



CITY OF
BAINBRIDGE ISLAND

CITY COUNCIL STUDY SESSION
TUESDAY, JUNE 02, 2020

REMOTE MEETING ON ZOOM

PLEASE CLICK THE LINK BELOW TO JOIN THE WEBINAR:
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WEBINAR ID: 937 5100 5766

AGENDA

1. **CALL TO ORDER / ROLL CALL - 6:00 PM**
2. **EXECUTIVE SESSION**
 - 2.A **(6:05 PM) Pursuant to RCW 42.30.110(1)(i), to discuss with legal counsel matters relating to litigation or potential litigation to which the city, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency, 15 Minutes**
3. **APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE - 6:20 PM**
4. **MAYOR'S REPORT - 6:25 PM**
5. **FUTURE COUNCIL AGENDAS - 6:30 PM**
 - 5.A **Future Council Agendas, 10 Minutes**
 - [June 9 City Council Regular Business Meeting.pdf](#)
 - [June 16 City Council Study Session.pdf](#)
 - [June 23 City Council Regular Business Meeting.pdf](#)
6. **PRESENTATIONS**

6.A **(6:40 PM) Update on COVID-19 Response Activities,** 10 Minutes

7. **UNFINISHED BUSINESS**

7.A **(6:50 PM) Update on the Development Moratorium - Planning,** 10 Minutes

[Abbreviated moratorium work program status report .pdf](#)

[Ordinance No. 2020-09 Extending the Development Moratorium Approved 032420.pdf](#)

[Development Moratorium Summary](#)

7.B **(7:00 PM) Police and Court Project Update and Sustainability Discussion - Public Works,** 30 Minutes

[Project Page with Budget Remaining](#)

[Council Presentation](#)

7.C **(7:30 PM) Sustainable Transportation Plan Next Steps Discussion - Public Works,** 60 Minutes

[BAINBRIDGE STP June Council Update 20200520.pdf](#)

[Memo_Sustainable Transp Plan status update.pdf](#)

8. **COUNCIL DISCUSSION**

8.A **(8:30 PM) Affirm Council Priorities from March 6, 2020 Retreat - Mayor Schneider,** 15 Minutes

[2020_City_Council_Priorities_March Revision.pdf](#)

[2021-2022_Council_Budget_Priorities - DRAFT.pdf](#)

8.B **(8:45 PM) Formalize Process for Councilmembers to Add Items to Agendas - Mayor Schneider,** 10 Minutes

[Policy for Council-directed agenda items.docx](#)

9. **FOR THE GOOD OF THE ORDER - 8:55 PM**

10. **ADJOURNMENT - 9:05 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.

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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: June 2, 2020

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (6:05 PM) Pursuant to RCW 42.30.110(1)(i), to discuss with legal counsel matters relating to litigation or potential litigation to which the city, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency,

SUMMARY: Executive session pursuant to RCW 42.30.110(1)(i).

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION: Hold Executive Session.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

City Council Study Session Agenda Bill

MEETING DATE: June 2, 2020

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: Future Council Agendas,

SUMMARY: Council will review future Council agendas.

AGENDA CATEGORY: Discussion

PROPOSED BY: City Council

RECOMMENDED MOTION: Discussion.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[June 9 City Council Regular Business Meeting.pdf](#)

[June 16 City Council Study Session.pdf](#)

[June 23 City Council Regular Business Meeting.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, JUNE 09, 2020

REMOTE MEETING ON ZOOM

AGENDA

1. CALL TO ORDER/ROLL CALL - 6:00 PM
2. APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
3. PUBLIC COMMENT
4. MAYOR'S REPORT
5. CITY MANAGER'S REPORT
6. FUTURE COUNCIL AGENDAS
7. PRESENTATION(S)
8. PUBLIC HEARING(S)
 - 8.A **Ordinance No. 2020-13 Relating to 6-Month Extension of Landmark Tree Ordinance - Planning**, 10 Minutes
9. UNFINISHED BUSINESS
 - 9.A **(x PM) Green Building Task Force Update and Next Steps- Planning**, 30 Minutes
2020 01 28 CC Staff Memo January Update
10. NEW BUSINESS
 - 10.A **Financial Policies Presentation - Finance**, 20 Minutes
2020 Financial Policies - _Summary of changes.docx
 - 10.B **Ordinance No. 2020-14 Relating to 2020 1st Quarter Budget and Updated Capital Improvement Plan Amendments - Finance** 10 Minutes
2020 1st QTR BUA Transmittal Memo_Final.docx
ORD_2020-XX_2020_1st_QTR_Budget_Amendments.docx
Ord_2020-XX_Attachment_A_-_Q1_Budget_Amendments_Final.xlsx

- 10.C Annual Road Striping Contract - Public Works, 10 Minutes**
2020 Road Striping Contract
Road Marking List_Attachment D.xlsx
Bid Form.doc
- 10.D Amendment No. 1 to Water & Sewer Telemetry Upgrade Professional Services Agreement - Public Works, 10 Minutes**
Amendment No. 1 to Water & Sewer Telemetry Upgrade Professional Services Agreement
Water & Sewer Telemetry Upgrade Professional Services Agreement (Executed July 26, 2019)
- 10.E Public Works 2020 Fleet Purchases - Public Works, 10 Minutes**
Utility Van & Bucket Truck Quotes.pdf
- 10.F City Hall Repairs Contract Award 5 Minutes**
City Hall Repairs Contract.docx
- 10.G Sportsman Club & New Brooklyn Intersection Improvements Professional Services Agreement Amendment - Public Works, 10 Minutes**
- 10.H Eagle Harbor Phase II Non-Motorized Improvements Project Grant Award and Budget Amendment - Public Works, 10 Minutes**
- 10.I 2020 Road Preservation Project - Public Works, 10 Minutes**
Asphalt Repair Bid Form.docx
Asphalt Repair Contract.docx
2020 Asphalt Repair Map (1).pdf
- 10.J (x PM) 2020 Kitsap Regional Coordinating Council (KRCC) ILA Amendment - Executive, 5 Minutes**
KRCC ILA - 2020 Proposed Amendment - Clean
KRCC ILA 2020 Amendment - Redline

11. COUNCIL DISCUSSION

- 11.A Creation of Council Ad Hoc Committee to Develop an Economic Recovery Plan and Initial Discussion of Plan, 10 Minutes**
- 11.B Next Steps Regarding the City's Code of Conduct and Ethics Program, 15 Minutes**
Resolution No. 2019-26, Updating the City's Ethics Program

12. CONSENT AGENDA

- 12.A Agenda Bill for Consent Agenda, 5 Minutes**
- 12.B Accounts Payable and Payroll**

12.C [Special City Council Meeting Minutes, May 19, 2020](#)

12.D [Special City Council Meeting Minutes, May 26, 2020](#)

12.E [Resolution No. 2020-05 relating to Climate Emergency - Deputy Mayor Nassar](#), 5 Minutes
[Climate Change Emergency Resolution Marked.pdf](#)
[Climate Emergency Resolution CCAC Recommendations 2-25-20.docx](#)

13. COMMITTEE REPORTS

14. FOR THE GOOD OF THE ORDER

15. ADJOURNMENT

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CITY OF
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**CITY COUNCIL STUDY SESSION
TUESDAY, JUNE 16, 2020**

REMOTE MEETING ON ZOOM

AGENDA

1. CALL TO ORDER / ROLL CALL - 6:00 PM
2. EXECUTIVE SESSION
3. APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE
4. MAYOR'S REPORT
5. FUTURE COUNCIL AGENDAS
6. PRESENTATIONS
 - 6.A **COBI Connects Status and Communications Priorities for 2020 and 2021-2022** 30 Minutes
7. UNFINISHED BUSINESS
 - 7.A **Self Service Storage Moratorium (Ord 2020-12)- Work Plan Discussion** 30 Minutes
 - 7.B **Capital Improvement Plan Part II - Public Works,**
45 Minutes
 - 7.C **Farmers Market Improvements Discussion - Public Works,**
20 Minutes
8. NEW BUSINESS
9. CITY COUNCIL DISCUSSION
10. FOR THE GOOD OF THE ORDER
11. ADJOURNMENT

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CITY OF
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CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, JUNE 23, 2020

REMOTE MEETING ON ZOOM

AGENDA

1. CALL TO ORDER/ROLL CALL - 6:00 PM
2. EXECUTIVE SESSION
 - 2.A (6:05 PM) Pursuant to RCW 42.30.110(1)(i), to discuss with legal counsel matters relating to litigation or potential litigation to which the city, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency, 20 Minutes
3. APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
4. PUBLIC COMMENT
5. MAYOR'S REPORT
6. CITY MANAGER'S REPORT
7. FUTURE COUNCIL AGENDAS
8. PRESENTATION(S)
9. PUBLIC HEARING(S)
10. UNFINISHED BUSINESS
 - 10.A (x PM) Shoreline Management Program (SMP) Amendment for Critical Areas Ordinance Integration - Planning, 30 Minutes
Staff Memo re SMP Amendment - CAO Integration - 072018
Public Participation Program
Draft Work Plan 20180111
SMP Revisions to Public Hearing Draft 20180607
 - 10.B City Hall Repairs Project Contract Award 10 Minutes

10.C (XX PM) Monthly Update on 2020 Revenue and Expenses Forecasts - Executive 10 Minutes

11. NEW BUSINESS

11.A Discuss Cost Allocation Methodology Overview for Budget preparation 20 Minutes

11.B Ordinance 2020-03 "Housekeeping" Changes: Revising Chapters 2.14, 2.16, 18.09, 18.12, 18.15, and 18.36 BIMC - Planning, 10 Minutes

20200623 CC Staff Memo.docx

Ord_2020-03.docx

Title 2 Changes Summary Table

Title 18 Changes Summary Table

Exhibit A Title 2 Housekeeping Changes

Exhibit B BIMC 18.09.020 Use Table Excerpt Temporary Uses

Exhibit C Title 18 Housekeeping Changes

PLANNING COMMISSION MINUTES 102419.pdf

11.C (PM) Ordinance No. 2020-02 Relating to Accessory Dwelling Units (ADUs) - Planning, 20 Minutes

20200623 Staff Memo on ADUs.docx

20200511 Ordinance 2020-02 DRAFT.docx

October 2018 Legal Memo on ADUs

March 12, 2020 Planning Commission Minutes

Planning Commission Subcommittee Recommendations Regarding ADUs

ADU Use Specific Standards 18.09.030

Building Official Memo re Tiny Home Appendix Q Adoption

11.D Resolution No. 2020-04 Amending the City's Fee Schedule to add a "Temporary Construction Staging Permit" fee - Planning, 5 Minutes

Resolution No. 2020-04 Amending Fee Schedule to Add Temp Construction Staging Permit.docx

11.E (x PM) Resolution No. 2020-02, Updating the City's Procedure for the Surplus and Sale of City-Owned Real Property - Executive, 10 Minutes

Resolution No. 2020-02, Updating the City's Procedure for the Surplus and Sale of City-Owned Real Property

Resolution No. 2016-18, The City's Current Procedure for the Surplus and Sale of City-Owned Real Property

Appraisal Institute - Summary of 2014-15 USPAP Changes to Written Appraisal Report Types

11.F CARES overview 20 Minutes

11.G Information on Bainbridge Landing Path and Harbor Square Fence 10 Minutes

12. COUNCIL DISCUSSION

13. CONSENT AGENDA
14. COMMITTEE REPORTS
15. FOR THE GOOD OF THE ORDER
16. ADJOURNMENT

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CITY OF
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City Council Study Session Agenda Bill

MEETING DATE: June 2, 2020

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (6:40 PM) Update on COVID-19 Response Activities,

SUMMARY: Presentation will provide current information on public health conditions, the City's Emergency Operations Center priorities, community impacts, and City response activities.

