



STUDY SESSION

TUESDAY, APRIL 4, 2017

**LOCATION: BAINBRIDGE ISLAND CITY HALL
280 MADISON AVENUE N., BAINBRIDGE ISLAND, WASHINGTON**

AGENDA (TIMES LISTED ON THE AGENDA ARE APPROXIMATE)

1. CALL TO ORDER / ROLL CALL- 7:00 PM

Mayor: Val Tollefson

Deputy Mayor: Ron Peltier

Councilmembers: Sarah Blossom Michael Scott
 Kol Medina Roger Townsend
 Wayne Roth

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

3. PUBLIC COMMENT ON AGENDA ITEMS

4. PRESENTATIONS

- A.** 7:05 PM Poetry Reading for National Poetry Month
- B.** 7:10 PM Proclamation Declaring April 28, 2017 as "Arbor Day," AB 17-057 - Mayor Tollefson (Pg. 3)
- C.** 7:15 PM Proclamation Declaring the Month of April, 2017 as "Heritage Tree Month," AB 17-058 - Mayor Tollefson (Pg. 6)
- D.** 7:25 PM Presentation on Green Direct Program by Puget Sound Energy, AB 17-059 (Pg. 10)

5. NEW BUSINESS

- A.** 7:40 PM Ordinance No. 2017-08, Amending BIMC 16.04.160 Regarding State Environmental Policy Act (SEPA) Substantive Authority, AB 17-054 - Planning and Community Development (Pg. 11)

6. CITY COUNCIL DISCUSSION

- A.** 7:55 PM Discuss Potential Climate Change Advisory Committee, AB 17-062 (Pg. 17)
- B.** 8:10 PM Discuss Council Meeting Procedures, AB 17-060 - Mayor

Tollefson (Pg. 23)

- C. 8:25 PM Sound to Olympics Trail (STO) Phase II Update, AB 14-096 - Deputy Mayor Peltier (Pg. 24)
- D. 8:40 PM Discuss Workplan and Resources for the Tree and Low Impact Development Ad Hoc Committee, AB 16-124 - Deputy Mayor Peltier (Pg. 25)

7. FOR THE GOOD OF THE ORDER - 8:55 PM

8. ADJOURNMENT - 9:00 PM



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.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:10 PM Proclamation Declaring April 28, 2017 as "Arbor Day," AB 17-057 - Mayor Tollefson (Pg. 3)	Date: 4/4/2017
Agenda Item: PRESENTATIONS	Bill No.: 17-047
Proposed By: Mayor Tollefson	Referrals(s):

BUDGET INFORMATION

Department: Planning	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

Mayor Tollefson will present the Proclamation declaring April 28, 2017, as "Arbor Day." This proclamation is one of the annual proclamations that the City Council authorized the Mayor to sign without further action on February 16, 2016.

RECOMMENDED ACTION/MOTION

Presentation only.

ATTACHMENTS:

Description	Type
Proclamation - Arbor Day	Backup Material



PROCLAMATION

A PROCLAMATION by the Mayor of the City of Bainbridge Island, Washington, declaring Friday, April 28, 2017, as Arbor Day.

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and beauty to our community; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas and provide character to our community; and

WHEREAS, on Friday, April 28, 2017 at 11:30 a.m., the City of Bainbridge Island will be joined by community members for an Arbor Day tree planting ceremony in Waterfront Park; and

NOW, THEREFORE, I, Val Tollefson, Mayor of the City of Bainbridge Island, on behalf of the City Council, do hereby proclaim Friday, April 28, 2017, as

ARBOR DAY

in the City of Bainbridge Island, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands. I further urge all citizens to plant trees in order to promote the well-being of this and future generations.

DATED this ____ day of April, 2017

Val Tollefson, Mayor

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:15 PM Proclamation Declaring the Month of April, 2017 as "Heritage Tree Month," AB 17-058 - Mayor Tollefson (Pg. 6)	Date: 4/4/2017
Agenda Item: PRESENTATIONS	Bill No.: 17-058
Proposed By: Mayor Tollefson	Referrals(s):

BUDGET INFORMATION

Department: Planning	Fund:
Expenditure Req:	Budgeted? Budget Amend. Req?

