



CITY OF  
BAINBRIDGE ISLAND

**SPECIAL CITY COUNCIL MEETING  
TUESDAY, NOVEMBER 05, 2019**

BAINBRIDGE ISLAND CITY HALL  
280 MADISON AVENUE N.  
BAINBRIDGE ISLAND, WASHINGTON

**AGENDA**

1. **CALL TO ORDER / ROLL CALL - 5:00 PM**  
Deputy Mayor Tirman will be absent
2. **APPROVAL OF AGENDA/CONFLICT OF INTEREST DISCLOSURE**
3. **MAYOR'S REPORT - 5:05 PM**
4. **PRESENTATION(S)**
  - 4.A **(5:10 PM) Proclamation Honoring Veterans Day on November 11, 2019 - Mayor Medina,** 5 Minutes  
Veterans Day Proclamation 2019
5. **UNFINISHED BUSINESS**
  - 5.A **(5:15 PM) Update on the Moratorium - Planning,** 10 Minutes  
20191025 Abbreviated Moratorium Work Program Status Report  
Moratorium Extension Handout Final 100419  
Ordinance No. 2019-26 Extending the Development Moratorium Approved 092419
  - 5.B **(5:25 PM) Race Equity Task Force Recommendations - RETF members and Council Liaisons,** 30 Minutes  
RETF 11\_5 City Council Proposal\_ Memo  
GARE Bainbridge Island Proposal August 2019  
RACE EQUITY TASK FORCE GARE Presentation  
King County Equity and Social Justice Strategic Plan - Executive Summary  
Marin County REAP 2017  
St Anthony Village Racial Equity Plan 2017
  - 5.C **(5:55 PM) Green Building Code - Planning,** 60 Minutes  
Staff Memo - Green Building Code  
Green Building Discussion Council Presentation

## 6. FUTURE COUNCIL AGENDAS

- 6.A **(6:55 PM) Future Council Agendas**, 5 Minutes  
City Council Regular Business Meeting, November 12, 2019  
City Council Study Session, November 19, 2019  
City Council Regular Business Meeting, November 26, 2019  
City Council Study Session, December 3, 2019

## 7. FOR THE GOOD OF THE ORDER - 7:05 PM

## 8. ADJOURNMENT - 7:15 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.



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CITY OF  
BAINBRIDGE ISLAND

## Special City Council Meeting Agenda Bill

**MEETING DATE:** November 5, 2019

**ESTIMATED TIME:** 5 Minutes

**AGENDA ITEM:** (5:10 PM) Proclamation Honoring Veterans Day on November 11, 2019 - Mayor Medina,

**STRATEGIC PRIORITY:** Good Governance

**PRIORITY BASED BUDGETING PROGRAM:**

**AGENDA CATEGORY:** Proclamation

**PROPOSED BY:** City Council

**RECOMMENDED MOTION:**

Presentation only.

**SUMMARY:**

The attached proclamation honors Veterans Day on November 11, 2019. It is one of the annual proclamations that may be signed by the Mayor without further Council action.

**FISCAL IMPACT:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:**

**ATTACHMENTS:**

[Veterans Day Proclamation 2019](#)

**FISCAL DETAILS:** N/A

**Fund Name(s):**

**Coding:**



CITY OF  
BAINBRIDGE ISLAND

**PROCLAMATION**

WHEREAS, our nation was founded on the belief that all citizens are guaranteed the inalienable rights of life, liberty, and the pursuit of happiness; and

WHEREAS, this freedom we enjoy as Americans does not come without a price; and

WHEREAS, our nation's military veterans have sacrificed to preserve and protect those rights from all enemies foreign and domestic; and

WHEREAS, in 1919, November 11<sup>th</sup> was initially proclaimed as "Armistice Day" to honor our country's World War I veterans on the one-year anniversary of the signing of the armistice which brought an end to that war; and

WHEREAS, in 1954, President Dwight D. Eisenhower signed legislation which proclaimed every November 11<sup>th</sup> as a day to honor all veterans of the United States Armed Forces; and

WHEREAS, citizens of Bainbridge Island serve and have served in the United States Armed Forces.

NOW THEREFORE, I, Kol Medina, Mayor of the City of Bainbridge Island, on behalf of the City Council, hereby recognize November 11, 2019, as

**VETERANS DAY**

in the City of Bainbridge Island and encourage all citizens to join us in this special observance thanking all veterans for their sacrifice and service to our country.

SIGNED this 5<sup>th</sup> day of November, 2019.

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Kol Medina, Mayor



CITY OF  
BAINBRIDGE ISLAND

## Special City Council Meeting Agenda Bill

**MEETING DATE:** November 5, 2019

**ESTIMATED TIME:** 10 Minutes

**AGENDA ITEM:** (5:15 PM) Update on the Moratorium - Planning,

**STRATEGIC PRIORITY:** Green, Well-Planned Community

**PRIORITY BASED BUDGETING PROGRAM:**

**AGENDA CATEGORY:** Discussion

**PROPOSED BY:** Planning & Community Development

**RECOMMENDED MOTION:**

Information only.

**SUMMARY:**

The Council approved Ordinance 2019-26 on September 24, 2019 that extended the moratorium as is for two additional months, and extends it further to April 3, 2020 in a more narrow form related to affordable housing and inclusionary zoning. See attached Work Program Status Report, Ordinance No. 2019-26, and moratorium summary.

**FISCAL IMPACT:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:**

City staff have been working to address the issues identified in the development moratorium (Ordinance No. 2018-02, amended by Ordinances Nos. 2018-03, 2018-05, 2018-09, 2018-14, 2018-23, 2018-41, 2019-10 and 2019-26).

On September 24, the City Council approved new subdivision regulations (Ordinance 2019-03) and design guidelines (Ordinance 2019-25), and extended the development moratorium (Ordinance No. 2019-26) in order to address affordable housing.

See attached Work Program Status Report, Ordinance No. 2019-10, and summary.

**ATTACHMENTS:**

[20191025 Abbreviated Moratorium Work Program Status Report](#)

[Moratorium Extension Handout Final 100419](#)

[Ordinance No. 2019-26 Extending the Development Moratorium Approved 092419](#)

**FISCAL DETAILS:** N/A

**Fund Name(s):**

**Coding:**

Moratorium on Accepting Certain Development Applications: ABBREVIATED Work Program Status Report – [October 25, 2019](#)

Moratorium Topic	Status	Timeline
Critical Areas Ordinance (CAO)	Incomplete.	The City is awaiting a response from Ecology before we begin the process of updating the SMP. Staff anticipates a response from the Dept. of Ecology in early November 2019. Following the response, Staff will begin the legislative process to update the SMP to integrate the CAO.
Status on October 25, 2019:	Complete: CAO update effective outside shoreline jurisdiction. Incomplete: Adoption of the new CAO within the SMP.	
Moratorium Topic	Status	Timeline
Subdivisions	Ordinance 2019-03 approved on September 24, 2019.	The City Council approved Ordinance 2019-03 on September 24, 2019 following the public hearing with October 24, 2019 as the effective date.
Status on October 25, 2019:	Complete: Ordinance 2018-20 approved by the City Council on December 11, 2018, related to revisions to land use review procedures for major projects, including subdivisions. New subdivision standards and design guidelines were approved on September 24, 2019 (Ordinance 2019-03). The City does anticipate making changes to the administrative manual to reflect the new subdivision requirements before the end of 2019.	
Moratorium Topic	Status	Timeline
Design Guidelines Update (related to Site Plan and Design Review and Conditional Use Permits).	Ordinance 2019-25 approved on September 24, 2019.	The City Council approved Ordinance 2019-25, adopting new design guidelines, Design for Bainbridge on September 24, 2019 following a public hearing.
Status on October 25, 2019:	Complete: Adopted new Design for Bainbridge design guidelines on September 24, 2019.	
Review Process for Land Use Permits (related to Subdivisions,	Incomplete. Ordinance 2019-24 revising the Decision Criteria for SPRs and CUPs scheduled to come	The Planning Commission held a public hearing on August 22 and October 10, 2019 on Ordinance 2019-24. A separate request will be added to remove short plats

Moratorium on Accepting Certain Development Applications: ABBREVIATED Work Program Status Report – [October 25, 2019](#)

Moratorium Topic	Status	Timeline
Site Plan and Design Review, and Conditional Use Permits).	before the City Council on November 19, 2019 for discussion.	from the public participation meeting requirement was heard by the Planning Commission on October 24, 2019. An Ordinance that combines the 2.16 changes with the public participation request will come before the City Council in November 2019.
Status on October 25, 2019:	<p>Complete: Ordinance 2018-20 approved by the City Council on December 11, 2018, related to new roles and responsibilities for the Planning Commission and Design Review Board, review procedures for subdivisions, site plan and design review, and conditional use permits, and revisions to the legislative review process for amending the BIMC.</p> <p>Incomplete: Revisions to Chapter 2.16 BIMC related to decision criteria for site plan and design review and conditional use permits. The amendments are tentatively scheduled for a study session with the City Council on November 19, 2019.</p>	
Moratorium Topic	Status	Timeline
Affordable Housing	Incomplete.	The City Council had a presentation from ECONorthwest on September 17, 2019 to discuss inclusionary zoning regulations and a multifamily property tax exemption program. The Council asked for additional information, and another study session is scheduled for early December.
Status on October 25, 2019:	<p>Complete: City Council discussion and endorsement of Priority and Quick Wins recommendations from the AHTF Report and City Manager's approach for implementation.</p> <p>Incomplete: Implementation/approval of AHTF recommendations, including adoption of inclusionary zoning regulations. The City has secured additional consultant services to assist with this task and will return to City Council at a second study session on December 3, 2019.</p>	

Moratorium Topic	Status	Timeline
Accessory Dwelling Units	Incomplete.	<p>The City Council discussed common ownership of ADUs, RV's and tiny home communities at their September 10, 2019 meeting. The Council completed their review of the ADU common ownership/tiny homes regulations on October 22, 2019 and forwarded the Ordinance to the Planning Commission to begin the legislative review process.</p> <p>At their September 10<sup>th</sup> meeting, the City Council directed staff to develop a framework to regulate RVs as residences, and bring this topic back to Council at a future date as well as tiny home communities at a future date.</p>
Status on October 25, 2019:	<p>Complete: Council direction on ADU condominiums and tiny homes.</p> <p>Incomplete: Adoption of an Ordinance that requires common ownership for new ADUs and allows tiny homes to serve as an ADU. This item tentatively scheduled to have a study session with the Planning Commission on November 14, 2019.</p>	

October 2, 2019

**DEVELOPMENT MORATORIUM SUMMARY:** Effective beginning January 9, 2018 through December 3, 2019. A narrowed development moratorium will be in effect beginning December 4, 2019 until April 3, 2020 (Ordinance No. 2018-02, amended by Ordinance Nos. 2018-03, 2018-05, 2018-09, 2018-14, 2018-23, 2018-41, 2018-43, 2019-10 and 2019-26).

On September 24, 2019 the City Council approved Ordinance 2019-26, which extended the development moratorium **AS IS through December 3, 2019**. On December 4, the development moratorium will be narrowed, but in effect until April 3, 2020. The development moratorium before and after December 3, 2019 is described below.

**Development Activity PROHIBITED During the Moratorium (through December 3)**

- A. All applications for new short subdivisions (BIMC 2.16.070), except two-lot short subdivisions in which there is an existing single-family residence, new preliminary long subdivisions (BIMC 2.16.125), and new large lot subdivisions (BIMC 2.16.080).
- B. Major Site Plan and Design Review and Major Conditional Use Permit proposals that are not otherwise subject to this moratorium and that did not, before the effective date of the moratorium, have a pre-application conference on the Planning Department's calendar. Provided, that the moratorium does not apply to Major Site Plan and Design Review and Major Conditional Use Permit proposals for properties located in the Mixed-Use Town Center/Central Core Overlay District or the Business/Industrial District.

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

1. 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, and
2. Permits and approvals for government facilities and structures; educational facilities and preschools; wireless communication facilities; and emergency medical and disaster relief facilities.

**Development Activity PROHIBITED During the Narrowed Moratorium (December 4, 2019-April 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.