AGENDA CATEGORY: Presentation

PROPOSED BY: Executive

RECOMMENDED MOTION: Discussion.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

City Council Study Session Agenda Bill

MEETING DATE: June 2, 2020

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (6:50 PM) Update on the Development Moratorium - Planning,

SUMMARY: On March 24, 2020, the City Council approved Ordinance No. 2020-09 to extend the development moratorium "as is" for an additional six months through October 3, 2020. See attached Work Program Status Report, Ordinance No. 2020-09, and moratorium summary.

AGENDA CATEGORY: Discussion

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION: Discussion.

STRATEGIC PRIORITY: Green, Well-Planned Community

FISCAL IMPACT:

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

BACKGROUND: City staff have been working to address the issues identified in the development moratorium (Ordinance No. 2018-02, amended by Ordinance Nos. 2018-03, 2018-05, 2018-09, 2018-14, 2018-23, 2018-41, 2018-43, 2019-10, 2019-26, and 2020-09). Most recently, on March 24, 2020, the City Council extended the development moratorium via Ordinance No. 2020-09 in order to address the two remaining items on the work plan, which are: (1) integration of the updated (2018) Critical Areas Ordinance (CAO) into the Shoreline Master Program (SMP); and (2) various actions related to affordable housing. See attached Abbreviated Work Program Status Report for the status on these two items.

ATTACHMENTS:

[Abbreviated moratorium work program status report .pdf](#)

[Ordinance No. 2020-09 Extending the Development Moratorium Approved 032420.pdf](#)

[Development Moratorium Summary](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

Moratorium Topic	Status	Timeline
Critical Areas Ordinance (CAO)	Incomplete.	Adopt the new (2018) critical areas ordinance (CAO) into the Shoreline Master Program (SMP) via an amendment to the SMP. The City transmitted the amendment ordinance to the Dept. of Ecology (Ecology) and received their response on December 9, 2019. Ecology determined that the amendment is largely consistent with Ecology’s requirements, with the exception of certain identified elements that appear inconsistent with applicable laws and rules. Due to the COVID-19 public health emergency, City staff rescheduled a Council discussion related to Ecology’s response from March 2020 to June 23, 2020. Following that discussion, it is anticipated that City staff will work with the Council to complete the legislative process to update the SMP by integrating the new CAO into the SMP.
Status on June 2, 2020:	Incomplete: City staff will return to the Council on June 23, 2020 to discuss Ecology’s inconsistent elements before completing the legislative process to update the SMP by integrating the new CAO into the SMP.	
Moratorium Topic	Status	Timeline
Affordable Housing	Incomplete.	<p>Develop an affordable housing work program in response to an Inclusionary Zoning Feasibility Analysis and the Affordable Housing Task Force Report. Affordable housing tools that are being considered for adoption include inclusionary zoning and the multifamily property tax exemption.</p> <p>The City Council had a policy discussion on February 4, 2020 regarding inclusionary zoning and multifamily property tax exemption programs. The Council also requested that the consultant leading the discussion return with information and analysis regarding transfer of development rights (TDRs). It was anticipated that the Council would continue this policy discussion in the Spring of 2020 (postponed due to the COVID situation) and this discussion has been rescheduled for June 22, 2020 to occur as part of a joint meeting of the Council and the Planning Commission.</p>

		<p>The Council discussion on Ordinance No. 2020-02 related to requiring common ownership for ADUs has been rescheduled from April 2020 to June 23, 2020 (postponed due to the COVID situation).</p> <p>The Council had requested that the Planning Commission provide policy recommendations on alternative affordable housing types, including tiny homes, recreational vehicles as residences, and tiny home villages. The Planning Commission began discussing tiny homes as a permitted use along with the proposed ADU ordinance, Ordinance No. 2020-02, and elected to further discuss tiny homes in a separate, future ordinance. It is anticipated that consideration of this topic will be deferred to 2021, according to the Planning Department’s adjusted 2020 Work Plan.</p>
<p>Status on June 2, 2020:</p>	<p>The Council discussion on proposed Ordinance No. 2020-02 related to requiring common ownership for ADUs has been rescheduled from April 2020 to June 23, 2020.</p> <p>The Council and the Planning Commission will hold a joint meeting regarding how to proceed on inclusionary zoning, transfer of development rights, the multifamily tax exemption, and other related work plan items on June 22, 2020.</p>	

ORDINANCE NO. 2020-09

AN ORDINANCE of the City of Bainbridge Island, Washington, adopted pursuant to RCW 35A.63.220 and RCW 36.70A.390; amending Ordinance No. 2019-26; providing for severability; leaving the effective date of the moratorium unchanged; and extending the moratorium for six months to October 3, 2020.

WHEREAS, on January 9, 2018, the City Council enacted Ordinance No. 2018-02 and thereby established a temporary emergency moratorium on the acceptance and processing of certain Permit Applications, as defined in Section 2 of Ordinance No. 2018-02; and

WHEREAS, the City Council and City staff received feedback and comment from individuals related to the moratorium and, based partly on that feedback and comment, the Council determined that certain exclusions to the moratorium needed to be amended to clarify the Council's intent regarding such exclusions; and

WHEREAS, on January 16, 2018, the Council enacted Ordinance No. 2018-03, which amended Ordinance No. 2018-02 to clarify some of the exclusions; and

WHEREAS, the Council and City staff received additional feedback and comment from individuals related to the moratorium and, based partly on that feedback, the Council determined that further amendment was necessary to clarify which types of activities are subject to the moratorium, and which activities are excluded from the moratorium; and

WHEREAS, on February 15, 2018, the Council enacted Ordinance No. 2018-05, which amended and restated Ordinance No. 2018-02 and Ordinance No. 2018-03; and

WHEREAS, based on additional information and consideration related to educational facilities and preschools, as well as related to the applicability of the moratorium in the Mixed Use Town Center/Central Core Overlay District, on March 13, 2018, the Council approved Ordinance No. 2018-09 to further clarify which types of activities are subject to the moratorium, and which activities are excluded from the moratorium; and

WHEREAS, this moratorium was imposed, in part, to allow the City Council and City staff adequate time to complete the Critical Areas Ordinance Update process, and to address the Council's concerns about the City's development review process, standards, and guidelines, as well as regarding affordable housing related issues; and

WHEREAS, the Council adopted the Critical Areas Ordinance Update (Ordinance No. 2018-01) on February 27, 2018, and the updated Critical Areas Ordinance took effect on April 23, 2018; and

WHEREAS, critical areas within the City's shoreline jurisdiction are regulated by the City's shoreline master program (see, e.g., Chapter 16.12 BIMC, RCW 36.70A.480(3)(b)); and

WHEREAS, integration of applicable critical areas regulations into the shoreline master program is essential to ensuring adequate protection of critical areas within the shoreline jurisdiction and no net loss of shoreline ecological functions; and

WHEREAS, regulations for critical areas within the City's shoreline jurisdiction are in the process of being updated through an amendment of the City's shoreline master program consistent with the Shoreline Management Act and that amendment process was ongoing as of July 9, 2018, which was the original date that the moratorium was set to expire, and that process continues to be ongoing; and

WHEREAS, the City Council approved Ordinance No. 2018-14 on April 24, 2018, amending the development moratorium in order to have the provisions of Section 3.B. only apply within the City's shoreline jurisdiction areas (Chapter 16.12 BIMC); and

WHEREAS, a number of moratorium priorities were identified at a joint meeting of the City's Design Review Board and Planning Commission on February 22, 2018, including the following:

- (1) Revise review procedures for preliminary subdivisions to include the Design Review Board and Planning Commission in process; and
- (2) Analyze alternatives to decision-making authority for the Design Review Board, Planning Commission, and Hearing Examiner for subdivisions, conditional use permits, and site plan and design review; and
- (3) Identify specific development standards to review/revise in Chapters 18.12 and 18.15 of the Bainbridge Island Municipal Code; and
- (4) Initiate rewrite of subdivision design standards in Chapter 17.12 of the Bainbridge Island Municipal Code; and

WHEREAS, at the April 3, 2018, City Council study session, the City's Department of Planning and Community Development provided a briefing on the Design Review Board and Planning Commission joint meeting wherein the Council authorized staff to proceed with a work plan addressing the priorities identified at the joint meeting; and

WHEREAS, on April 2 and 23, May 7 and 21, June 4 and 18, August 6, 13, and 20, September 4 and 17, and October 15, 2018, the City's Design Review Board discussed alternatives for revisions to the City's land use review procedures and/or subdivision design guidelines; and

WHEREAS, on March 22, May 10, June 7, 14, and 21, July 12 and 26, August 9, 23, and 30, September 13 and 27, October 25, November 8 and 29, and December 13, 2018, as well as on January 10, and February 13 and 28, 2019, the City's Planning Commission discussed alternatives for revisions to the City's land use review procedures, subdivision design guidelines, and/or subdivision standards; and

WHEREAS, the City provided legal background on the roles of land use bodies, presented in a memorandum from attorney James E. Haney (outside legal counsel for the City) entitled, “*Roles of City Council, Planning Commission, Design Review Board, and Hearing Examiner in Land Use Permits,*” dated June 1, 2018, and the City Council had a special workshop related to land use review procedures on August 27, 2018; and

WHEREAS, the City’s Planning Commission completed their review of land use review procedures and forwarded their recommendations on those issues to the City Council, and on December 11, 2018, the Council enacted Ordinance No. 2018-20 related to revisions and updates to the City’s land use review procedures; and

WHEREAS, in addition to updating standards, guidelines, and land use procedures, another moratorium work plan item was to update the decision criteria for Site Plan and Design Review and Conditional Use Permits to ensure that future development is appropriately and thoroughly analyzed; and

WHEREAS, together with the land use review procedural changes approved by Ordinance No. 2018-20, amending the Site Plan and Design Review and Conditional Use Permits decision criteria implements Land Use Element Policies LU 6.5 and LU 6.8; and

WHEREAS, the Planning Commission discussed Ordinance No. 2019-24 modifying the decision criteria for Site Plan and Design Review during five meetings in 2019, including on March 14, August 8 and 22 (public hearing), September 5 and 26, and October 10, 2019, and recommended approval to the City Council; and

WHEREAS, the City Council discussed Ordinance No. 2019-24 on November 26, 2019 and again on December 10, 2019 and approved the ordinance on December 10, 2019; and

WHEREAS, as part of the Planning Commission’s review and consideration of the City’s subdivision review procedures, design guidelines, and standards, the Commission reviewed the proposed ordinance related to such regulations, Ordinance No. 2019-03; and

WHEREAS, on February 13, 2019, and continuing to February 28, 2019, the Planning Commission conducted a public hearing on Ordinance No. 2019-03, and subsequently forwarded the proposed ordinance and their recommendations to the City Council; and

WHEREAS, each of the multiple Design Review Board and Planning Commission meetings as described above included an opportunity for public comment on the alternatives for revisions to the City’s subdivision guidelines, standards, dimensional standards, and/or land use review procedures; and

WHEREAS, the City Council reviewed and considered proposed updates to the City’s subdivision regulations at regularly scheduled meetings on September 4 and 11, October 9, and December 4, 2018, and January 22, 2019; and

