



**CITY OF
BAINBRIDGE ISLAND**

**CITY COUNCIL STUDY SESSION
TUESDAY, APRIL 16, 2024**

**COUNCIL CHAMBERS
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/92947338351](https://bainbridgewa.zoom.us/j/92947338351)
OR TELEPHONE: US: +1 253 215 8782
WEBINAR ID: 929 4733 8351**

AGENDA

- 1. CALL TO ORDER / ROLL CALL - 6:00 PM**
- 2. APPROVAL OF AGENDA / CONFLICT OF INTEREST - 6:05 PM**
- 3. REGULAR BUSINESS**
 - 3.A (6:10 PM) Receive Presentation and Discuss Beaver Activity and Impacts on Bainbridge Island - Public Works, 20 Minutes**
[Beavers & Habitat Restoration B Gordon Kitsap.pdf](#)
 - 3.B (6:30 PM) Receive Annual Report from Climate Change Advisory Committee and Review 2024 Workplan, 15 Minutes**
[2023 Committee Work and 2024 Workplan CCAC - CCAC 03202024](#)
 - 3.C (6:45 PM) Receive Annual Report from Utility Advisory Committee and Review 2024 Workplan, 15 Minutes**
[2023 Committee Work and 2024 Workplan UAC - CC 04162024.docx](#)
 - 3.D (7:00 PM) Receive Annual Report from the Ethics Board and Review 2024 Workplan, 15 Minutes**
[Ethics Board 2023 Annual Report and 2024 Workplan_FINAL.docx](#)
 - 3.E (7:15 PM) Receive Annual Report from Environmental Technical Advisory Committee and Review 2024 Workplan, 15 Minutes**

4. **COMMITTEE REPORTS - 7:30 PM**

5. **ADJOURNMENT - 7:40 PM**

GUIDING PRINCIPLES

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

Guiding Principle #2 - Manage the water resources of the Island to protect, restore and maintain their ecological and hydrological functions and to ensure clean and sufficient groundwater for future generations.

Guiding Principle #3 - Foster diversity with a holistic approach to meeting the needs of the Island and the human needs of its residents consistent with the stewardship of our finite environmental resources.

Guiding Principle #4 - Consider the costs and benefits to Island residents and property owners in making land use decisions.

Guiding Principle #5 - The use of land on the Island should be based on the principle that the Island's environmental resources are finite and must be maintained at a sustainable level.

Guiding Principle #6 - Nurture Bainbridge Island as a sustainable community by meeting the needs of the present without compromising the ability of future generations to meet their own needs.

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

Guiding Principle #8 - Support the Island's Guiding Principles and Policies through the City's organizational and operating budget decisions.



City Council 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.



CITY OF
BAINBRIDGE ISLAND

City Council Study Session Agenda Bill

MEETING DATE: April 16, 2024

ESTIMATED TIME: 20 Minutes

AGENDA ITEM: (6:10 PM) Receive Presentation and Discuss Beaver Activity and Impacts on Bainbridge Island - Public Works,

SUMMARY: Kitsap County Natural Resource Coordinator Brittany Gordan will present information and facilitate a discussion on beaver activity and impacts on Bainbridge Island.

AGENDA CATEGORY: Presentation

PROPOSED BY: Public Works

RECOMMENDED MOTION: Receive presentation and participate in discussion of beaver activity and impacts on Bainbridge Island.

COMMUNITY ENGAGEMENT AND OUTREACH: None planned.

FISCAL IMPACT:

Amount:	N/A
Ongoing Cost:	N/A
One-Time Cost:	N/A
Included in Current Budget?	No

BACKGROUND:

ATTACHMENTS:

[Beavers & Habitat Restoration B Gordon Kitsap.pdf](#)

FISCAL DETAILS: N/A

Fund Name(s):

Coding: N/A

The background image is a misty, overgrown landscape. In the foreground, there's a small, calm pond reflecting the surrounding greenery. The pond is surrounded by tall, dense grasses and reeds. In the background, a dense forest of tall, thin trees stands under a thick, grey mist or fog. The overall tone is somber and naturalistic.

Beavers & Habitat Restoration

West Sound Partners for Ecosystem Recovery
Executive Committee Meeting
December 2023

The Kitsap Peninsula is unique

Our streams are:

- Abundant, but small & low gradient
- Vulnerable to changes in flow, hydrology, and water quality
- Fed by groundwater, surface runoff, and water stored in wetlands
- Surrounded by marine waters.

Our public and private water supplies are:

- Primarily groundwater
- Connected to stream flows
- Susceptible to drought
- Limited in supply, slow to replenish



What does this mean?

Our freshwater systems & our communities are vulnerable to impacts from climate change, drought, water consumption, flooding, runoff, development, and pollution.

We depend heavily on groundwater for stream flows, habitat, and human use.

We need to manage stormwater and waste water responsibly and limit impervious surfaces.

We need to increase forest cover and restore riparian areas.

We need to recharge aquifers wherever possible.

We need to responsibly manage water consumption.

But what does this mean?

We need to retain water on the landscape longer.

We need to protect and create space/capacity to do this.

We need to allow natural areas to function and achieve ecosystem services, such as:

- Groundwater recharge

- Surface water storage

- Pollutant removal

- Carbon sequestration

- Habitat-forming processes

- Nutrient cycling

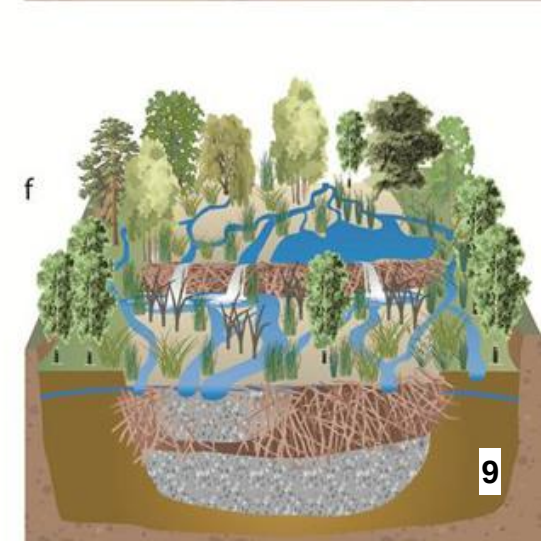
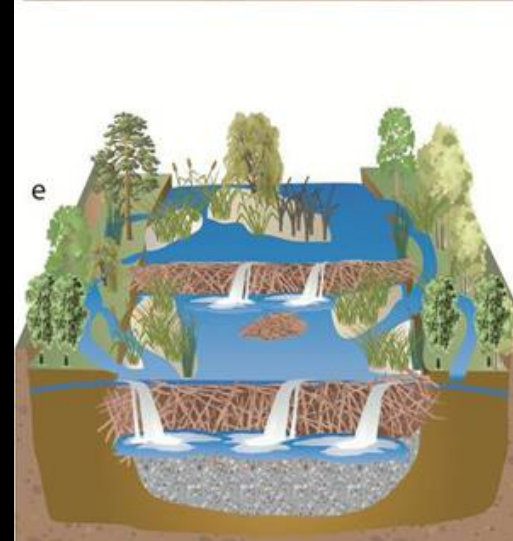
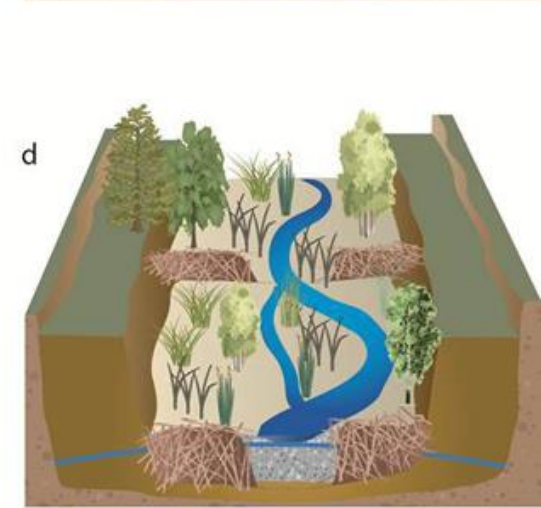
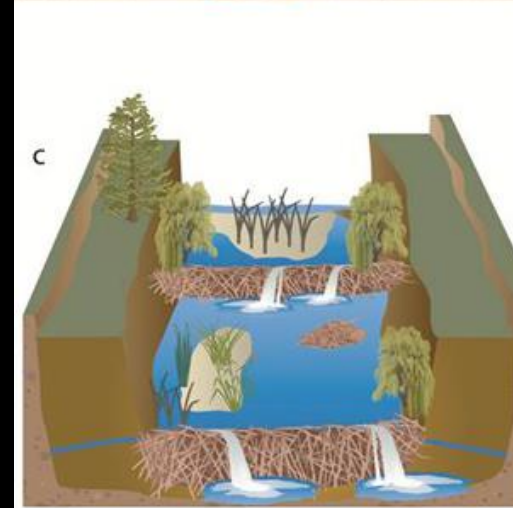
But who can help us???