REFERRALS/REVIEW

Business Meeting: 2/16/2016	Recommendation: Mayor authorized to sign the proclamation annually.
City Manager:	Legal: Yes Finance:

DESCRIPTION/BACKGROUND

Mayor Tollefson will present the Proclamation declaring the month of April, 2017, as Heritage Tree Month" and recognizing the owners who designated new Heritage Trees in the past year.

This proclamation is one of the annual proclamations that the City Council authorized the Mayor to sign without further action on February 16, 2016.

RECOMMENDED ACTION/MOTION

Presentation only.

ATTACHMENTS:

Description	Type
□ Proclamation - Heritage Tree Month	Backup Material



PROCLAMATION

A PROCLAMATION by the Mayor of the City of Bainbridge Island, Washington, declaring April as the month to recognize the Heritage Trees added to the Heritage Tree Program from the previous year.

WHEREAS, the Heritage Tree Program was established in 2006; and

WHEREAS, the Heritage Tree Program is a voluntary program established to enhance the community's awareness of the value of trees; and

WHEREAS, in September 2014, the City Council promoted the Heritage Tree Program and transferred the review and approval authority to the Historic Preservation Commission; and

WHEREAS, the Heritage Tree Program is designed to recognize trees that are remarkable in one of many ways, such as uncommon species or cultivar, size or historical/cultural significance; and

WHEREAS, there are three criteria for Heritage tree status; and

WHEREAS, the first criteria is that the trees nominated shall be a specimen tree that exhibits exceptional characteristics worthy of standards for such trees in the City; and

WHEREAS, the second criteria is that the tree nominated shall exhibit unique features that are notable (e.g., unique specimen of a genus species, form, size, location or significant historical, cultural or habitat features); and

WHEREAS, the last criteria is that the owner of the tree agrees in writing to the Heritage Tree designation; and

WHEREAS, notice of all trees identified as Heritage Trees by the Historic Preservation Commission shall be forwarded to the Mayor. All designated trees, including names of the nominator and the property owner, will then be acknowledged in a Mayoral Proclamation at a City Council meeting; and

WHEREAS, the trees listed on Exhibit A were identified as Heritage Trees in the past year;

NOW, THEREFORE, I, Val Tollefson, Mayor of the City of Bainbridge Island, on behalf of the City Council, do hereby proclaim April as

HERITAGE TREE MONTH

in the City of Bainbridge Island, and I urge all citizens to celebrate Heritage Tree month and to support efforts to protect our heritage trees. I further urge all citizens to nominate and protect any Heritage Trees in order to encourage the preservation of these trees for future generations.

DATED this ____ day of April, 2017

Val Tollefson, Mayor

EXHIBIT A

Tree(s)	Address	Parcel Number	Owners
Douglas Fir & Western Cedar	7515 NE West Port Madison Road	332602-4-065- 2009	Marshall & Lisa Raskind
English Oaks (2) & Horse Chestnut (1)	134 Harbor Square Loop NE	8172-000-000- 0005	Harbor Square HOA
Western Red Cedar, Western Red Cedar Grove, Fruit Orchard	8731 McRedmond Lane NE	152502-3-001- 2001	Joe & Beth Claseman
Red Alder	555 Azalea Lane	4097-000-021- 0001	Rauktis/Harvey
Little Lead Linden	176 Ericksen Avenue	262502-3-034- 2009	Thornburgh

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:25 PM Presentation on Green Direct Program by Puget Sound Energy, AB 17-059 (Pg. 10)	Date: 4/4/2017
Agenda Item: PRESENTATIONS	Bill No.: 17-059
Proposed By: City Council	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager: Yes	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

Green Direct is a product that allows Puget Sound Energy to procure and sell fully bundled renewable energy to large commercial and government customers. Green Direct is a significant step to moving to carbon-free sources of electricity and it offers customers the option to enter into a contract of 10 years or more, from a specified renewable resource at a known price. The program was developed proactively by PSE, in collaboration with interested governments, stakeholders and large commercial customers. This program offers adopters an innovative and unique opportunity within Washington's regulated framework, leading directly to the development of new renewable energy resources. Green Direct was approved by the Washington Utilities and Transportation Commission (WUTC) on September 29, 2016, and is available for a limited time on a first come first serve basis.

