
**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**

PLEASE CLICK THE LINK BELOW TO JOIN THE 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 Minutes from January 18, 2023

5:40 Public Comment

5:45 City Manager Updates (Blair King)

6:00 Climate Officer Updates (Autumn Salamack)

- 2023 Climate Smart Challenge Overview – education and outreach assistance (attached)
- Carbon offsets for police/court building –draft memo and review of current options (attached)
- Sustainable Transportation Analyst – draft job description (attached)
- Key CCAC workplan items to assist Climate Officer:
 - Heat pump pilot project development
 - ETIPP program participation
 - Education and outreach for the Climate Smart Challenge (through June 2023)
 - Annual report – CAP Implementation
 - Applying a climate lens to City projects (attached)
- ETIPP Updates – data request (attached)
- Fehr & Peers Project Updates – May 16th Council Study Session
- Resident question for CCAC regarding plans to help property owners in response to future king tides and flooding impacts

6:30 2022 Progress Report and 2023 Workplan (Mike)

6:45 February 21st PSE City Council Study Session (Mike)

7:00 Elect Vice-Chair (David)

7:15 Updates

- May 20th EV Fair (Mike)
- Doughnut Economics (John)
- Other (All)

7:30 Adjourn

Materials

1. January minutes
2. 2023 Climate Smart Challenge Overview
3. Police Court Building Carbon Offset Update – DRAFT Memo
4. Sustainable Transportation Analyst – DRAFT Job Description
5. Climate Lens for City Projects – DRAFT
6. ETIPP Data Requests
7. 2022 Progress Report and 2023 Workplan
8. PSE City Council Study Session

Bainbridge Island CCAC Meeting Minutes, January 18, 2023

Meeting called to order at 5:31 PM by David.

Roll call: David, Mike, Julie, Deb, Jens, Steve, Derik, John, Autumn, Leslie, and Kirsten

Agenda: David asked to add 2022 Progress Report and 2023 Workplan to agenda and to add a conversation on City Thread for Accelerated Mobility Playbook

Conflicts of interest: Jens states that he works with a company that does business with PSE, but he is not involved with any projects with PSE at this time.

Minutes: Deb suggested changing etech to ETAC. Moved to approve by Deb. Seconded by Jens. Unanimously approved.

Public Comment: Susan Loftus "Recommendations for Structure of a Sustainable Transportation Sub-Committee. Susan is a master's candidate of the UW Sustainable Transportation program and a past STP task force member. Susan's recommendations are attached to the minutes.

James Rufo Hill presented his experience as a teacher at Hyla and expressed the hope that he could work the CCAC in the future potentially with his students. James was a form member of the CCAC.

Deb asked if anyone had gotten back to Charles Kratzer about his comments at the last meeting. Mike indicated he had talked with him and will write up what they discussed.

Action Item: Mike will write-up his conversation with Charlie's.

Climate Officer Updates

Solid Waste Study Update: Autumn indicated that Bainbridge Disposal has provided the City with information on the amount of solid waste generated monthly. This information is important to determine the scope of the issue. Tetra Tech is working on a report and will be done in several months.

Action Item: Autumn will continue to update CCAC on the progress of the project.

Equity Lens: Community Disaster Hubs: Autumn indicated that the City have money from the ARAR to install solar and battery storage at disaster hubs. She indicated that

Hyla was selected as the location to receive both the solar installation and battery storage. Several other locations were considered (e.g., Waterfront Community Center, BI recreation Center, and Bloedel). Autumn indicated they used similar criteria used in the Zero Emissions program to evaluate location of underserved populations.

Action Item: Autumn will share report to the CCAC when completed.

Future Sustainable Transportation Analyst: The Sustainable Transportation analyst position will be advertised in March. The position will be focused on non-capital projects. Julie asked if it is possible to review job description as we did with the Climate Officer position. Julie volunteered to review.

Action Item: Autumn will ask about the CCAC reviewing the ST analyst position description.

City Thread Program: The program has selected COBI among eight other cities to participate in the Accelerated Mobility Playbook. They will be visiting BI on February 14th. Autumn asked for a volunteer from the CCAC to attend.

Action Item: Mike Cox will attend the February 14th meeting for the CCAC.

CCAC Charter Updates: Autumn asked for comments from the plan to potentially expanding the CCAC to encompass Sustainable Transportation. Several people expressed the opinion that a stand-alone Sustainable Transportation Committee would be better than trying to increase the membership of the CCAC. Several members commented that the scope of Sustainable Transportation is very broad and trying to merge with the CCAC would be a challenge. In addition, several members expressed concern with expanding membership from 9 members to 13 members.

Action Item: Autumn will discuss the CCAC comments to Blair.

PSE City Council Study Session: Mike provided an update on the questions for the February 21st study session with PSE. The subcommittee will be meeting with PSE on Thursday February 19th to discuss the study session.