The science shows...

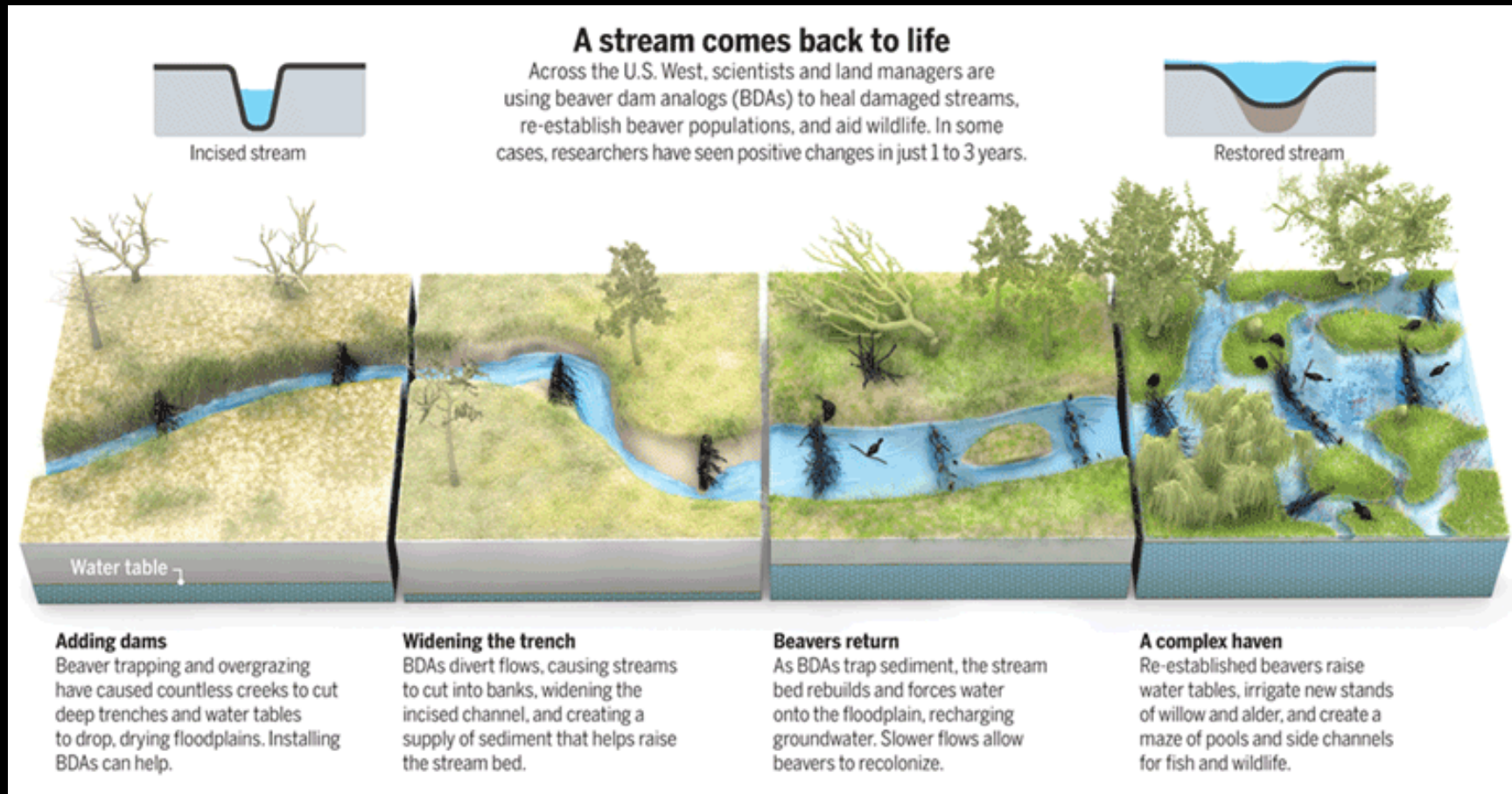
Beaver dams, ponds, and habitat complexes provide ecosystem services such as:

- Carbon sequestration
- Channel steepness reduction
- Surface water storage
 - Reduce severity of flooding downstream
 - Provide slow release of water during drought
- Restore natural stream hydrology
 - Reduce “flashiness” and velocity during storms
 - Increase stream flows during drought
 - Reconnect surface & groundwater
- Improve riparian habitat and water quality



Beaver Benefits

- Recharge groundwater
- Filter pollutants & sediment
- Provide stream flow for early-returning salmon runs such as chum
- Provide rearing habitat for freshwater-dependent juvenile coho salmon & steelhead
- Create habitat for fish & wildlife, including amphibians, reptiles, birds, and mammals.



Beavers and Salmon

Studies show direct correlation between the number of beaver dams and abundance of coho and steelhead.

The Importance of Beaver Ponds to Coho Salmon Production in the Stillaguamish River Basin, Washington, USA

MICHAEL M. POLLOCK,* GEORGE R. PESS, AND TIMOTHY J. BEECHIE

National Oceanic and Atmospheric Administration, Northwest Fisheries Science Center,
Seattle, Washington 98112, USA

DAVID R. MONTGOMERY

Department of Earth and Space Sciences, University of Washington,
Seattle, Washington 98195, USA

Abstract.—The use of beaver *Castor canadensis* ponds by juvenile coho salmon *Oncorhynchus kisutch* and other fishes has been well established. However, the population-level effects on coho salmon resulting from the widespread removal of millions of beaver and their dams from Pacific Coast watersheds have not been examined. We assessed the current and historic distributions of beaver ponds and other coho salmon rearing habitat in the Stillaguamish River, a 1,771-km² drainage basin in Washington and found that the greatest reduction in coho salmon smolt production capacity originated from the extensive loss of beaver ponds. We estimated the current summer smolt production potential (SPP) to be 965,000 smolts, compared with a historic summer SPP of 2.5 million smolts. Overall, current summer habitat capacity was reduced by 61% compared with historic levels, most of the reduction resulting from the loss of beaver ponds. Current summer SPP from beaver ponds and sloughs was reduced by 89% and 68%, respectively, compared with historic SPP. A more dramatic reduction in winter habitat capacity was found; the current winter SPP was estimated at 971,000 smolts, compared with a historic winter SPP of 7.1 million smolts. In terms of winter habitat capacity, we estimated a 94% reduction in beaver pond SPP, a 68% loss in SPP of sloughs, a 9% loss in SPP of tributary habitat, and an overall SPP reduction of 86%. Most of the overall reduction resulted from the loss of beaver ponds. Our analysis suggests that summer habitat historically limited smolt production capacity, whereas both summer and winter habitats currently exert equal limits on production. Watershed-scale restoration activities designed to increase coho salmon production should emphasize the creation of ponds and other slow-water environments; increasing beaver populations may be a simple and effective means of creating slow-water habitat.

