
**THE CLIMATE CHANGE ADVISORY COMMITTEE WILL HOLD THIS MEETING
IN PERSON AND USING A VIRTUAL, ZOOM WEBINAR PLATFORM**

**MEMBERS OF THE PUBLIC WILL BE ABLE TO ATTEND AT
CITY HALL OR CALL IN TO THE ZOOM WEBINAR**

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OR TELEPHONE: 1-253-215-8782

WEBINAR ID: 913 9038 0790

AGENDA

- 5:30 Call meeting to Order/Roll Call/Accept of Modify Agenda/Conflict of Interest Disclosure
- 5:35 Approve August 17th minutes
- 5:40 Public Comment
- 5:45 Climate Officer Updates and Questions (Autumn Salamack)
- 6:00 Discussion of Open Public Meeting Act (Deb/Julie – attached)
- 6:15 Carbon Sequestration BI (Deb – see attached)
- 6:30 Inflation Reduction Act (Rep. Kilmer’s office invited)
- 6:45 Updates
 - ETIP (Kevin/David/Steve)
 - Groundwater Management Plan (Deb)
 - Sustainable Transportation Technical Advisory Team (Mike)
 - Climate Cafes (Mike - attached)
- 7:00 Role of CCAC going forward (All – BIMC Chapter 2.37 attached)
- 7:30 Adjourn

Materials

1. August minutes
2. Open Public Meeting Request Memo
3. Carbon Sequestration – Back of the Envelope
4. Climate Cafes
5. CCAC Role – BIMC Chapter 2.37

Climate Change Advisory Committee
Meeting Minutes
Wednesday August 17, 2022

Present: Committee members David McCaughey (chair), Mike Cox (vice chair), Steve Richard, Deborah Rudnick (secretary), John Kydd, Julie Matthews, Kevin Thomas

Council Liaison: Leslie Schneider, Kirsten Hytopoulos

City staff: Autumn Salamack, climate officer

Attendees: Marci Burkel, public

No conflicts of interest stated.

Approval of August minutes: John moved, and Steve seconded with no corrections, approved by all.

Steve asked to have follow up items flagged in the minutes.

Public Comment: none

Discussion:

AGENDA

Climate Officer (Autumn Salamack)

Updates described by Autumn to the work plan including:

- piloting green building fund Pilot the Green Building Fund concept with program to transition homes to efficient heat pumps:
 - o 1% increase in utility tax, or budget allocations from COBI
 - o Discussion included note from David that this was not the original intention to have the city fund this work; Autumn confirmed that this is a pilot program
 - o Steve mentioned that heat pumps may be part of the IRA as an applicable use of federal funds- this is a good question for Derik Kilmer.
 - o David mentioned ARPA funds came through state agencies as reimbursements; this might go through commerce.
 - o Steve is happy to have a look at the IRA and look for alignments.
- Language added regarding an invasive species plan by 2025- Deb recommended Autumn adding the Cooperative Weed Management Area as an external partner.
- Estimated budget is about \$760K, which is too high- many costs tied to EV charging and infrastructure, there may be many funding sources but must keep in mind that is a lot of work to apply for grants.
- Future discussion for role of the committee including grant assistance.

- Has the city specifically focused on hiring someone to write grants? Leslie mentioned this has been a big topic of discussion for transportation because they are at max capacity. With the IRA coming, there may be a lot of money coming down the line that would be well positioned to apply for grants. Autumn reminds us that the grants also need to be implemented and that is also staff capacity.
- David mentioned Evans school is trying to place Capstone students, even in small groups, and have several available; this could be an additional resource. David has literature about the group he can share with Autumn.
- How to represent the most important actions relative to the effect on emissions? Derik and Jens built some spreadsheets that we might dig out and make relevant to the CAP. We might be able to spitball some of these as a group to figure out potential impacts. Deb will share carbon sequestration estimates she made with Lara for our tree canopy cover. Do remember emissions reduction is just one of our goals; so, there are several things that go into a decision of prioritization.
- Autumn suggested we add individual CCAC names once we finalize the workplan.
- Leslie asked a clarifying question about sustainable transportation plan and what it covers- does it cover school district transport patterns- Autumn replied that Fehr and Peers evaluating emissions reductions potential of the overall plan and are identifying sources for better data; and also working on recommendations for updating our transportation impact fee. So they aren't making specific recommendations on individual actions, they are looking at what are the data sources moving forward.
- Mike will reach out and Deb can support reaching out to school board to discuss opportunities for better connections on transportation.
- Kirsten mentioned the revival of the intergovernmental working group, electeds mostly from various taxing districts, that would help foster these kinds of communications.