WHEREAS, the City Council considered the Planning Commission’s recommendations related to proposed updates to the City’s subdivision regulations as included in Ordinance No. 2019-03, including at Council meetings on March 19, April 2 and 16, May 28, and July 23, 2019;

WHEREAS, the City Council held a public hearing on Ordinance No. 2019-03 on August 27, 2019 and September 24, 2019; and

WHEREAS, the City Council approved Ordinance No. 2019-03 on September 24, 2019 related to updates to the City’s subdivision regulations, and the ordinance went into effect on October 24, 2019; and

WHEREAS, City staff worked with the Design Review Board and a consultant team related to updating the City’s Design Guidelines (BIMC 18.18.030) more generally (i.e., the design guidelines that aren’t included in the separate effort described above related to design guidelines for subdivisions), and that work was completed in August 2019; and

WHEREAS, on January 30 and May 22, 2019, the City hosted public meetings on the design review regulations update; and

WHEREAS, on March 18, April 1, May 6, June 17, and July 15, 2019, the City’s Design Review Board discussed the design review regulations update; and

WHEREAS, at the February 5 and June 4, 2019 City Council study sessions, the City’s consultant, Framework, provided briefings on the design review regulations update; and

WHEREAS, the Planning Commission held a public hearing on Ordinance No. 2019-25 (related to design review regulations) on September 5, 2019; and

WHEREAS, City staff provided the Planning Commission’s September 5, 2019 recommendations related to the design review regulations update to the City Council for consideration at the Council’s September 17, 2019 study session; and

WHEREAS, the City Council held a public hearing on Ordinance No. 2019-25 and subsequently approved the ordinance on September 24, 2019, after considering the input it received related to Ordinance No. 2019-25 prior to adopting the ordinance; and

WHEREAS, on June 12, 2018, the City Council authorized the execution of a professional services agreement to conduct an economic market analysis and feasibility study regarding a new inclusionary zoning program and updates to the City’s Transfer of Development Rights program, both of which address affordable housing related issues; and

WHEREAS, on July 24, 2018, the Affordable Housing Task Force (“AHTF”) presented its final report to the City Council and the Council discussed the recommendations more thoroughly on August 21, 2018; and

WHEREAS, on October 2 and December 4, 2018, the City Council received a project update on the economic market analysis from the consultant (ECONorthwest/Forterra) related to inclusionary zoning and possible updates to the City's Transfer of Development program; and

WHEREAS, on February 19, 2019, the City Council reviewed and provided direction to staff related to the ECONorthwest/Forterra final report and the AHTF report recommendations, and the Council discussed the status of the Council's Affordable Housing Ad Hoc Committee; and

WHEREAS, City staff members continue to work on prioritizing and organizing work on the inclusionary zoning and other AHTF report recommendations which were endorsed by the Council at its February 19, 2019, meeting and work is ongoing in this effort; and

WHEREAS, the City Council had policy discussions on September 17, 2019 and February 4, 2020 regarding inclusionary zoning or multifamily property tax exemption programs; and

WHEREAS, on February 27, 2018, the City Council was provided with a moratorium work program; and

WHEREAS, on April 10, May 22, June 5, June 19, July 17, August 21, September 4 and 18, October 2 and 16, November 6 and 20, and December 4, 2018, as well as on January 15, February 5 and 19, March 5 and 19, April 2 and 16, May 7 and 21, June 4 and 18, July 2 and 16, August 6 and 20, September 3 and 17, November 5, and December 3, 2019, and January 7, February 4, and March 3, 2020, the City Council was provided further moratorium work program status report updates; and

WHEREAS, on June 26, 2018, the City Council held a public hearing and approved Ordinance No. 2018-23, extending the development moratorium for another 90 days until October 9, 2018; and

WHEREAS, on September 25, 2018, the City Council held a public hearing and approved Ordinance No. 2018-41, and thereby extended the development moratorium for another six (6) months, and in so doing narrowed the moratorium to remove two-lot short subdivisions in which there is an existing single-family residence from the moratorium; and

WHEREAS, on October 16, 2018, the City Council discussed integrating critical area regulations into the Shoreline Master Program (Chapter 16.12 BIMC) and made the policy decision to not apply new Aquifer Recharge Protection Area regulations (BIMC 16.20.100) within the City's shoreline jurisdiction areas; and

WHEREAS, as a result of that policy decision, and the City Council's affirmation on October 23, 2018 that the moratorium should be narrowed in that manner, the Council directed staff to prepare an ordinance to entirely remove Section 3.B. (which, in effect, applied the Aquifer Recharge Protection Area regulations in the City's shoreline jurisdiction areas) from the moratorium; and

WHEREAS, on October 23, 2018, the City Council discussed additional revisions to the development moratorium, including related to excluding from the moratorium certain permit applications for development in the Business/Industrial zoning district, and the Council directed staff to prepare an ordinance to narrow the moratorium accordingly; and

WHEREAS, on October 23, 2018, the City Council also discussed potentially further narrowing provisions of the moratorium related to applications for new short subdivisions that the Council had previously narrowed, and the Council decided to not take such action at that time pending the Planning Commission's ongoing but not yet completed work related to subdivisions, including new subdivision design guidelines and revised subdivision standards and review procedures; and

WHEREAS, on October 23, 2018, the City Council also discussed issues related to making condominiums out of accessory dwelling units ("ADUs") and common ownership of ADUs, and the Council directed staff to work on possible revisions to the BIMC to allow the Council to further consider the common ownership issue related to ADUs; and

WHEREAS, the City Council discussed requiring common ownership for new ADUs at its meetings on June 18, July 23, September 10, and October 22, 2019, and directed staff to begin legislative review with the Planning Commission to adopt such regulations via draft Ordinance No. 2019-09; and

WHEREAS, the Planning Commission discussed Ordinance No. 2019-09 on December 12, 2019 and then held a public hearing on Ordinance No. 2020-02 (formerly Ordinance No. 2019-09) on January 9, 2020; and

WHEREAS, on January 9, 2020, the Planning Commission created a temporary subcommittee to further discuss these topics and other ADU regulations, and that subcommittee submitted recommended changes related to Ordinance No. 2020-02 to the Planning Commission at its February 13, 2020 meeting; and

WHEREAS, the Planning Commission endorsed the subcommittee recommendations on February 13, 2020, and reviewed amended Ordinance No. 2020-02 on February 27, 2020; and

WHEREAS, the Planning Commission held another public hearing on Ordinance No. 2020-02 on March 12, 2020, and after closing the public hearing, recommended approval of Ordinance No. 2020-02 to the City Council; and

WHEREAS, on November 13, 2018, the City Council approved Ordinance No. 2018-43, and thereby narrowed the moratorium as requested by the Council and described above related to entirely removing Section 3.B. (which, in effect, applied the Aquifer Recharge Protection Area regulations in the City's shoreline jurisdiction areas) from the moratorium, and broadening an exclusion related to certain Major Site Plan and Design Review and Major Conditional Use Permit proposals to include in that exclusion such proposals for properties located in the Business/Industrial District; and

WHEREAS, although the City has been working to address the land use issues identified in the development moratorium, as described above, the work is ongoing and not yet completed on affordable housing and some other moratorium work plan items; and

WHEREAS, on September 3 and 10, 2019, the City Council discussed the moratorium, including the option of extending it for two additional months (to December 3, 2019) to allow time for public outreach to educate the public about the new subdivision standards and design review regulations and to possibly extend a more narrow form of the moratorium beyond December 3, 2019, in order to adopt affordable housing requirements; and

WHEREAS, it was anticipated that an extended moratorium would be narrowed to apply only to certain types of development in the Winslow Master Plan Study Area, with some exceptions; and

WHEREAS, on September 24, 2019, the City Council enacted Ordinance No. 2019-26, which extended the moratorium in its then-current form until December 3, 2019, and in a more narrow form from December 4, 2019, until April 3, 2020; and

WHEREAS, the City Council had a policy discussions on February 4, 2020 regarding inclusionary zoning and multifamily property tax exemption programs, and it is expected that the Council will continue this policy discussion in the Spring of 2020; and

WHEREAS, the City Council is currently scheduled to discuss and consider Ordinance No. 2020-02 (related to requiring common ownership for ADUs) in April 2020 or thereafter; and

WHEREAS, the City possesses land use jurisdiction and regulatory authority over the City's incorporated lands; and

WHEREAS, the moratorium promotes the public good and is necessary for the protection of public health, property, safety, and welfare, and the public emergency on which this moratorium was imposed continues to exist and this ordinance does not change the basis for that declaration of emergency, except as described above, nor the effective date of the moratorium, which is January 9, 2018.

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

Section 1. Findings of Fact. The recitals set forth above are hereby adopted as additional and supplemental findings of fact to the City Council's initial findings of fact in support of the moratorium, as established by Ordinance Nos. 2018-02, 2018-03, 2018-05, 2018-09, 2018-14, 2018-23, 2018-41, 2018-43, 2019-10, and 2019-26.

Section 2. Public Hearing. Pursuant to RCW 35A.63.220 and RCW 36.70A.390, the City Council conducted a public hearing on this extension of the moratorium at its meeting on March 24, 2020, and took public testimony and considered further findings of fact.

Section 3. Moratorium Amended. The moratorium is hereby amended, as also stated in Section 7 below, to extend the moratorium in its current form as described in Ordinance No. 2019-26 for six months until October 3, 2020.

Section 4. Moratorium Work Plan. As provided for under RCW 35A.63.220 and RCW 36.70A.390, the City may renew a moratorium for one or more six-month periods if a work plan has been developed, a public hearing has been held, and findings of fact have been made, and the City has thereby previously extended the moratorium as described herein based on the work plan that has been developed and the findings of fact that have been made in this ordinance and the previous ordinances related to this moratorium, and the City is hereby extending the moratorium for an additional six months based on an updated work plan (see attached Exhibit A), conducting another public hearing, and adopting additional findings of fact as stated in this ordinance.

Section 5. Severability. Should any section, paragraph, sentence, clause, or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 6. No Change to Basis for Declaration of Emergency or Effective Date. This ordinance shall take effect and be in force five (5) days from and after its passage and publication as required by law. Provided, that this ordinance is not intended to change the basis of the emergency declarations stated in the moratorium ordinances which preceded this ordinance, Ordinance Nos. 2018-02, 2018-03, 2018-05, 2018-09, 2018-14, 2018-23, 2018-41, 2018-43, 2019-10, and 2019-26, except as described in the “Whereas” clauses of this ordinance. Pursuant to *Matson v. Clark County Board of Commissioners*, 79 Wn. App. 641 (1995), non-exhaustive underlying facts necessary to support the emergency declarations adopted as part of the enactment of this moratorium were included in the “Whereas” clauses of Ordinance No. 2018-02 and Ordinance No. 2018-03, and were restated and supplemented in Ordinance No. 2018-05 and Ordinance No. 2018-09, and Ordinance Nos. 2018-14, 2018-23, 2018-41, 2018-43, 2019-10, and 2019-26, as well as in this ordinance, and those “Whereas” clauses are adopted as findings of fact.

Section 7. Change to Duration to October 3, 2020. This ordinance amends Ordinance No. 2019-26 and hereby extends the current moratorium, and this ordinance shall cause the moratorium to remain effective in its current form until October 3, 2020, unless terminated earlier by the City Council. This ordinance does not change the effective date of the moratorium, which is January 9, 2018. The Council may, at its sole discretion, renew the moratorium for one or more six (6) month periods in accordance with state law. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City.

