



CITY OF
BAINBRIDGE ISLAND

**ETHICS BOARD REGULAR MEETING
MONDAY, JULY 15, 2024**

COUNCIL CONFERENCE ROOM in CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA

AND

REMOTE MEETING ON ZOOM
PLEASE CLICK THE LINK BELOW TO JOIN THE WEBINAR:

<https://bainbridgewa.zoom.us/j/86365762700>

OR TELEPHONE: US: 1-253-205-0468

WEBINAR ID: 863 6576 2700

AGENDA

- 1. CALL TO ORDER / ROLL CALL – 6:30 PM**
- 2. APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE**
- 3. WELCOME NEW/CONTINUING ETHICS BOARD MEMBERS**
- 4. PUBLIC COMMENT**

In person public comment is accepted at this time on any topic of public interest. Each commenter will have three minutes, or such amount as the meeting chair determines, to speak. Public comment is not taken on individual agenda items during the meeting. Public comment is simply received by the Board, with no response, and the Board cannot deliberate on items that are not on the agenda. Please refer to guidelines and instructions for public comment, including orderly behavior and civility in remarks, attached below.

The lack of comment is not an endorsement or a denial of the comment. Remote public comment is allowed with advance notice to the City Clerk, provided that all remote commenters shall be required to display their true name and to keep their camera turned on to show their true uncovered face while delivering their comments.

4.A Instructions for Providing Public Comment

5. REGULAR BUSINESS

5.A Appointment of Deputy Chair (6-month term beginning July 2024)

Section 2.B. of Ethics Board Operating Rules (Effective Date: October 19, 2020): Members of the Ethics Board will elect a Deputy Chair. The Deputy Chair will serve for six months. One individual may not hold the position of Deputy Chair for two successive terms, but may be re-elected to non-successive terms. Responsibilities of the Deputy Chair include: presiding over meetings of the Board in the absence of the Chair, organization of the meeting agenda in coordination with the Chair, taking minutes of meetings of the Board, and serving as time-keeper during public comment periods.

5.B Approval of Minutes: June 17, Regular Meeting Minutes

5.C Update: COBI Farmer's Market Booth/Space

5.D Review Status of Pending Complaints

6. COMMUNICATIONS

6.A Next Meeting Date: September 16, 2024

City Council has cancelled their meetings in the second half of August. This is intended to provide a chance to rest and recharge, as well as to facilitate scheduling so most Councilmembers and staff are available for meetings. In alignment with this Council decision, City advisory groups were asked to plan to cancel regular meetings in August. **Therefore, our August 19, 2024 meeting is canceled.**

7. ADJOURNMENT



Meetings are wheelchair accessible. Assisted listening devices are available in Council Chambers. If you require additional ADA accommodations, please contact the City Clerk's Office at 206-780-8604 or cityclerk@bainbridgewa.gov by noon on the day preceding the meeting



Public Comment

Members of the public are encouraged to submit public comment to the City Advisory Committees. Interested parties may provide comment by:

- Emailing the [City Clerk \(cityclerk@bainbridgewa.gov\)](mailto:cityclerk@bainbridgewa.gov). This comment may be submitted at any time.
- Providing in-person comment at a meeting.
- Providing comment at a meeting via Zoom, in accordance with the advance notice and camera requirements.

Members of the public who wish to provide public comment in-person at a meeting should sign up to speak on the sign-in sheet. The Chair will call the people signed up on the sign-in sheet, and speakers will have three minutes (or such other time set by the Chair) to speak. The Chair or a designee will indicate when the time has elapsed.

Remote public comment is allowed with advance notice to the City by 4:00 p.m. on the business day before the meeting at cityadmin@bainbridgewa.gov, provided that all remote commenters shall be required to display their true name and to keep their camera turned on to show their true uncovered face while delivering their comments.

Guidelines for public comment are below. These guidelines were established for and approved by the City Council and also apply to all advisory boards, committees and commissions of the City Council.

Excerpts from the Governance Manual regarding public comment:

5.6 Respect and Decorum

It is the duty of the Presiding Officer and Councilmembers to maintain dignity and respect for their offices, City staff, and the public. While the Council is in session, the Councilmembers shall preserve civility, order and decorum. No member of the public shall, by conversation or otherwise, delay, disrupt, or interrupt the proceedings of the Council, nor engage in any of the prohibited behavior described below. Councilmembers and the public shall obey the proper orders of the Presiding Officer of the meeting.

5.6.1 Orderly Behavior and Civility in Remarks

Any person disrupting the business of the Council, either while addressing the Council or attending the proceedings, shall be asked to leave, or be removed from the meeting. Continued disruptions may result in a point of order by the Presiding Officer or a Councilmember pursuant to the Council's parliamentary rules, or a recess, forced removal, or adjournment as described elsewhere in this manual. Disruptive behavior includes, but is not limited to, the following:

- a) Speaking without being recognized by the Presiding Officer.
- b) Continuing to speak after the allotted time has expired.