Ecosystem experiment reveals benefits of natural and simulated beaver dams to a threatened population of steelhead (*Oncorhynchus mykiss*)

Nicolaas Bouwes^{1,2}, Nicholas Weber¹, Chris E. Jordan³, W. Carl Saunders^{1,2}, Ian A. Tattam⁴, Carol Volk⁵, Joseph M. Wheaton² & Michael M. Pollock³

Beaver have been referred to as ecosystem engineers because of the large impacts their dam building activities have on the landscape; however, the benefits they may provide to fluvial fish species has been debated. We conducted a watershed-scale experiment to test how increasing beaver dam and colony persistence in a highly degraded incised stream affects the freshwater production of steelhead (*Oncorhynchus mykiss*). Following the installation of beaver dam analogs (BDAs), we observed significant increases in the density, survival, and production of juvenile steelhead without impacting upstream and downstream migrations. The steelhead response occurred as the quantity and complexity of their habitat increased. This study is the first large-scale experiment to quantify the benefits of beavers and BDAs to a fish population and its habitat. Beaver mediated restoration may be a viable and efficient strategy to recover ecosystem function of previously incised streams and to increase the production of imperiled fish populations.

The Beaver Restoration Guidebook

Working with Beaver to Restore Streams, Wetlands, and Floodplains

Version 2.02, March 23, 2023



Photo credit: Worth A Dam Foundation (martinezbeavers.org)

Prepared by

US Fish and Wildlife Service
National Oceanic and Atmospheric Administration
University of Saskatchewan
US Forest Service
Woodruff

Janine Castro
Michael Pollock and Chris Jordan
Gregory Lewallen
Kent

What do beavers like?

- Connected floodplains
- Low stream slope
- Deciduous vegetation
- Reliable water supply

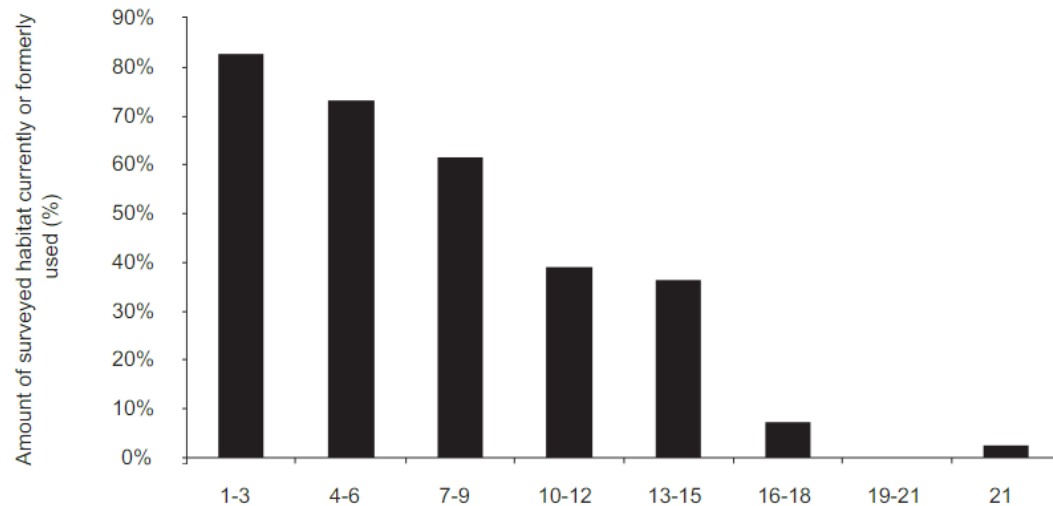


FIGURE 2. Beaver-dam frequency based on stream gradient from a survey of 356 stream reaches in the mountainous regions of Colorado, showing that beaver strongly prefer to dam low-gradient streams (adapted from Retzer et al. 1956).

RESEARCH ARTICLE

Modeling intrinsic potential for beaver (*Castor canadensis*) habitat to inform restoration and climate change adaptation

Benjamin J. Dittbrenner^{1*}, Michael M. Pollock², Jason W. Schilling³, Julian D. Olden⁴, Joshua J. Lawler¹, Christian E. Torgersen⁵

¹ School of Environmental and Forest Sciences, University of Washington, Seattle, Washington, United States of America, ² National Oceanic and Atmospheric Administration – Northwest Fisheries Science Center, Seattle, Washington, United States of America, ³ Tulalip Tribes Natural Resources, Tulalip, Washington, United States of America, ⁴ School of Aquatic and Fishery Sciences, University of Washington, Seattle, Washington, United States of America, ⁵ U.S. Geological Survey, Forest and Rangeland Ecosystem Science Center, Cascadia Field Station, University of Washington, Seattle, Washington, United States of America