PASSED by the City Council this 24th day of March, 2020.

APPROVED by the Mayor this 24th day of March, 2020.



Leslie Schneider, Mayor

ATTEST/AUTHENTICATE:

 DEPUTY CITY CLERK

Christine Brown, CMC, City Clerk

FILED WITH THE CITY CLERK	March 20, 2020
PASSED BY THE CITY COUNCIL	March 24, 2020
PUBLISHED:	March 27, 2020
EFFECTIVE DATE:	April 1, 2020
ORDINANCE NO:	2020-09

Attached:

Exhibit A (Updated Work Plan)

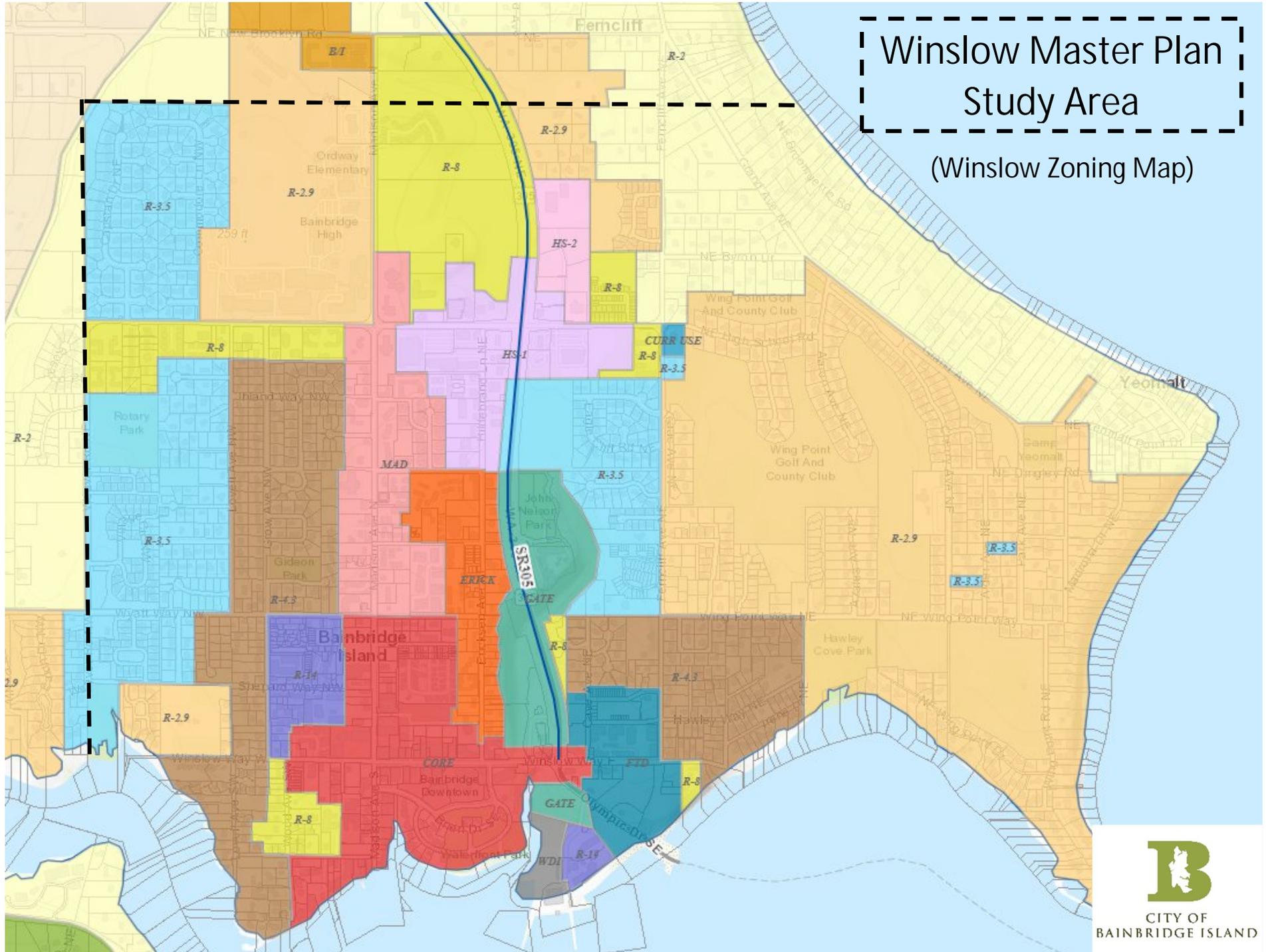
Exhibit B (Winslow Master Plan Study Area)

Exhibit A

Moratorium on Certain Development – Updated Work Plan Schedule Ordinance No. 2020-09 (April 2020 – October 2020)

Work Program Item	Description
Critical Areas Ordinance	<p>Adopt the new critical areas ordinance (CAO) into the Shoreline Master Plan (SMP). The City sent a draft ordinance to the Dept. of Ecology (Ecology) and received their response on December 9, 2019. Ecology determined that the amendment is largely consistent but have identified elements that appear inconsistent with applicable laws and rules. It is anticipated that City staff will return to the Council in Spring 2020 to discuss Ecology’s inconsistent elements before beginning the legislative process to update the SMP to integrate the CAO.</p>
Affordable Housing	<p>Develop an affordable housing work program in response to an Inclusionary Zoning Feasibility Analysis and Affordable Housing Task Force reports. Affordable housing tools that are being considered for adoption include inclusionary zoning and the multifamily property tax exemption.</p> <p>The City Council had a policy discussions on February 4, 2020 regarding inclusionary zoning and multifamily property tax exemption programs, and it is anticipated that the Council will continue this policy discussion in the Spring of 2020.</p> <p>The Council is scheduled to discuss and consider Ordinance 2020-02 (related to requiring common ownership for ADUs) in April 2020 or thereafter.</p> <p>The Council has requested that the Planning Commission provide policy recommendations on alternative affordable housing types including tiny homes, recreational vehicles as residences, and tiny home villages. The Planning Commission began discussing tiny homes as a permitted use along with the ADU ordinance, Ordinance No. 2020-02, and elected to further discuss tiny homes in a separate, future ordinance. It is anticipated that consideration of this topic will continue with the Planning Commission in the Spring 2020.</p>

EXHIBIT B



Winslow Master Plan
Study Area

(Winslow Zoning Map)

April 1, 2020

DEVELOPMENT MORATORIUM SUMMARY: Effective beginning January 9, 2018. The development moratorium will be in effect beginning December 4, 2019 until October 3, 2020

On March 24, 2020, the City Council extended the development moratorium **AS IS** again by approving Ordinance 2020-09. The current development moratorium is described below.

Development Activity PROHIBITED During Current Development Moratorium (December 4, 2019-October 3, 2020)

Subject to the exclusions below, the moratorium shall apply to Major Site Plan and Design Review and Major Conditional Use Permit proposals that are for development within the Winslow Master Plan Study Area (see map on next page) and did not, before the effective date of the moratorium, have a pre-application conference on the Planning Department's calendar.

EXCEPTIONS to the Above Development Activities Prohibited During the Narrowed Moratorium:

Exclusions.

1. The moratorium shall not apply in the Mixed-Use Town Center/Central Core Overlay District.
2. The moratorium shall not apply to development proposals that include 10% or more of total residential units designated as affordable housing. "Affordable housing" means affordable housing as governed by Chapters 18.21 and 18.12 of the Bainbridge Island Municipal Code ("BIMC"), as well as BIMC 18.36.030.
3. The moratorium shall not apply to subdivisions.
4. The moratorium shall not apply to permits and approvals for affordable housing projects that qualify as Housing Design Demonstration Project (HDDP) Tier 3 projects pursuant to BIMC 2.16.020.S. and Table 2.16.020.S-1.
5. The moratorium shall not apply to permits and approvals for government facilities and structures; educational facilities and preschools; wireless communication facilities; and emergency medical and disaster relief facilities.



CITY OF
BAINBRIDGE ISLAND

City Council Study Session Agenda Bill

MEETING DATE: June 2, 2020

ESTIMATED TIME: 30 Minutes

AGENDA ITEM: (7:00 PM) Police and Court Project Update and Sustainability Discussion - Public Works,

SUMMARY: Project status update and estimated costs for pursuing LEED certification or other sustainability goals for the project will be discussed.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION: I move to direct and authorize the City Manager to proceed with completing design and advertisement for construction bids without pursuing LEED certification for the project.

OR

I move to direct and authorize the City Manager to incorporate LEED certification into the final design for the project, to allocate additional funding of \$1,000,000 to the project from the General Fund fund balance, and to proceed with completing design and advertisement for construction bids.

STRATEGIC PRIORITY: Green, Well-Planned Community

FISCAL IMPACT:

Amount:	\$974,364
Ongoing Cost:	
One-Time Cost:	\$974,364
Included in Current Budget?	No

BACKGROUND: The project was presented to the Design Review Board on June 3, 2019, and the DRB suggested that the City "think about sustainability and improving the performance of the building (e.g., Increasing the R-value of insulation.)"

There was a discussion by the City Council at the Council meeting on October 15, 2019 in which design plans, sustainability features, and options were discussed, and the commitment was made to return at a later date to present any additional recommendations. The project was presented again to the DRB at their December 2, 2019 meeting and was approved by the DRB.

At their December 10, 2019 meeting, the Council directed staff to return with analysis for increasing the project budget by \$800,000 to achieve LEED Gold certification.

At their January 21, 2020 meeting, the Council authorized a professional services contract amendment in the amount of \$63,161 to analyze the estimated costs to the project budget to achieve LEED certification. At this June 2, 2020 Council meeting, the Council will be provided an update related to the results of these additional professional services.

The Planning Commission reviewed the project on February 13, 2020 and sent the project back to the Design Review Board for additional information. The DRB re-reviewed the project on March 2 and May 18, 2020 and recommended the project for approval at the last meeting.

ATTACHMENTS:

[Project Page with Budget Remaining](#)

[Council Presentation](#)

FISCAL DETAILS: The project has a current approved budget of \$20.0 million which includes site acquisition, design, construction, and project management. Pursuing LEED or other certification for the building will increase design and construction costs and was not included in the current budget estimate.

Fund Name(s): Capital Construction Fund

Coding:

Project: Police and Municipal Court Building

Location: Harrison Building

00724

Project Description



Scope:

The project provides for a replacement Police Station and relocating the Municipal Court to The Harrison Medical Building site includes a 3.13-acre parcel and an existing two-story building with approximately 18,000 square feet of space.

Schedule Milestones:	2020 Q1	2020 Q2	2020 Q3	2020 Q4	2021 Q1
Purchase Building Jan 2020					
Design in Spring 2020					
Est. Start Construction Summer 2020					
Est. End Construction Summer 2021					

Budget

Project Phase	Lifetime Budget	Encumbrances	Incurred to date	Actuals + Encumbrances	Budget Remaining
Renovation	8,258,270			-	8,258,270
Design	728,184	449,430	326,645	776,075	(47,891)
Permits	66,199		15,001	15,001	51,198
Furniture, Fixtures, Equipment	311,133			-	311,133
Contingency	767,618			-	767,618
Land and Bldg Purchase	8,975,000		8,983,427	8,983,427	(8,427)
Pre-Design	415,000		415,000	415,000	-
Technology	198,596		-	-	198,596
Administration	280,000		79,004	79,004	200,996

Capital Total	20,000,000	449,430	9,819,076	10,268,506	9,731,494
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Finance Cost Approximately than \$500k per/year

Operating Costs Estimated \$100k per/year

Current Status

The City and Seller have signed a purchase and sale agreement for the Harrison Building. Sale closed in early 2020. Design is in progress. On June 2, Council will receive requested information about incorporating additional sustainability measures in this project.