- c) Speaking on an item at a time not designated for discussion by the public of that item, such as speaking on a quasi-judicial item at a time other than during a public hearing or closed record proceeding on the matter.
- d) Throwing objects.
- e) Speaking on an issue that is not a public topic, in violation of Section 9.12.2.
- f) Speaking in favor of or in opposition to a ballot proposition or a candidate for public office, provided, that public comment is allowed when the City Council is considering taking a collective position in favor of or in opposition to a ballot proposition as authorized in RCW 42.17A.555.
- g) Impersonating a City Councilmember or a member of the City staff.
- h) Shouting or otherwise engaging in loud or boisterous behavior.
- i) Continuing to make repetitive remarks after being requested not to do so by the Presiding Officer or a majority of the City Council.
- j) Attempting to engage the audience rather than the Council, e.g., asking audience members to stand, clap, boo or otherwise express collective support or opposition to any matter.
- k) Booing, hissing, or otherwise disrupting the comments of another speaker.
- l) Using racial slurs or other slurs directed at the color, creed, religion, ancestry, gender, sexual orientation, gender expression or identity, national origin, citizenship or immigration status, or mental, physical, or sensory disability of any individual or group, under circumstances where such words constitute “fighting words” under constitutional law.
- m) Refusing to modify conduct after being advised by the Presiding Officer that the conduct is disrupting the meeting or disobeying any other lawful order of the Presiding Officer or a majority of the City Council.

5.6.2 Permission Required to Address the Council

Persons other than Councilmembers and Administration shall be permitted to address the Council only upon recognition and introduction by the Presiding Officer of the meeting.

9.12.2 Subjects – Whether or Not on the Current Agenda

Public comments received during the public comment period may be on any public topic, whether or not on the agenda, but a comment on the subject that is covered by a public hearing at that meeting must be made during the period of the public hearing. All public comments shall be made consistent with Section 5.6.

9.12.3 Use of Microphones

Comments shall be made directly into the microphone, as it is necessary for the public record and for the audience to hear all proceedings. No comments shall be made from any other location.

COBI ETHICS BOARD

Regular Business Meeting

Monday, June 17, 2024

In-person and Via Zoom

Minutes

1. **CALL TO ORDER/ROLL CALL** - Meeting was called to order at [6:30 p.m]. Present were: Rafael Escandon (Chair), Ben Woodruff (Deputy Chair), David Mallon, Doña Keating, Donna Davison, Jim Cash, Rosemary Hollinger (joined later at Item 4.B), Andrew Tsoming (Counsel), Drew Pollom (Counsel), and Marlene Schubert (City Staff).

2. **APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE** – There were no conflicts of interest disclosed. (:23)

Approval of the Agenda – Chair Escandon requested the addition of the appointment of Chair and Deputy Chair to the agenda. Jim Cash made a motion to approve the agenda, as amended. Doña Keating seconded, and the motion passed unanimously. (:42)

3. **PUBLIC COMMENT** - There was no public comment received. (1:48)

4. **REGULAR BUSINESS**: (2:23)

4.A Approval of Minutes: April 15, Regular Meeting Minutes May 20, Regular Meeting Minutes

Motion to approve April 15 minutes made by Donna Davison, seconded by Ben Woodruff and approved unanimously.

Motion to approve May 20 minutes (subject to changing ‘Doña Cash’ to ‘Jim Cash’) made by David Mallon, seconded by Jim Cash and approved unanimously.

4.B COBI Farmer’s Market Booth/Space (5:22) - Chair Escandon indicated he would be representing the Ethics Board at the Farmer’s Market booth on June 29. Current and recently retired board members were invited to join. Another date is scheduled for October and Rafael will confirm date with Roz.

4.C Review Status of Pending Complaints (7:16)

Review of Complaints 2021-04, 2021-05, and 2021-06 remains on hold due to recent U.S. Court of Appeals filing. No additional complaints.

4.D Appreciation of Outgoing Board Members (10:10)

Jim Cash, David Mallon, and Ben Woodruff were thanked for their service and expertise. In turn, they expressed their gratitude for the privilege of serving. (Added) Andrew Tsoming announced his rotation off the board as Counsel with Drew Pollom now assuming the role.

4.E New/Continuing Ethics Board Members and Terms (14:57)

New and continuing board members were announced and will be given an opportunity to introduce themselves at July or subsequent meetings.

(Added) Motion to nominate Doña Keating as Chair made by Jim Cash, seconded by Donna Davison, and approved unanimously.

(17:58) Board consensus was to wait until the July meeting to nominate a Deputy Chair.

5. COMMUNICATIONS (21:18)

5.A Next Meeting: July 15, 2024. We will vote on a new Deputy Chair.

6. ADJOURNMENT– (22:26) Motion to adjourn by Jim Cash, seconded by Rosemary Hollinger, and passed unanimously.

DRAFT