## **ORDINANCE NO. 2019-26**

**AN ORDINANCE** of the City of Bainbridge Island, Washington, adopted pursuant to RCW 35A.63.220 and RCW 36.70A.390; amending Ordinance No. 2019-10; providing for severability; leaving the effective date of the moratorium unchanged; and extending the moratorium in its current form for two months until December 3, 2019, and in a more narrow form from December 4, 2019, until April 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 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**, as part of the Planning Commission’s review and consideration of the City’s subdivision review procedures, design guidelines, and standards, the Commission has 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 is in the process of considering the Planning Commission’s recommendations related to proposed updates to the City’s subdivision regulations as included in Ordinance No. 2019-03, including at the Council’s meetings on March 19, April 2 and 16, May 28, and July 23, 2019; and

**WHEREAS**, the City Council held a public hearing on Ordinance 2019-03 on August 27, 2019, and September 24, 2019; and

**WHEREAS**, City staff is working 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 4 and 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 on September 24, 2019, and considered 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 a policy discussion on September 17, 2019, 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, and September 3 and 17, 2019, 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 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 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 and September 10, 2019, and directed staff to begin legislative review with the Planning Commission to adopt such regulations via draft Ordinance 2019-09; and

**WHEREAS**, on November 13, 2018, the City Council approved Ordinance 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 updated subdivision standards and design guidelines would be adopted on September 24, 2019, at the earliest, and work is ongoing and not yet completed on affordable housing and the Site Plan and Design Review and Conditional Use Permit Decision Criteria; 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 is 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**, 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, and 2019-10.

**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 September 24, 2019, 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 and Section 8 below, to extend the moratorium in its current form for two months until December 3, 2019, and then in a more narrow form as described below until April 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, and 2019-10, 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, and 2019-10, and as well as in this ordinance, and those “Whereas” clauses are adopted as findings of fact.

**Section 7. Change to Duration in Current Form to December 3, 2019.** This ordinance amending the moratorium shall cause the moratorium to remain effective in its current form until December 3, 2019, and in a more limited form as described below in Section 8 until April 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.

**Section 8. Change to Duration in Narrowed Form from December 4, 2019, until April 3, 2020.** This ordinance amending the moratorium shall also cause a more narrow form of the moratorium to be in effect from December 4, 2019, through April 3, 2020, as follows:

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

B. 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. (formerly BIMC 2.16.020.Q.) and Table 2.16.020.S-1 (formerly Table 2.16.020.Q-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.

The moratorium shall remain effective for the updated and extended period as established for the moratorium, which is currently scheduled to expire in its current form based on this ordinance on December 3, 2019, and in a more limited form as described above until April 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 24<sup>th</sup> day of September, 2019.

APPROVED by the Mayor this 24<sup>th</sup> day of September, 2019.

  
\_\_\_\_\_  
Kol Medina, Mayor

ATTEST/AUTHENTICATE:

  
Christine Brown, CMC, City Clerk

FILED WITH THE CITY CLERK	September 20, 2019
PASSED BY THE CITY COUNCIL	September 24, 2019
PUBLISHED:	September 27, 2019
EFFECTIVE DATE:	October 2, 2019
ORDINANCE NO:	2019-26

Attached:

Exhibit A (Work Plan)

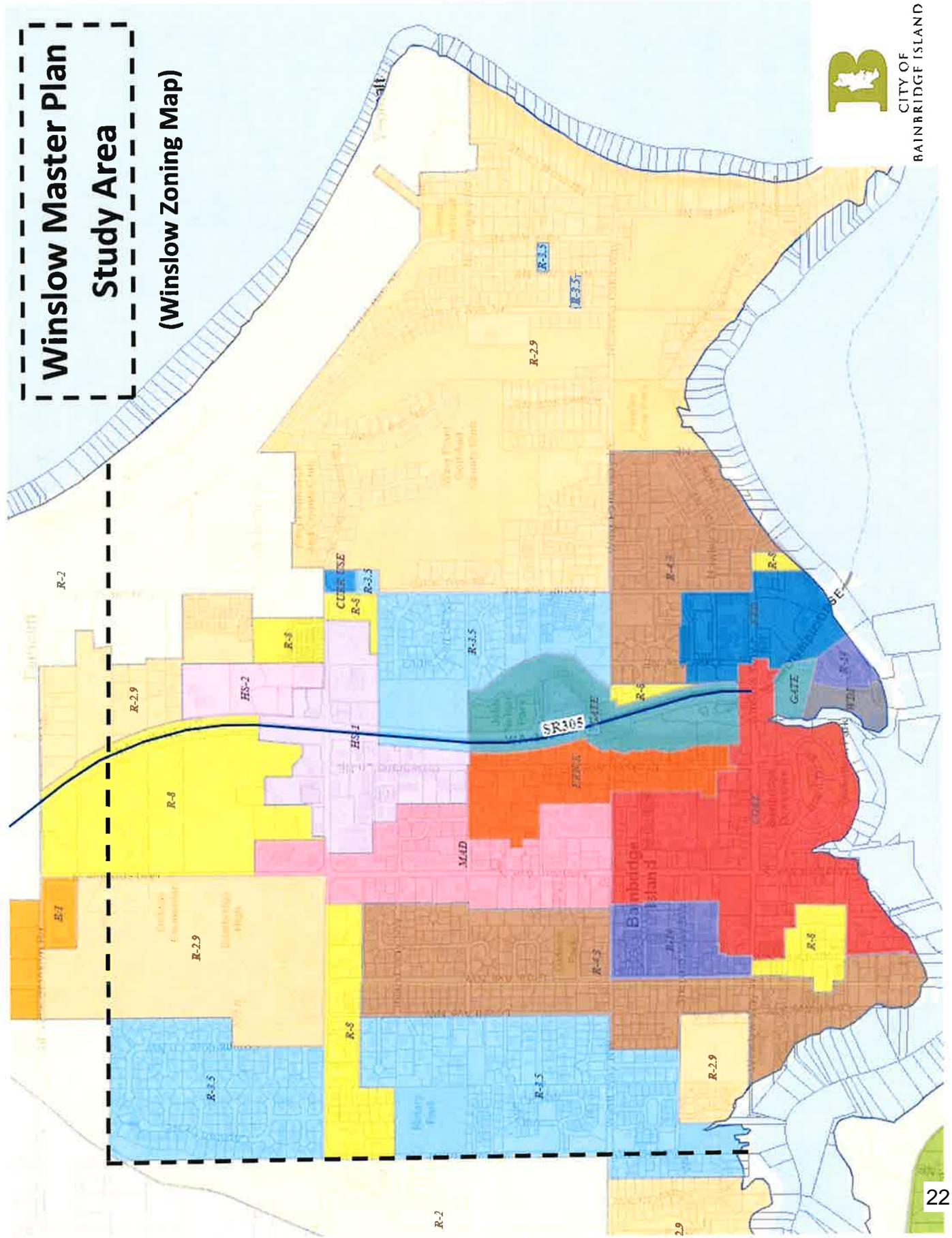
Exhibit B (Winslow Master Plan Study Area)

## Exhibit A

### Moratorium on Certain Development Work Plan Schedule Ordinance No. 2019-26 (December 2019 – June 2020)

<b>Work Program Item</b>	<b>Description</b>
<b>Subdivision Standards</b>	Revise the subdivision standards to result in residential development that reflects Comprehensive Plan goals and policies included in the land use, housing, and environmental elements. These updated standards are anticipated to be adopted at the September 24, 2019, City Council meeting (Ordinance 2019-03).
<b>Design Guidelines</b>	Update and improve the design guidelines and review process to result in higher quality development that reflects the Island's values and character. These updated design review regulations, <i>Design for Bainbridge</i> , are anticipated to be adopted at the September 24, 2019, City Council meeting (Ordinance 2019-25).
<b>Conditional Use / Site Plan Decision Criteria</b>	Revise criteria to reduce subjectivity in decision-making and better ensure outcomes consistent with the Comprehensive Plan. The Planning Commission will complete their review and recommendation on updated Decision Criteria and it is anticipated that the City Council could adopt these amendments in November 2019 (Ordinance 2019-24).
<b>Affordable Housing</b>	Develop an affordable housing work program in response to an Inclusionary Zoning Feasibility Analysis and Affordable Housing Task Force reports. Affordable housing tools being considered for adoption include Inclusionary Zoning and the Multifamily property tax exemption.

# EXHIBIT B





CITY OF  
BAINBRIDGE ISLAND

## Special City Council Meeting Agenda Bill

**MEETING DATE:** November 5, 2019

**ESTIMATED TIME:** 30 Minutes

**AGENDA ITEM:** (5:25 PM) Race Equity Task Force Recommendations - RETF members and Council Liaisons,

**STRATEGIC PRIORITY:** Good Governance

**PRIORITY BASED BUDGETING PROGRAM:**

**AGENDA CATEGORY:** Discussion

**PROPOSED BY:** Executive

**RECOMMENDED MOTION:**

Information and discussion.

**SUMMARY:**

The Race Equity Task Force and liaisons will provide an update and recommendations for next steps.

**FISCAL IMPACT:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	No

**BACKGROUND:**

The City formed a Race Equity Task Force (RETF) in 2019. The purpose of the RETF is to provide advice and counsel to the City Council on matters of identifying programmatic, community, and legislative options and to seek suggestions on how the City can help Bainbridge Island to be an open and welcoming community for all. There are seven community members on the RETF. The RETF meets once or twice per month.

The RETF members recommend that the City join the Government Alliance on Race and Equity (GARE) and engage this group to provide technical assistance, convene a group of City staff members, and work in 2020 to develop a Race Equity Action Plan for the City organization.

**ATTACHMENTS:**

[RETF 11 5 City Council Proposal Memo](#)

[GARE Bainbridge Island Proposal August 2019](#)

[RACE EQUITY TASK FORCE GARE Presentation](#)

[King County Equity and Social Justice Strategic Plan - Executive Summary](#)

[Marin County REAP 2017](#)

[St Anthony Village Racial Equity Plan 2017](#)

**FISCAL DETAILS:** Suggested actions include:

\$1,000 - membership in GARE

\$43,000 - technical assistance to work with City staff to develop a Race Equity Action Plan. In addition to the funding, the plan calls for up to 50 City staff to participate in activities for 40 - 65 hours per person. This is a significant staff time investment and should be considered with other work plan items.

**Fund Name(s):** General Fund

**Coding:**

## MEMORANDUM

**TO:** Bainbridge Island City Council

**FROM:** Race Equity Task Force

**DATE:** November 5, 2019

**SUBJECT:** Recommendations for 2020 Racial Equity Investments



The inaugural Bainbridge Island Race Equity Task Force (RETF) convened in March 2019 in response to a number of courageous community members who spoke out about numerous and ongoing instances of discrimination and racism on the island. The purpose of the RETF is threefold:

1. **Develop a series of events** designed to promote awareness; raise the community's level of engagement around race; encourage a dialogue between the community and elected officials on this topic.
2. **Invite the Government Alliance on Race and Equity (GARE) and the People's Institute Northwest** to advise on potential strategies to address citywide racism.
3. **Provide a series of recommendations to City Council** on ways in which the City can help the community become more inclusive and responsive when it comes to addressing racial inequities.

Over the course of eight months, and numerous meetings with GARE, the task force has unanimously agreed that the path forward to meet the requirements of Purpose #3 is to focus on local government as the instrument of change. Professor Benoy Jacobs wrote about this strategy in the September issue of [Public Management Magazine](#):

“While all levels of government are culpable in having shaped the distribution of (dis)advantage across the country, this is particularly true of local governments...Recognizing that the public sector has played a role in creating an uneven playing field, however, is not a judgment on those who work in local government...The leaders and staff of a jurisdiction need to understand their institutional history with respect to social inequity.”

The RETF puts forth the following recommendations for city council consideration for 2020 investments:

1. **Become an active network member of the Government Alliance on Race and Equity - \$1,000/year**  
GARE membership includes monthly meetings, member-only training resources, and much more.
2. **Invest in 2020 workshops to educate and train key members of the city staff and community about the role of government to advance racial equity - \$43,000** - This four workshop series will accommodate up to 50 people and build the following skills sequentially: normalize racial equity as a core value; inform policy, program + budget decisions with a race equity lens; message training for interpersonal and external audiences; develop a racial equity action plan; community engagement; develop skills to scale racial equity throughout government.