CITY OF
BAINBRIDGE
ISLAND

Police and Court Project

*Project Update and Investigation and Estimate for
LEED Silver certification*

June 2, 2020

Agenda

- Project Status Update
- LEED Silver Scorecard
- Cost estimates
- Carbon Footprint and Alternatives



Project Status Update

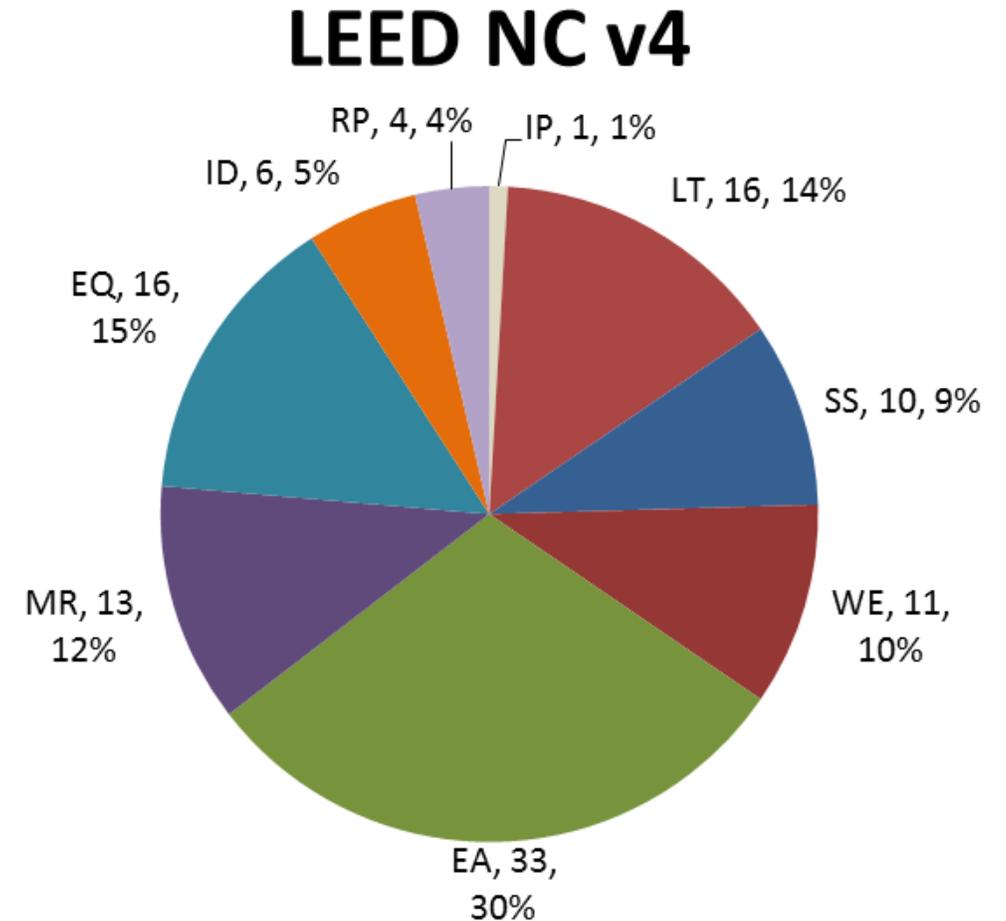
- Overall Project Budget \$20M
 - Building Purchase \$8.975M completed January
- Permitting and design in progress for conversion of existing building
- Ongoing Sustainability Discussions at City Council
 - October 2019
 - Council was presented with sustainable features of existing building increased standards for planned renovations.
 - Council directed Staff to work to achieve environmental efficiencies for the building without pursuing LEED certification.
 - December 2019
 - Council was presented with options for pursuing sustainable certification.
 - Directed staff to return with analysis for increasing the project budget by \$800,000 to achieve LEED Gold certification
 - January 2020
 - Council presentation on LEED Certification Process
 - Preliminary Analysis of Proposed Project and Options
 - Council directed City Manager to bring back a professional services agreement to hire a consultant to investigate LEED certification.

Project Next Steps

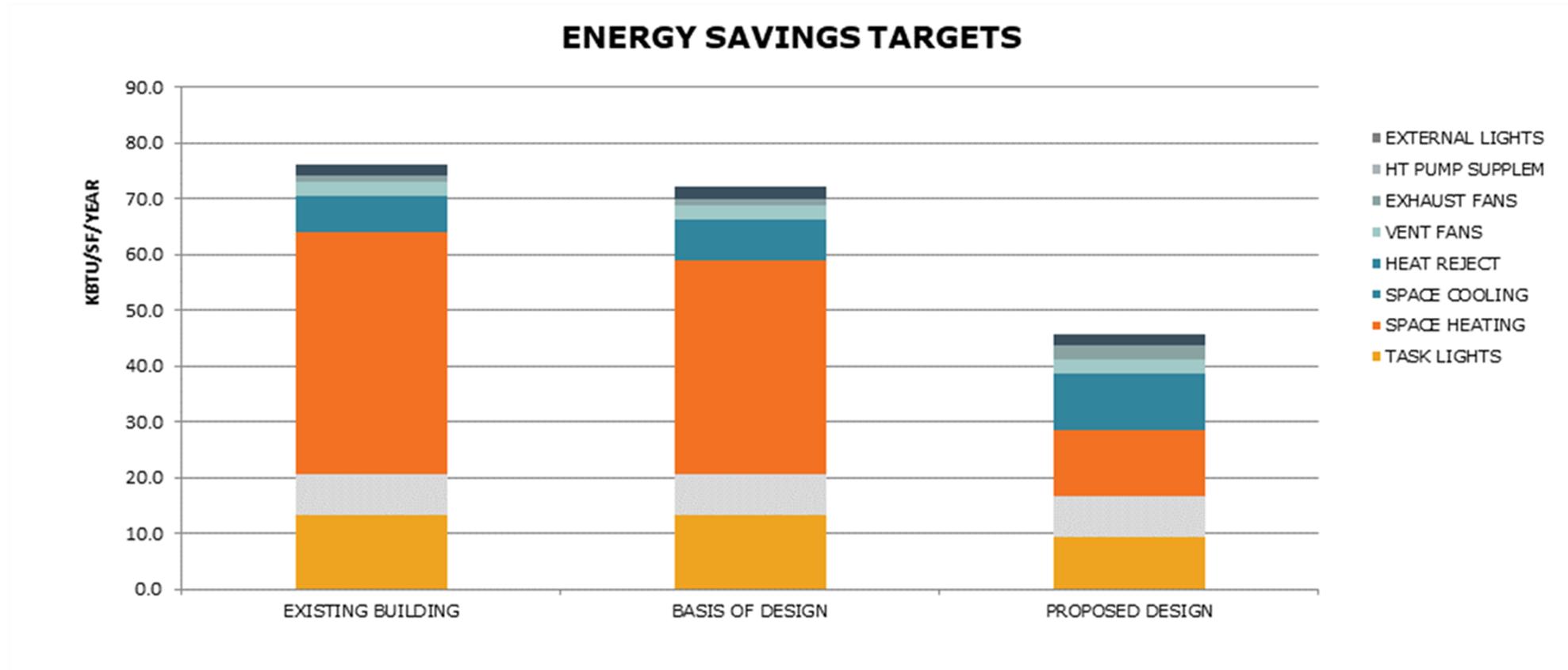
- Design Review Board approved project at May 18th meeting
- Complete Project Review with Planning Commission and Hearing Examiner
- Design Development
 - Finalize sustainability decision
 - Complete construction drawings
- Submit Building Permit Application
- Solicit Construction Bids
 - Bring contract to City Council for approval of award
- Projected construction period 12-18 months after award

What does it mean to 'go LEED'?

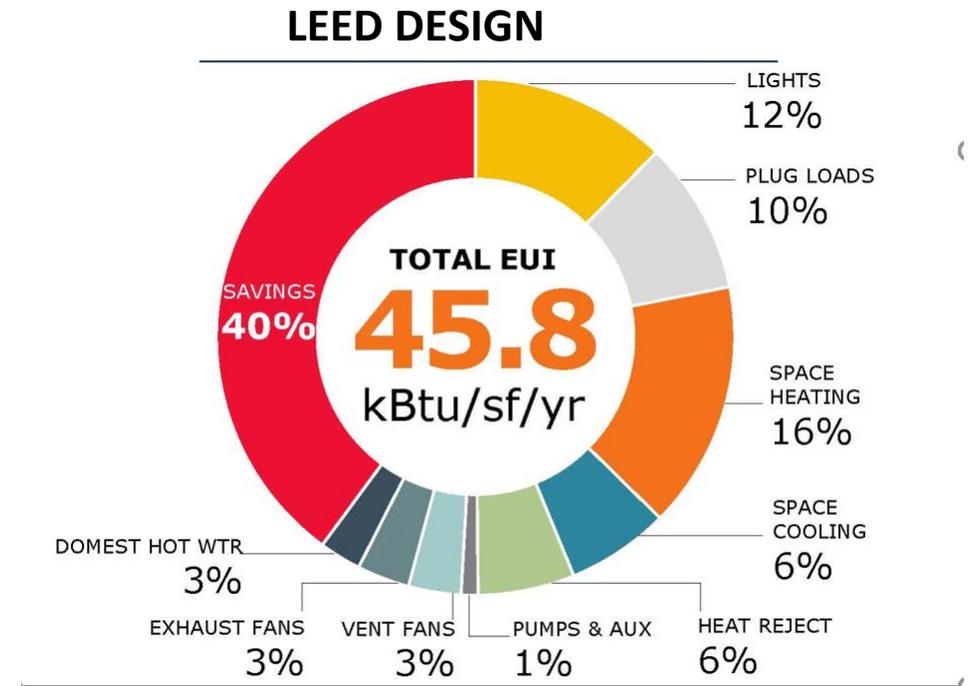
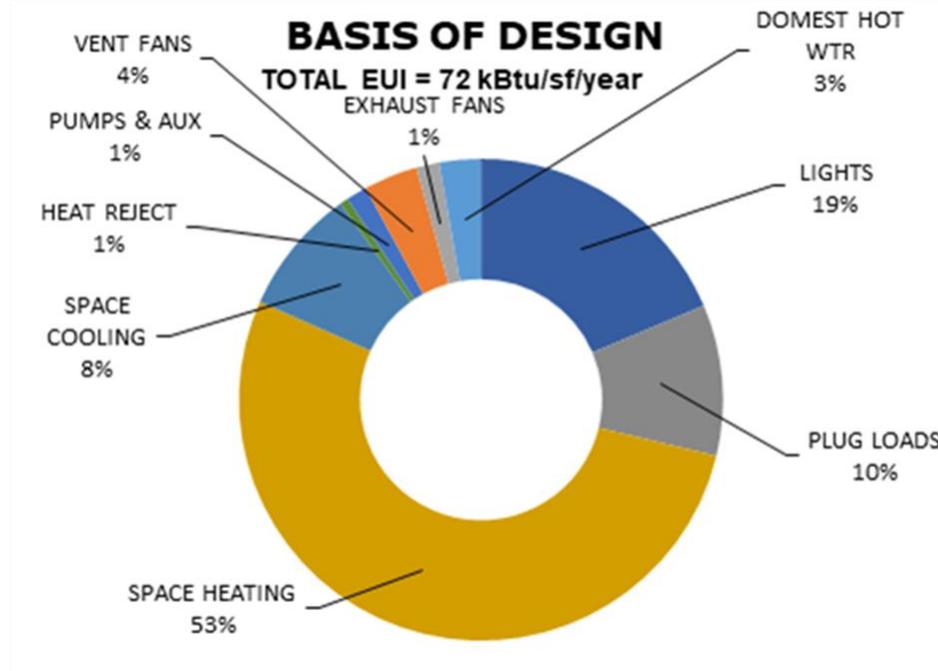
- New LEED v4 is a higher bar
- Must address energy efficiency
- Limitations with Harrison building
- Opportunities to address embodied carbon
- All categories require investment to achieve LEED certification