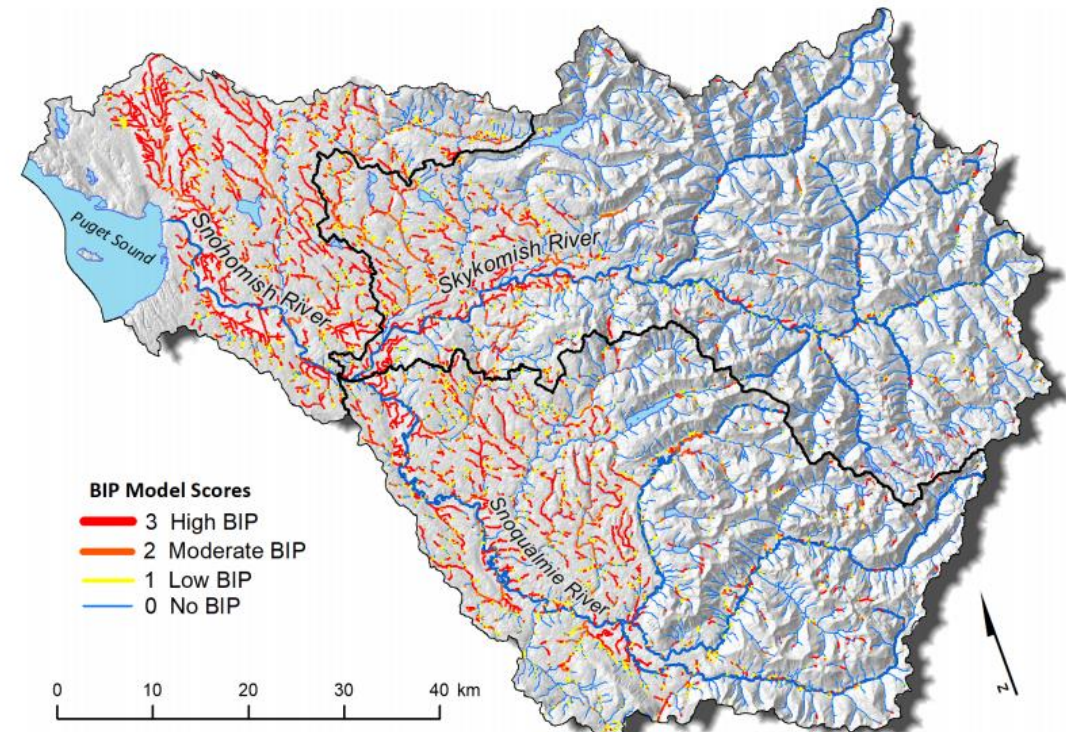
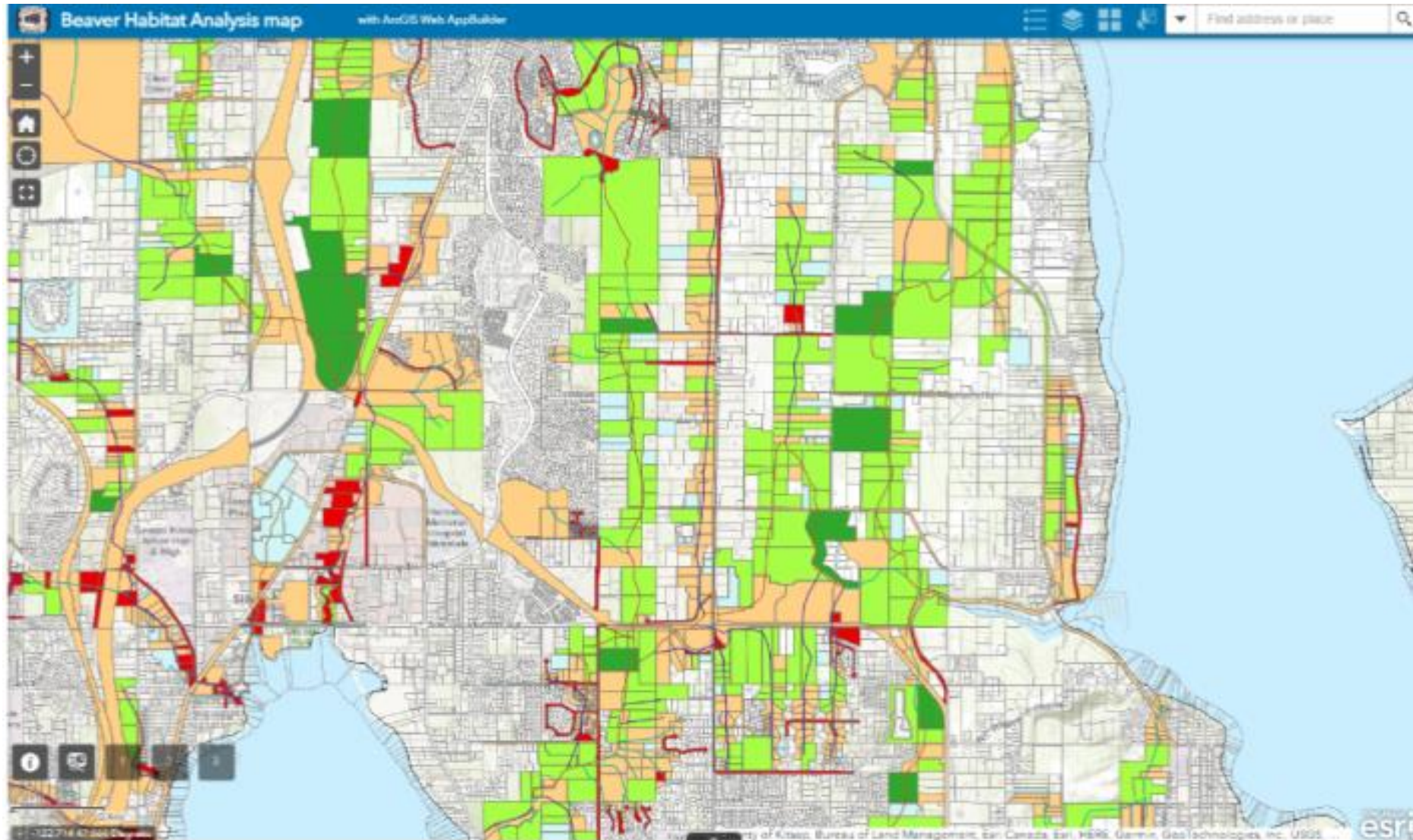


Fig 3. BIP model in the Snohomish Basin. Large, low-gradient rivers and small, high-gradient streams are grouped as having low or no BIP, while small to mediums sized low-gradient streams have moderate or high BIP.

[Beaver Habitat Network Project \(kitsapgov.com\)](http://kitsapgov.com)





Beaver Concerns- Fish Passage

Beaver concerns- Fish Passage

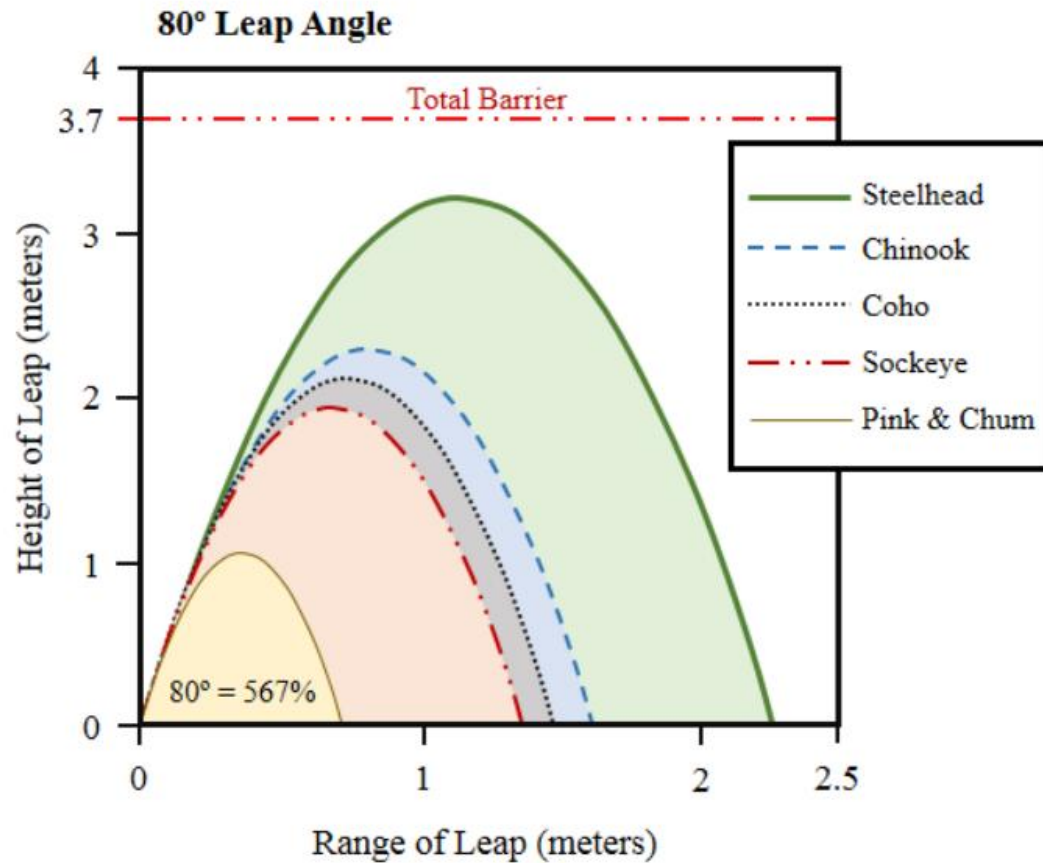
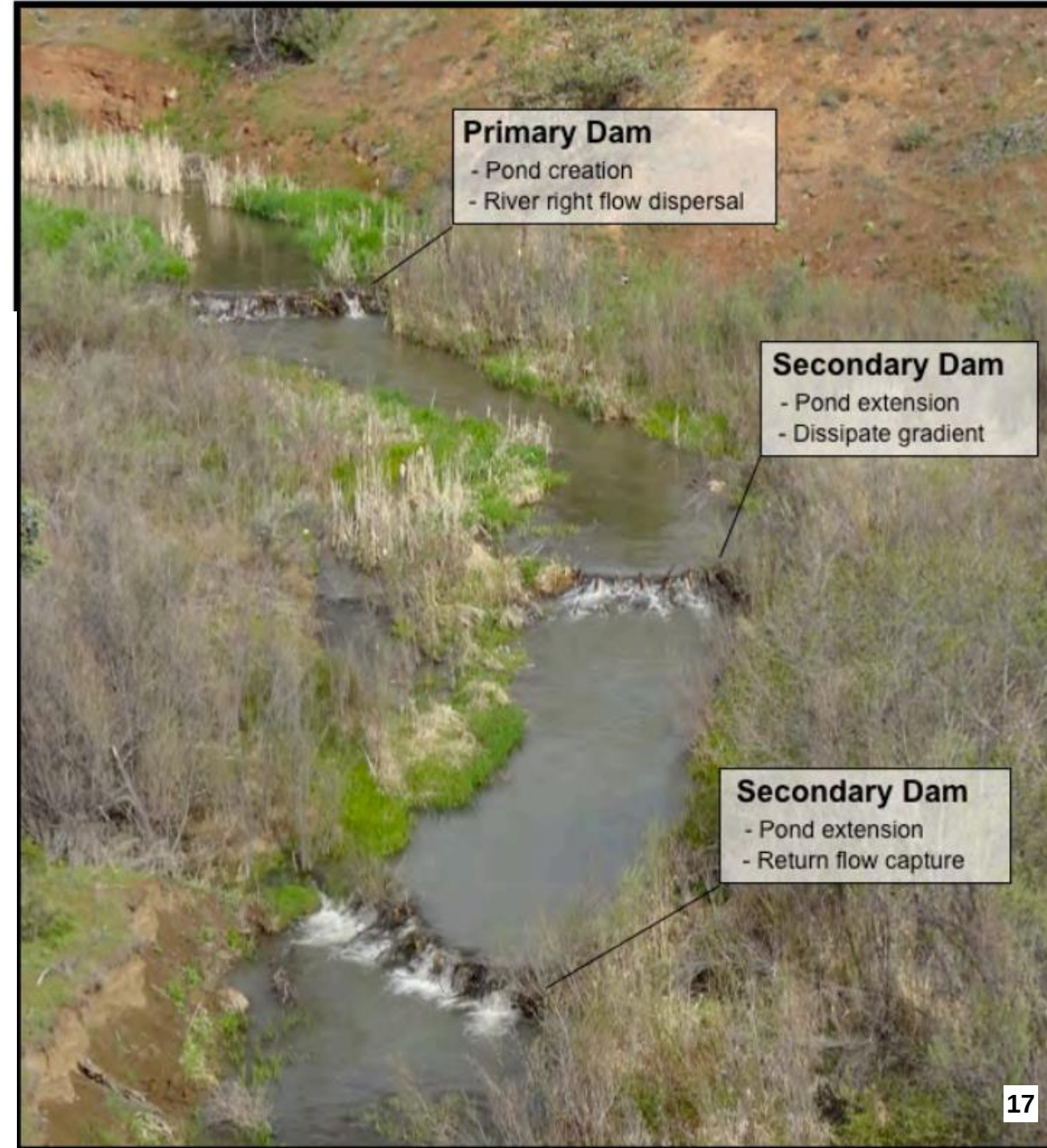