RECOMMENDED ACTION/MOTION

Information only.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:40 PM Ordinance No. 2017-08, Amending BIMC 16.04.160 Regarding State Environmental Policy Act (SEPA) Substantive Authority, AB 17-054 - Planning and Community Development (Pg. 11)	Date: 4/4/2017
Agenda Item: NEW BUSINESS	Bill No.: 17-054
Proposed By: Planning and Community Development	Referrals(s):

BUDGET INFORMATION

Department: Planning	Fund:
Expenditure Req:	Budgeted? Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:
City Manager:	Legal: Yes Finance:

DESCRIPTION/BACKGROUND

In 1992, the City of Bainbridge Island adopted Ordinance No. 92-06 relating to environmental policy and implementing State Environmental Policy Act (SEPA) regulations for the City, including substantive SEPA authority (Ord. 92-06 § 1, 1992);

SEPA substantive authority allows agencies to condition or deny proposals based on policies, plans, rules, or regulations formally designated by the agency (or appropriate legislative body, in the case of local government) as the basis for the exercise of substantive authority.

The City has not updated its substantive SEPA authority since 1992 and desires to formally designate an updated list of policies, plans, rules, or regulations to be used as the basis for the exercise of substantive authority.

Ordinance No. 2017-08 amends BIMC 16.04.160 to formally designate an updated list of policies, plans, rules, or regulations to be used when exercising SEPA substantive authority. No other changes to BIMC Chapter 16.04 are proposed at this time.

RECOMMENDED ACTION/MOTION

I move to schedule a public hearing for Ordinance No. 2017-08 on April 11, 2017.

ATTACHMENTS:

Description	Type
▣ Ordinance No. 2017-08	Backup Material

ORDINANCE NO. 2017-08

AN ORDINANCE of the City of Bainbridge Island, Washington, amending Section Chapter 16.04.160 of the Bainbridge Island Municipal Code relating to SEPA substantive authority.

WHEREAS, in 1992 the City of Bainbridge Island (“City”) adopted Ordinance No. 92-06 relating to environmental policy and implementing State Environmental Policy Act (SEPA) regulations for the City, including substantive SEPA authority; and

WHEREAS, SEPA substantive authority allows agencies to condition or deny proposals based on policies, plans, rules, or regulations formally designated by the agency, or the appropriate legislative body, in the case of local government, as the basis for the exercise of substantive authority; and

WHEREAS, the City has not updated its substantive SEPA authority since 1992; and

WHEREAS, the City has determined that it is in the public interest to formally designate an updated list of policies, plans, rules, or regulations to be used as the basis for the exercise of substantive authority; and

WHEREAS, adoption of legislation related to agency SEPA procedures is categorically exempt from SEPA threshold determination and EIS requirements; now, therefore,

**THE CITY COUNCIL OF THE CITY OF BAINBRIDGE ISLAND,
WASHINGTON, DO ORDAIN AS FOLLOWS:**

Section 1. Section 16.04.160 of the Bainbridge Island Municipal Code, Substantive Authority, is hereby amended to read as follows:

D. The city designates and adopts by reference the following policies as the basis for the city’s exercise of authority pursuant to this section:

1. The city shall use all practicable means, consistent with other essential considerations of state policy, to improve and coordinate plans, functions, programs, and resources to the end that the state and its citizens may:

- a. Fulfill the responsibilities of each generation as trustee of the environment for succeeding generations;
- b. Assure for all people of Washington safe, healthful, productive, and aesthetically and culturally pleasing surroundings;
- c. Attain the widest range of beneficial uses of the environment without degradation, risk to health or safety, or other undesirable and unintended consequences;
- d. Preserve important historic, cultural, and natural aspects of our national heritage;

- e. Maintain, wherever possible, an environment which supports diversity and variety of individual choice;
- f. Achieve a balance between population and resource use which will permit high standards of living and a wide sharing of life's amenities; and
- g. Enhance the quality of renewable resources and approach the maximum attainable recycling of depletable resources.

2. The city recognizes that each person has a fundamental and inalienable right to a healthful environment and that each person has a responsibility to contribute to the preservation and enhancement of the environment.