Racial equity lens – applying a tool to a potential CAP project

- Development of a racial equity tool – looked at Government Alliance for Racial Equity toolkit, brought by REAC, now being run by CCAC (attached in packet)
 - o Discussion around economic and racial implications. In the context of commercial landscaping, individuals suggested this might be expected to impact Hispanic community more.
 - o Need to think about the policy framework of this – what tools would be included, what populations would be impacted (individual homeowner use vs commercial entities that may have a much higher level of need for batteries, etc.), how fast the ramp-up would be, opportunities for other approaches to landscaping
 - o Can the city do a bulk purchase that can reduce purchase prices?
 - o Lending library of tools? Seattle has several of them that we could model them. Leading with a lending library could be a good way of transitioning at a lower cost and impact. Gil Engelsen from board of Sustainable Bainbridge has been working on a Library of Things that might address this need- Deb can reach out to her to find out if this is in the scope.

- o Comments from REAC mentioned by Autumn include reframing, being cognizant of perceptions around the city being responsive to homeowner complaints over the landscapers, who already may not feel heard.
 - o Banning the sale vs banning the use – two different approaches.
 - o An idea to have a demo of how well electric mowers work as there are some perceptions that they are less effective.
 - o Additional frame being public safety – is gas equipment less safe (beyond the air pollution exposure issues).
 - o We can look at the [GARE toolkit](#)
 - o This group can recommend that we as a city has established a legislative agenda, we can recommend adding to it specific issues like this one – Leslie is not sure if this is yet available for viewing?
 - o Would a student intern be useful for an issue such as this?
- Climate Officer updates (5 mins) – no verbal updates
 - Climate Smart Challenge update – no verbal updates
 - September 14th Climate Smart Bainbridge webinar: Choosing Appropriate Trees for the Urban Environment (flyer attached in packet), no verbal updates, but everyone should attend!
 - New Erase the Waste business pledge and recognition program – no verbal updates
 - CAP Progress Report: True progress report for November anniversary- let Autumn know if you want to provide feedback or review
 - EV-Ready code updates: planning commission next Thursday to have a public info section to review existing WAC that goes into effect July 2023. Proposal to implement that in January with more aggressive requirements around EV-ready building, commercial properties.
 - ETIPP update and next steps- Initial meeting to understand the scope of the pathways we want this plan to focus on: what role might PSE play, they did not show to this first meeting, what should our approach to then be. Breadth of expertise of this consultancy is wide, but we must define the scope of what we want them to focus on. Many stakeholders have been invited to the table including parks, fire, school district, etc. Second meeting scheduling now, hoping to have these folks join us to get their buy-in and their priorities as this could really benefit those entities
 - Sea Level Rise Grant Wins! 100K from Dept of Ecology that will fund everything but USGS modeling; but Commerce awarded 80K for USGS modeling, 20K from CAP budget- high-resolution sea level rise and identifying public infrastructure at risk.

6:15 Updates

- Groundwater Management Plan (Deb) – no updates
- Open Public Meeting Act (attached - Deb) – group discussion around whether we should sign on to this, and whether there are repercussions for other committees (there will be- this will be an across-the-board decision, not for one committee). Jon provided feedback on a few sentences, Deb will revise with Mike and Julie, we will bring back to group in September to vote on moving forward to council.

- Sustainable Transportation Technical Advisory Team (Mike) – Mark Epstein asked for CCAC participation: WSDOT, Kitsap Transit, Ferries, Parks, BISD, Autumn- as the main goal is to reduce emissions, it would be good for CCAC member to be present. Mike can reach out to Derik to ask him if he's willing to participate. If he can't do it, Kevin said he will.