Action Item: Mike will report back to the CCAC on progress with the discussion.

Zero Emissions Recommendations: Mike indicated that he had reached out to Clarissa, the REAC representative to the CCAC, but had not heard back about this issue.

Action Item: Mike will reach out and ask Clarissa if she would like to attend the next CCAC to discuss.

Technical Advisory Committee: Mike asked Leslie to discuss the idea of making the CCAC a technical advisory committee. In order to get input, the City is sending out a survey to all Committees to gather information related to their committees.

Action Item: CCAC members are encouraged to respond to the survey.

Doughnut Economics: Deferred to next meeting.

2022 Progress Report and 2023 Workplan: Mike discussed briefly the 2022 Progress Report and 2023 Workplan. Autumn also indicated is developing her workplan so we should talk about the two work plans.

Action Item: Members will provide Mike will input on the 2022 Progress Report and 2023 Workplan and we will discuss at the next CCAC meeting.

Adjourned: 6:59

CLIMATE SMART CHALLENGE – 2023 GOALS



Draft graphic

Climate Smart Challenge – 2023 Campaign Update

This year the City of Bainbridge Island has a goal to sign up a total of 550 households and reduce 200 tons of CO₂ by May 31, 2023. Each month the City will focus on a new Climate Smart topic with:

- Messaging promoting related actions in the Climate Smart Challenge
- Supporting events that are interactive and help residents take action (when possible)

City staff is also reaching out to Washington State Ferries to see about potentially tabling on the Seattle/BI route a few times this spring to both promote the Challenge and the new waste reduction regulations. To encourage residents to sign up for the Challenge and participate in this campaign, the City is hoping to offer home composting bins to a select number of participants who have earned at least 10,000 points by May 31, 2023.

Draft Overview of Planned Activities

- February: Climate Smart Youth Programs
 - Promote Climate Smart Youth programs and sign up more schools
 - Highlight schools that we are currently partnering with
 - Promote Climate Smart Leader (from schools – 2 nominations currently submitted)
 - Issue call to action for more Climate Smart Leaders focused in the areas highlighted below
- March: Eat Green Waste Less
 - Climate Smart Foods - cooking demonstration at BARN (early April)
 - Podcast with BARN
 - Solicit plant-forward recipe submissions from residents to post online
 - Promote Climate Smart Leader (TBD)
- April: Energy Conservation
 - Webinar on PSE's Peak Energy Rewards program (early May)
 - Promote Climate Smart Leader (TBD)
- May: Sustainable Transportation – Electrification
 - May 20th Community EV Fair (with Climate Action Bainbridge)
 - Climate Smart Leader (nomination submitted)

- June: Climate Resilience
 - Workshop on preparing for wildfire smoke (building a filter fan)
 - Announce winners (randomly selected from 10,000-point earners in Challenge)

Anticipated Volunteer Needs/Opportunities

City staff is looking for CCAC volunteers to assist with a handful of community outreach events this spring. Tabling at the Farmer's Market may also be an activity staff pursues again in 2023 if volunteer assistance is available.

Event	Timing	Volunteers Needed
Earth Day Event w/Parks	April 22, 10 AM – 2 PM	
EV Fair	May 20, 10 AM – 1 PM	2 (potentially)
Ferry Rider Outreach	TBD	Multiple

Date: February 7, 2023 **(DRAFT)**

To: Blair King, City Manager

CC: Ellen Schroer, Deputy City Manager; Autumn Salamack, Climate Adaptation Officer

From: Adam Nebenzahl, Management Analyst

Subject: Carbon Offset Options for Police/Court Facility

Executive Summary

Staff was requested to present ways of reducing 64 metric tons of greenhouse gas emissions (GHG) per year to offset the difference between the expected emissions from the new Police/Court Facility as constructed compared to the expected emissions if the facility was built to LEED Silver specification. Below is a table summarizing options based on implementation feasibility and assuming a 20-year requirement of greenhouse gas emissions reduction.