Energy Use Comparison



Energy Savings Comparison



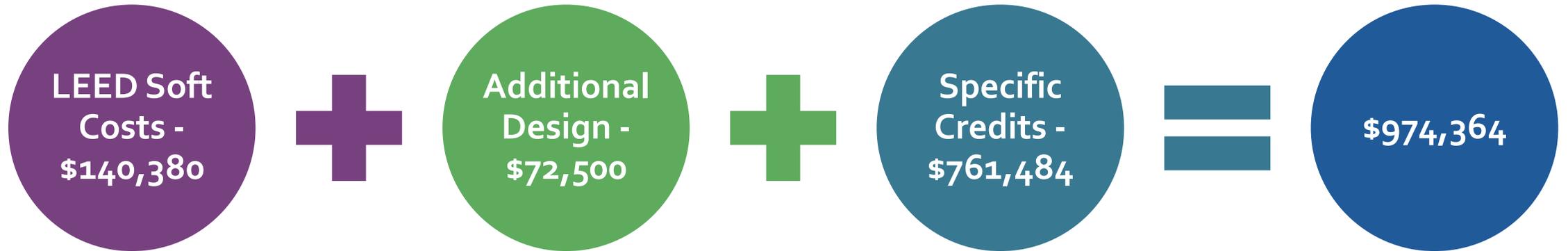
Required soft costs for LEED

Soft costs for LEED	
Registration, Certification, and Plaque	\$6,650
Fundamental Commissioning	\$30,000
Energy Modeling and related documentation	\$49,500
LEED Project Management	\$45,870
Other Consultant Documentation	\$8,360
Total	\$140,380
Additional design fees	\$72,500

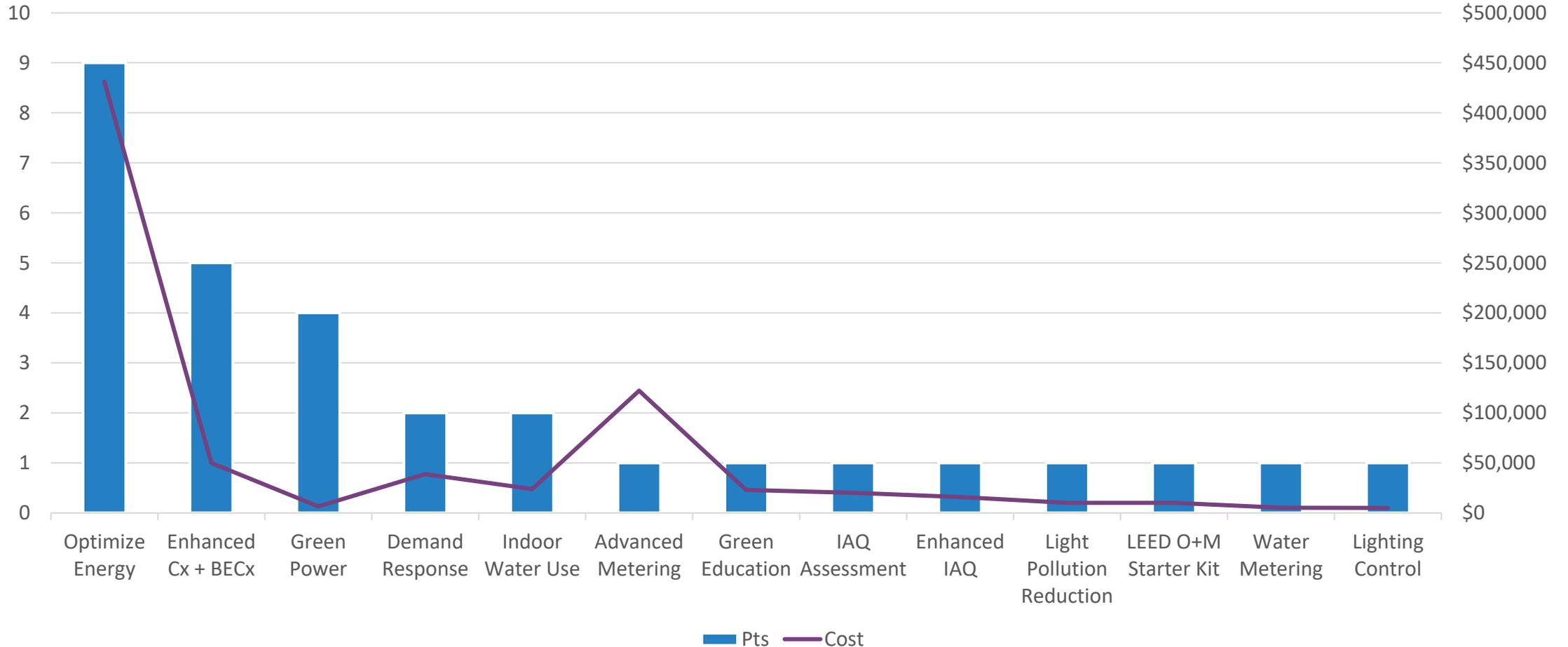
Additional costs for LEED credits to reach Silver

Likely, cost additive credits	Pts	Costs beyond current design
Light Pollution Reduction – replacing 5 fixture heads	1	\$10,085
Indoor Water Use Reduction - High efficiency fixtures	2	\$23,931
Water Metering	1	\$5,279
Enhanced Commissioning - Systems Commissioning	3	\$18,000
Enhanced Commissioning - Envelope Commissioning	2	\$31,900
Optimize Energy Performance - VRF (and Thermal Comfort)	9	\$431,118
Advanced Energy Metering	1	\$114,687
Demand Response	2	\$38,713
Green Power	4	\$6,500
Enhanced IAQ - CO2 Monitoring	1	\$15,873
IAQ Assessment	1	\$20,000
Interior Lighting - Lighting Control	1	\$5,000
Innovation - Green Building Education	1	\$23,000
Innovation - LEED O+M Starter Kit	1	\$10,000
Total	30	\$761,484

Total Cost Increase for LEED



Largest Investment and Points = Better performance



***Approximate Annual Electrical Cost Savings of \$12,300, or approximately \$246,000 over life of system**

Suite of LEED Benefits



Reduce Operational Carbon

- Optimize Energy Performance
- Enhanced System and Envelope Commissioning
- Advance Metering (Energy and Water)
- Demand Response/Grid Harmonization
- Indoor Water Use Reduction



Occupant wellbeing

- Thermal Comfort
- CO2 Monitoring
- IAQ Testing
- Lighting Control



Environmental Stewardship

- Indoor Water Use Reduction
- Light Pollution Reduction
- LEED O+M Starter Kit (Green Cleaning, Integrated Pest Management)
- Demand Response/Grid Harmonization

Carbon Footprint

	EUI	Annual Total (kBTU)	Annul Carbon (Lb-CO2e)	Annual Carbon (Metric Tons-CO2e)	15 Years
Basis of Design energy use	72.0	1319544	384,013	174	2610
Proposed LEED energy use	45.8	839377	244,275	110	1650
Difference	26.2	480167	139,738	64	960

Building Square Feet = 18327

PSE Grid carbon conversion factor = 993 lbs CO2e/MWh

According to the Union of Concerned Scientists – Average American contributes 14.6 Tons of CO2e per year

Alternatives to LEED

Install 120 kW photovoltaic system elsewhere on Bainbridge Island

- 8500 Square Feet
- At \$3 installed watt = \$360,000 installation cost
- Estimated generation of 139,200 kWh per year
- Offset ~ 64 Tons CO₂e/year



Alternatives to LEED

Purchase carbon off-sets

- Purchased at market rates
- Approximately \$56/ton
- Offset ~ 64 Tons CO₂e/year
- Annual cost approximately \$3584
- System lifetime estimated cost \$71,680



Existing Building Features

- Beneficial re-use of existing Medical Building Constructed in 2014
 - Limited changes planned to current building shell
 - Meets 2012 Washington State Energy Code
 - Insulation: Roof R-12 and R-38, Walls R-21
 - Doors and Windows: U=0.37
 - Roof reflectivity
 - Green Stormwater Infrastructure
 - Rain garden
 - Permeable pavement
 - Stormfilter system
 - Protection of existing wetland
 - Proximity to public transit and non-motorized facilities

Basis of Design for Interior Renovation

- Comply with 2015 Washington State Energy Code
 - Occupancy and daylight sensing lighting controls
 - Programmable controls
 - High-efficiency fixtures
- Indoor water use efficiency (ASHRAE Standard 189.1)
 - Low-flow fixtures
 - Potential reduction of water service due to reduced fixture count
- Efficient HVAC controls (ASHRAE Standard 90.1)
 - Programmable DDC controls
 - Occupancy and equipment runtime schedules
 - Temperature setpoint controls
 - Minimum outside air requirements

Remember the big picture

- Walking the talk
- Demonstration
- Support City goals
- Legacy
- Regional leadership
- Federal Gov't – GSA LEED Silver or Green Globes (2 globes)
- King County – LEED Platinum
- City of Seattle – LEED Gold
- City of Everett – LEED Silver
- City of Bellingham – LEED Silver
- Other cities with LEED requirements, incentives, programs – Shoreline, Renton, Mill creek, Issaquah...



Thank you

Elizabeth Powers

Elizabeth@obrien360.com





CITY OF
BAINBRIDGE ISLAND

City Council Study Session Agenda Bill

MEETING DATE: June 2, 2020

ESTIMATED TIME: 60 Minutes

AGENDA ITEM: (7:30 PM) Sustainable Transportation Plan Next Steps Discussion - Public Works,

SUMMARY: The Sustainable Transportation Plan consultant and staff will be available to guide the City Council through a discussion on next steps and options for continuing with the project to complete a Sustainable Transportation Plan.

AGENDA CATEGORY: Discussion

PROPOSED BY: Public Works

RECOMMENDED MOTION: Information only. The City Council may want to consider a consensus-based discussion on the project direction, or forward this topic to a future business meeting for a formal motion.

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

FISCAL IMPACT:

Amount:	N/A
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	Yes

BACKGROUND: The Sustainable Transportation planning work had just gotten underway in February 2020 when restrictions imposed by the Covid-19 pandemic suspended work on the project on March 9, 2020. No substantive work has been performed since that date. The work plan, particularly the community engagement tasks, will need to shift to accommodate the new circumstances. Given the changes in island mobility that have occurred, there is an opportunity to re-evaluate the focus of the work and shift levels of effort. One option presented is to reduce focus on developing a larger slate of capital projects and amplify focus on policies and programs.