Other

6:45 Future Meeting Topics (All)

- IRA on a future agenda- group conversation
- Role of the CCAC – Ellen to engage – we need a clearer understanding of our role – we should all read through what our language says about our purpose. Autumn and Ellen have some ideas for us in terms how we could support them, would be great to get these ahead of time. Think ahead to what types of issues we want advisory capacity for.
- Public farmland – issue raised by Leslie- what is the public getting from this resource? Leslie is asking if CCAC could apply a climate lens to looking at public farmlands?

7:24 Adjourn – Julie moves, Steven seconds, all agreed.

Materials

1. *July minutes*
2. *Updated 2023/2024 CAP Workplan*
3. *Race Equity Toolkit*
4. *Tree workshop flyer*
5. *Draft Open Public Meeting Request Memo*

Co-Chair

Date

From: Climate Change Advisory Committee
To: Bainbridge Island City Council
Subject: Open Public Meetings Act
Date: Wednesday September 21st, 2022

The Climate Change Advisory Committee (CCAC) respectfully requests that the City reconsider its position that the Washington Open Public Meetings Act (OPMA) requirements apply to the CCAC. We agree that the spirit of OPMA to make agency decision-making public and transparent is essential to good governance. However, the CCAC is an advisory committee not a governing or decision-making body. In our view, not all of the OPMA requirements need apply to the advisory committees in order to fulfill the intent and purposes of the OPMA.

As Municipal Research and Services Center (MRSC), a statewide organization that provides legal guidance to government entities in Washington, explains, purely advisory committees are not subject to the OPMA. (See <https://mrsc.org/Home/Explore-Topics/Legal/Open-Government/Open-Public-Meetings-Act-FAQs.aspx#advisory-board>) As an advisory committee, the members neither individually nor as a group, have any governmental decision-making authority. An advisory committee serves purely to provide advice and recommendations. This description fits the CCAC.

As you know, the CCAC is comprised of community volunteers with individual expertise in specific areas. In recognition of that particularized expertise, the City Council may ask the Committee for recommendations or advice on specific topics. The Council may then accept or reject the Committee's recommendations or advice in whole or in part. The Council may also take action without advice from the Committee. CCAC itself has no governmental decision-making authority. The CCAC is in name and in function an advisory committee.

A governing body subject to the OPMA must adhere to specific procedures. Procedures include, for example, advance public notice and opportunity for public involvement for any meeting involving a majority of the body. Additionally, communications in person, conference calls, emails and other electronic methods could be considered a meeting subject to the OPMA procedures if a majority of the body is involved.

It is very constraining for an advisory committee, such as the CCAC, to adhere to these requirements and still be responsive to the Council and City staff. To do its work, the CCAC is asked to respond as a consensus voice to Council's questions, provide recommendations or information to the Council and prepare technical documents that should be reviewed by and contributed to by most or all committee members. It is extremely difficult, if not nearly impossible, to complete tasks like this in a timely and efficient manner while observing the OPMA process.

CCAC fully supports the current practice of having the regularly scheduled full committee meetings publicly noticed in advance and open to public. We encourage public involvement and community interest in the Committee's work. Additionally, even if the CCAC is not a governing body, we agree that

our recommendations or approval of documents to be provided to the Council should only be made in a noticed and open public meeting. We are not suggesting a change to that practice.

However, the preliminary conversations leading up to a full committee discussion and/or vote on a final position or recommendation need not be constrained by the OPMA requirements. Much of the Committee's work involves developing technical or complex recommendations. These sorts of actions require back and forth deliberations, peer review, and often multiple rounds of editing among multiple Committee members. Each Committee member brings their own area of expertise and specialized knowledge. CCAC has nine members, thus five members constitutes a quorum. Therefore, under the OPMA, discussion, review or preliminary comment on any given idea or preliminary document is limited to four or fewer members.