Figure 7.5. Washington State salmon leaping abilities. Illustrates the leap height and range of healthy fish leaving the water at an 80° leap angle (or 567% slope). Figure adapted from Ruggerone (2006) and Powers and Orsborn (1985).



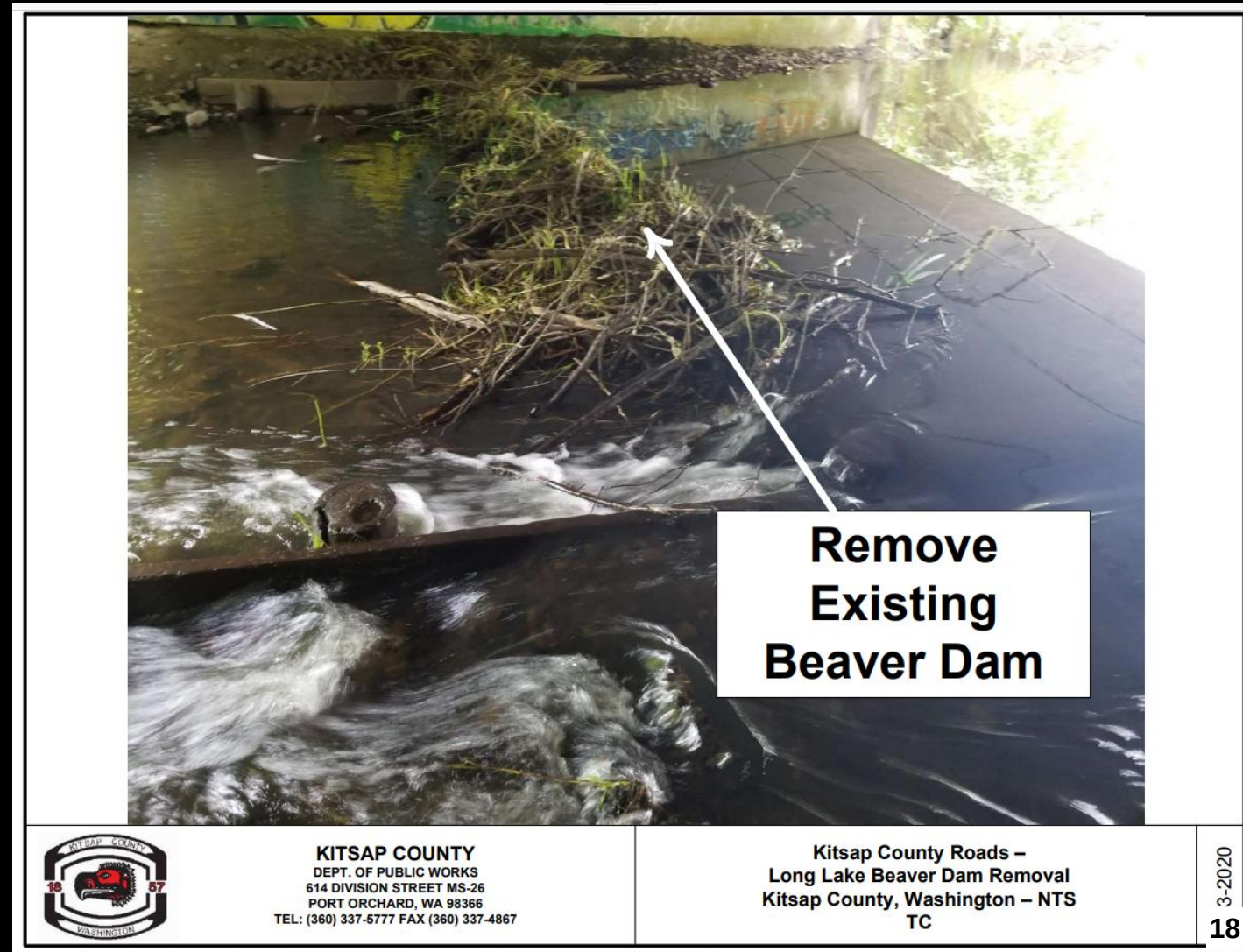
Beaver concerns- Property, Infrastructure, & Vegetation Impacts

Conflicts occur when development & infrastructure are located too close to streams & beaver habitat

Beaver populations are increasing and they are re-colonizing habitat that has been vacant for decades.

Management strategies:

- Relocate problem infrastructure
- Notch/ partially remove beaver dams to maintain water levels.
- Beaver deceivers and pond levelers
- Fencing to protect vegetation
- Trapping



Education is Key.





Questions?



CITY OF
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City Council Study Session Agenda Bill

MEETING DATE: April 16, 2024

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (6:30 PM) Receive Annual Report from Climate Change Advisory Committee and Review 2024 Workplan,

SUMMARY: The purpose of this presentation is to inform the City Council of the work performed by the Climate Change Advisory Committee (CCAC) in 2023, and to propose a work plan of activities for 2024.