3. The city adopts by reference the policies, plans, rules, or regulations in the following statutes, regulations, provisions, and documents to the extent such policies, plans, rules, or regulations are not inconsistent with the policies listed in subsections 1 and 2 of this subsection and are not inconsistent with the City of Bainbridge Island Comprehensive Plan:

- a. Bainbridge Island Municipal Code, including all other chapters contained in Title 16, Environment, and Title 18, Zoning;
- b. ~~Bainbridge Island Subarea Land Use Plan dated December 18, 1989, and map~~ All subarea plans for Bainbridge Island or areas of Bainbridge Island as currently in effect, and as amended or adopted in the future;
- c. Washington Shoreline Management Act, Chapter 90.58 RCW, and Chapter 173-26 WAC;
- d. Bainbridge Island Shoreline Master Program, effective July 30, 2014 (adopted by Ordinance No. 2014-04), and as amended thereafter;
- ~~ed. Water Quality Act~~ Washington Water Pollution Control Act, Chapter 90.48 RCW, and implementing regulations thereof;
- ~~fe. Bainbridge Island Metropolitan Park and Recreation District 2014 Comprehensive Plan for Parks, Recreation & Open Space, and as amended thereafter~~ Comprehensive Plan, 1990;
- ~~gf. Bremerton~~ Kitsap County Board of Health regulations that relate to environmental protection;
- ~~hg. Washington~~ Growth Management Act, Chapter 36.70A RCW, and implementing regulations thereof;
- ~~ij. Washington~~ Forest Practices Act, Chapter 76.09 RCW, and Forest Practices Rules, Chapter Title 222 WAC and Regulations;
- ~~i. Kitsap County open space plan, April, 1987~~;
- ~~j. Kitsap County water and sewer plan~~;

~~jk. Kitsap County Bainbridge Island Comprehensive Plan, as updated in 2017, including all City Functional Plans and Special Purpose District Plans adopted by reference therein, and as amended thereafter;~~

~~l. Kitsap County View Blockage Resolution #240-1984;~~

~~m. Kitsap County noise ordinance;~~

~~n. Kitsap County zoning ordinance as amended March, 1990;~~

~~o. Kitsap County shoreline master program, July 11, 1977;~~

~~p. Winslow Ordinance 90-17~~

~~q. Kitsap regional critical area policies;~~

~~r. Kitsap County groundwater management plan dated April, 1991. (Ord. 92-06 § 1, 1992);~~

k. Bainbridge Island Climate Impact Assessment (EcoAdapt, July 2016);

l. Bainbridge Island Groundwater Model: Aquifer System Carrying Capacity Assessment (Aspect Consulting, March 2016);

m. Review Findings and Recommendations and Critical Aquifer Recharge Area Assessment (Aspect Consulting, December 2015);

n. Hydrogeological Assessment of Groundwater Quantity, Quality, and Production (Aspect Consulting, December 2015);

o. City of Bainbridge Island Level II Assessment (Kato & Warren, Inc., and Robinson & Noble, Inc., December 2000);

p. Stream Benthos and Hydrologic Data Evaluation for the City of Bainbridge Island (King County, December 2015);

q. Bainbridge Island Wildlife Corridor Network, 2000, and as amended thereafter;

r. Bainbridge Island Open Space Study, 2008, and as amended thereafter.

Section 2. This ordinance shall take effect and be in force five (5) days from its passage and publication as required by law.

PASSED BY THE CITY COUNCIL this ____ day of ____, 2017.

APPROVED BY THE MAYOR this ____ day of ____, 2017.

By: _____
Val Tollefson, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	March 27, 2017
PASSED BY THE CITY COUNCIL:	_____, 2017
PUBLISHED:	_____, 2017
EFFECTIVE DATE:	_____, 2017
ORDINANCE NUMBER:	2017-08

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:55 PM Discuss Potential Climate Change Advisory Committee, AB 17-062 (Pg. 17)	Date: 4/4/2017
Agenda Item: COUNCIL DISCUSSION	Bill No.: 17-062
Proposed By: Councilmember Medina	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

Councilmember Medina agreed to create a first draft organizational document for a Climate Change Advisory Committee, or some similar organization. His draft Ordinance is attached. This draft has not been reviewed by the City Attorney or other Staff. Council should discuss a possible new organization in the context of this draft Ordinance, and possibly instruct Staff on the form and content of a final proposed organizational document. Among the topics that might be addressed are whether this should be a regular Advisory Committee, or should initially be an ad hoc committee with a defined time limit; what the size and makeup of the committee should be; and what the goal, role or deliverables of the Committee should be.

RECOMMENDED ACTION/MOTION

Discussion, and possible direction to Staff.

ATTACHMENTS:

Description	Type
□ Draft Ordinance	Backup Material

ORDINANCE NO. 2017-XX

AN ORDINANCE of the City Council of Bainbridge Island, Washington, establishing the role, composition, and duties of the Climate Change Advisory Committee and creating a new Chapter 2.37 of the Bainbridge Island Municipal Code.