Option	Estimated CO2 Saved per Year	Cost Estimate	Requirements	Equity Considerations
Develop a 120 kw Solar Project on Bainbridge Island	64 metric tons CO ₂ e	\$360,000	Approximately 0.12 acres of land; ⁱ Hiring consultant to determine location	Allow lower-income residents to receive power from the solar panels
Purchase Carbon Offsets	64 metric tons CO ₂ e	\$177.50 per year	Eligible certified programs available in Washington state to purchase carbon offsets.	N/A
Convert Propane Furnaces to Heat Pumps	64 metric tons CO ₂ e	\$170,500 ⁱⁱ per year	At 2.1 metric tons CO ₂ e /household, ⁱⁱⁱ it would require 31 households to transition each year	Could be targeted to lower-income residents and/or housing authority properties
Installation of 8kW Solar Roofs	64 metric tons CO ₂ e	\$2,974,400 ^{iv} per year	At 0.38 metric tons CO ₂ e /household, ^v it would require 169 solar roofs added each year	Could target program for lower-income homeowners
Transition COBI Fleet Vehicles to Electric	64 metric tons CO ₂ e	\$840,000 per year	At 4.6 metric tons CO ₂ e /passenger vehicle, ^{vi} it would require 14 fleet passenger vehicles transitioned each year	Reduces air pollution for all community members
Replace Gasoline Lawn Mowers with Electric (or Equivalent)	64 metric tons CO ₂ e	\$64,000 (assuming a flat \$50 rebate)	At 0.05 metric tons CO ₂ e /lawn mower (or equivalent), ^{vii} it would require conversion of 1,280 lawn mowers each year	Sliding scale rebate program could be used to address lower-income resident and/or housing authority properties

Background

In January 2020, the City Council discussed the option of whether to pursue LEED Certification for the new Police/Court Facility. In February 2020, they signed a contract amendment with O'Brien360 to determine the feasibility and alternatives of pursuing LEED Silver certification. Results from that study were returned in June 2020 to the City Council. The City Council decided not to move forward with the LEED Silver certification and instructed the Climate Change Advisory Committee (CCAC) to review and provide recommendations on alternatives for closing the gap between what LEED Silver would have produced in terms of metric tons of carbon dioxide, and what the new Police/Court building would produce without certification. This gap was approximately 64 metric tons of carbon per year.

Analysis of O'Brien360 and CCAC Recommendations

The following matrix summarizes recommendations from both O'Brien360 and the CCAC. The options provided by O'Brien360 appear to be the most feasible in the short term to offset the 64 metric tons of carbon per year associated with the Police/Court Facility.

Option	Description	Cost Estimate	Can be implemented now?	Next Steps
O'Brien360				
Solar Farm	Install 120 kW photovoltaic system elsewhere on Bainbridge Island	\$415,000	Yes	Determine how large of a footprint would be required and determine a feasible location
Purchase Carbon Offsets	Purchase carbon offsets from projects in Washington state	\$205 per year \$4,100 for 20-year useful life	Yes	Speak with Puget Sound Energy about buying credits from their Carbon Balance program
CCAC				
Acknowledgment of Existing Structure	The new Police/Court building is an existing building and thus used less carbon to produce the new facility than if built from scratch	N/A	N/A	No next steps required. This recommendation is simply an acknowledgement statement
Establish New GBTF* Standard to Compare Baseline	Use a Zero Carbon Certification standard created by the GBTF to compare future building capital projects in the future instead of LEED Silver	N/A	No	No next steps suggested as it would be resource intensive to re-evaluate this project using another green building standard
Investment in Energy Efficiency for Low-Income Housing	Work with local utilities to apply City funds to achieve carbon reduction via system conversion and/or improving energy efficiency for low-income community members.	N/A	No	Consider allocating funds to support the planned Pilot Program for Residential Heat pumps to reduce 64 metric tons of GHG emissions
Invest in Community Solar Projects	Invest in Community projects long term as well as with the current Police/Court Project. Offer this energy source to low-income individuals to use	N/A	No	Work with PSE and entities on the island that are eligible for community solar to identify potential sites

*Green Building Task Force (GBTF) is no longer active

Additionally, the CCAC recommended the following:

Option	Description	Cost Estimate	Can be implemented now?	Next Steps
Hire Consultant to Implement CCAC Recommendations	Hire a consultant to help establish the carbon reduction needed if the GBTF standard is used as a baseline standard; carbon reduction created by upgrading low-income housing systems; carbon reduction, costs, and community benefits of more Community Solar Projects	N/A	No	Create RFP for consultant to recommend an alternate to LEED for measuring the GHG emissions to be avoided and potential programs to meet that goal

Program Options That Can Be Implemented Now

The table below lists recommended program options from staff based on the recommendations made by O'Brien360 and the CCAC as well as additional research from the City Manager's Management Analyst.

Option	Estimated CO2 Saved per Year	Cost Estimate	Requirements	Equity Considerations
Develop a 120 kw Solar Project on Bainbridge Island	64 metric tons CO ₂ e	\$360,000	Approximately 0.12 acres of land; ⁱ Hiring consultant to determine location	Allow lower-income residents to receive power from the solar panels
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Recommended Next Steps

The options presented vary significantly in resources needs, including cost, time, and staffing. In order to implement, the City Council must decide if they are looking for a short-term purchase or long-term investment into the reduction of 64 metric tons of CO₂e. Further discussion with the City Council should assist in deciding on the timeline of reduction. Following that discussion, a presentation of program options should be made to the CCAC for review and feedback before returning to the City Council with recommendations.