Social inequity on Bainbridge Island is alive and pervasive. There is no silver bullet to eradicate racism, but we must seek to consciously integrate the values of equity and social justice into our every action as a government in service to the people—every decision, every policy, every practice. We urge the city council to take **the first step** in creating the long-term, systemic changes our city needs to fulfill the vision of the comprehensive plan.

Respectfully,  
The Race Equity Task Force

August 28, 2019

Janna Chan  
Bainbridge Island Race Equity Task Force  
City of Bainbridge Island  
280 Madison Ave N  
Bainbridge Island, WA 98110  
email: [janna.chan@cobicommittee.email](mailto:janna.chan@cobicommittee.email)

Thank you for your interest in working with the Government Alliance on Race and Equity (GARE). We have appreciated talking with you over the past few weeks. This letter includes background information on GARE and a proposed scope of services designed to build employee racial equity awareness and the capacity of the City of Bainbridge Island to proactively advance racial equity. GARE is standing by to help the City of Bainbridge Island embark on and sustain a racial equity effort. We have discussed a process that:

- engages City of Bainbridge Island leadership including the Race Equity Task Force to build awareness and support for integrating racial equity into city operations.
- provides the Advancing Racial Equity workshop to leadership including the Race Equity Task Force to build comfort, aptitude and skills for normalizing conversations about race and incorporating racial equity into their work.
- provides the Using a Racial Equity Tool and Organizing for Racial Equity workshop to build skills using an assessment to inform policy, procedures and programs to drive racial equity.
- offers additional workshops that we recommend to build the foundation, practices and partnerships needed to be able to advance racial equity over the long term.

#### **I. How we work with jurisdictions**

GARE has worked with more than 150 jurisdictions in 30 states to begin embedding racial equity in to the local government practice. We are very familiar and experienced with providing the services desired by the City of Bainbridge Island, and we deliver them with care, expertise and full appreciation of the challenges encountered and support needed when doing organizational change.

#### **BACKGROUND**

The [Government Alliance on Race and Equity](#) (GARE) is a core project of [Race Forward](#) and the [Haas Institute for a Fair and Inclusive Society](#) at the University of California Berkeley. We are a national network of government working to achieve racial equity and advance opportunities for all. We employ three emphases to frame our work:

1. We are a membership organization that supports national and regional networks of jurisdictions that are at the forefront of work to achieve racial equity
2. We offer pathways for new jurisdictions to begin doing racial equity work, including contractual technical assistance and year-long learning cohorts
3. We support and build local and regional collaborations that are broadly inclusive and focused on achieving racial equity

Government has the potential to leverage significant change and set the stage for achieving racial equity in our communities. GARE is building a national movement for racial equity; we share and expand best practices, tools and resources. If government is to advance racial equity, we must recognize its legacy of having created and maintained racial inequity, explicitly from the founding of our country, and implicitly for the past half century. We work with government because achieving racial equity will not occur unless government serves as an agent for creating an inclusive multi-racial democracy.

GARE has effective approaches for building the capacity of organizations and institutions to eliminate institutional and structural racism and advance racial equity. We offer training and organizational development, either in introductory workshops, specific topics or via an extended learning curriculum.

Our workshops include:

- **Interactive and experiential components.** Adult learning styles vary. We use varied forms (including exercises and small group discussions) to share information to ensure learning objectives are met.
- **Explicit conversation and facilitation to illuminate the connection between individual, institutional and structural racism.** Our training methodology allows participants to make connections between individual experiences and the broader societal and structural ways in which race is constructed. We focus on institutional and structural strategies, as those are most effective for leveraging change.
- **Strong, expert facilitation.** Conversations about race can sometimes be difficult. We have a team of expert facilitators who not only are prepared to lead and guide conversation but to re-design activities in the moment to ensure participants' time and experience is maximized.
- **Applied learning.** Racial equity concepts can, at times, be abstract. Our workshops focus on the application of learning in the work place. *Doing* is often the best teacher.

GARE recognizes the importance of responding to unique situations. Context matters. We tailor workshops and learning activities to best meet the needs of participants and organizations. Our workshops are informed by context setting to understand how best to tailor content and exercises and interviews with key stakeholders to ensure design meets needs and expectations of participants.

## II. What Creates Change: National Best Practice

Leadership, community and staff must *normalize* racial equity as a key value and have clear understanding and shared definitions, *operationalize* equity via new policies and by transforming the underlying culture of our organizations, and finally, *organize*, both internally and in partnership with other institutions and the community. The elements and actions are based on our understanding of your desired direction.

## III. SCOPE OF WORK

### *Context setting*

GARE recognizes that this project will benefit from additional context setting in the form of an understanding of the training that some employees have already taken. We will work with you to confirm the informal and formal leaders who are positioned to work on this project. We will also work with you to identify a set of key leaders who will form a “Core Team” for this project, leading

efforts to operationalize racial equity in Bainbridge Island. We would be happy to assist with this selection process.

### *Normalize*

Normalizing conversations about race includes developing and sharing a racial equity framework as well as operating with urgency and accountability. GARE will provide one workshop for City leadership including the Race Equity Task Force.

### *Operationalize and Organize*

After the initial workshop, GARE will work with Bainbridge Island leadership including Race Equity Task Force members to identify key initiatives / pilots to operationalize racial equity. GARE will lead a workshop for the Core Team to build skills using a racial equity tool and provide tools for communicating effectively about race.

If desired GARE can provide one, or possibly two additional sessions, thereby creating the foundations of a racial equity action plan and the infrastructure needed to operationalize and organize to drive and hold accountability for racial equity work across the institution. At the culmination of all the workshops, the Core Team will be early adopters by piloting the use of a racial equity tool, using data to develop and track racial equity strategies and developing racial equity action plans. The sessions will take place over the course of approximately four months with additional work and guidance (as needed) from the GARE staff team between sessions. The content of the sessions will again be informed by the context setting phase. The GARE curriculum will be used to support the Core Team's work.

### Workshop 1 (late fall 2019)

- ***Advancing Racial Equity: The Role of Government:*** This workshop provides an orientation to the role, responsibilities and opportunities for government to advance racial equity. We focus on normalizing racial equity as a core value with clear definitions of key terminology, operationalizing racial equity via new policies and institutional practice, and organizing, both internally and in partnership with other institutions and the community. Participants gain increased understanding of racial equity terminology, including implicit and explicit bias and individual, institutional, and structural racism; gain skill at identifying and addressing institutional and structural racism; and increase capacity to advance racial equity in the work place.
- ***Using a Racial Equity Tool:*** This workshop provides an overview on how to use a racial equity toolkit to inform policy, program and budget decisions; and effective internal infrastructure and external partnerships to create lasting institutional transformation to advance racial equity.

### Workshop 2 (in early 2020):

- ***Using a Racial Equity Tool:*** This content provides information on how to use a racial equity toolkit within policy, program and budget decision-making processes. Team members will gain skills by using the tool with their own lines of business that they would like to assess from a racial equity perspective.
- ***Communicating for Racial Equity:*** Communicating about race can sometimes be a challenge, but preparation and strategy make a big difference. This content provides tools for both interpersonal communication and communicating with the media and broader outside audiences.

### Workshop 3 (2020)

- ***Developing a Racial Equity Action Plan:*** Introductory training is not enough; the City of

Bainbridge Island will want to put ideas and understanding into action, including strategies that are designed to advance racial equity.

- ***Leading for Racial Equity:*** This workshop provides a common language and explores the tensions that racial equity leaders must address to be effective in working for race and social justice, including adaptive / technical, transactional / transformational, and formal / informal leadership. Participants focus on increasing understanding of key racial equity terminology, motivating change, developing skills at effectively communicating about race, and developing concrete action steps.

#### Workshop 4 (2020)

- ***Inclusive Outreach and Public Engagement:*** This workshop uses discussion and hands-on activities on how to implement inclusive outreach and public engagement policies, apply an equity framework to outreach materials and strategies, and deepen understanding of culturally inclusive dynamics.
- ***Tools for Organizational Change:*** This workshop provides hands-on exercises to discuss moving organizational change within government, including building organizational infrastructure across the breadth (all functions) and depth (up and down hierarchy). Content is tailored to meet participants' needs, and will include topics such as stakeholder analysis, power and politics, and tipping point theory.

The total cost and timeline for the city's work with GARE is \$47,300. (summary below).

#### **IV. Next Steps**

This project, in its totality, will support the creation of deeper shared understanding among leadership, a Racial Equity Action Plan and greater staff capacity for implementation of racial equity across key departments. Our approach incorporates proven practices and replicates success, changing the norm of what is expected and possible from government.

We have appreciated your leadership and are excited about the possibility of moving this work forward. Please contact Nora Liu at [nliu@raceforward.org](mailto:nliu@raceforward.org) with questions or to discuss next steps.

Sincerely yours,



Dwayne S. Marsh  
GARE Co-Director & Race Forward Vice President of Institutional and Sectoral Change

<b>Context Setting</b>			
	Preliminary work required to establish specific parameters of GARE engagement.	<b>12 hours</b>	\$3,000
<b>Workshop 1 – late fall 2019</b>			
	<b>Advancing Racial Equity: The Role of Government / Using a Racial Equity Tool</b> This workshop introduces the role, responsibilities and opportunities for government to advance racial equity. We introduce a racial equity tool that can be used in decisions relating to policies, practices, programs and budget and share effective internal infrastructure and external partnerships to create lasting institutional transformation to advance racial equity.	<b>Full day</b>	\$10,000
<b>Workshop 2 – early 2020</b>			
	<b>Using a Racial Equity Tool / Communicating for Racial Equity</b> This workshop provides instruction and practice on how to use a racial equity toolkit within policy, program and budget decision-making processes and tools for effectively communicating about race.	<b>Full day</b>	\$10,000
<b>Workshop 3 – 2020</b>			
	<b>Developing a Racial Equity Action Plan / Leading for Racial Equity</b> This workshop provides instruction and hands on practice creating a racial equity action plan to drive implementation and accountability of the city’s racial equity work. It will also provide tools and skills to develop racial equity leadership.	<b>8 hours</b>	\$10,000
<b>Workshop 4 – 2020</b>			
	<b>Inclusive Outreach and Public Engagement / Tools for Organizational Change</b> This workshop provides strategies and skills to implement effective inclusive public engagement leading to community partnerships as well as tools to create the internal infrastructure needed to continue to advance racial equity over time.	<b>8 hours</b>	\$10,000
		Sub-total	\$43,000
		Admin (10%)	\$4,300
		<b>Total</b>	<b>\$47,300</b>
	NOTE: there is a 10% cost reduction available for GARE members		



# RACE EQUITY TASK FORCE



## Recommendations for 2020 Investments

City Council Study Session  
November 5, 2019  
6:00 pm

# RACIAL EQUITY TASK FORCE: SCOPE OF WORK

1. Develop a **series of events** through the end of the year designed to promote awareness and raise the community's level of engagement around race and to encourage a dialogue between Bainbridge Islanders and its elected officials on this topic.
2. Task Force will invite the **Government Alliance on Race and Equity (GARE)** and the **People's Institute Northwest** to first come and meet with the task force and then we will have a study session discussion.
3. Task Force to **provide a series of recommendations to City Council** on ways in which the City can help the community become a more inclusive and responsive community when it comes to addressing racial inequities.

# RETF IN THE COMMUNITY



## Select Comments Shared w/ the RETF:

*"Why is this a 'Task Force'? Racism is not a 'task'—it's a virus in our community that needs to be addressed head-on."*

*"I was thrilled that you all marched in the parade. I wasn't aware that the council pulled this task force together."*

*"I've been on Bainbridge for 11 months. Two weeks in I was told to go back to my own country. The response has been the same from all people: 'Really? Here on Bainbridge?' Yes, really."*

*"When considering relocating to Bainbridge, we were told by the school district that there were students of color. When we took a tour, we saw no students of color."*

# WHAT IS RACE EQUITY?

# RACIAL EQUITY IS A PROCESS + OUTCOME

**Process:** those most impacted by structural racial inequity are meaningfully involved in the creation and implementation of the institutional policies and practices that impact their lives.

**Outcome:** race no longer determines one's socioeconomic outcomes; when everyone has what they need to thrive, no matter where they live.