As one small but telling example, we were recently asked by staff to provide a new member to the technical advisory team for sustainable transportation. Because we are considered subject to the OPMA, we are prohibited from having a group email discussion that would enable us to know who was available and the best person for this task and quickly select a replacement, in time for the team's next meeting which was within a few days of the request.

Instead, we must independently reach out to staff, confusing and possibly duplicating efforts, because we aren't allowed to discuss it as a whole group without a publicly noticed meeting, which will not happen for another month, during which time the team would move forward without us. There have been multiple instances in which this inflexibility has led to delays or an inability for this advisory group to be timely and responsive.

Email correspondence, draft Committee products, and the preliminary Committee deliberations are maintained and preserved as agency records in the city's record keeping system. They are all readily available to interested members of the public if requested. Therefore, the preliminary conversations among Committee members are not hidden or secret. We agree that emails and communications reflecting these deliberations should be available to the public if requested. We are not suggesting a change to that practice.

Transparency and public involvement are key to good governance. CCAC actively seeks and welcomes community input. We recognize the need and desire to inform and involve the public. However, we do not think the OPMA is serving our community well in this case. Our emails are all public. We are all serving in a purely advisory fashion with no decision-making abilities. We are specifically asking the City to consider that CCAC, a non-decision-making body, should have the flexibility to have group conversations unconstrained by the OPMA. We look forward to further discussions with you regarding this issue.

The climate crisis isn't waiting around, and neither should we.

Factor	Estimate	Variance	Source	Additional notes
BI GHG emissions 2018 (MTCO2e/year)	233998.00		https://mrsc.org/getmedia/894f4bd0-5927-4778-b8c3-5e0b5f5d361d/b29ggeinventory.pdf.aspx	
BI Area (acres)	17778.00		https://en.wikipedia.org/wiki/Bainbridge_Island,_Washington	
% of BI which is forested	0.51		2018 i-Tree analysis in BI GHG emissions inventory	51% seems like a liberal estimate
Forested BI (acres)	9066.78			
	142		Heather Burger, FoF, provided- pulled from County Assessor tax parcel files	
Acres classified as agricultural on BI				
	13700000.00	9	https://app.leg.wa.gov/ReportsToTheLegislature/Home/GetPDF?fileName=DNR%20Carbon%20Sequestration%20Report_8f19b00b-5acf-4c97-83b4-16cecb559803.pdf	
WA statewide rate of carbon sequestration (MTCO2e/year)	1.30	0.7	https://app.leg.wa.gov/ReportsToTheLegislature/Home/GetPDF?fileName=DNR%20Carbon%20Sequestration%20Report_8f19b00b-5acf-4c97-83b4-16cecb559803.pdf	
Average carbon flux for forested aread in counties west of the Cascades (MT CO 2e/ac/yr)			https://www.soils.org/files/science-policy/caucus/briefings/carbon-sequestration.pdf	This assumes a high level of sequestration based on no-till methods. Note our soils probably have inherently low sequestration capacity relative to richer agricultural soils, given our predominance of glacial till.
Average sequestration capability for no-till farming methods (MT CO2e/ac/yr)	0.30			
Total sequesterable carbon if ALL of Bainbridge Island could sequester (MTCO2e/year)	23111.40			
Total sequesterable carbon if on BI forested land (MTCO2e/year)	11786.81			
	42.60			
Amount of sequestration available across all ag parcels if highest sequestration rate (no-till) (MtCO2e/yr)				
Total area available for sequestration if (part A) bumped up forested by 25% and we (Part B) doubled ag land productivity	14549.45			
How many Bainbridge Islands to offset our annual emissions bsased on current forestation estimates?	19.85252334			
How many Bainbridge Islands If we increased storable carbon across ag and forestry?	16.08294693			
% of emissions potentially captured by ag lands?	0.018%			

Climate Café

Saturday, October 8, 2022. Sign-in 1:45-2:00pm, Event 2:00pm-4:15pm

Eagle Harbor Congregational Church, Dining Hall

105 Winslow Way W, Bainbridge Island, WA 98110

The **Climate Café** is a safe place for people to come together in circles of trust to share and bear witness to the varied personal perceptions they may have about the future of our **Earth** home and our interconnected life. This is not a place for educating, promoting or convincing, but one of compassionate companioning one another on this shared journey.