References

- ⁱ [Great Plains Institute](#)
- ⁱⁱ [Forbes](#)
- ⁱⁱⁱ [Environmental Protection Agency](#)
- ^{iv} [Consumer Affairs](#)
- ^v [Seattle City Light](#)
- ^{vi} [Environmental Protection Agency](#)
- ^{vii} [Clean Air Yard Care](#)



JOB DESCRIPTION (DRAFT 02.08.23)

TITLE: Sustainable Transportation Analyst	JD: 173
DEPARTMENT: Executive	EFFECTIVE DATE: XXXX
REPORTS TO: Climate Mitigation Manager	FLSA STATUS: Exempt
SUPERVISES: N/A	UNION STATUS: Unrepresented

JOB PURPOSE/SUMMARY

The Sustainable Transportation Analyst is responsible for the coordination of various programs and policies related to implementing the City's Sustainable Transportation Plan (STP). The Sustainable Transportation Analyst is expected to understand the relationship between the STP and the Climate Action Plan (CAP) and will seek to implement programs or projects to reduce greenhouse gas emissions and enhance environmental sustainability. A key measurement will be the reduction of vehicle miles travelled by fossil fuel powered vehicles and promotion of alternative and active modes of transportation. The Sustainable Transportation Analyst may occasionally be tasked with other CAP and transportation-related activities.

ABOUT THE CITY OF BAINBRIDGE ISLAND

The City of Bainbridge Island is a vibrant community with small-town feel, 52 miles of scenic shoreline and densely forested areas. Our employees are the most important asset in preserving and enhancing the special character of the Island, and in responding to the community's needs. The City provides competitive salaries, outstanding benefits and professional growth opportunities.

CITY VISION

A healthy Bainbridge Island, now and for future generations.

CITY MISSION

Serve and respond with skill, trust, and care.

CITY VALUES

- Stewardship: We manage our resources with intention.
- Professionalism: We bring knowledge to our work and energy to new challenges.
- Connection: Respect and communication are central to our success.
- Balance: Personal well-being improves our work and makes our organization strong.

ESSENTIAL FUNCTIONS

- Works with staff from multiple departments and the City Manager's Office to develop and implement plans for sustainable transportation programs, such as Safe Routes to Schools and multimodal connectivity.
- Seeks, evaluates, prepares and manages applications for grant funding to help finance plans and projects related to the STP.
- Coordinates special events related to sustainable transportation, such as Bike to Work Day, Sound to Olympics Trail Day, bike rodeos, and bike safety events.
- Serves as the principal liaison to regional public transportation agencies including Kitsap Transit and Washington State Ferries.
- Applies for and maintains Bicycle Friendly Community and Walk Friendly Community designations.

- Develops and implements a comprehensive multimodal transportation data collection program.
- Assists in data collection and analysis for transportation-related greenhouse gas emissions including vehicle miles traveled for the City's greenhouse gas emissions inventory.
- Partners with community organizations to promote sustainable modes of transportation.
- Coordinates an interdisciplinary technical advisory committee of both internal and external stakeholders to advance sustainable transportation technologies, programs, projects, and policies.
- Conducts surveys to analyze patterns and trends in all modes of transportation within the City.
- Works with staff on long-range planning efforts to establish policies and programs to improve mobility through all modes of transportation other than single occupancy vehicles and support complete street policies and transit-oriented development.
- May oversee the work of consultants.
- Prepares and delivers presentations to the community on sustainable transportation, including bicycle safety and mobility, electric vehicles, and micromobility options.
- Develops and maintains a calendar of community and regional bicycle-related events.
- Develop citywide bicycle, pedestrian, transit and micromobility educational and encouragement efforts by using social media and conducting public presentations to inform and educate the public about the benefits and best practices associated with walking, bicycling and using transit for transportation.
- Serves as City's Employee Transportation Coordinator for the state Commute Trip Reduction program.
- Supports implementation of the City's Climate Action Plan.
- Responds to requests for information from the public.
- Maintains timely and regular attendance.
- Other duties as assigned.

KNOWLEDGE OF:

- Principles, practices and regulations pertaining to local government transportation and mobility planning and execution.
- Current trends in active transportation, micromobility, complete streets, trip generation, parking requirements and vehicle electrification.
- Municipal budgeting and grant management (federal and state, philanthropic sources, etc.).
- City organization, operations, policies and procedures.

ABILITY TO:

- Develop strategies, metrics and communication related to implementation of a strategic plan.
- Use initiative and independent judgment within established procedural guidelines.
- Support and model the identified vision, values and behaviors of the organization.
- Establish and maintain effective working relationships inside and outside the municipal organization.
- Operate a personal computer utilizing a variety of standard and specialist software.
- Communicate effectively both orally and in writing with a diverse group of internal and external stakeholders.