The Committee serves to make recommendations to the City Council on actions to implement the Climate Action Plan and policy and project issues related to climate change. The CCAC works closely with the Climate Officer on developing a work plan for the year. A link to the administrative duties of the CCAC can be found here:

<https://www.codepublishing.com/WA/Bainbridgelsland/#!/Bainbridgelsland02/Bainbridgelsland0237.html#2.37>

Staff concurs with the work plan as presented.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION: I move to forward the 2024 Workplan to a future business meeting for consideration of approval.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND:

ATTACHMENTS:

[2023 Committee Work and 2024 Workplan CCAC - CCAC 03202024](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

Climate Change Advisory Committee

Annual Report and Workplan for 2024

Report on 2023 Activities

- Energy Transitions Initiative Partnership Project (ETIPP) – Supported staff and participated in multi-partner meetings related to technical assistance about energy resilience and vulnerability assessments for the Island.
- Community Heat Pump Installation Program - Supported the development of a community pilot heat pump program for the Island which addresses priorities related to reduction of greenhouse gas emissions stated by Council in the Climate Action Plan; with an emphasis on equity and income-qualification in the application process it also supports values of equity and inclusion.
- Worked with the staff and the Utility Advisory Committee to develop a Memorandum of Understanding with Puget Sound Energy concurrently with the City's Franchise Agreement.
- Proposed Climate Lens for Outreach Activities in Support of the Comprehensive Plan Periodic Review and Winslow Subarea Plan Update.
- Staffed Climate Smart booths at five (5) community events to support Climate Action Plan Implementation.
- Completed analysis and participated in development of Request for Proposals for solar projects by other public agencies to provide options for offset to the carbon emissions of the Ted Spearman Justice Center.
- Sponsored the Electric Vehicle Expo, held at Woodward Middle School on May 20th.
- Participated in Groundwater Management Plan development subcommittee with members of the Utility Advisory Committee and Environmental Technical Advisory Committee.
- Reviewed and provided comments on the draft and final Fehr and Peers sustainable transportation report.
- Recruitment and onboarding of new members.

2024 Workplan Priorities

- ETIPP - Continue participation in the ETIPP started in 2023 by reviewing final report and providing suggestions and support of next steps.
- Community Heat Pump Installation Program – Continue to provide support to the pilot heat pump program.
- Comprehensive Plan and Winslow Subarea Plan Support – Review and provide Committee feedback on draft plans, as requested by the Council and staff.
- Electric Vehicle (EV) Chargers – Assist with gathering data, providing input on program development, and encouraging community participation.
- Greenhouse Gas Emissions Update – Respond to staff requests as needed to gather data; review draft inventory and public-facing educational materials.

- Support the Bainbridge Island Environmental Conference and Electrification Expo.
- Develop Dashboard that will foster transparency by developing clear, concise, and easy to use information that tells a story and enables the City Council, City Staff, and Community to evaluate the progress in meeting the goals of the Climate Action Plan.



CITY OF
BAINBRIDGE ISLAND

City Council Study Session Agenda Bill

MEETING DATE: April 16, 2024

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (6:45 PM) Receive Annual Report from Utility Advisory Committee and Review 2024 Workplan,

SUMMARY: The purpose of this presentation is to inform the City Council of the work performed by the Utility Advisory Committee (UAC) in 2023, and to propose a work plan of activities for 2024.

The Committee serves to make recommendations to the City Council on actions to develop plans, policy and project issues related to City utilities. The UAC works closely with the Public Works Director on developing a work plan for the year. A link to the administrative duties of the UAC can be found here:

<https://www.codepublishing.com/WA/Bainbridgelsland/#!/Bainbridgelsland02/Bainbridgelsland0233.html#2.33>

Staff concurs with the work plan as presented.

AGENDA CATEGORY: Report

PROPOSED BY: Executive

RECOMMENDED MOTION: I move to forward the Utility Advisory Committee 2024 work plan to a future business meeting for consideration of approval.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND:

ATTACHMENTS:

[2023 Committee Work and 2024 Workplan UAC - CC 04162024.docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

Utility Advisory Committee

Annual Report and Workplan for 2024

Report on 2023 Activities

A. Larger work:

1. Provided guidance and recommendations on the sewer and water utility rate study
2. Provided recommendation on Ferncliff/Casey water line extension and financing
3. Provided guidance on Winslow water tank replacement – design options and cost estimates.

B. Guidance on other issues: (ordered chronologically)

1. Wastewater Treatment Plan (WWTP)
 - a) Capacity and capability upgrades
 - b) Reliability upgrades
2. Stormwater System Plan
3. Waste Management Study

C. Participated in sub-committee discussions related to the following:

1. Electrical Utility (Puget Sound Energy) Franchise and Agreements
2. COBI Ground Water Management Plan (GWMP)

2024 Workplan Priorities

A. Recurring / Continuing Efforts

1. Water System
 - a) Provide guidance on Winslow water tank improvements and related financing
 - b) Provide guidance and make recommendation on Water System Business Plan
2. Sewer System
 - a) Provide guidance WWTP upgrade and related financing
 - b) Provide guidance and make recommendations on Kitsap Sewer District 7 Inter-Local agreement and connection prioritization
 - c) Provide guidance and make recommendation on wastewater beneficial reuse project
 - d) Provide guidance and make recommendation on adopting fat, oils and grease (FOG) / pre-treatment ordinance
3. Storm Water System
 - a) Provide guidance and make recommendation on adoption of Storm Water System Plan
 - b) Provide guidance and make recommendation on adoption of Ground Water Management Plan

- c) Provide guidance and make recommendation on adopting a “source control” ordinance for stormwater
 - d) Provide recommendation on Manzanita watershed study
- 4. Make recommendations on Utility Element for Winslow Subarea Plan and Comprehensive Plan
- 5. Provide guidance on the City’s approach to solid waste management
- 6. Make recommendation on adoption of the 2024-25 Utility Capital Improvement Plan
- 7. Continue subcommittee consultations with other COBI committees
 - a) ETAC and CCAC on Ground Water Management Plan
 - b) CCAC on PSE franchise
- 8. Host tour of utility facilities with new Committee and Council members
- B. Emergent Issues
 - 1. Respond to inquiries and requests from citizens, COBI staff and Council

Approved by UAC on 6 December 2023

Andy Maron
Wanda Schulze
Svend Brant-Erichsen
Charles Averill, Co-Chair
Sheina Hughes
Martin Pastucha
Ted Jones, Co-Chair



CITY OF
BAINBRIDGE ISLAND

City Council Study Session Agenda Bill

MEETING DATE: April 16, 2024

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (7:00 PM) Receive Annual Report from the Ethics Board and Review 2024 Workplan,

SUMMARY: The purpose of this presentation is to inform the City Council of the work performed by the Ethics Board in 2023 and to propose a work plan of activities for 2024.

The Board serves to assist the City with implementing its Ethics Program. More information can be found here: <https://www.bainbridgewa.gov/231/Ethics-Board>

Staff concurs with the items presented for 2023 and 2024. It is noted that the addition of a youth member would be new for the City and would require preparatory work to address the appointment process and the possible need to develop additional policies related to youth protection.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION: I move to forward the Ethics Board's 2024 work plan to a future business meeting for consideration of approval.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND:

ATTACHMENTS:

[Ethics Board 2023 Annual Report and 2024 Workplan FINAL.docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

Ethics Board

Annual Report and Workplan for 2024

Report on 2023 Activities

Pursuant to Article V, § D of the City of Bainbridge Island Code of Conduct and Ethics Program (the “Program”), the Bainbridge Island Ethics Board hereby provides its annual report and workplan to the Bainbridge Island City Council.