The attached memo outlines more detail on the engagement and next step options for the Plan.

ATTACHMENTS:

[BAINBRIDGE STP June Council Update 20200520.pdf](#)

[Memo Sustainable Transp Plan status update.pdf](#)

FISCAL DETAILS: The project has \$207,827 of the original \$268,000 budget remaining (78%).

Fund Name(s): General Fund

Coding:

Bainbridge Island



Sustainable Transportation Plan

City Council Discussion

June 2, 2020

Pre-COVID Activities

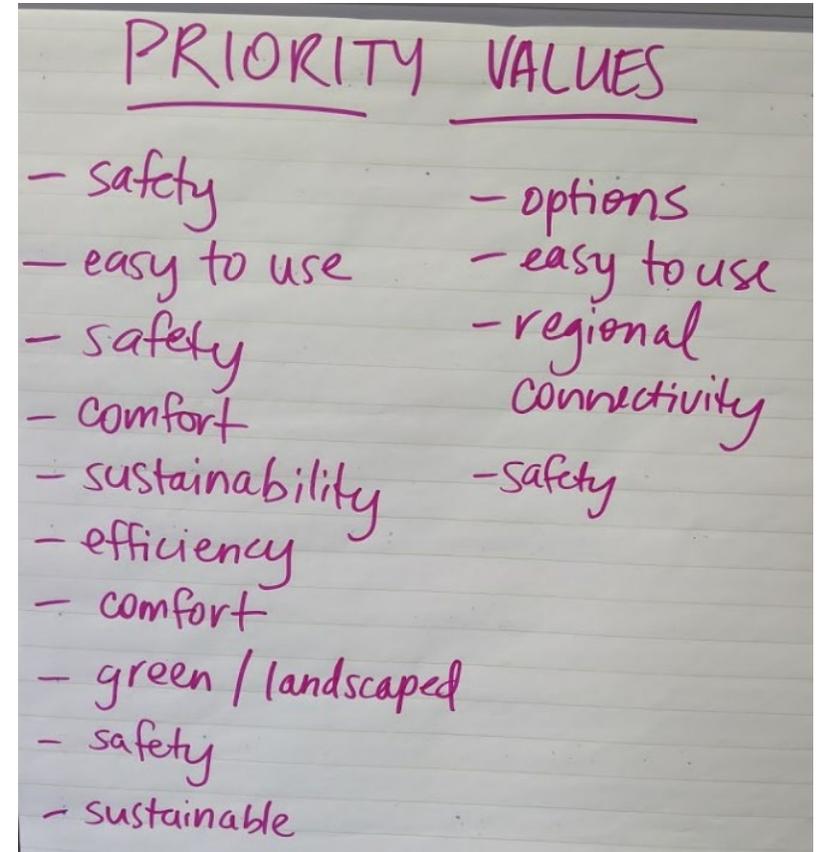
- Finalized work plan
- Held initial Sustainable Transportation Task Force and Interagency Team meetings
- Developed and refined engagement plan
- Completed draft plan review and initial existing conditions mapping
- Drafted online open house approach, activities, and content
- Prepared preliminary goals



Sustainable Transportation Task Force

Outcomes from Meeting #1

- **Engagement Plan Feedback**
 - Inspire creative thinking and excitement about our mobility future
 - Focus on in-person, highly-visual engagement
 - Use pre-existing local communication channels
 - Help people imagine what's possible through education and learning
- **Feedback on Plan Goals**
 - Focus on reducing island-wide emissions by 90% by 2040 well received
 - Additional priorities include safety, comfort, and increased travel options



Technical Advisory Team

Outcomes from Meeting #1

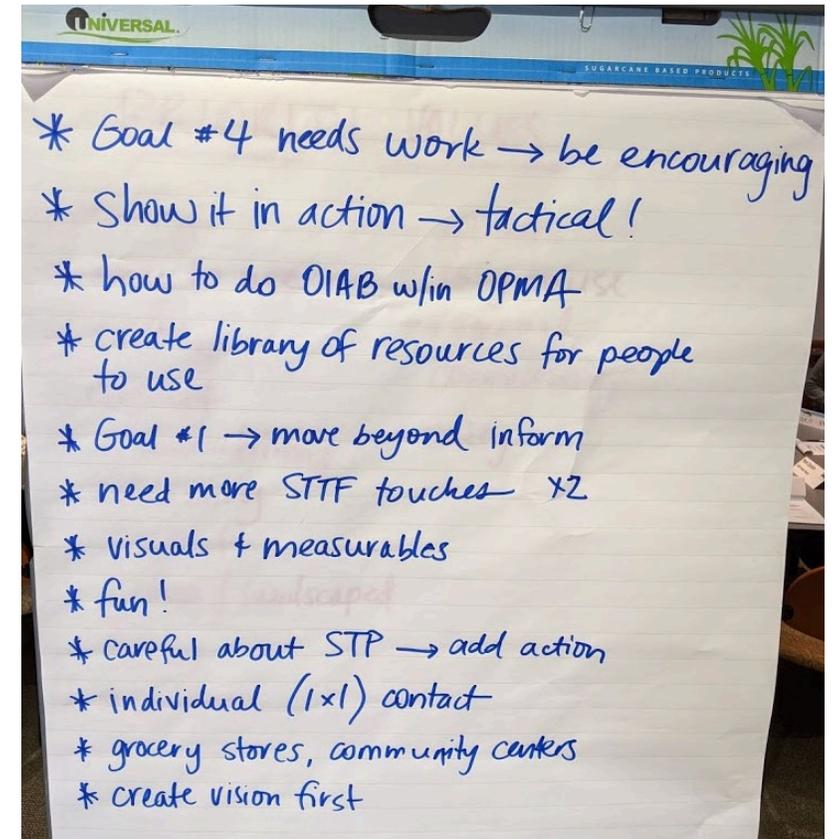
- Reviewed work underway related to Sustainable Transportation Plan
- Identified shared priorities and partnership opportunities
 - Fleet electrification
 - Affordable housing and mobility choices for island workers
 - Creative strategies to grow transit ridership
 - Offering new ways to travel to school
 - Partnering for spring 2020 outreach



Final Engagement Plan

Key Changes to Incorporate Feedback

- Updated goals to reflect STTF, TAT, and Council input
- Incorporated stronger focus on online engagement (Phase 1)
- Added and clarified potential outreach venues
- Noted opportunities to collaborate with partner agencies
- Invited Puget Sound Energy (PSE) representative to join TAT

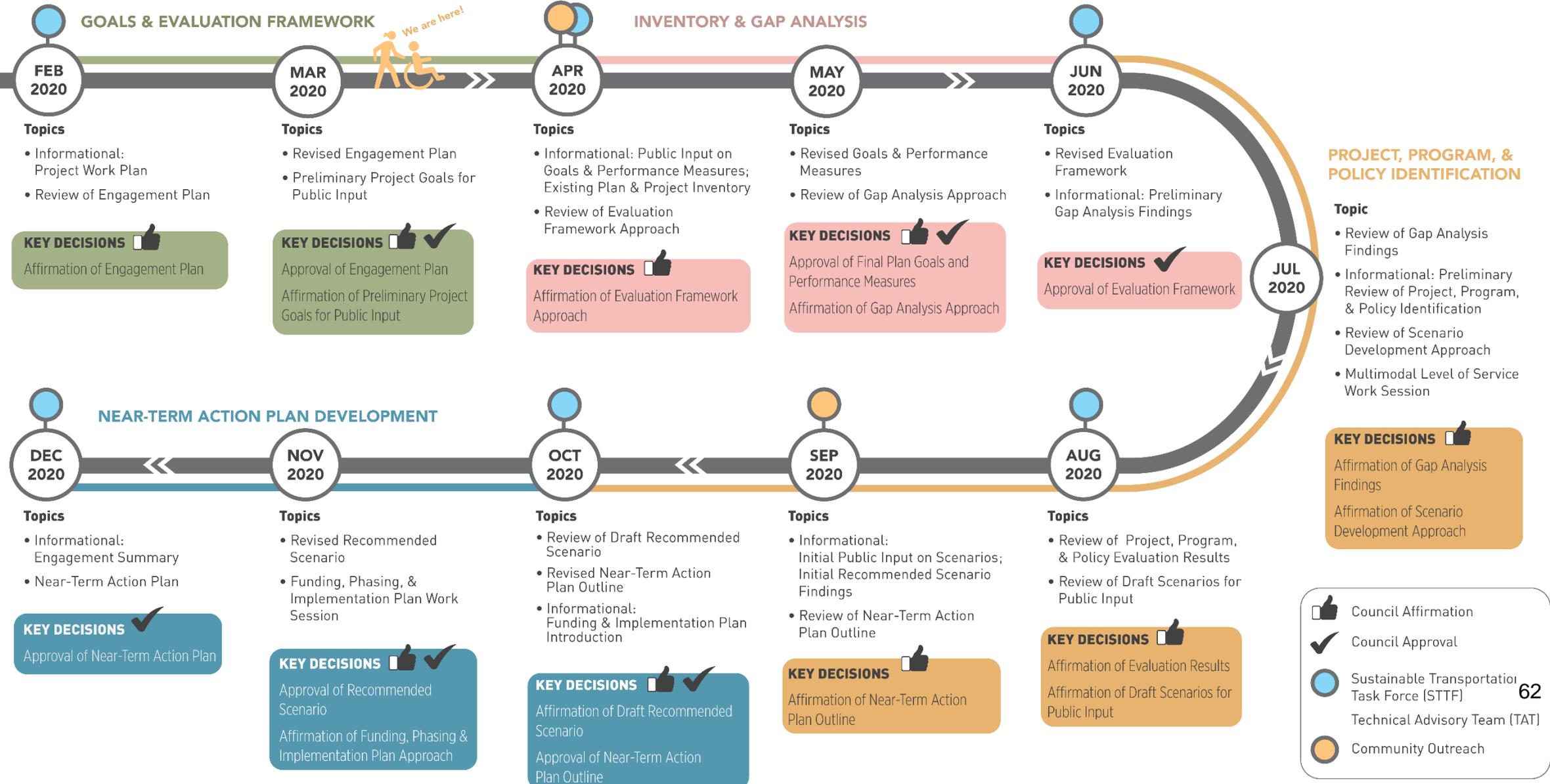




Options to Move Forward



Project Work Plan



Updated Engagement Approach

- Focus on digital tools, supported by analog and select socially-distanced activities (reallocating budget from large in-person events)
- Reshape content for Online Open House #1 to address COVID-related changes to people's lives and travel behaviors (and extend timeline)
- Develop mailed card game (or similar) to encourage broad participation
- Build on Safe Streets test closure to gather data and provide input avenues



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Option 1: Maintain Existing Work Plan

- Proceed as planned, with new engagement approach
- Maintain focus on long-term capital project list



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Option 2: Emphasize Policies and Programs with Near-Term Actions

- Make select engagement shifts but reallocate some resources
- Increase level of effort for policy and program development
- Consider shifting resources to support people-focused design tasks
- Streamline scenario process with less focus on capital projects
- Advance near-term action plan, with potential enhanced focus on preparing for future stimulus package



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THANK YOU!