PREFERRED QUALIFICATIONS

A bachelor's degree in public administration, urban planning, engineering or a related field and four years of transportation and mobility work in local government, not-for-profit, public policy or similar professional experience; OR any combination of experience, education and training that would provide the level of knowledge and ability required. Master's degree is preferred.

LICENSE AND CERTIFICATION REQUIREMENTS

- Valid Washington State driver's license is required.
- Successful completion of a pre-employment background check is required.
- Ability to obtain League Cycling Instructor designation from the League of American Bicyclists within six months of hire (desired, not required).

WORKING CONDITIONS

The regular work schedule is generally Monday through Friday, 8 am to 5 pm. Work is primarily performed in an office which is busy, oriented to public service and subject to occasional work

interruptions. Noise level is moderate. Position infrequently requires outdoor work, which may include driving a vehicle. Outdoor environment can include uneven and unstable walking surfaces, tripping hazards and inclement weather conditions. Attendance at meetings before or after regular work hours is required.

PHYSICAL REQUIREMENTS

Continuous repetitive arm/hand movement is essential to performance. The incumbent in this position must be able to discern voice conversation, have the physical ability to perform essential job functions, and have hand-eye coordination sufficient to operate computers, do keyboarding and operate other office equipment. The incumbent must have the ability to produce legible handwritten documents and may need to push, pull, lift and carry up to 20 pounds.

The City of Bainbridge Island is an equal opportunity employer. All employees and candidates for employment will be recruited, selected, trained, promoted, compensated and, if necessary, disciplined or terminated without regard to sex/gender, race, national origin, religion, creed, color, marital status, veteran status, age, national origin, pregnancy, sexual orientation, gender identity, disability, genetic information or any other basis prohibited by law.

While requirements may be representative of minimum levels of knowledge, skills and abilities to perform this job successfully, the incumbent will possess the abilities or aptitudes to perform each duty proficiently. This job description does not constitute an employment agreement between the Employer and Employee and is subject to change as the needs of the Employer and requirements of the job change.

Climate Lens for City Projects: 2023 Pilot Project (DRAFT)

02.09.23

Pilot Project Overview

The City proposes to test a simple tool for use by all staff in developing new projects, programs and policies to ensure that climate change is considered. The tool is designed to provide a preliminary, qualitative understanding of whether a municipal decision will:

- affect climate change (through the production of green house gases) **or**
- be affected by climate change (through increased exposure to temperature, precipitation or sea level rise).

The goal is to have this tool available for staff use by April 1, 2023 with testing by City staff throughout the year. At the end of the year, staff will review use of the tool for continued application and/or the potential to develop/advertise for a more robust tool to incorporate climate change in all City projects and decisions.

To ensure this tool can be readily used by City staff, it must:

- Be easy to use
- Be available for use by staff with little or no knowledge of climate change
- Quick to use (taking 15 minutes or less to complete)
- Require little interpretation
- Require little assistance
- Identify a staff-person who can provide assistance where needed (i.e., the Climate Officer)

Draft Tool Overview

This tool is designed to:

- Help staff consider climate change in all projects
- Help analyze if a decision could contribute to/mitigate climate change
- Help analyze if a decision could be affected by climate change impacts

This tool will not:

- Estimate emissions associated with a decision
- Estimate vulnerability to climate change impacts
- Provide specific direction on next steps for individual projects

Questions to be asked with this tool:

1. Briefly describe the project.
2. Will this project result in the production of greenhouse gases (GHGs)?
 - a. If yes, what steps can be taken to mitigate those emissions?
3. Will the project be modified to reduce GHGs?
 - a. If yes, please explain.
 - b. If no, why not?

4. Can this project be affected by temperature, precipitation or sea level rise?
 - a. If yes: user directed towards related questions for each applicable topic (see below)

Temperature

- Could the project be impacted by increased temperatures associated with climate change?
 - If yes, what steps could be taken to reduce that future impact?
- Does the project lead to a reduction in temperature-related exposure?
 - Examples: outdoor shade (i.e., tree canopy, built structures), indoor climate control (i.e., air conditioning, geothermal), heat island abatement (i.e., white roof, green roof), infrastructure/green infrastructure, human health and vulnerable populations (i.e., programs), agriculture and economy (i.e., experimental crops)
- Could the project be modified to reduce temperature-related exposure?
 - If yes, through what means? Can this be quantified?
- Will the project be modified to reduce temperature-related exposure?
 - If yes, please explain.
 - If no, why not?

Precipitation

- Could the project be impacted by increased precipitation and high intensity storm events associated with climate change?
 - If yes, what steps could be taken to reduce that future impact?
- Does the project lead to a reduction in precipitation-related exposure?
 - Examples: natural features and processes (i.e., wetland, naturalized structures), urban storm/flood management, infrastructure/green infrastructure, human health and vulnerable populations, agriculture and economy
- Could the project be modified to reduce precipitation-related exposure?
 - If yes, through what means? Can this be quantified?
- Will the project be modified to reduce precipitation-related exposure?
 - If no, why not?