**WHY SHOULD WE MAKE AN INVESTMENT IN  
RACE EQUITY NOW?**

# COMPREHENSIVE PLAN

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 Policy 3.1** Ensure a variety of housing choices to meet the needs of present and future residents in all economic segments and promote plans, projects and proposals to create affordable housing.
- Guiding Policy 3.2 Make budget decisions that adequately consider the well-being of all Island residents with the goal of providing opportunities to be contributing members of the community.

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 Policy 6.2 Promote an equitable social environment on the Island by addressing basic human needs including affordable housing, personal health and safety, mobility and increased access to human services, civic and cultural amenities.
- Guiding Policy 6.3 Promote economic sustainability and work to provide economic opportunities for all community residents.

**Fig. IN-6 Sustainable Community**





## ISLANDERS WANT TO KNOW THE CITY IS TAKING ACTION



“I was called a queer nigger on the boat back to the island today. ‘We don’t want your queer nigger type here on our island.’ WOW. I lived here for over 20 years. Who’s island do you think this is???”

# WE CAN TAKE ACTION NOW TO PREVENT MORE VIOLENCE

JUSTICE FOR  
STONECHILD  
CHIEFSTICK SR.  
MEMORIAL MARCH



JOIN US IN A PEACEFUL PROTEST

SATURDAY AUG. 10<sup>TH</sup> 3:PM TO 7PM

PLACE: LIBERTY BAY WATERFRONT PARK 18809 ANDERSON PKWY, POULSBO WA 98370

SACRED WATERS AND SUQUAMISH WARRIORS WILL BE IN ATTENDANCE

PLEASE COME GIVE GOOD MEDICINE TO HIS CHILDREN

Anyone who would like to speak please contact Trishandra Pickup (360)728-6640

## Kitsap Sun: Poulsbo shooting must lead to understanding (Aug 2019)

“... Native people and other people of color are painfully aware of the long history of violence directed at them across generations creating a pervasive historic trauma that infuses all aspects of community life...” – *Suquamish Tribal Council*

- Stonechild Chiefstick Sr. was shot and killed on July 3 by a Poulsbo police officer
- Chiefstick memorial was vandalized on July 20

## Kitsap Sun: Immigration and Customs Enforcement agents make stops, arrests in Kitsap County (Sept 2019)



# WE ALL HAVE IMPLICIT BIAS

“White applicants get about 50 percent more call-backs than black applicants with the same resumes; college professors are 26 percent more likely to respond to a student’s email when it is signed by Brad rather than Lamar; and physicians recommend less pain medication for black patients than white patients with the same injury.” - *Scientific American* [1]

**“The problem of workplace discrimination in the US [is it] isn’t usually expressed through slurs or physical threats...** it can often manifest in more subtle ways, such as the assignments workers are given, the pay or benefits they receive, and the ways their performance is judged and rewarded.” - Vox [2]

“Black Americans have faced the same amount of hiring discrimination for the past 25 years.” - *Harvard Business Review* [3]

**“Recognizing that the public sector has played a role in creating an uneven playing field is not a judgment on those who work in local government. Rather, it is often the first critical challenge facing those who wish to advance social equity from within public sector organizations.”** - *BENOY JACOB, PHD, UNLV* [4]

# WHAT CAN WE DO TO LAY THE GROUNDWORK FOR RACIAL EQUITY?



# LOCAL AND REGIONAL GOVERNMENT ALLIANCE ON **RACE & EQUITY** aka GARE

A national network of governments working to achieve racial equity and advance opportunities for all

Largest racial justice organization working in the country

- 155 members
- 40 states / 200+ cities
- 26 members in Washington State

## GARE NW

- |  |                                      |
|--|--------------------------------------|
| 1. Lane County                           | 14. City of Lakewood                 |
| 2. City of Eugene                        | 15. City of Tacoma                   |
| 3. OR Housing & Community Services       | 16. City of Tukwila                  |
| 4. OR Governor's Office                  | 17. Hazardous Waste Mgmt Program     |
| 5. OR Youth Authority                    | 18. Port of Seattle                  |
| 6. City of Portland                      | 19. City of Seattle                  |
| 7. Multnomah County                      | 20. King County                      |
| 8. Multnomah County Drainage District    | 21. King County Housing Authority    |
| 9. Metro                                 | 22. City of Issaquah                 |
| 10. Port of Portland                     | 23. City of Lynnwood                 |
| 11. City of Vancouver                    | 24. Puget Sound Regional Council     |
| 12. WA Dept of Children Youth & Families | 25. Seattle Housing Authority        |
| 13. City of Olympia                      | 26. Spokane Regional Health District |

# A NATIONAL MODEL FOR CHANGE

Leadership, community and staff must normalize racial equity as a key value and have clear understanding and shared definitions, operationalize equity via new policies and by transforming the underlying culture of our organizations, and organize both internally and in partnership with other institutions and the community.

# RECOMMENDATION #1: BECOME A MEMBER OF GARE

## WHAT DOES BEING A “MEMBER” MEAN?

- Participation in monthly network meetings—a professional peer-to-peer network that enables government racial equity leads and subject area experts to exchange information, collaborate to advance their practice, and develop solutions to racial equity challenges.
- Access to training and facilitation from GARE and its Technical Assistance Group
- Members-only resources that support peer-to-peer connections and tools, (e.g. Results Based Accountability for Racial Equity) technical assistance on racial equity employee surveys, and support on the development of new policies and implementation of best practices via issue papers.
- Exclusive access to special grants

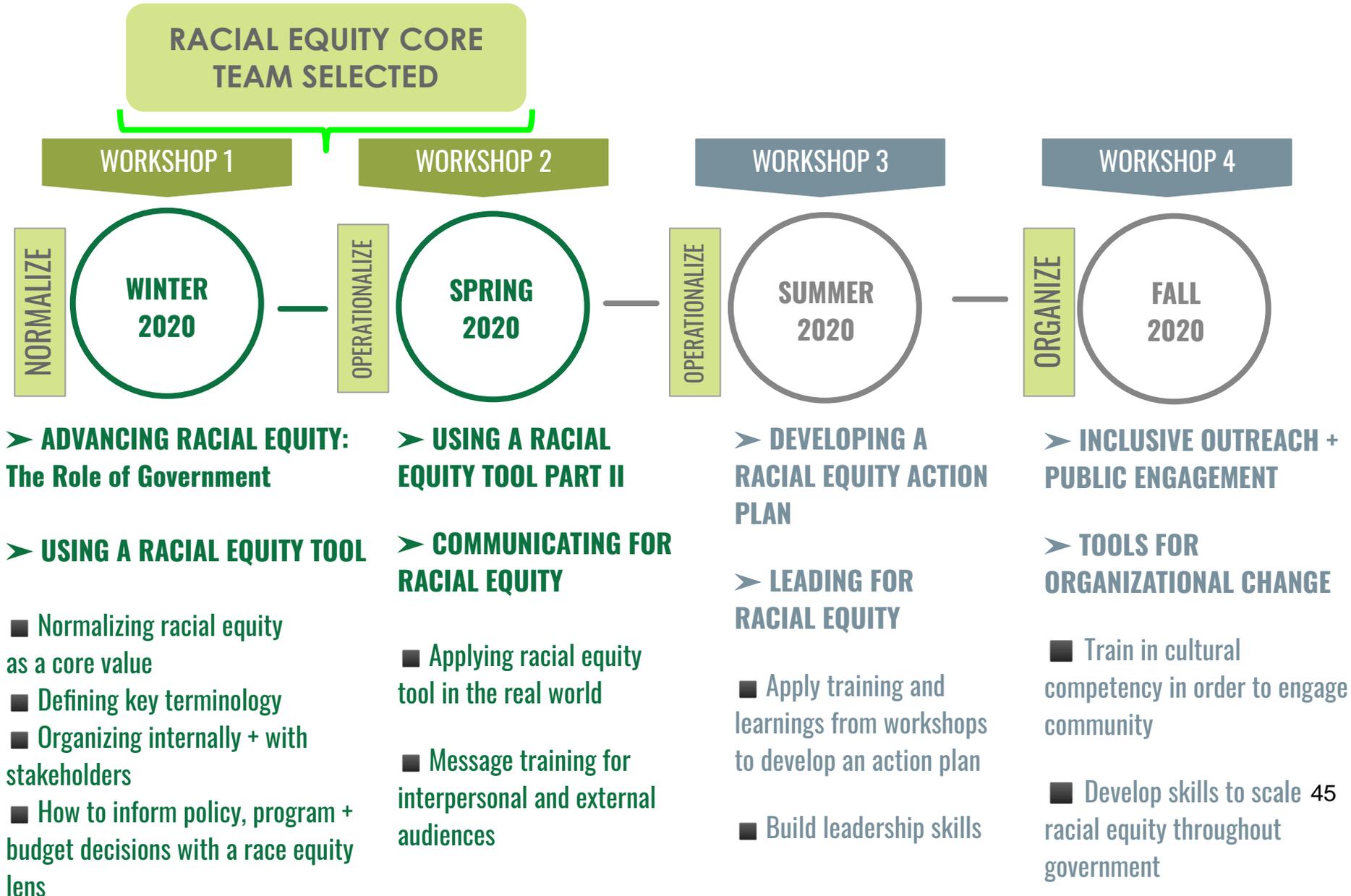
## WHO IS EXPECTED TO PARTICIPATE?

- Government staff—ideally, managers, leaders, and outreach specialists from across the jurisdiction
- Eventually, Bainbridge Island’s “Racial Equity Core Team”

## WHAT IS THE COST?

- **\$1,000 annual membership fee**

# RECOMMENDATION #2: TECHNICAL ASSISTANCE - \$43k



**TOTAL COST:** \$44,000

**PARTICIPANTS:** 40 - 50 people

**TIME EXPECTATIONS:** 45 - 60 hours over 10 months

**PRIMARY OUTCOMES:**

- Instruction and practice on how to use a racial equity toolkit to inform policy, program, and budget decision-making processes;
- Strategies and tools for effectively communicating about race with the community;
- Understanding from people of color about how local government works and how to communicate with officials and participate in decisions;
- Awareness from residents and visitors of the city's commitment to address racial inequities.

**PRIMARY DELIVERABLE:** Racial Equity Action Plan

# RACE EQUITY TASK FORCE



# Thank You!

Chair: James Friday  
Vice Chair: Susan Wilmot  
Secretary: Janna Chan  
Council Member Rasham Nassar  
Council Member Joe Deets

Brenda Fantroy-Johnson  
Savanna Rovelstad  
Kian Ashabi  
Peggi Erickson

# APPENDIX

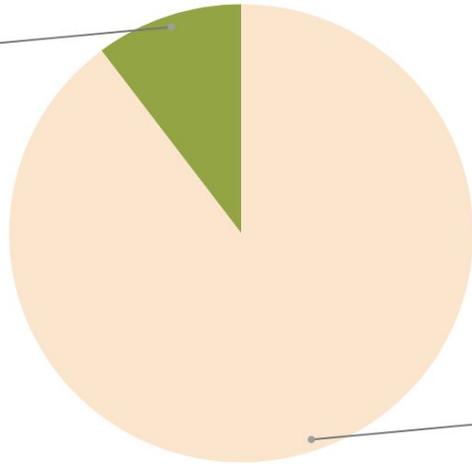
# CITATIONS

1. “How to Think about “Implicit Bias” *Scientific American*, March 27, 2018
2. “Workplace discrimination is illegal. But our data shows it’s still a huge problem”  
*Vox*, February 28, 2019
3. “Hiring Discrimination Against Black Americans Hasn’t Declined in 25 Years”  
*Harvard Business Review*, October 11, 2017
4. “Advancing Social Equity, Lesson From (And For) Public Managers”  
*International City Management Association Magazine*, September 2019
5. “The Impact of Racism on Child and Adolescent Health” *American Academy of Pediatrics Policy Statement*, August 2019, VOLUME 144 / ISSUE 2

# BAINBRIDGE POPULATION IS CHANGING...

**2018: Bainbridge Population**

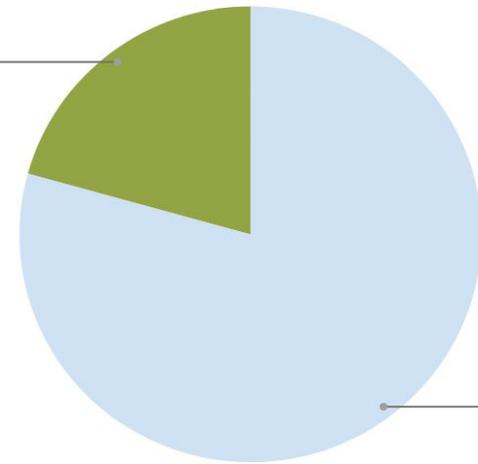
Non-White  
10.3%



White  
89.7%

**2017-2018: Bainbridge Student Body**

Non-White  
20.7%



White  
79.3%

**Student body is 2x more diverse than island population**

# PRECAUTIONARY PRINCIPLE

When an activity raises threats of harm to human health or the environment, precautionary measures should be taken even if some cause and effect relationships are not fully established scientifically.

