Operations
Community COVID testing site	Active	Plan to operate through Q1 2021 or longer, as needed.	Ongoing	Exec									low	Safety	Operations
Support community vaccine distribution	Active	Plan to operate into Q2 2021 or, as needed.	Ongoing	Exec									medium	Safety	Operations
Hands-free restroom fixture upgrade - construction	Complete	Completed	Wrap Up	PW									low	Safety	Operations
EM - complete MOUs with community partners for Hubs and Shelters	Deferred	Emergency response activities will take precedence for foreseeable future.	Midway	Exec									low	Safety	Operations
EM - Continue Map Your Neighborhood outreach	Deferred	Emergency response activities will take precedence for foreseeable future.	Ongoing	Exec									low	Safety	Operations
EM - Plan and execute quarterly EOC exercises	Deferred	Emergency response activities will take precedence for foreseeable future.	Ongoing	Exec									high	Safety	Operations
High School Road Safety Improvements - Complete design and construct	Active	Delay due to federal grant agency response; Project design completed; Target advertisement date 4/1/21	Midway	PW									high	Safety	Capital
Police/Court Facility – Complete design and construct	Active	Target ad date 3/9/21	Beginning	PW									high	Safety	Capital

Project	Status	Notes	Progress	Dept	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Level of effort	Category	Project Driver
Sportsman Club/New Brooklyn Roundabout – Complete design and construct	Active	Target advertisement date 4/15/2021	Beginning	PW									medium	Safety	Capital
Identified traffic calming projects	Active	Delayed due to extended public outreach component; installation planned for early 2021	Midway	PW									Medium	Safety	Capital
Safe Routes to School projects	Complete	Completed		PW									medium	Safety	Capital

Project	Status	Notes	Progress	Dept	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Level of effort	Category	Project Driver
Plan for 2021 Community Needs Assessment	Active		Beginning	Exec									medium	Community	Policy
Support City participation in opioid lawsuit	Active		Beginning	Exec									low	Community	Policy
Support Council consideration of public farmland framework	Active	Recommendation from Council Ad Hoc committee forthcoming	Wrap Up	Exec									low	Community	Policy
Complete Winslow wayfinding project	Active	Delay due to BIDA/Chamber revisions to sign graphics; installation early 2021	Midway	PW									low	Community	Operations
Farm Irrigation Projects - construction	Active	Pump and well-head maintenance/replacement	Beginning	PW									low	Community	Operations
COBI Connects	Active	Production of COBI Connects resumed with January 2021	Ongoing	Exec									medium	Community	Operations
Continue to investigate options to improve cellular service coverage via Master Permits with Verizon and other service providers	Active	Next step is to complete updates to Title 19 BIMC related to Master Permits, and then to pursue such permitting with Verizon and other providers.	Beginning	Exec									medium	Community	Operations
Continue to investigate options to improve community cellular service	Active	Ongoing.	Beginning	Exec									medium	Community	Operations
Facilitate Council review of ongoing funding for Public Art Committee/AHB and plans for "Something New" rotating artwork project	Active	City and AHB will sign 5-year PSA	Wrap Up	Exec									low	Community	Operations
Manage GARE technical assistance project	Active	Latest information from GARE is that programming is not available as previously planned.	Midway	Exec									medium	Community	Operations
Resolve Crawford shade covenant issues	Active	Awaiting community response to City inquiry	Beginning	Exec									medium	Community	Operations
Support 2021 LTAC funding cycle	Active	Award cycle to be held in Q1 2021	Wrap Up	Exec									low	Community	Operations
Support RETF/REAC outreach workplan	Active	Some items delayed due to COVID restriction	Ongoing	Exec									medium	Community	Operations

Project	Status	Notes	Progress	Dept	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Level of effort	Category	Project Driver
Revise and update City special event permit process	Deferred	Will move forward as staff capacity allows.	Beginning	Exec									medium	Community	Operations
BISCC Renovations Project – design and construction	Active	New project: first step is to initiate an agreement with BISCC	Beginning	PW									high	Community	Capital
Race Equity Advisory Committee Welcoming Signage	Active	Initial designs completed	Beginning	PW									low	Community	Capital