Sea Level Rise

- Could the project be impacted by future sea level rise?
 - If yes, what steps could be taken to reduce that future impact?
- Does the project lead to a reduction in sea level rise-related exposure?
 - Examples: natural features and processes, infrastructure/green infrastructure, others (TBD)
- Could the project be modified to reduce exposure to sea level rise?
 - If yes, through what means? Can this be quantified?
- Will the project be modified to reduce exposure to sea level rise?
 - If yes, please explain.
 - If no, why not?

When to use the tool:

Applicable

- Substantial reports
- Major projects, studies, policies, initiatives
- Major RFPs

Not Applicable

- Routine reports
- Administrative, litigation, legislated reporting, personnel matters, day-to-day operational matters, basic information reports
- Minor awards of tender
- Minor planning applications

Next Steps:

- Refine questions in tool and format (web-based survey for staff to use w/built-in decision matrix directing them to the next set of questions?)
 - Include equity questions in same tool?
- Outline process for use of tool
- Develop process for ensuring tool is used
 - Identify specific decisions/projects that could be used to test the tool
 - Provide staff training on when/how to use the tool
 - Develop staff resources (on City intranet page) to support use of the tool
- Develop form for staff to submit tool feedback to Climate Officer
- End of 2024: identify next steps for potentially more robust option for considering climate change in City projects and decisions

ETIPP DATA REQUESTS – REQUEST FOR CCAC ASSISTANCE

Would CCAC members be able to assist the City's Climate Officer in locating any information related to the following information requests from our ETIPP partners? Information is requested by March 1, 2023.

Data Requested	Description	How will data be used in the analysis?	Notes
Marine Energy Bounds	Furthest distance from island that is of interest for marine energy development	Marine Energy Analysis	Do we have any guidance to provide here? As an example, if there were sites down by the Narrows bridge that could be good - would we want to invest in something that far away if we could direct the power to the island?
Locations of interest for land-based renewable energy development	City owned sites or other areas of interest, can be broken down by PV, Wind, WTE, etc.	Renewable energy resource assessment	Can we create a list of potential sites for their reference?
Renewable Energy assessments	Assessments of renewable energy opportunities within Bainbridge Island	Renewable energy resource assessment	Have any assessments been completed?
Other Feedstock	Are there waste streams from outside the island community that could be brought into a facility as feedstock (for waste to energy facility)?	Waste to Energy feasibility	Shared previous biodigester reports with ETIPP – anything else to share?

Climate Change Advisory Committee 2022 Progress Report Summary and 2023 Workplan (February 8th, 2023)

2022 Progress Report

2022 was a transition year for the CCAC with the hiring of two staff to implement the Climate Action Plan (CAP). The CCAC was in the process of trying to better define our role and that will continue in 2023.

The progress in implementing the CAP would not have happened without the outstanding work of Autumn Salamack (Climate Mitigation and Adaptation Officer), and Hannan Ljunggren (Climate Action Outreach Coordinator). Without the two of them, and other City staff, the implementation of the Climate Action Plan (CAP) would be much further behind.

The Climate Officer did an excellent job of summarizing the achievements of 2022 of implementing the CAP in her 2022 Annual Progress Report. Hence, we will not duplicate that report but try to highlight those areas where we were the most involved.

Communication/Outreach/Implementation

- Participated in several farmers markets and other Community events with the Climate Officer to help inform the community about the Climate Smart Challenge and ways to reduce individual greenhouse gas (GHG) emissions.
- Participated in meetings with the School District and Parks Boards to explore them developing Climate Action Plans.
- Initiated a relationship with REAC to discuss opportunities to exchange information and collaborate.

Energy

- Provided input into COBI's successful Energy Transitions Initiative Partnership Project (ETIPP) grant application and participated in the ETIPP workgroup.
- Provided input into the PSE Partnership Agreement.
- Convened a Clean Energy and Building subgroup to work on developing a Clean Energy and Building Fund.

Transportation

- Participated in Sustainable Transportation Technical Workgroup.

Waste

- A waste subgroup was formed, and they had several meetings with Impact Bioenergy, CCAC members, Council, and City Manager on potential biodigester. They sent a memo to the City Council and City on the need to develop a comprehensive waste management plan.

Environment/Natural Resources

- Participated in the Groundwater Management working group.

2023 Workplan

The CCAC 2023 work plan attempts to identify those areas where the CCAC can support the activities of the Climate Officer and Climate Action Outreach Coordinator and City staff. As with 2022, most of the work will be accomplished by Autumn and Hannah. The activities below are those we believe we can have the largest impact in supporting the implementation of the CAP.

General

- Better define the role of the CCAC and how we work with City staff.