The principle implies that there is a social responsibility to protect the public from exposure to harm.

*“Racism is a social determinant of health that has a profound impact on the health status of children, adolescents, emerging adults, and their families. [The] evidence to support the continued negative impact of racism on health and well-being through implicit and explicit biases, institutional structures, and interpersonal relationships is clear.” - American Academy of Pediatrics [5]*

# SNAPSHOT: Conversation about racism found on the Bainbridge Islanders group on Facebook



Annie Moffat

March 5



Hi friends,  
How about having a chat with your kids reminding them that hate speech and using the N-word is downright crappy and never the mood we're going for at any time here on our little island, mkay? White folks, just don't say it. Ever. But for sure not on the bus with students of color.

121

199 Comments

“How about having a chat with your kids reminding them that hate speech and using the “N-word is downright crappy and never the mood we’re going for at any time here on our little island...White folks, just don’t say it. Ever. But for sure not on the bus with students of color.”

**Tim Tucker** How long is it going to take before someone defends the islands youth? This is unacceptable anytime, anywhere, for anyone. I don't get it, the island projects itself as this haven of liberal thought and practice. No human being is born with racism, intolerance and hatred. Those qualities are learned.....so this is a bigger reflection on the people raising this kids, than on the kids themselves.

**Spencer Bispham** As a biracial student at BHS I'm sad and angry to hear about this. I've had my share of uncomfortable racial experiences on Bainbridge and I hope everyone can step up and play their role in changing young/old minds soon.

**Ashley Marie** This is not just an issue with the young adults. You'd be surprised what Bainbridge adults say to my face not even knowing how offensive they are being. The word "colored" was even used to describe a professional African American man in my place of employment in front of me. I was looking at all the Tolo photos the other day and thinking wow. This school is basically segregated in 2019. I bet most of these kids have never even had a person of color in their home, because their parents don't have any friends of the opposite race. Bainbridge is not as liberal as we like to portray. Let's not even go into the T&C Blackface Halloween costume winner a few years ago.

**Lisa Putnam** As a mother of two biracial children, this unfortunately has been a repeating occurrence throughout their lives.

**Ashley Marie** I took one look at the Bainbridge Schools when my daughter was little and quickly knew she would not be going 52 there. I have heard many horror stories. I have overheard both racist and anti Semitic things in Safeway when these poorly prepared for life outside of Bainbridge “kids” come in. Wasn't putting my kid in that environment. No thank you.

# **EQUITY AND SOCIAL JUSTICE STRATEGIC PLAN**

**2016-2022**



# **King County**

# KING COUNTY EQUITY AND SOCIAL JUSTICE STRATEGIC PLAN 2016-2022

For many in our region, King County is a great place to live, learn, work and play. Yet we have deep and persistent inequities—especially by race and place—that in many cases are getting worse and threaten our collective prosperity. Launched by King County Executive Ron Sims in 2008 and formalized by Executive Dow Constantine and the Metropolitan King County Council via ordinance in 2010, Equity and Social Justice (ESJ) is an integrated part of the County’s work, and is supported by the ESJ Office since it was established in early 2015.

The Equity and Social Justice Strategic Plan is a blueprint for change, mutually created by King County employees and community partners. From the outset, the planning process was designed to hear from people across sectors, geography and populations before developing a draft. More than 600 County employees and 100 local organizations—including community organizations, education, philanthropy, labor, business and local governments—shared their insights and expertise on where we have made progress, persistent challenges that exist, and solutions toward achieving equity.

## OUR EQUITY VISION AND STRATEGIES

The shared vision we developed out of this process is consistent with the overall vision of King County’s Strategic Plan: A King County where all people have equitable opportunities to thrive. Our four strategies as One King County to advance Equity and Social Justice are to invest:

- Upstream and where needs are greatest
- In community partnerships
- In employees

And we do this with **accountable and transparent leadership**.

Our Equity and Social Justice shared values will guide and shape our work. We are:

- Inclusive and collaborative
- Diverse and people focused
- Responsive and adaptive
- Transparent and accountable
- Racially just
- Focused upstream and where needs greatest

Equity is fundamental to the society we seek to build. It is an ardent journey toward well-being as defined by those most negatively affected. Our end goal is for full and equal access to opportunities, power and resources so all people may achieve their full potential. The process of advancing toward equity will be disruptive and demands vigilance.

Being “pro-equity” requires us to dismantle deeply entrenched systems of privilege and oppression that have led to inequitable decision-making processes and the uneven distribution of benefits and burdens in our communities. Similarly, we must focus on those people and places where needs are greatest to ensure that our decisions, policies and practices produce gains for all.

## OUR PRO-EQUITY POLICY AGENDA AND REGIONAL COLLABORATIVE

Long-term, sustainable changes within our organization and the community require a comprehensive ‘pro-equity’ approach for all of King County government. This plan defines a Pro-Equity Policy Agenda aimed at expanding access to the County’s Determinants of Equity: child and youth development, economic development and jobs, environment and climate, health and human services, housing, information and technology, justice system, and transportation and mobility.

We learned through our engagement for the strategic planning process that there is a broad range of equity-focused activities in our region. However, there is a need for increased coordination and cross-sector solutions that match the scale of inequities we face. Together we are

stronger. As a result, King County government is committed to advancing a Regional Equity Collaborative with partners from community organizations, philanthropy, business, labor, local governments and education in the coming months and years.

## BECOMING PRO-EQUITY

We understand that how we approach our work is just as important as what we seek to accomplish. Pro-equity means being racially just and inclusive, and consistently taking action to eliminate the root causes of inequities. We adopt systems and standards that allow us to consistently engage with and build the capacity of our residents, partners and employees.

To achieve better outcomes in the community, we will integrate and implement pro-equity practices in our major functions of government where we can effect change, including:

- Leadership, operations & services
- Plans, policies & budgets
- Workplace & workforce
- Community partnerships
- Communication & education
- Facility & system improvements

## HOW TO READ THIS PLAN

King County's Equity and Social Justice (ESJ) Strategic Plan 2016-2022 provides a framework and direction for how the County will use the four strategies of the Plan within and across the Pro-Equity Policy Areas, the Regional Equity Collaborative and the Goal Areas. Each Policy and Goal Area has an analysis of our current situation, plus how we will make a difference, including specific actions or goals.

## PLAN IMPLEMENTATION

The Policy Areas are in three-year cycles, and the Goal Areas are in two-year cycles. The two-year cycle for the Goal Areas is aligned with the County's biennial budget process and builds our organization's capacity in ESJ 'adaptive management.' We incorporate design, management and monitoring to advance our strategies in the various functions of government; then we continuously and systematically adapt and learn. As a government, we have to practice adaptive management to be coordinated and responsive to our communities and employees. This means:

**We listen deeply** to know how and why assets, priorities, expectations and concerns of our communities and employees—especially those most in need—change with time. We use this knowledge to coordinate and try different approaches toward achieving better outcomes and monitor the results.

**We look at root causes and adapt** by understanding what and why efforts are working or not working.

**We respond** by making appropriate and timely changes.

**We learn and share regularly** what is happening around us so that we can engage responsibly. We learn and stay current with what and how our residents and partners are doing so we can co-create effectively and with transparency.

Summary of Goals, Objectives and Strategies by Goal Area

LEADERSHIP, OPERATIONS & SERVICES

<p><b>Goals</b></p> <ol style="list-style-type: none"> <li>1. Develop effective and accountable leadership for advancing ESJ</li> <li>2. Develop an organization where all employees are change agents</li> <li>3. Visibly and public display progress on ESJ</li> <li>4. County operations, programs and services are pro-equity and reflect ESJ values</li> </ol>	<p><b>Invest upstream and where needs are greatest</b></p> <ul style="list-style-type: none"> <li>■ ESJ values guide department and agency operations, programs and service delivery</li> <li>■ Operations and services – including allocation of resources – reflect our ESJ values of investing upstream and where needs are greatest</li> </ul>	<p><b>Invest in employees</b></p> <ul style="list-style-type: none"> <li>■ Increase employee sense of responsibility to advance ESJ</li> <li>■ Improve staff and leadership proficiencies in delivering services that respond to changing demographics</li> </ul>	<p><b>Invest in community partnerships</b></p> <ul style="list-style-type: none"> <li>■ In County operations, programs and services, collaborate with other King County and external service providers</li> <li>■ Technical assistance and resources deployed to community organizations, in support of services and operations</li> </ul>	<p><b>With accountable and transparent leadership</b></p> <ul style="list-style-type: none"> <li>■ Elected leaders and directors are ultimately responsible for ESJ</li> <li>■ Visibly display progress on plan</li> <li>■ Bi-annual “Plan – Do – Check – Adjust” of ESJ Strategic Plan with implementation plans</li> </ul>
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PLANS, POLICIES & BUDGETS

<p><b>Goals</b></p> <ol style="list-style-type: none"> <li>1. Department and agency business plans include analyses of equity impacts</li> <li>2. Policy guidance incorporates ESJ values and analysis</li> <li>3. Budget decisions, rates, and allocations reflect the values and strategies of the ESJ strategic plan</li> </ol>	<p><b>Invest upstream and where needs are greatest</b></p> <ul style="list-style-type: none"> <li>■ Provide new resources on demographic conditions for planners, analysts and project managers</li> <li>■ Develop improved equity analysis tools for plans, policies, and budgets</li> <li>■ Ensure budget instructions and decisions support upstream investments</li> <li>■ Assess all fees and rates to identify opportunities to create a more equitable structure</li> </ul>	<p><b>Invest in employees</b></p> <ul style="list-style-type: none"> <li>■ Train leaders, planners, analysts, and project managers on the use of demographic data and equity impact tools</li> <li>■ Ensure budget allocation leads to a more equitable workplace</li> </ul>	<p><b>Invest in community partnerships</b></p> <ul style="list-style-type: none"> <li>■ Increase use of community engagement guide in planning and policy processes</li> <li>■ Explore and pilot a participatory budgeting process</li> </ul>	<p><b>With accountable and transparent leadership</b></p> <ul style="list-style-type: none"> <li>■ Provide coaching and tools for agency leadership to develop explicit policy guidance</li> <li>■ Develop measurement tools and a public reporting framework for ESJ Strategic Plan implementation</li> <li>■ County advocacy at the State results in a more equitable funding structure for services most needed by residents</li> </ul>
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WORKPLACE & WORKFORCE

<p><b>Goals</b></p> <ol style="list-style-type: none"> <li>1. Require an equitable, engaged and racially just workplace culture</li> <li>2. Do systematic and equitable workforce development at all levels</li> <li>3. Have and resource equitable employee development and access to opportunities</li> <li>4. Build an organization of equitable access to and shared decision making</li> </ol>	<p><b>Invest upstream and where needs are greatest</b></p> <ul style="list-style-type: none"> <li>■ Develop ‘people managers’ to lead a racially just, engaged and inclusive culture</li> <li>■ Eliminate barriers to high salaried employment opportunities for People of Color, Native Peoples and immigrant populations</li> <li>■ Invest in restorative conflict resolution strategies</li> </ul>	<p><b>Invest in employees</b></p> <ul style="list-style-type: none"> <li>■ Invest in lower salaried employees through active employee development plans</li> <li>■ Expand equitable access to resources and decision-making for all employees</li> <li>■ Develop career paths toward a racially equitable workforce</li> </ul>	<p><b>Invest in community partnerships</b></p> <ul style="list-style-type: none"> <li>■ Invest in partnerships with historically disadvantaged communities and expand hiring pipelines</li> <li>■ Invest in school-to-work pipelines for youth with greatest barriers to employment</li> </ul>	<p><b>With accountable and transparent leadership</b></p> <ul style="list-style-type: none"> <li>■ Mature as a racially just organization using equity to assess progress</li> <li>■ 360-type assessment tool to measure inclusive, equitable leadership competencies</li> <li>■ Ensure all disciplinary policies and practices are equitable and racially just</li> </ul>
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Summary of Goals, Objectives and Strategies by Goal Area