WHEREAS, the City Council approved a revised Comprehensive Plan on February 28, 2017, that includes new policies calling for the City to take action on climate change, including, *inter alia*, the following:

Guiding Principle #7: Reduce greenhouse gas emissions and increase the Island's climate resilience;

Guiding Policy 7.1 Mitigation: Participate with state, regional and local partners to reduce greenhouse gas emissions consistent with the 1990 benchmark and future year targets set forth in state law, educate the public about climate change and incentivize Island activities including land use patterns and building practices that reduce greenhouse gas emissions;

Guiding Policy 7.2 Adaptation: Minimize or ameliorate the impacts of climate change on our community and our Island's ecosystems through climate-informed policies, programs and development regulations; and

WHEREAS, in 2016 EcoAdapt prepared and presented to the City Council a Bainbridge Island Climate Impact Assessment that identified the many ways in which climate change will most likely impact the City's future health and prosperity and identified actions the City could take to mitigate these adverse impacts; and

WHEREAS, the City Council recognizes that the City does not have the expertise and resources necessary to implement these Guiding Policies and other policies related to climate change within the Comprehensive Plan without the involvement, assistance, and advice of experts within the Bainbridge community; and

WHEREAS, the City Council recognizes that it is not yet certain which form of committee, with which composition of members, and with which duties will be most ideally suited to assist the City with achieving these Guiding Policies and other policies related to climate change within the Comprehensive Plan; and

WHEREAS, the City Council desires to establish an advisory committee of volunteer citizen experts to provide the recommendations and advice to the City needed to implement these Guiding Policies and other policies related to climate change within the Comprehensive Plan starting with advice on the exact form, composition, and duties of the Climate Change Action Committee; now therefore,

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

Section 1. A new Chapter 2.37 of the Bainbridge Island Municipal Code is hereby adopted in its entirety to read as follows:

**Chapter 2.37
CLIMATE CHANGE ADVISORY COMMITTEE**

Sections:

- 2.37.010 Created - Membership, appointment, term and compensation
- 2.37.020 Vacancies - Removal
- 2.37.030 Duties and responsibilities
- 2.37.040 Meetings, officers, records and quorum

2.37.010 Created - Membership, appointment, term and compensation

A. There is created a climate change advisory committee for the city, hereinafter called the committee. The committee shall consist of seven (7) members who shall be appointed by the mayor and confirmed by vote of the city council.

B. The committee shall consist of experts living on Bainbridge Island who are qualified as an expert pursuant to WAC 365-195-905(4), as amended, in order to fulfill the purposes described in this section. The committee members should have expertise in one climate science or atmospheric science or have expertise in the relationship between climate change and engineering, energy management, water conservation, transportation planning, economics, solid waste management, forestry, systems analysis, and communications.

C. Members shall not be employees or officers of the city or appointed to another city committee, board or commission, except for specialized committees or task forces of limited duration.

D. Members of the committee shall serve for a period of three years, commencing on July 1 and ending on June 30 three years later. Members shall be appointed to a position number, and the terms are to be staggered, with no more than three positions expiring in any given year. A member may be re-appointed, and shall hold office until his or her successor has qualified and been appointed. No member shall serve more than three consecutive terms unless the city council determines that special expertise is required, or there are no other qualified applicants.

E. Members shall serve without compensation.

F. Members shall sign a conflict of interest statement in accordance with the

city's ethics program upon appointment and any reappointment.

G. The committee may develop a pool of qualified experts in the various aspects of science, policy, and planning set forth above in Section B and may consult with these experts on issues related to their field of expertise as appropriate and necessary. This pool of experts is to be used for consultation only and will not be compensated or considered members of the committee.

2.37.020 Vacancies - Removal

Members may be removed upon a majority vote of the city council. In the event of a vacancy, the mayor, subject to confirmation of the city council, shall make an appointment to fill the unexpired portion of the term of the vacated position in accordance with the city's appointment cycle. Unexcused absence by any member from three consecutive meetings shall constitute grounds for removal.

2.37.030 Duties and Responsibilities

The committee is established for the following purposes.