I. Complaints and Advisory Opinions

In 2023, the Ethics Board received no new complaints, however in late 2022 a complaint was received. This complaint, numbered EB 2023 01, was reviewed, discussed and dismissed by the EB at the March 20, 2023 regular meeting. Dismissal was under Article III. B. 8. subsection c.

Another, incomplete complaint was received in early 2023. Attempts by EB Chair Cash requesting the complainant to complete the form and provide missing information were unanswered. Therefore, this incomplete complaint was not assigned a number and retired.

The three previously reported complaints, referenced in the 2022 Annual Report, which are all related to each other, have been deferred while the Board continues to await a ruling in related litigation.

II. Ethics Board Members

The Board is presently operating with three members who are serving the second years of their initial terms; Rosemary Hollinger, Donna Davison and Rafael Escandon. Ms. Davison, Dr. Escandon and Ms. Hollinger have all served 6-month terms as Deputy Board Chair, and Dr. Escandon was appointed to a 12-month term as Board Chair from July 2023 – June 2024.

Mr. Mallon and Mr. Woodruff's terms expire in June of 2024 and Ms. Keating's and Mr. Cash's terms expired in June of 2023. The Ethics Board is appreciative that Ms. Keating and Mr. Cash have continued to serve on the Ethics Board throughout the completion of the 2023 calendar year, beyond the expiration of their terms in lieu of appointment of new (or existing members who have re-applied) to serve full terms on the EB.

III. Changes to the Ethics Program

No specific changes to the ethics program were recommended by the Ethics Board in 2023.

IV. Training

In 2023, the Board completed generation of recorded training content and distributed to relevant COBI Boards and Committees as presented in the plans presented to Council in 2022. This included the plan for conducting training and the Board's educational duties under the Ethics Program.

The training was structured and completed as follows:

1. A remote, Zoom-based training and informational session for City Council was completed on 2/28/2023.
2. Remote/Zoom-based and in-person training and informational sessions open to the public and all members of City Committees and Commissions. A member of the EB attended the 8/24/2023 Planning Commission meeting in-person at the Commission's request to address questions on the ethics training materials.
3. A recording of the June 06, 2023 training presentation and the related materials posted and available for review on the City's Ethics Board Web Page, under the "Resources" Section, available [here](#).
4. Update documentation and training program as applicable to reflect appropriate Ethics Code changes and effective dates.

V. Requests and Recommendations

A. Statutes of Limitations or Expiration of Complaints

The Board recommends the City Council consider some type of Statute of Limitations or expiration in cases where Ethics Complaints referencing individuals or actions who are either no longer with the City Council or Committee/Commission after a period of 12 months (or longer) from event(s) referenced in the complaint. The aforementioned recommendation along with assurance of consistent and proper training should reduce the number of complaints. Similarly, when recourse or redress is not an option and provides no educational benefit, such a reduction may aid the Ethics Board in maintaining focus on the most contemporaneous and relevant complaints.

Similarly, the Board also recommends the City Council establish an additional Statute of Limitations on the date(s) by which complaints may be filed against prior actions. In the past, the Board has received complaints regarding actions that took place years prior to the complaint being filed. The Board, in its interpretation of the Ethics Program, had no choice but to review the complaint, despite the Board's inability to discern certain salient points because of the elapsed time and Council/Committee turnover.

By placing a time limit on both of these instances, the City Council would emphasize the educational aspects over the political or punitive possibilities that may emerge without such adoption.

B. Ethics Training Mandatory

The Board recommends the continuation of mandatory Ethics Program training for all members of all Committees/Commissions/Boards and Task Forces appointed by the City Council and for all City Council members. Members must complete the training along with

follow-ups on an annual basis. City Staff may assist in tracking those members who have completed training and inform those who are still required to complete the training.

C. Timely Placement and Public Access to Key Documents

The Board recommends a timely review and placement of important documents (eg; the 2022 Annual Report/2023 Work Plan) into the public's view (eg hyperlinked into the EB's public archive) allowing full transparency to the public on work completed and planned activities for the current year.

D. Addition of Student/Young Adult 6 Mo/1-Year Membership(s)/Ethics Board Rotations

Implement a program allowing 6-month or 1-year EB membership terms for young adults (roughly high-school, undergraduate age: ~ 16 to 22 years) to allow exposure to municipal volunteer service.

2024 Workplan Priorities

A. Assist City Council by encouraging application, consideration, interview, and confirmation of qualified persons for the (currently two) Ethics Board positions whose over-term members are generously continuing to volunteer their service beyond the completion of their terms in June 2023. Additionally, assist with interviews and confirmations of qualified applicants for the two current members whose terms will be completed in June 2024.

B. Design any appropriate updates to the Ethics Program during the 2024 term based on experience in the application of the Ethics Code and provide such suggested updates to BI City Council.

C. With the assistance of City Staff, ensure that all appropriate individuals have received Ethics Program training. Ensure that all new members are trained as soon as possible, perhaps at the same time or near the OPM training.

D. Provide Q&A support relating to Ethics Code training for Councilmembers if requested and be available for questions from any members of Committees and Commissions, after each has reviewed the archived (video) training content on the COBI Ethics Board website.

E. Increase public exposure to the existence of the Ethics Board/Ethics Program, its membership and its function at times during the 2024 calendar year through outreach. This may be achieved by having member(s) available at scheduled times at the community farmer's market, the moonlight market, the national night out, and other community events, as availability dictates.

F. Continue to refine and clarify aspects of the Ethics Program as an educational resource that maintains the public trust and provides transparency to the process of Government operations to the residents of Bainbridge Island. This may include education on methods of how to apply elements of the Ethics Program in hypothetical cases.

G. Continue to respond to official ethics complaints and inquiries for advisory opinions in adherence to the Ethics Program.



CITY OF
BAINBRIDGE ISLAND

City Council Study Session Agenda Bill

MEETING DATE: April 16, 2024

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (7:15 PM) Receive Annual Report from Environmental Technical Advisory Committee and Review 2024 Workplan,

SUMMARY: The purpose of this presentation is to inform the City Council of the work performed by the Environmental Technical Advisory Committee (ETAC) in 2023, and to propose a work plan of activities for 2024.

The Committee serves to make recommendations to the City Council on policy and project issues related to environmental management issues. ETAC has developed the attached work plan for 2024. A link to the administrative duties of ETAC can be found here:

<https://www.codepublishing.com/WA/BainbridgeIsland/#!/BainbridgeIsland02/BainbridgeIsland0236.html#2.36>

Staff concurs with the items presented for 2023 and understands and concurs with the suggestion to continue those items into 2024. Additional information is provided in the background section.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION: Forward work plan to future business meeting for consideration of approval.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND: Staff concurs with the items presented for 2023 and understands and concurs with the suggestion to continue those items into 2024. In the case of beneficial reuse and wastewater management, staff expects to provide this information to advisory committees in addition to ETAC, so suggests removing the detailed language following the statements in Items 4 and 6.

ETAC also suggests amending the Bainbridge Island Municipal Code. Council provided direction related to updating the BIMC in relationship to ETAC in 2023. This work has been deferred pending the results of the Council ad hoc committee, which is now complete.

The work plan, as amended by staff, includes the following:

1. Ground Water Management Plan (GWMP) process - continue participation with this process.
2. Review and advise on the Comprehensive Plan and Winslow Subarea Plan updates per City schedule (as requested).
3. Review Shoreline Management Program (SMP) as requested.
4. Provide information on opportunities related to the beneficial reuse of wastewater management and treatment (as requested by Council/Staff).
5. Review Habitat Management Plans (HMPs) as requested.
6. Provide environmental information on tertiary wastewater management and treatment (as requested by Council).
7. Review Suzuki plans -- Provide reviews of Suzuki development plans as requested by the Council/Staff, especially as follow-up to past ETAC work on Suzuki environmental issues.
8. Provide technical environmental support for any projects as requested. ETAC will study other potential projects as time permits and as deemed appropriate.
9. Provide input for updating City ETAC website with relevant project information and links, post recent 2022-2023 and the 2023-2024 Workplans.
10. Provide input for updating City GWMP website to reflect progress and schedule, and appropriate links for public stakeholder engagement.
11. Assist with recruiting new ETAC members and work with the Council and City staff to update the Bainbridge Island Municipal Code, as directed in 2023.