COMMUNITY PARTNERSHIPS

<p><b>Goals</b></p> <ol style="list-style-type: none"> <li>1. Systematically provide resource support to community-based organizations to leverage their expertise toward advancing ESJ outcomes</li> <li>2. Create pro-equity contacting processes that are visible and accessible to contractors of varied size and capacity</li> <li>3. Provide non-monetary support to community-based partners that build their internal capacities</li> </ol>	<p><b>Invest upstream and where needs are greatest</b></p> <ul style="list-style-type: none"> <li>■ Invest in partnerships that allow the County to apply early, upstream and preventative solutions</li> <li>■ Adopt contracting practices that stimulate economic development in underserved communities</li> <li>■ Build community capacity as a strategy to foster full and equitable civic participation</li> </ul>	<p><b>Invest in employees</b></p> <ul style="list-style-type: none"> <li>■ Create hiring and advancement opportunities via Community Liaison network</li> <li>■ Eliminate barriers for staff seeking to promote equitable contracting</li> <li>■ Situate community capacity building as professional development opportunities</li> </ul>	<p><b>Invest in community partnerships</b></p> <ul style="list-style-type: none"> <li>■ Invest in partnerships to steadily inform decision-making</li> <li>■ Expand and diversify the County's vendor pool</li> <li>■ Connect County resources and expertise to capacity development of community partners</li> </ul>	<p><b>With accountable and transparent leadership</b></p> <ul style="list-style-type: none"> <li>■ Demonstrate inclusion of historically underrepresented communities in program and budget planning</li> <li>■ Report an increase in the number of historically underrepresented businesses servicing external contracts</li> <li>■ Report technical assistance provided to community-based partners</li> </ul>
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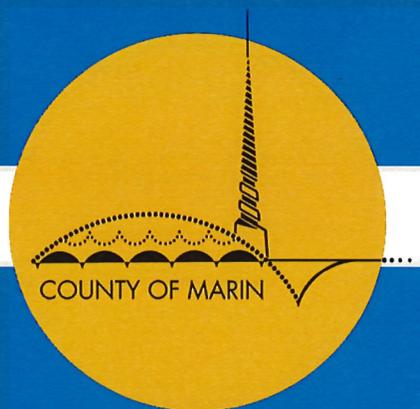
COMMUNICATION & EDUCATION

<p><b>Goals</b></p> <ol style="list-style-type: none"> <li>1. Focused on languages, update tools for public-facing communication and education to align with demographic changes</li> <li>2. Develop tools for better engagement and access to services</li> <li>3. Focused on technology access, improve use of internet, social media and mobile tools to engage and hear from under-served residents</li> <li>4. Increase collaboration and language-related resources for employees to ensure inclusive engagement of residents in decision-making</li> </ol>	<p><b>Invest upstream and where needs are greatest</b></p> <ul style="list-style-type: none"> <li>■ Update tools to better connect with today's community demographics</li> <li>■ Move from iterative, project-based outreach to ongoing engagement</li> <li>■ Provide resources for staff to improve communication and collaboration with limited-English speaking (LES) communities</li> <li>■ Invest in translation and/or interpretation as needed for public hearings and other engagement opportunities</li> </ul>	<p><b>Invest in employees</b></p> <ul style="list-style-type: none"> <li>■ Training and resources for staff, esp. for improved internal collaboration on engagement issues, and language-related tools and resources</li> <li>■ Supervisory staff have additional ESJ training</li> <li>■ Prioritize and reward language skills</li> </ul>	<p><b>Invest in community partnerships</b></p> <ul style="list-style-type: none"> <li>■ Partner with community organizations to guide improvements and facilitate consistent engagement with communities</li> <li>■ Publicize civic engagement opportunities via community media outlets and organizations</li> <li>■ Provide information in multiple languages</li> </ul>	<p><b>With accountable and transparent leadership</b></p> <ul style="list-style-type: none"> <li>■ Home pages of every department on County website available in six top tier languages</li> <li>■ Increased investment in availability and use of pro-equity technologies</li> </ul>
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FACILITY & SYSTEM IMPROVEMENTS (CIP)

<p><b>Goals</b></p> <ol style="list-style-type: none"> <li>1. Master and Line of Business (LoB) plans include clear objectives to advance ESJ</li> <li>2. Capital development policy, budgets, portfolios and programs are pro-equity and contribute to improved community conditions</li> <li>3. Responsibility for pro-equity progress is clearly defined at agency/department, division and section levels</li> </ol>	<p><b>Invest upstream and where needs are greatest</b></p> <ul style="list-style-type: none"> <li>■ Embed 'pro-equity system build-out vision' into long-term, master, and LoB plans – which precedes, informs and enables capital programs and projects to be pro-equity by defining intended system-scale outcomes</li> </ul>	<p><b>Invest in employees</b></p> <ul style="list-style-type: none"> <li>■ Train and provide ESJ information resources to master planners, LoB planning teams, capital portfolio managers, and project managers so facility and system development components work in an integrated manner</li> </ul>	<p><b>Invest in community partnerships</b></p> <ul style="list-style-type: none"> <li>■ Build partnerships and partnering abilities by supporting the LES community liaison network</li> <li>■ Capital projects have objectives for community engagement and ESJ in benefits/burden distribution – which are documenting via the King County sustainable infrastructure scorecard</li> </ul>	<p><b>With accountable and transparent leadership</b></p> <ul style="list-style-type: none"> <li>■ Project scopes have explicit ESJ objectives that align to system goals as described in master/LoB plans</li> <li>■ Guide, recognize, and account for progress via King County Sustainable Infrastructure scorecard and Capital Project Management Work Group</li> </ul>
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COUNTY OF MARIN  
RACIAL EQUITY  
ACTION PLAN 2017



# COUNTY OF MARIN RACIAL EQUITY ACTION PLAN 2017

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## ACKNOWLEDGMENTS

We are grateful to our employees at all levels of the organization who contributed their ideas and energy to this plan and are committed to advance racial equity in Marin County. We are also thankful to be a member of Government Alliance on Race and Equity (GARE), which has provided us the framework to start and tools to implement this plan. We would like to offer a special thank you to the 2016 GARE cohort members who drafted this plan.

### Administrator's Office

- Angela Nicholson
- Jacalyn Mah

### Board of Supervisors

- David Escobar (retired)
- Steve Kinsey (retired)

### Community Development Agency

- Liz Darby

### Health and Human Services

- Cesar Lagleva
- Cio Hernandez
- Matthew Willis

### Human Resources

- Chantel Walker
- Roger Crawford

### Marin County Free Library

- Bonny White

### Marin County Parks

- Kevin Wright

# COUNTY OF MARIN RACIAL EQUITY ACTION PLAN 2017

Goal 1. Marin County staff understands and is committed to achieving racial equity.				
Community Indicator	Outcomes and Actions	Timeline	Accountability	Performance Measure
25 partnerships with leaders of community based organizations, cities and towns in Marin County	<p><b>A. Marin County employees understand, are committed to, and have the infrastructure needed to advance racial equity.</b></p> <p>1) <b>Racial Equity Team</b> – Marin County will develop a racial equity team consisting of Government Alliance on Race and Equity (GARE) 2016 and 2017 Cohorts, supported by leadership and with leadership representation, which is responsible for oversight and implementation of an organization-wide Racial Equity Action Plan.</p> <p>2) <b>Infrastructure to advance racial equity</b> – The Racial Equity Team will support changes within County policies and procedures to use as building blocks in creating greater County-wide department initiatives in achieving racial equity. These changes will include:</p> <p>2A) Create an internal racial equity vision statement</p> <p>2B) Incorporate race equity initiatives into Department Performance Plans</p> <p>2B) Continue and expand racial equity work in 5 Pilot departments</p> <p>2C) Create and encourage voluntary learning opportunities through affinity groups: DREAM – Dare to Dream Lunch &amp; Learn</p>	<p>April 2017</p> <p>Dec. 2017</p>	<p>County Administrator's Office, GARE 2016 and 2017 Cohorts</p> <p>County Administrator's Office (2), GARE 2016 &amp; 2017 Cohorts (2A-B), Department Heads (2A)</p>	<p>Racial Equity Action Plan adopted</p> <p>Community partnership list developed</p> <p>% of surveyed employees who are aware of and understand the County's equity initiatives</p> <p># of departments that include an equity initiative in their performance plan</p> <p># of meetings where equity initiatives are presented to Department employees</p> <p>Equity pilots are detailed and celebrated on the Equity MINE page, supporting additional departments to work on the implementation of the racial equity plan</p> <p>% of employees attending affinity group voluntary learning events</p>

# COUNTY OF MARIN RACIAL EQUITY ACTION PLAN 2017

Goal 1. Marin County staff understands and is committed to achieving racial equity.				
Community Indicator	Outcomes and Actions	Timeline	Accountability	Performance Measure
80% of external partners participating in Pilots agree that trainings meet equity goals	<p>3) <b>Racial Equity Training</b> – Provide introductory training on racial equity and inclusion, followed by ongoing dialogue for all staff and key decision makers (elected officials and management). Training concepts should include: social construction of race, the history of race in government race, implicit and explicit bias, and institutional and structural racism. Additional topic-specific training will include: using the Racial Equity Tool, inclusive outreach and public engagement, and communicating about race.</p> <p>3A) Incorporate into existing training:            3A1) Equal Employment Opportunity            3A2) Rights and Responsibilities            3A3) Management Academy            3A4) Leadership Academy</p> <p>3B) Include new Marin County training:            3B1) Cultural Intelligence/Competency            3B2) Structural Racism (by GARE 2016 Cohort)            3B3) Racial Equity Tool            3B4) Anti-bias            3B5) How to participate in hiring panel            3B6) Process-based decision making</p>	Dec. 2017	Human Resources (3), GARE 2016 Cohort (3B2)	<p>Racial equity incorporated in the existing training listed in 3A) and 3B)</p> <p>60% of employees have attended cultural intelligence/competency and structural racism trainings; 100% by 4/18</p> <p>2016 GARE cohort members deliver structural racism training and provide equity support throughout organization</p> <p>100% of hiring managers have attended anti-bias training</p> <p>A County employee is identified to manage and grow equity work for County departments and beyond</p>

# COUNTY OF MARIN RACIAL EQUITY ACTION PLAN 2017

## Goal 1. Marin County staff understands and is committed to achieving racial equity.

Community Indicator	Outcomes and Actions	Timeline	Accountability	Performance Measure
At least 5 external contributors are involved in racial equity tool implementation in pilot departments.	<p><b>4) Use of a Racial Equity Tool with policies or programs</b> Each department uses a Racial Equity Tool in a select policy or program.</p> <p>4A) Assign staff to oversee the implementation of a racial equity tool in every department as an important part of MFR redesign</p> <p>4B) Incorporate into department strategic planning starting with pilots in Health and Human Services and Cultural Services</p> <p>4C) Make shifts in programs and policies to address equity: 4C1) Community development and health policies 4C2) Document what we're doing differently and what is making an impact 4C3) Evaluate shifts in spending related to equity initiatives</p>	<p>June 2017</p> <p>Dec. 2017</p> <p>Ongoing</p>	<p>County Administrator's Office (4), GARE 2016 &amp; 2017 Cohorts (4B)</p> <p>Cultural Services and Health and Human Services</p>	<p>Year 1: 5 departments use a racial equity tool by Dec. 2017</p> <p>Year 2: 50% (11) departments use a racial equity tool by Dec. 2018</p>