TO REGISTER: Email your name & phone # to climatecafe.earth@gmail.com

EVENT IS FREE donations are welcome to offset costs of facility rental

RESERVATION IS REQUIRED Seating is Limited. No admission after start.

More...

We will have 4 café tables with 5 participants each. Adults and youth are invited and welcome! A trained facilitator/participant will also be at each table. Masking will be optional or per facility requirements at time of the event.

For many people the changing climate is an existential topic they find hard to discuss. Circles of trust used in this process are a safe place to explore ideas, feelings, actions and hopes together.

This **Climate Café** draws on a proven café model of a shared listening process that will allow for concerns, fears, visions, and hopes to be expressed in a safe and welcoming environment. Like the worldwide model it emulates, we hope that this might grow into a similar non-profit venue style for safe and productive ways to voice the very human aspects of climate change and our common future together with the **Earth**.

***** Participants are encouraged to bring a simple finger dessert to share at our mid-event break. *****

To register, email the address given above.

For more information, please contact the event organizers:

Rick Freeman: bizrickfreeman@gmail.com

Don Tarbutton: don.tarbutton@gmail.com

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 referred to as “the committee.” The committee shall consist of nine members, and the appointments and confirmations of those members shall be governed by Chapter [2.01](#) BIMC.

B. The committee shall consist of experts living on Bainbridge Island who are regarded as qualified scientific experts pursuant to WAC [365-195-905](#)(4) in order to fulfill the purposes described in this section. The committee members should have expertise in climate science, atmospheric science, engineering, energy management, water conservation, planning, policy, environmental law, 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 1st and ending on June 30th 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 reappointed, and shall hold office until his or her successor has been deemed 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 in subsection B of this section 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. (Ord. 2021-16 § 9, 2021; Ord. 2018-06 § 1, 2018; Ord. 2017-13 § 1, 2017)

2.37.020 Vacancies – Removal.

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. The removal and resignation of members shall be governed by Chapter [2.01](#) BIMC. (Ord. 2019-01 § 18, 2019; Ord. 2017-13 § 1, 2017)

2.37.030 Duties and responsibilities.

The committee is established for the following purposes:

A. To, as an initial responsibility, review this chapter 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 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 determines that this chapter should be amended in any manner, it will recommend those amendments to the city council. Unless and until the city council amends this chapter, either based on the committee's recommendations or otherwise, the committee's duties and responsibilities will be as listed below in this section.

B. To serve as a technical and planning advisory committee to the city council, city manager, and department of planning and community development staff on issues related to climate change as directed by the city council.

C. To 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, related to city GHG emission reduction targets.
4. Work with city staff, as appropriate, to 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, on how to measure progress toward meeting the city's GHG emissions reduction targets and adaptation actions.
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 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. (Ord. 2017-13 § 1, 2017)

2.37.040 Meetings, officers, records, and quorum. 

A. The committee shall meet as necessary. Generally, the committee shall establish a regular meeting schedule and announce the specific day and time each month that the committee will conduct its regular meeting(s). Meetings shall be open to the public and held in accordance with the Open Public Meetings Act (Chapter [42.30](#) RCW).

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

C. At the first regular meeting of each term, the committee shall select from among its members a chairperson and a secretary for a one-year term. Demotion of the chairperson or the secretary shall be governed by Chapter [2.01](#) BIMC.

D. 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 website.

E. The city shall provide city email accounts to committee members and related training on the use of email accounts, including personal computer privacy expectations while serving on the committee. (Ord. 2019-01 § 19, 2019; Ord. 2017-13 § 1, 2017)

The Climate Change Advisory Committee shall consist of experts living on Bainbridge Island who are regarded as qualified scientific experts pursuant to [WAC 365-195-905\(4\)](#) in order to fulfill the purposes described in this section.

The committee members should have expertise in climate science, atmospheric science, engineering, energy management, water conservation, planning, policy, environmental law, economics, solid waste management, forestry, systems analysis, and communications.