Jennifer Wieland

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CITY OF
BAINBRIDGE ISLAND

Public Works Department
Memorandum – Project Update

Date: May 28, 2020
To: Chris Wierzbicki, Public Works Director
From: Mark Epstein, Engineering Project Manager
Subject: Sustainable Transportation Status Update

Executive Summary

The Sustainable Transportation planning work had just gotten underway in February 2020 when restrictions imposed by the Covid-19 pandemic (COVID) suspended work on the project on March 9, 2020. No substantive work has been performed since that date. The work plan, particularly the community engagement tasks, will shift to accommodate the new circumstances. Given the changes in island mobility that have occurred, there is an opportunity to re-evaluate the focus of the work and shift levels of effort. One option presented is to reduce focus on developing a larger slate of capital projects and amplify focus on policies and programs.

Background

Sustainable Transportation planning efforts began in January 2019, when City Council adopted “A 10-year Strategy to Update and Implement the Bainbridge Island Sustainable Transportation Plan (STP).” On March 19, 2019, Council approved the request for qualifications to select a consultant to help guide the STP. After evaluating the statements of qualifications and interviewing short-listed firms, Nelson Nygaard Consulting Associates (Nelson Nygaard) was hired in August 2019 to provide best practices research and prepare a scope of work for the project. In February 2020, City Council approved a second Professional Services Agreement with Nelson Nygaard to perform the work outlined and approved by Council.

On February 28th, 2020, the first meetings of the Sustainable Transportation Task Force and the Technical Advisory Team were held at City Hall. On March 9, 2020, the City notified Nelson Nygaard to wrap up the documents that were in progress and to stop work.

Work Completed

At the time work was suspended, progress had been made on a number of tasks and several draft deliverables were nearing completion. The tasks with significant advancement in the first quarter of 2020 include the following:

- Project Kickoff completed - Task 1.1
- Community Engagement Plan completed - Task 2.1.
- Formation and first meetings of the citizen Sustainable Transportation Task Force (STTF) and the partner agencies Technical Advisory Team (TAT) - Task 2.2.
- Planning for the first phase of community engagement events, with a pivot in early March to planning for remote methods to provide information and receive meaningful input from community stakeholders – Task 2.3.
- Consultant assembled an inventory of existing plans and data and produced a set of draft Existing Conditions maps – Task 4.1.

Budget

The following table illustrates the budget expended and budget remaining in the current Professional Services Agreement with Nelson Nygaard:

Task	Budget Total	Budget Expended	Budget Remaining
1 - Project Kickoff, Meetings, and Ongoing Management	\$ 56,608	\$ 18,135	\$ 38,473
2 - Community Outreach and Engagement	\$ 107,408	\$ 31,090	\$ 76,318
3 - Goals and Evaluation Framework	\$ 13,460	\$ 0	\$ 13,460
4 - Inventory of Existing Conditions, Projects, and Gaps	\$ 34,536	\$ 10,948	\$ 23,588
5 – Programs and Policies	\$ 6,988	\$ 0	\$ 6,988
6 – Prioritization and Scenario Development	\$ 16,388	\$ 0	\$ 16,388
7 – Implementation Plan	\$ 15,916	\$ 0	\$ 15,916
8 – Near-Term Action Plan	\$ 16,696	\$ 0	\$ 16,696
Totals	\$ 268,000	\$ 60,1730	\$ 207,827

Next Steps

Given the constraints of the COVID restrictions and keeping in mind public health and safety as top priorities, the public engagement strategy must shift. We are exploring ways for the work to proceed. Some potential engagement strategies, and options for scope changes, include the following:

Engagement Strategies

- We are pretty far along in developing an online open house for our first public engagement, so we could pick that back up and potentially do a few things differently:
 - a) Add questions about travel behavior changes and other COVID-related changes to people’s lives and ways they want to move.
 - b) Offer more opportunity for input related to potential programs and policies that could address emerging travel needs and opportunities.
 - c) Extend the timeline for the open house, potentially keeping the questions active for four or more weeks.
- Reallocate engagement budget away from larger in-person events toward digital, analog, and select socially-distanced activities:
 - a) Put slightly more budget toward online open house (both now and in Round 2 engagement) and reduce budget for other engagement activities.
 - b) Use “engagement in a box” budget and portions of the pop-up budget to create new analog tools: postcards/mailers, card game, etc.
 - c) Consider a portion of the pop-up budget and the in-person open house budget for creation of a Slow Streets pilot program, which could test street closures (and gather data on them) and also provide an opportunity for education and input.

Given the changes in current transportation behaviors, there is an opportunity to reevaluate the focus of the planning efforts. Potential options for scope changes include the following:

Option 1: Maintain Existing Work Plan

- 1.1 We could proceed as planned—recognizing that public engagement would need to shift—and maintain our focus on a long-term capital project list. We would revise the schedule to reflect the delay caused by COVID.

Option 2: Emphasize Policies and Programs with a Targeted Near-Term Action Plan

- 2.1 We could incorporate some of the shifts listed above related to engagement—more digital and distanced analog tools—and use a portion of the engagement budget to support an increased level of effort for policy and program development.
- 2.2 COVID has dramatically changed people’s travel behavior, and we have a unique opportunity to advance the policy and program work while folks are working remotely and thinking very differently about how they move. We

could leverage this to develop a transportation demand management (TDM) program or other policies (or outreach/educational materials) that will support reduced driving and move the needle on greenhouse gas reduction.

- 2.3 We could also put additional focus on people-focused design tasks, such as identifying a Slow Streets or People Streets Network and other quick-build approaches. This would need to be supported by reducing the gap analysis or capital project identification budget for the project (Tasks 4.2 and/or 7.2 would take on more of a policy/program focus), but it would allow the City to advance implementation even as the plan is developed.
- 2.4 We'd like the Council's input about approaching the Near-Term Action Plan in a way that positions COBI for future infrastructure funding. This could mean advancing design on 1-2 projects and putting less effort on costing the full set of projects, or it could dictate a focus on 1-3 years instead of 5 years. Pairing one or two signature projects with a demonstration/tactical opportunity could be another opportunity worth exploring.
- 2.5 Another area to consider for shifting resources is Task 6.2 (Scenario Development)—with a focus on more programmatic and policy solutions and less-intensive capital projects, scenario development could be streamlined to support the bullets mentioned above. We could also amplify the Level of Service (LOS) workshop, which was anticipated to be a separate staff-led discussion with Council in July this year, into a consultant-led discussion with Council at a date to be determined.

COVID does present an interesting opportunity to reflect changing behavior and experiment with new situations. Council input is needed to determine if and how we pivot, or if we should stay the course set before the changes imposed by COVID responses.

End of Memo



CITY OF
BAINBRIDGE ISLAND

City Council Study Session Agenda Bill

MEETING DATE: June 2, 2020

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (8:30 PM) Affirm Council Priorities from March 6, 2020 Retreat - Mayor Schneider,

SUMMARY:

At the annual retreat on March 6, 2020, the City Council discussed Council priorities for the current year and for the next biennial budget.

The Council reviewed the priorities adopted in January, 2020 and proposed some changes. The proposed revisions are presented in the attached draft document, "2020 City Council Priorities - March Revision." The changes include the addition of a new item, "Land Use Code Revisions," and the addition of a new item under Affordable Housing, "Affordable Housing Strategy."

The Council identified priorities for the 2021-2022 Biennial Budget through the use of a ranking process. After identifying a list of potential priority projects, each Councilmember was allotted 8 votes to assign to their top priorities for the 2021-2022 Biennial Budget. The results of that ranking process are presented in the attached matrix, "2021-2022 Council Budget Priorities."

Scheduling this item for final approval at a business meeting will allow for the opportunity for public comment before the Council takes final action.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION:

I move to forward the updated 2020 Council Priorities to the June 9, 2020 Consent Agenda for consideration of approval.

I move to forward the Council priorities for the 2021-2022 Biennial Budget to the June 9, 2020 Consent Agenda for consideration of approval.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[2020 City Council Priorities March Revision.pdf](#)

[2021-2022 Council Budget Priorities - DRAFT.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



City Council's Top Priorities for 2020

Climate Change

- Climate Action Plan
- Sustainable Transportation Plan
- Green Building Policies

Affordable Housing

- Suzuki Affordable Housing Project
- Affordable Housing Strategy
- Other Initiatives

Land Use Code Revisions

Groundwater Management Plan

2021-2022 Budget and Capital Plans

2021-2022 COUNCIL BUDGET PRIORITIES

Council Priority	# of Votes	# of Councilmembers
Implement Climate Action Plan	7	5
Land Use Code Revisions	6	3
Implement Sustainable Transportation Plan	5	4
Ombudsman/Concierge	5	4
Implement Green Building Code	4	3
Affordable Housing Strategy	4	3
Sustainable Green Economic Development	3	3
Plastics Ordinance	4	4
Race Equity Initiative Implementation	3	2
Permanent Hydrogeologist/Staffing Water Resources Division	2	2
Support Agriculture - economic viability/Public Farmland FTE	2	2
Permanent Natural Resource Specialist (SEPA Specialist)	2	2
Implement Island-Wide Stormwater Study	1	1
Volunteer Coordination	0	0
Surface and Groundwater Management Integration	0	0

DRAFT



CITY OF
BAINBRIDGE ISLAND

City Council Study Session Agenda Bill

MEETING DATE: June 2, 2020

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (8:45 PM) Formalize Process for Councilmembers to Add Items to Agendas - Mayor Schneider,

SUMMARY: The City Council will discuss the process for Councilmembers to add items to agendas.

Scheduling this item for final approval at a business meeting will allow for the opportunity for public comment before the Council takes final action.

AGENDA CATEGORY: Discussion

PROPOSED BY: City Council

RECOMMENDED MOTION: I move to forward the process for Councilmembers to add items to agendas to the June 9, 2020 Consent Agenda for consideration of approval.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Policy for Council-directed agenda items.docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

Recommendations for Governance Manual updates on setting Council meeting agendas, and clarification requested for Council deliberation goal.

From Governance manual:

2.4.6 Council Meeting Agendas Are Set by a Team

Agendas for Council meetings are generally developed and refined by the Council and Administration at Study Sessions and are then arranged by the City Manager and City Clerk in consultation with the Mayor, Deputy Mayor, or both, who provide final approval prior to being publicly posted. Items for draft meeting agendas are submitted to the City Clerk, Mayor, and City Manager, and after team review are finalized by the Mayor, Deputy Mayor, or both, for public notice and distribution.

Additions and clarifications:

1. For regular Council deliberation: by a majority vote at a public Council meeting, Councilmembers may request future agenda items to discuss policy and which may require staff support. The City Manager, in consultation with the Mayor and Deputy Mayor, will add the agenda item to an upcoming agenda with adequate lead time for staff support.
2. For consideration of Council attention: To support agenda requests by a minority of Council, a motion and a second at a public Council meeting may place a limited discussion on the next agenda. At 10 minutes, the Chair calls for a vote on further consideration.
3. For urgent or emergency action by Council: If an urgent issue arises between meetings and must be addressed at the upcoming meeting, three councilmembers, including the Mayor and Deputy Mayor, must agree on the necessary staff support and direction for recommended motions at the meeting. Lack of agreement still provides opportunity for a councilmember to request a change to the agenda at the start of the meeting, requiring a majority vote to be added.
4. The Mayor, Deputy Mayor, and City Manager attend the weekly agenda setting meetings. Exceptions can be made by request of a third councilmember for a specific issue, or to include consultation with additional staff as needed.

From Governance manual:

2.4.5 Council Dialog Calls For “Sticking to the Point”

The Presiding Officer’s role, especially at the business meeting, is to keep Council business focused and expeditious.

For optional discussion:

Discuss recommendations for how the Chair can/should implement this role.