# COUNTY OF MARIN RACIAL EQUITY ACTION PLAN 2017

## Goal 2. Marin County is an effective and inclusive government that engages community.

Community Indicator	Outcomes and Actions	Timeline	Accountability	Performance Measure
<p>80% of surveyed respondents believe the County of Marin values community participation and engagement</p> <p>80% of surveyed respondents understand that the County is working to foster a more equitable community</p>	<p><b>A. County of Marin employees have outreach and engagement skills and competencies to advance racially inclusive outreach and engagement.</b></p> <p>1) <b>Work with other institutions and advocacy groups to identify, align, and implement strategies for advancing racial equity</b> – Strengthen community partnerships with First 5 Commission, Community Action Marin, Marin Community Foundation, Marin Promise, Youth Leadership Institute, Bay Area Regional Health Inequities Initiative, and other groups identified throughout the process. Through partnerships,</p> <p>1A) Create a “State of Equity” map for the County</p> <p>1B) Create an equity resource list for internal and external audiences</p> <p>1C) Create shared calendar for equity related events</p> <p>1D) Learn the racial history of Marin to incorporate research into training and advocate for the need for racial equity measures in the County</p> <p>1E) Partner with Marin Community Foundation on next issue of “Portrait of Marin”</p> <p>1F) Participate in Community Partner Equity initiatives &amp; is the convener when appropriate</p> <p>1G) Create training for hiring panels that includes internal employees and external community members</p>	<p>2018-2019</p> <p>Details determined by 2<sup>nd</sup> GARE cohort</p>	<p>County Administrator’s Office (1), GARE 1.0 &amp; 2.0 (1-4A)</p> <p>Health and Human Services, Community Development Agency, Marin County Parks</p>	<p>State of Equity Map created</p> <p>Equity Resource List created and updated yearly</p> <p>Equity information is collected and shared on the equity intranet site</p> <p># of employees attending structural racism training</p> <p>Create shared calendar for equity events</p> <p># of equity initiatives led by community partners that County departments are engaged in</p>

# COUNTY OF MARIN RACIAL EQUITY ACTION PLAN 2017

## Goal 2. Marin County is an effective and inclusive government that engages community.

Community Indicator	Outcomes and Actions	Timeline	Accountability	Performance Measure
	<p>2) <b>Create and implement an inclusive policy on race/ethnicity data</b> – Create and implement a policy on how to collect data on the race/ethnicity of clients and customers, which provides for racial/ethnic categories that reflect Marin County and allows people to self-identify and choose more than one category or “Other” in the data collection process.</p>	Dec. 2017	<p>Human Resources Equal Employment Director, Human Resources</p>	<p>Other or “more than one” appears as an option on every Marin county survey  Socrata is used to display equity data in the County</p>

# COUNTY OF MARIN RACIAL EQUITY ACTION PLAN 2017

## Goal 3. Marin County is an equitable employer and the workforce demographics reflect the demographics of the community we serve across the breadth and depth of positions in the County.

Community Indicator	Outcomes and Actions	Timeline	Accountability	Performance Measure
Racial/ethnic composition of the County workforce reflects that of Marin County	<p>1) <b>Strengthen personnel policy and practices</b> – 5 Year Business Plan Subject Matter Experts (SMEs) review policies to:</p> <p>1A) Identify and develop career tracks</p> <p>1B) Ensure that there is diversity on hiring panels</p> <p>1C) Support hiring managers to engage in diverse hiring</p> <p>1D) Ensure there are no artificial barriers in minimum qualifications</p> <p>1E) Promote diversity in assistant department head and department head hiring</p> <p>1F) Develop a robust internship program</p> <p>1G) Support inclusion of all County employees</p>	Dec. 2017	Human Resources and 5 Year Business Plan SMEs	<p>Demographics of County’s workforce change to better reflect the demographics of the community across positions</p> <p>100% of managers trained on anti-bias and hiring</p> <p>Hiring policies are reviewed and updated to prevent bias in hiring</p>
	<p>2) <b>Clear racial equity expectations for managers</b> –</p> <p>2A) Conduct training on equitable hiring practices for all hiring managers and establish clear expectations and accountability for racially equitable work places. Managers should use best practices to minimize bias and incorporate equity throughout all phases of the hiring process.</p> <p>2B) Provide support to managers of color so that we are not just recruiting a diverse group of employees, but are insuring inclusion in the workplace.</p>	Dec. 2017	Human Resources and Hiring Mangers	<p>Increase in the number of people of color, including women of color, hired by the County</p> <p># of employees of color leaving the county decreases (excluding employees retiring)</p>

## City of St. Anthony Village Racial Equity Plan

Internal Goal: The City of St. Anthony staff, elected and appointed leaders recognize and are committed to racial equity efforts.

Community Indicator	Outcomes and Actions	Timeline	Accountability	Performance Measure
<ul style="list-style-type: none"> <li>▪ <b>City employees understand, are committed to, and have the needed resources to advance racial equity in their roles</b></li> <li>▪ <b>Residents have an understanding on how their local government works. Specifically how to communicate with officials and how to participate in decisions</b></li> </ul>	<p style="text-align: center;"><b>Create a shared understanding of racial equity</b></p> <p><b>GARE Introductory Cohort</b> The team participating in the Government Alliance on Race and Equity (GARE) 2017 cohort, along with staff leadership, will create a Racial Equity Plan as a working document for department directors, City Council, and others. Implementation will begin in 2018.</p> <p><b>Inclusion Committee</b> Form a staff-driven Inclusion Committee to serve as a resource to employees by providing education about areas of diversity, support city’s goals by promoting diversity, cultural competency and community interaction, and to raise awareness of city’s diversity initiative and its purpose at the city.</p> <p><b>GARE Implementation Cohort</b> The Inclusion Committee will participate in the 2018 GARE Implementation Cohort designed for jurisdictions that participated in the introductory cohort and are ready for support on plan implementation &amp; peer-to-peer strategizing.  Continuing GARE participation will allow the Inclusion Committee members to work towards becoming “subject matter specialists” to be well-equipped to support racial equity efforts.</p>	<p>2017</p> <p>Ongoing</p> <p>Ongoing</p>	<p>GARE Cohort &amp; Staff Leadership</p> <p>Committee members &amp; Staff Leadership</p> <p>Advanced GARE cohort &amp; Staff Leadership</p>	<p>Racial Equity Plan finalized and implementation steps are underway</p> <p>Inclusion Committee convened, meeting quarterly with dept. heads and providing resources and training opportunities to staff</p> <p>Cohort sessions are attended and peer exchanged ideas are explored and applied where appropriate</p>
	<p style="text-align: center;"><b>Build capacity and skills to advance racial equity</b></p> <p><b>Departmental Racial Equity Assessments</b> The Implementation Team will provide department directors with resources for performing a departmental assessment of their delivery of services from a racial equity perspective. With the help of the GARE Racial Equity Toolkit department directors will review policies and practices to identify and remove any barriers to racial equity and embed racial equity into routine decision-making in a sustainable manner.</p> <p>The Racial Equity Tool is a simple set of questions:</p> <ul style="list-style-type: none"> <li>▪ Proposal: What is the policy, program, practice or budget decision under consideration? What are the desired results &amp; outcomes?</li> <li>▪ Data: What’s the data? What does the data tell us?</li> </ul>	<p>2018 – 2019</p>	<p>Inclusion Committee &amp; Department Heads</p>	<p>Assessments and identified mitigations are continuing and staff leadership and department heads hold regular check-ins to track progress</p>

**Internal Goal: The City of St. Anthony staff, elected and appointed leaders recognize and are committed to racial equity efforts.**

Community Indicator	Outcomes and Actions	Timeline	Accountability	Performance Measure
	<ul style="list-style-type: none"> <li>▪ Community engagement: How have communities been engaged? Are there opportunities to expand engagement?</li> <li>▪ Analysis and strategies: Who will benefit from or be burdened by your proposal? What are your strategies for advancing racial equity or mitigating unintended consequences?</li> <li>▪ Implementation: What is your plan for implementation?</li> <li>▪ Accountability and communication: How will you ensure accountability, communicate, and evaluate results?</li> </ul> <p>The following subject areas have been identified through 2017 GARE participation as proven strategies that can advance racial equity. These, along with other ideas from 2018 GARE participation and feedback from residents, will be reviewed:</p> <p><b>City Wide</b> – Review policies and practices on hiring, on-boarding, retention, and upward mobility. Specifically minimum qualifications (education and experience equivalencies) and the role of seniority in promotions &amp; benefits.</p> <p><b>Administration, Human Resources &amp; Finance</b> – Further efforts to build a “virtual city hall” so access to city business is inclusive for all, regardless of work schedules, languages spoken, etc.</p> <p><b>Fire Department</b> – Review code enforcement policies and practices to ensure resources are being applied equitably across the city.</p> <p><b>Public Works Department</b> – Expand seasonal workers job scope to offer an internship experience highlighting all aspects of department’s activities.</p> <p><b>Liquor Operation Department</b> – Implement front-line training specifically focused on effectively serving diverse customers.</p> <p><b>Department of Justice COPS Program Technical Assistance</b></p> <p><b>Police Department</b> – Implement guidance received from the Department of Justice’s COPS program.</p> <ul style="list-style-type: none"> <li>▪ Comprehensive overhaul of Principles and Practices manual</li> <li>▪ Develop data-driven strategic plan on conducting vehicle &amp; pedestrian stops</li> <li>▪ Develop community engagement strategic plan</li> <li>▪ Develop training, polices, practices and procedures to facilitate employee professional development</li> </ul>			

External Goal: Residents view their jurisdiction as an effective and inclusive government.

Community Indicator	Outcomes and Actions	Timeline	Accountability	Performance Measure
<ul style="list-style-type: none"> <li>▪ <b>Residents believe the city values community participation and engagement</b></li> <li>▪ <b>Residents and visitors are aware of the City’s commitment to address racial equity in the city</b></li> </ul>	<p><b>Assure St. Anthony is a welcoming village for everyone</b></p> <p><b>Coordination with Community Efforts</b> Utilize existing infrastructure to work towards shared goals by collaborating and coordinating efforts with St. Anthony Villagers for Equity &amp; Community, Dare 2 Be Real, St. Anthony Community Services and the St. Anthony branch of the Hennepin County Library system.</p> <p><b>Diversification of Commissions</b> Utilize all formal and informal channels to communicate when commission opportunities become available, specifically targeting higher density and rental properties to be represented.</p> <p><b>New Resident Information Sessions</b> Hold sessions with city representatives at locations around the city to inform residents on how their city works, how they can participate in decisions, and hear what barriers residents are encountering when seeking city services.</p> <p><i>Feedback from these sessions will be used to gather up to date resources for residents, improve print and electronic communications, enhance future sessions, and inform departments on policies and/or processes to refine in order to ensure everyone has access to city services.</i></p> <p><b>Students in Government</b> Provide opportunities for St. Anthony High School students to spend time with city staff and elected officials to learn how the city functions and how they can participate now or in the future in the community in which they choose to live.</p> <p><b>Communications Plan</b> Work with the team building a city-wide communications plan to ensure it provides employees with outreach and engagement tools to communicate racial equity initiatives.</p>	<p>Ongoing</p> <p>Ongoing</p> <p>2018 – 2019</p> <p>Ongoing</p> <p>Late 2017 – Early 2018</p>	<p>Staff Leadership</p> <p>Staff Leadership</p> <p>Staff Leadership</p> <p>Staff Leadership</p> <p>Inclusion Committee &amp; Department Heads</p>	<p>Staff attends meetings with community groups regularly</p> <p>Increased number and greater diversity in applications for future commission openings</p> <p>Multiple Sessions have been held in various locations within the city</p> <p>Session held at least annually that includes all departments</p> <p>Inclusion Committee and Department Heads have provided input on the plan</p>



CITY OF  
BAINBRIDGE ISLAND

## Special City Council Meeting Agenda Bill

**MEETING DATE:** November 5, 2019

**ESTIMATED TIME:** 60 Minutes

**AGENDA ITEM:** (5:55 PM) Green Building Code - Planning,

**STRATEGIC PRIORITY:** Green, Well-Planned Community

**PRIORITY BASED BUDGETING PROGRAM:**

**AGENDA CATEGORY:** Discussion

**PROPOSED BY:** Planning & Community Development

**RECOMMENDED MOTION:**

Discuss Green Building Code options.

**SUMMARY:**

The purpose of this briefing will be to outline a proposed workplan to complete a green building code effort. City staff propose three components of a Green Building program:

1. A recommendation on projects that would be subject to mandatory requirements,
2. A recommendation on voluntary incentives that would be offered to encourage greater use of Green Building features, and
3. A recommendation on a model green building code (or codes) that the City could adopt or build from.

**FISCAL IMPACT:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:** On July 17, 2018, the City Council conducted a study session on a green building incentive program with the previous Planning Director and Building Official. They were provided an evaluation of the green building certifications available including; LEED building, Living Building Challenge standard of the International Living Building Institute, and Built Green.