Communication/Outreach/Implementation

Work with the Climate Officer on public engagement and outreach for the CAP

- As requested, CCAC members will provide support to the Climate Officer, the Community Outreach Coordinator and other City Staff which could include presentations to Community groups or technical support.
- Work with Climate Officer, the Community Outreach Coordinator and other organizations to develop Community events to reduce GHG emissions and prepare our Island for climate change (e.g., electric vehicle fair).
- Work with Climate Officer, Climate Outreach Coordinator and Cities Communication Coordinator to develop a dashboard for tracking progress towards CAP goals.
- Continue to provide support to the Climate Smart Challenge.
- Provide support to the Climate Officer to develop the 2023 Annual Progress Report.

Provide general support to COBI in the implementation of the CAP

- CCAC members will support the Climate Officer and COBI staff when requested to provide information and support in implementation of specific CAP actions.

Provide support as requested on developing a climate/equity lens for the Island.

Respond to City Council requests for advice and support.

Continue to serve on City lead teams.

This will include, but not limited to: Ground Water Management Program; PSE Franchise/Partnership Agreement; Solid Waste Management; Sustainable Transportation; and issues related to sea level rise.

Energy

CCAC/UAC PSE Franchise subgroup will continue to work with the City as requested.

- Subgroup will participate in a February 24th City Council study session with PSE.
- Subgroup will provide input into the PSE Partnership Agreement as requested by the City.

CCAC Clean Energy and Building Fund subgroup will continue to work with the Climate Officer.

- Subgroup will provide advice and support for the Pilot Home Energy Heat Pump Program.
- Provide advice and input on potential ordinance and incentive programs for zero emission hand tools.

CCAC Energy Transitions Initiative Partnership Project (ETIPP) subgroup will continue to work with the City and contractors on developing options for moving the Community to 100% renewable energy by 2040.

- Subgroup will attend ETIPP meetings and provide any support needed to help scope out the project, develop options, and review reports.

Work with the City to determine key elements of the Inflation Reduction Act (IRA).

- Work City staff and elected officials to better understand opportunities for the City related to the IRA.

Transportation

Will work with City Staff and Council on how to integrate Sustainable Transportation into CCAC's workplan.

- CCAC will work with City staff to implement the Sustainable Transportation Plan.

CCAC transportation subgroup will continue to work with City Staff

- Subgroup will review the contractors report that will provide recommendations to the City on how to improve the accuracy of transportation-related data for the GHG inventory and vehicle miles traveled metric.
- Subgroup will provide assistance and support for the City Thread Program.
- Subgroup will assist with the development of a community electric vehicle plan.

Waste

CCAC waste management subgroup will continue to work with City Staff and Council

- CCAC waste management subgroup will provide support to the City to explore the possibility of establishing a comprehensive waste management system for the Island.

Environment/Natural Resources

- Continue to serve on the groundwater management plan working group.
- Continue to work with the City on the Shoreline Management Program and sea level rise evaluation.
- Support development of an Island-Wide weed management plan.
- Assist Drue Morris on her plans to address climate-ready plants as needed, following up on the webinar given last fall.

If you have questions, please contact either David McCaughey (David.McCaughey@cobicommittee.email), or Michael Cox (Michael.Cox@cobicommittee.email).

Bainbridge Island February 21st City Council Study Session with Puget Sound Energy (February 8th Draft)

Date/Location/Time

Tuesday February 21st, 2023
Bainbridge Island City Council Chambers
6:30 - 7:30 pm (estimated)

Participants: BI City Council members, City Staff, CCAC members, UAC members, and PSE representatives.

Purpose of Study Session

The purpose of the City Council Study Session is to share information and discuss how the City, PSE, and the community can work collaboratively to achieve the goals of the Bainbridge Island Climate Action Plan (CAP) that was approved by the City Council in November 2020.

Need for Study Session

The City's 2018 community greenhouse gas (GHG) emissions inventory indicated that residential and commercial electrical use contributed about 51% of total community GHG emissions.

The CAP discussed the importance of reducing electrical demand, increasing the use of clean renewable energy, and preparing our Island for the impacts of climate change. Specifically, the CAP set the following goals:

1. Eliminate carbon-based energy sources from all energy sectors by 2040 (5 years ahead of the CETA goal of 2045).
2. Increase energy conservation and efficiency throughout the planned and existing built environment, including customer-owned generation.
3. Transition COBI's fleet to 75% electric vehicles by 2025. By 2045 80% of registered vehicles on Bainbridge Island will be either electric vehicles or plug-in hybrid electric vehicles and evaluate current code to see if a need to increase the number of EV-charge-ready for all new development/major renovations and multifamily units/commercial development include EV charging infrastructure.
4. Create energy self-sufficiency for emergency preparedness and increase energy infrastructure reliability and resilience in light of the changing climate (e.g. by 2030, half of the Bainbridge Prepares disaster hubs have installed 6-20kW solar arrays and sufficient storage for resilience and continuity of service in islanded operation).