ATTACHMENTS:

[2023 Committee Work and 2024 Workplan - ETAC for CC 04162024](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

Environmental Technical Advisory Committee

Annual Report and Workplan for 2024

Report on 2023 Activities

- 1) Ground Water Management Plan (GWMP) and Ground Water Model Update process.
 - a) ETAC members attended GWMP Subcommittee Advisory Group meetings. The working group met on 1/31/23 to discuss the RFQ for a consultant to finish the GWMP.
 - b) COBI staff received two responses to the RFQ in March 2023. Meetings resumed after EA Consultants was hired to complete the GWMP. Members included ETAC subcommittee (Charlie Kratzer, Melanie Keenan, and Malcolm Gander), UAC (Andy Maron and Ted Jones), and CCAC (Mike Cox and Deb Rudnick).
 - c) Reviewed and provided comments to staff on Aspect's April 2023 Bainbridge Island Groundwater Model Update for the GWMP. Reviewed and commented on Ground Water Model update recalibration efforts with EA Consultants.
 - d) Prepared educational PowerPoint in response to request by City Manager, Assistant City Manager, Planning Director entitled "Stormwater Management"
 - e) Prepared educational PowerPoint in response to request by City Manager entitled "Aquifer Recharge on BI," which outlined importance of stormwater and recharge management as part of the GWMP per WAC 173-100-100 Guidance, and basic hydrology principles.
 - f) Reviewed historic Bainbridge Island seawater intrusion well data and reporting as part GWMP report outline content, submitted summary document to staff and council.
 - g) Reviewed Bainbridge Island historical aerial photos to provide input for recharge impacts and management per GWMP reporting outline and GW Model update. Photos document more impervious areas, less recharge with growth and resulting increased development on the Island.
 - h) Reviewed current Well Monitoring and Early Warning programs and provided input to increase monitoring and update Early Warning Level parameters as recommended by past consultants for the GWMP.
 - i) Reviewed well data from several Fletcher Bay and Glaciomarine aquifers since installation. Noted and discussed drawdown of wells and deep aquifer over a 50-year period vs. 10-year monitoring period.
 - j) ETAC members joined other Citizen Committee members to re-up "Science Night" held at the Tree House Café, Lynwood Center, 2nd Tuesday of the month. Add link. An educational presentation about Groundwater was given to the public (good attendance) in December 2023 by Former ETAC Chair Charlie Kratzer, utilizing USGS KPUD peer reviewed Bainbridge Island Groundwater Fact Sheet, which ETAC finalized in 2021.
- 2) Stormwater management as related to the GWMP. *Provide technical information pursuant to COBI studies/projects related to stormwater management and treatment on*

BI, with the goal of keeping more stormwater on BI to recharge the aquifers and to remove contaminants from stormwater before it recharges or discharges to Puget Sound.

- a) Prepared PowerPoint in response to request by City Manager entitled “Stormwater Management”.
- b) Prepared PowerPoint in response to request by City Manager entitled “Aquifer Recharge on BI” outlining importance of stormwater and recharge management as part of the GWMP per WAC guidance.
- 3) Provide information on opportunities related to the beneficial reuse of wastewater management and treatment -- *Reviewed technical information pursuant to COBI studies/projects related to tertiary wastewater management and treatment on BI, with the goal of removing contaminants as necessary to reclaim wastewater for irrigation or recharge on BI or before discharging to Puget Sound.*
 - a) Reviewed Murray Smith (2021) and HDR (2022) consulting reports and testing data, including chemicals of emerging concern (PFAS), for potential increase in COBI sewage treatment as part of GWMP.
- 4) Comprehensive Plan, Winslow Subarea Update process
 - a) Members participated in Zoom COBI public presentation for scheduling discussions and planning and provided scoping input.
 - b) Reviewed existing Water Resources Element and other elements and held discussions for future reference. Noting necessary overlap with the GWMP.
- 5) Review Shoreline Management Program (SMP)
 - a) No review was requested of ETAC in 2023.
- 6) Review Habitat Management Plans (HMPs)
 - a) No HMPs were submitted to ETAC for review in 2023.
- 7) Review Suzuki plans (if requested by the Council) -- *Provide reviews of Suzuki development plans as requested by the Council, especially as follow-up to past ETAC work on Suzuki environmental issues.*
 - a) No reviews of Suzuki plans were requested by Council in 2023.
- 8) Provide technical environmental support for any projects as requested by Council (or as deemed appropriate by ETAC)
 - a) No other projects were submitted to ETAC by Council for technical environmental support or review in 2023.

2024 Workplan Priorities (please format to describe your work and includes how this work aligns with Council requests and/or policy priorities.)

1. GWMP process

- ETAC members will continue to participate in meetings of the GWMP working group with UAC and CCAC and provide feedback to ETAC for review as requested by Council/Staff.
- Work with Council and COBI staff to facilitate the development of the GWMP and Ground Water Model Update with EA Consultants (as requested per Council resolution) following WAC 173-100-100 guidance documents.
- Work with Council and COBI staff to facilitate a public process as part of the development of the GWMP.

2. Review and Advise on the Comprehensive Plan and Winslow Subarea Plan updates per COBI schedule (as requested).

- Including Environmental Impact Statement associated with the Comp and Winslow Sub-Area Plan.
- Including the Winslow Sub-Area Plan, low impact development, and housing pilot projects.
- Including the Environmental, Water Resources, Land Use, and Utility Elements, plus other elements as deemed necessary.

3. Review Shoreline Management Program (SMP) as requested.

Provide reviews of the SMP per GWMP WAC guidance reporting requirements (as requested).

4. Provide information on opportunities related to the beneficial reuse of wastewater management and treatment (as requested by Council/Staff) -- *Provide technical information pursuant to COBI studies/projects related to tertiary wastewater management and treatment on BI, with the goal of removing contaminants as necessary to reclaim wastewater for irrigation or recharge on BI or before discharging to Puget Sound as related to the GWMP.*

5. Review Habitat Management Plans (HMPs)

Coordinate with COBI planning staff to provide outside reviews through the ETAC subcommittee on HMP reviews (as requested).

6. Provide environmental information on tertiary wastewater management and treatment (as requested by Council) -- *Provide technical information pursuant to COBI studies/projects related to tertiary wastewater management and treatment on BI, with the goal of removing contaminants as necessary to reclaim wastewater for irrigation or recharge on BI or before discharging to Puget Sound.*

7. Review Suzuki plans -- *Provide reviews of Suzuki development plans as requested by the Council/Staff, especially as follow-up to past ETAC work on Suzuki environmental issues.*

8. Provide technical environmental support for any projects as requested. ETAC will study other potential projects as time permits and as deemed appropriate.

9. Provide input for updating COBI ETAC website with relevant project information and links, post recent 2022-2023 and the 2023-2024 Workplans.

10. Provide input for updating COBI GWMP website to reflect progress and schedule, and appropriate links for public stakeholder engagement.

11. Assist with recruiting new ETAC members and work with the Council and COBI staff to revise the BIMC ordinance governing the makeup and duties of ETAC as previously discussed.

12. Update the current reference in BIMC for supporting the Planning Dept, in order to facilitate environmental advisory considerations for various COBI activities and projects regardless of COBI department. For example, ETAC workplan efforts have historically reviewed Comp Plan Update (Planning Dept), and ongoing efforts toward the GWMP (Public Works Dept). Update BIMC to indicate that ETAC advises Council, with a lesser role in advising COBI staff.