Project	Status	Notes	Progress	Dept	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Level of effort	Category	Project Driver
Stormwater Master Plan	Active	Project scope not yet developed	Beginning	PW									medium	Accountability	Policy
Water System Business Plan	Active	Project scope not yet developed	Beginning	PW									high	Accountability	Policy
Implement changes to Ethics Program	Active	Pending input from Council and Ethics board	Midway	Exec									medium	Accountability	Policy
Complete changes to Code Enforcement	Deferred		Wrap Up	PCD									medium	Accountability	Policy
Review Noise Standards	Deferred		Beginning	PCD									medium	Accountability	Policy
Develop community budget reporting	Deferred		Beginning	FIN									low	Accountability	Policy
Annual drainage program – design and construction	Active	New suite of projects	Beginning	PW									high	Accountability	Operations
Annual fleet and equipment procurement	Active	New projects	Beginning	PW									low	Accountability	Operations
Annual road preservation and striping program – design and construction	Active	New suite of projects	Beginning	PW									high	Accountability	Operations
Engineering Staff Hires – Engineering Manager; Project Engineer	Active	Advertise positions in early 2021	Beginning	PW									medium	Accountability	Operations
Inventory System: Replace manual inventory system with software to improve tracking and planning for replacement cycles	Active	Reviewing existing software to better identify any gaps in meeting department needs for inventory of equipment.	Beginning	POL									medium	Accountability	Operations
Complete Building & Development Services Rate Study	Active	Consultant continuing work on fee study in collaboration with Staff	Wrap Up	PCD									high	Accountability	Operations
FEMA Grant compliance and claims	Active	The City will be submitting \$75k to \$100k for reimbursement related to COVID-19 eligible expenses.	Beginning	FIN									high	Accountability	Operations
Police/Court Facility - tracking and reporting	Active		Midway	FIN									medium	Accountability	Operations
Complete disposition of designated surplus property (IslandWood Easement).	Active		Wrap Up	Exec									low	Accountability	Operations

Project	Status	Notes	Progress	Dept	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Level of effort	Category	Project Driver
National Citizens Survey	Active		Beginning	Exec									low	Accountability	Operations
Revise and update City real property surplus process	Deferred	Should proceed as needed to support disposition/ planning for Suzuki property.	Beginning	Exec									low	Accountability	Operations
Website improvements	Deferred	Citywide effort; would be supported by consultant or new staff	Beginning	Exec									high	Accountability	Operations
Respond to and support potential Local Improvement District for Ferncliff HOA	Pending	Community has asked for preliminary involvement from the City	Beginning	PW									medium	Accountability	Operations
Chlorine Generator Replacement – Complete design and construct	Active		Midway	PW									low	Accountability	Required
Comcast Franchise	Active	Delay due to COVID	Beginning	PW									medium	Accountability	Required
Lead PSE Franchise renewal process	Active	Delay due to COVID and consultant availability; re-start planned for early 2021	Beginning	PW									medium	Accountability	Required
Coordinate as needed with Kitsap County transition to new Records Management System (RMS)	Active	Vendor selected in Q4. Statement of work under development for implementation and transition.	Beginning	POL									medium	Accountability	Required
Coordinate with CJTC and WASPC to achieve compliance with new I-940 requirements	Active		Wrap Up	POL									medium	Accountability	Required
Establish franchise agreements with utilities located in City right- of-way (e.g., Comcast, PSE KPUD, Verizon, etc.)	Active	In progress.	Beginning	Exec									medium	Accountability	Required
Implement closed captioning for City Council meetings	Active	Equipment purchased. Implementation underway	Midway	Exec									medium	Accountability	Required
Support for City Manager search	Active		Wrap Up	Exec									medium	Accountability	Required
Complete changes to Fire Code/Coordination with BIFD	Complete	Completed	Wrap Up	PW									low	Accountability	Required

Project	Status	Notes	Progress	Dept	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Level of effort	Category	Project Driver
Complete International Building Code Update	Complete	State extended deadline from June 2020 to February 2021. Complete Feb 2021.	Wrap Up	PCD									medium	Accountability	Required
City Hall Repairs	Active		Midway	PW									medium	Accountability	Capital
Complete pre-design for Winslow Water Tank replacement; submit to DOH	Active	Delay due to technical issues related to the water system model; Pre-design report estimated complete in Q1; DOH final review at end of Q2	Midway	PW									medium	Accountability	Capital
Country Club road bulkhead "spot" repair – Complete design and construct	Active	Council approved "spot" repair in lieu of full repair project	Beginning	PW									medium	Accountability	Capital
Initiate design for Sunday Cove, Lovell, Wood, Wing Point (SLOWW) sewer improvements	Active	Community outreach and design proceeding	Beginning	PW									medium	Accountability	Capital
Water and Sewer SCADA Upgrades - construct	Active		Midway	PW									medium	Accountability	Capital
City Hall Security – design and construction	Active	New project	Beginning	PW									low	Accountability	Capital
Salt Storage Facility – design and construction	Active	New project	Beginning	PW									low	Accountability	Capital
Village Basin sewer force main project – design and construction	Active		Beginning	PW									high	Accountability	Capital

Project	Status	Progress	Dept
Active/In Progress			
Green Building Initiatives Ongoing policy discussion. CC will need adopt code amendments.	Active	Beginning	PCD
Island Center Subarea Plan Will go to PC; then CC will need to adopt plan	Active	Wrap Up	PCD
Complete revisions to Native Vegetation, Landmark Trees, noticing requirement for tree clearing Ordinance review and approval; coming to CC in April	Active	Wrap Up	PCD
Triage – Phase I Code Changes – Code revisions related to certain procedures Nearly done; coming to CC in March	Active	Wrap Up	PCD
Triage – Phase II Code Changes – Code revisions related to meetings and requirements prior to a land use permit PC discussing now	Active	Beginning	PCD
Adopt 12-year Multifamily Tax Exemption (MFTE) program Continued policy discussion; coming to CC in March	Active	Beginning Midway?	PCD
FAR – Interim Zoning Control and Amended Regulations Continued policy discussion; consider PC recommendations during 6-month work plan period	Active	Midway	PCD
Complete Streets Ordinance In CIP; should be low level effort using model ordinance	Active	Beginning	PW
Traffic Calming Program Development Ongoing policy discussion; projects in CIP	Active	Beginning	PW
Sustainable Transportation Plan Ongoing policy discussion. CC will need to adopt plan.	Active	Midway	PW