A. The committee's first responsibility is to review this chapter 2.37 of BIMC and report to the city council before October 31, 2017. In this report, the committee shall indicate whether, in the committee's opinion, this chapter 2.37 is structured in the manner that most effectively creates an advisory body to implement the Guiding Policies and other policies related to climate change within the Comprehensive Plan. If the committee finds that this chapter 2.37 should be amended in any manner, it will recommend those amendments. Unless and until the city council amends this chapter 2.37, either based on the committee's recommendations or otherwise, the committee's duties and responsibilities will be as listed below in this section 2.37.030.

B. Serve as a technical and planning advisory committee to the city council, city manager and planning department staff on climate change and issues related to climate change.

C. Assist the city in implementing the climate related goals and policies of the Comprehensive Plan by undertaking the following tasks as expeditiously as committee and city resources allow.

1. Provide advice and/or recommendations to the city council or city staff, as appropriate, on methods of completing a baseline island-wide greenhouse gas ("GHG") inventory for the city.
2. To the degree directed by the city council, assist with or manage the completion of a baseline island-wide GHG inventory.
3. Provide advice and/or recommendations to the city council or city

staff, as appropriate, for city GHG emission reduction targets.

4. Working with city staff to the degree appropriate, complete and recommend to the city council a city climate action plan and implementation strategy.
5. Provide advice and/or recommendations to the city council or city staff, as appropriate, measuring progress towards meeting the city's GHG emissions reduction targets.
6. As directed by the city council, assist the city with participation in regional climate change efforts.
7. Provide education and outreach to the public regarding climate change and all of the work of the committee and the city relating to climate change.

D. Annually, prior to the start of or during the budget process, provide a report to the city council on committee work completed during the prior year and obtain the city council's approval of a work plan for the following year.

2.37.040 Meetings, officers, records and quorum.

A. The committee shall meet as necessary. Generally, meetings will occur at a consistent time on a monthly basis. Meetings shall be open to the public and held in accordance with the Open Public Meetings Act (Chapter 42.30 RCW).

B. The committee shall select from among its members a chairperson for a one-year term at the first regular meeting of each year.

C. For meetings consisting of a majority of the then serving members of the committee, the committee shall provide public notice of the meeting and shall keep a record of its meeting minutes. Minutes of each meeting, including a record of attendance, shall be prepared by the secretary and approved and signed at a subsequent meeting. The minutes do not need to reflect the actual discussion, but only the formal actions taken by the committee. The approved meeting minutes shall be posted on the city's web site.

D. The city shall provide city email accounts to members and related training on the use of email accounts, including personal computer privacy expectations while serving on the committee.

E. A majority of the members then serving on the committee shall constitute a quorum.

Section 2. This ordinance shall take effect and be in force five (5) days from its passage, approval, and publication as required by law.

PASSED by the City Council this ____ day of _____, 2017.

APPROVED by the Mayor this ____ day of _____, 2017.

Val Tollefson, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NUMBER: 2017-XX

March 30, 2017

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:10 PM Discuss Council Meeting Procedures, AB 17-060 - Mayor Tollefson (Pg. 23)	Date: 4/4/2017
Agenda Item: COUNCIL DISCUSSION	Bill No.: 17-060
Proposed By: Mayor Tollefson	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund: N/A	
Expenditure Req:	Budgeted? No	Budget Amend. Req? No

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

Deputy Mayor Peltier recently asked for a discussion of City Council meeting protocol. In 2015, a Council Ad-hoc Committee spent considerable time updating and revising the Governance Manual, which provides guidelines for meeting protocol.

The Governance Manual can be viewed at:
<http://www.bainbridgewa.gov/DocumentCenter/View/570>.

RECOMMENDED ACTION/MOTION

Discussion only.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:25 PM Sound to Olympics Trail (STO) Phase II Update, AB 14-096 - Deputy Mayor Peltier (Pg. 24)	Date: 4/4/2017
Agenda Item: COUNCIL DISCUSSION	Bill No.: 14-096
Proposed By: Deputy Mayor Peltier	Referrals(s):

BUDGET INFORMATION

Department: Council	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

Discussion only.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:40 PM Discuss Workplan and Resources for the Tree and Low Impact Development Ad Hoc Committee, AB 16-124 - Deputy Mayor Peltier (Pg. 25)	Date: 4/4/2017
Agenda Item: COUNCIL DISCUSSION	Bill No.: 16-124
Proposed By: Deputy Mayor Peltier	Referrals(s):

BUDGET INFORMATION

Department: Council	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

Discussion only.