Format for the Study Session

The session will follow the format of current Council Study Sessions. The Council is seated at their table and the PSE presenters are talking at the podium. Mike will introduce the topic indicating why these are issues of interest and the process we followed to prepare for the Study Session. Representatives from the CCAC and UAC are welcome to attend in person but would not be anticipated to speak unless invited by Council members to do so during the discussion portion.

Materials for Study Session

PSE will provide written responses and the presentation to Autumn by **COB Tuesday February 14th** for the questions below on EV Charging, Community Solar, and CETA (will not discuss CETA at study session). Autumn needs the materials by 2/14 to prepare a package for the Council.

Questions For Study Session

EV Charging Stations Program

- Status of PSE's EV charging station program on BI?
- Number of public and in-house private charging?
- What PSE rebate programs are available?
- What are the opportunities for PSE-hosted public charging stations on BI?
- What is the role of PSE for installing chargers at commercial properties?
- How will PSE manage the additional load with more EVs charging on the island?
- Can PSE help the City as they electrify their vehicle fleet?

Community Solar

- Are there any Community Solar projects in the pipeline for BI?
- What criteria does PSE use when evaluating potential Community Solar sites?
- How can BI work with PSE to create community solar opportunities?
- What suggestions does PSE have to ensure BI taxing districts (e.g., City, school, parks, and fire district) are competitive in developing proposals for Community Solar projects?

Clean Energy Transformation Act (CETA - written only no presentation)

- What are PSE's plans to meet the CETA goals? What is the timeline?
- What challenges does PSE see in meeting the goals of CETA?
- What can Bainbridge Island do to help PSE meet the CETA goals?
- What are PSE's plans regarding Colstrip? What about the transmission infrastructure that could be re-utilized for renewable resources?

Proposed Agenda

6:30 – 6:35: Welcome/Introductions/Purpose (Mike Cox)

6:35 - 6:55: EV Charging Stations Program/Status of Community Solar (PSE Presentation)

6:55 -7:25: Discussion

7:25 - 7:30: Wrap Up and Next Steps

We will work together on another possible Study Session or similar event to discuss Demand Response and Resilience

Status of Demand Response Management and Energy Conservation Programs

- What is the status and the roadmaps for future expansion of PSE's DRM and Energy Conservation Programs on Bainbridge Island?

- What specific projects are included in PSE's DRM (e.g., smart thermostats and variable rates) and energy conservation programs? What kind of response are you seeing from BI customers?
- What are the anticipated outcomes from the project(s) in terms of demand reduction?
- What would be the impact if the demand reduction program fell short of its target (e.g., in terms of grid infrastructure upgrade deferrals and ferry electrification)?
- What role can the City play to help promote and implement the DRM and energy conservation programs?
- What is the status of the PSE energy audit program for homes and businesses?
- What resources are available to residential and commercial customers to help facilitate the conversion to heat pumps? Is there future potential for PSE to offer incentives to help convert propane/fuel oil customers to heat pumps?

Resilience

- How can PSE support the City and the community in increasing resilience and adding both solar panels and BESS at the Community Disaster Hubs (and/or other places providing critical services)?
- Does PSE have a long-term plan for undergrounding to increase reliability and resilience and if so, what is it?
- Will the 3.3 MW BESS have capability to operate in islanded operation for emergency preparedness?
- How does PSE plan to continue to engage in the [U.S. Department of Energy's Energy Transitions Initiative Partnership Project \(ETIPP\) that intends to support Bainbridge Island](#) in moving towards a goal of 100% renewable electricity by 2040, and to increase the resilience of the electric systems on the island? Will the data that PSE provides to the ETIPP team be limited to publicly available data?

PSE would provide written responses to the following questions by mid-March.

Status of PSE Franchise and Partnership Agreements

- When does PSE anticipate the Franchise and Partnership Agreements will be completed and is there anything we can do to speed up its adoption?
- What are the changes from the last Franchise Agreement?
- How, if at all, have the CAP goals been considered in the Franchise Partnership Agreement?
- What are the latest reliability metrics for Bainbridge Island (e.g., System Average Interruption Duration Index and System Average Interruption Frequency Index)?

Installation of 3.3 MW Battery Energy Storage System

- What is the status of the battery storage project?
- Can the battery energy storage project be expanded to store more than 3.3 MW?
- Will the system have capability to operate in islanded operation for emergency preparedness?

Ferry Electrification Program

- What are PSE plans for providing power for the new hybrid ferries?
- What is the timeline of these plans?
- Does PSE anticipate any potential dependencies or conflicts between DRM goals and supplying ferries, and how will these benefits or conflicts, if any, be managed?