Complete study to upgrade WWTP to tertiary treatment <a href="#">Will the CC need to make decisions for upgrade based on study?</a>	Active	Wrap Up	PW
Consideration of public farmland framework <a href="#">Ongoing policy discussion; waiting on ad hoc committee recommendations</a>	Active	Wrap Up	Exec
Added in 2021			
Joint Land Use Subcommittee – Review of BIMC Titles 16, 17, and 18 for internal consistency <a href="#">Subcommittee formed 2/16</a>	Active	Beginning	PCD
Affordable Housing Ad Hoc Committee/Housing Action Plan <a href="#">Committee formed 2/16</a>	Active	Beginning	PCD
Implement business economic recovery grant program <a href="#">Is CC work complete?</a>	Active	Beginning	Exec
Consideration of requiring hazard pay for grocery workers	Active	Beginning	Exec
Planning and delivery of storm event response projects <a href="#">What is CC role?</a>	Active	Beginning	PW
Support for community COVID vaccine distribution efforts <a href="#">What is CC role?</a>	Active	Beginning	Exec
Consideration of acquisition process used for Harrison purchase	Active	Beginning	Exec

Housing-Related Projects			
Consideration of ordinance to allow RV's as permanent housing <a href="#">Continued policy discussion. This could be dropped or quick since there was so much prior discussion.</a>	Deferred	Beginning	PCD
Consideration of tiny homes on wheels as ADUs	Deferred	Midway	PCD

Continued policy discussion			
Consideration of tiny home villages Continued policy discussion w/ new building code.	Deferred	Beginning	PCD
Consideration of changes to ADU regulations, including common ownership Continued policy discussion	Pending	Midway	PCD
Consideration of Inclusionary Zoning (IZ) Continued policy discussion	Pending	Beginning	PCD

Land Use Projects (Some Housing Dependencies)			
TDR Program Improvement Continued policy discussion	Pending	Beginning	PCD
Agricultural Resource Land (ARL) designation Comprehensive Plan amendment. Would need to go through PC first.	Deferred	Beginning	PCD
Small Lots Regulations Continued policy discussion	Pending	Beginning	PCD
Initiate Winslow Master Plan (WMP) Update Funded = prioritized?	Pending	Beginning	PCD
Decision Criteria – Conditional Use Permit/SPR/Subdivisions CC transmitted to PC for input/recommendation	Pending	Beginning	PCD
Island Center Subarea Plan implementation CC will need to adopt BIMC revisions once plan adopted	Pending	Beginning	PCD
SEPA Ordinance Update This is a change that the state made in 2014. Are we required to do this? Unless CC wants to revisit substantive authority, and the full SEPA chapter, this is not a policy project. It doesn't appear to be mandatory.	Deferred	Beginning	PCD
Complete administrative review of Critical Areas Ordinance	Active	Beginning	PCD

Staff may recommend changes to BIMC 16.20 for CC considerations. Was supposed to be Year 1 review. Does CC want staff to dedicate time to this?			
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Miscellaneous Projects			
Complete changes to Sign Code <a href="#">Can staff provide a status of prior CC discussions?</a>	Deferred	Beginning	PCD
Code Enforcement Revisions <a href="#">Can staff provide status of prior CC discussions?</a>	Deferred	Beginning	Exec
City participation in opioid lawsuit <a href="#">What is status/CC role?</a>	Deferred	Beginning	Exec
Consider rules related to Sexually Violent Predator Housing <a href="#">What is CC role?</a>	Deferred	Beginning	Exec
Support PSE community solar project <a href="#">What is CC role?</a>	Pending	Beginning	PW
Plan for 2021 Community Needs Assessment <a href="#">What is CC role?</a>	Active	Beginning	Exec

Recommendation – Move to Operations Projects			
<p>NTA Grant for Manzanita Watershed Planning</p> <p>Staff will be working on this but I don't know how much CC will interact with it. I'd change it to Operations unless it is a CC decision to dedicate staff to the effort (or is it a way to pay for work they'd already be doing/should be doing?)</p>	Active	Beginning	PW
<p>Shoreline Stewardship Program</p> <p>Staff will be working on this but I don't know how much CC will interact with it. This is to give funding to shoreline property owners to do good things on their shoreline. I'd change to operations.</p>	Active	Beginning	PCD
<p>SMP/CAO Monitoring &amp; Program Evaluation</p> <p>Staff will be working on this but I don't know how much CC will interact with it. This is an administrative task. I'd change to Operations. Or required would be better.</p>	Active	Beginning	PCD
Completed Projects			
Support Council completion of Development Moratorium workplan (CAO/SMP integration)	Active	Wrap Up	PCD