Following the 2018 briefing, work on a Green Building initiative was set aside due to key staffing changes and a focus on land use policy initiatives related to the City's building moratorium. At this time, most key elements of the moratorium workplan have been completed, and as a result the applicability of the moratorium will soon narrow significantly. This allows for capacity with Council and staff resources to return to the project to identify new Green Building program options and develop an updated Green Building code.

A staff memo is provided to describe the proposed workplan. The attached briefing will be presented to Council.

**ATTACHMENTS:**

[Staff Memo - Green Building Code](#)

[Green Building Discussion Council Presentation](#)

**FISCAL DETAILS:** N/A

**Fund Name(s):**

**Coding:**



Department of Planning and Community Development

## Memorandum

Date: November 5, 2019  
To: City Manager  
City Council  
From: Todd Cunningham, Building Official  
Heather Wright, Planning Director  
Subject: Green Building Code

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### I. BACKGROUND

The creation of Green Building Policies is a 2019 Top Priority for the City Council, and is among the list of priorities identified as implementing actions within the 2017 Comprehensive Plan.

The City currently has the following regulations in regard to green building:

- In 2009, the City's Housing Design Demonstration Project Ordinance provided for an innovative building design requirement that currently recognizes the following green building certification programs:
  - Evergreen Sustainable Development,
  - Living Building Challenge standard of the International Living Building Institute,
  - Passive House Institute US/International,
  - LEED
  - BuiltGreen Program of the Master Builders of King and Snohomish Counties
- In July 2016, the City adopted the International Green Construction Code (IGCC) as an optional regulatory code for new structures. IGCC regulates the construction of high-performance commercial buildings, structures and systems outlining specific code requirements for sustainable practices. It does not include single family residential or multifamily building of four stories or less.

### II. COUNCIL DISCUSSIONS

On July 17, 2018, the City Council conducted a study session on a green building incentive program with the previous Planning Director and Building Official. They were provided an evaluation of the green building certifications available including; LEED building, Living Building Challenge standard of the International Living Building Institute, and Built Green.

Following the 2018 briefing, work on a Green Building initiative was set aside due to key staffing changes and a focus on land use policy initiatives related to the City's building moratorium. At this time, most key elements of the moratorium workplan have been completed, and as a result the applicability of the

moratorium will soon narrow significantly. This allows for capacity with Council and staff resources to return to the project to identify new Green Building program options and develop an updated Green Building code.

The purpose of this briefing will be to outline a proposed workplan to complete this effort. City staff propose three components of a Green Building program:

- 1) A recommendation on projects that would be subject to mandatory requirements.
- 2) A recommendation on voluntary incentives that would be offered to encourage greater use of Green Building features, and
- 3) A recommendation on a model green building code (or codes) that the City could adopt or build from.

As reference, please see the list below of Comprehensive Plan policies which support this work to expand the City's Green Building Code.

### III. Supporting Comprehensive Plan Policies

EC 3.1: Encourage use of green building materials and techniques in all types of construction, as well as design approaches that are responsive to changing conditions.

EN 10.4: Ensure beneficial indoor air quality in all renovations and new construction of City-owned facilities.

U 14.5: New taxpayer-funded buildings shall use carbon-neutral energy for heating, cooling, and operational use to the maximum extent practical.

EC 10.2: Partner with island architects, landscape architects, builders and related construction professionals to draft development standards and practices that incorporate green building practices and context sensitive design.

### IV. Green Building Considerations

Staff has researched various green building code options including looking at what other jurisdictions are doing around the state and the region. Based on the research, staff is proposing the following:

- 1) Mandate green building for a limited number of projects.

Based on the research completed to date, staff recommends the City might consider using the following guidelines to identify project types that would be subject to mandatory requirements. Some examples of potential guidelines include:

- a. New commercial and multifamily construction in excess of a certain square footage. Other jurisdictions mandate projects over 5,000 square feet (which is synonymous with the square footage threshold for sprinklering).
- b. Remodeled commercial and multifamily projects in excess of a certain square footage that remodel over 50%.
- c. Public buildings that are 1) over 5,000 square feet and 2) over 5,000 square feet and remodeled over 50% of the existing square footage.
- d. Residential buildings over a certain size.

- 2) Incentivize green building for all other projects. Incentives proposed to further explore should be efficient and cost effective and could include:
  - a. Increase in density/floor area
  - b. Increase in height
  - c. Expedited review of green permits
  - d. Reduced 'green' fee
  
- 3) Offer a menu of green building code options that would further the City's green Codes. Rather than limiting the type of Codes that could apply, Staff is suggesting we provide options for the public to choose from. Examples could include:
  - a. Built Green: This is a program that has been in place since 2005 that has been extensively applied in the area as a local program. All Built Green homes are designed to reach beyond current Washington State building and energy codes, creating greener homes. There are four different Built Green certification levels, referred to as star levels that builders can choose from. This allows builders the flexibility to choose the star level that best matches their project.
    - 3 Star- 10% energy use improvement over the current WA Energy Code
    - 4 Star- 20% energy use improvement over the current WA Energy Code
    - 5 Star- 30% energy use improvement over the current WA Energy Code. Plus; pre-wired for future solar consideration for single family and required solar for PV for multi-family.
    - Emerald Star- Net Zero Construction required wherein the total amount of energy used by the building is equal to the energy saved. They are regular grid-tied homes that are air-tight, well insulated, and energy efficient, leaving the occupants with a net zero energy use, and a carbon-free home.
  - i. Currently Used By:
    1. City of Kirkland:
      - a. Allowed as one of many choices for new homes and remodels of existing homes. Multifamily homes (apartments or condominiums) and residential communities or developments
    2. Seattle:
      - a. Built Green is allowed and recognized as one of the many choices for Green projects in Seattle.
      - b. Offers incentives to green projects which meet project requirements.
      - c. Priority green expediated review is offered.
    3. King County:
      - a. Recognized by King County and the "Master Builders" association of King County as a green qualifying program.
      - b. Used as a guideline for residential construction projects.

- b. US Green Building Council LEED: Launched by the U.S. Green Building Council (USGBC) in 2000, the LEED Rating System is based on well founded scientific standards. It is the nationally accepted benchmark for the design, construction and operation of high performance green buildings in the US. LEED-certified buildings demonstrate reduced operating costs, support healthier and more productive occupants and reduce the impact on natural resources. To earn LEED certification, a project must meet certain prerequisites and performance benchmarks within each of the five categories:

- Sustainable site development
- Water savings
- Energy efficiency
- Materials selection and indoor environmental quality
- Innovation and process

Projects are awarded points and the following certification based on the points they receive:

- Certified,
- Silver,
- Gold, or
- Platinum

i. Currently used by:

1. Washington State
  - a. Mandatory program for all capital projects
2. King County
  - a. Guideline for their own capital buildings and infrastructure.
3. City of Seattle
  - a. One of the many choices for Green projects in Seattle.
4. City of Kirkland
  - a. Consultation related to LEED®/LEED for Homes.
5. Kitsap County
6. Redmond
7. Issaquah

In addition to these options, Staff also researched and suggests we consider:

- City of Santa Cruz Green Building Program
- Living Building Challenge
- Energy Star
- Passive House Institute

There is no “one shoe fits all” approach as local municipalities offer a variety of green compliance standards. The above mentioned programs are offered as choices for green compliance with the ability to explore other options outside of those discussed herein.

### III. WORK PLAN AND TIMELINE

The City is fortunate to have members from various Boards and Committees with expertise and interest to support the creation of the City’s Green Building Code. Based on the support and knowledge that we have, Staff proposes forming a Green Building Committee that will include key members of the Design Review Board (DRB), Climate Change Advisory Committee (CCAC), Planning Commission (PC), City Council (CC), Historic Preservation (HPC) and Staff (Planning and Building departments). Council participation could be in the form of an Ad Hoc committee (with three designated Councilmembers identified) or through Council liaisons.

Staff is seeking Council feedback on the creation of this Committee and its structure, and the proposal to launch a workplan with the following timeline:

#### 2020 Green Building Policies Timeline:

1. January 2020: Form a Green Building Committee (GBC)
  - a. Select members from the DRB (1 to 5 members), CCAC (1 to 3 members), PC (1 to 2 members), CC Ad Hoc Committee (up to 3 members) & HPC (1 member) with Staff support.
2. January - March: Committee meets to do the following:
  - a. Confirm list of jurisdictions to research and the list of questions to research.
  - b. Staff Interviews the jurisdictions on the program recommendations.
    - i. What should be mandatory?
    - ii. What should be the voluntary incentives?
    - iii. What model building codes the City should Adopt?
    - iv. What implementation issues should we also consider?
      1. Who and what do we need to make the program successful?
      2. What are the costs/advantages of each approach?
      3. What do we need to make this program successful? (outreach, staffing, implementation, etc)
  - c. Staff shares findings with the Committee
  - d. Committee completes a report of the findings and recommended program elements to deliver to the City Council.
3. March - April: Council considers recommendations and provides direction on program components.
4. April – May: Engage the community on proposed program:
  - a. Focused engagement with architects, builders, realtors and developers.
  - b. Workshops with the general public and interested groups.
5. June: Return to Council to share feedback and recommendations on final program components. Receive direction from Council to proceed to draft Ordinance.
6. June – July: Draft Green Building Ordinance.
7. July: Finalize the Legislative process with review and approval by the City Council. This process could include review at Planning Commission if Council prefers.

#### Post Adoption Steps:

8. 2022: Administrative review after one year with an update to the City Council on how the program is working.
9. 2023: Review the program within two years and potentially modify to address changing conditions.

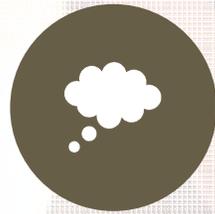


# Green Building Discussion

November 5, 2019

Todd Cunningham, Building Official  
Heather Wright, Director of Planning

# Tonight's Discussion



EXISTING  
REGULATIONS  
COMP PLAN  
POLICIES



PROGRAM  
RECOMMENDATIONS:  
MANDATORY  
VOLUNTARY  
MODEL CODE



PROPOSED WORK  
PLAN & TIMELINE

# Mandatory



## Commercial/Multifamily

- Square footage threshold, over 5,000 square feet?



## Remodels

- Square footage and percentage of area remodeled threshold



## Public Buildings

- Square footage threshold, over 5,000 square feet?



## Residential

- Square footage threshold

# Voluntary



## Planning

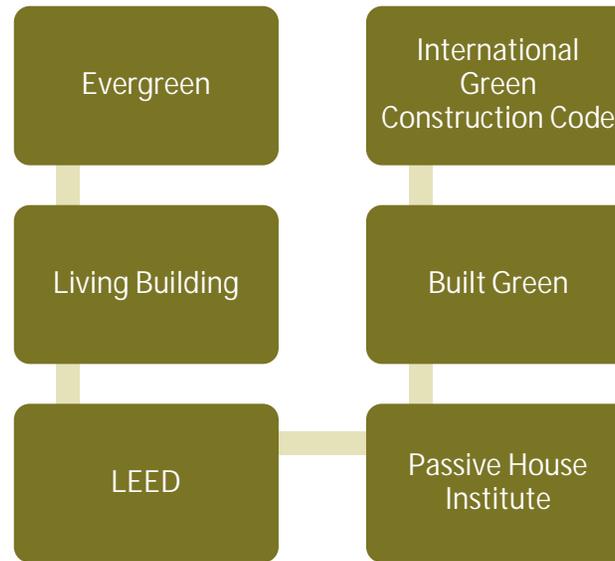
- Increase:
  - density
  - floor area
  - height



## Building Permit

- Expedited Review
- Reduced Fee

# Existing Green Building Regulations

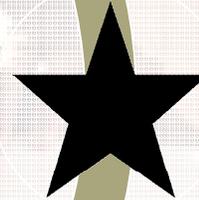


# Green Building Code Option

Built Green



2005



5 star - 30%  
4 star - 20%  
3 star - 10%  
Emerald Star - Net  
Zero Construction

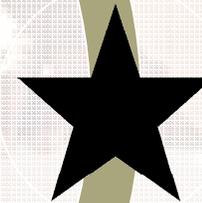


City of Kirkland  
Seattle  
King County  
Bainbridge Island

# Green Building Code Option



2000

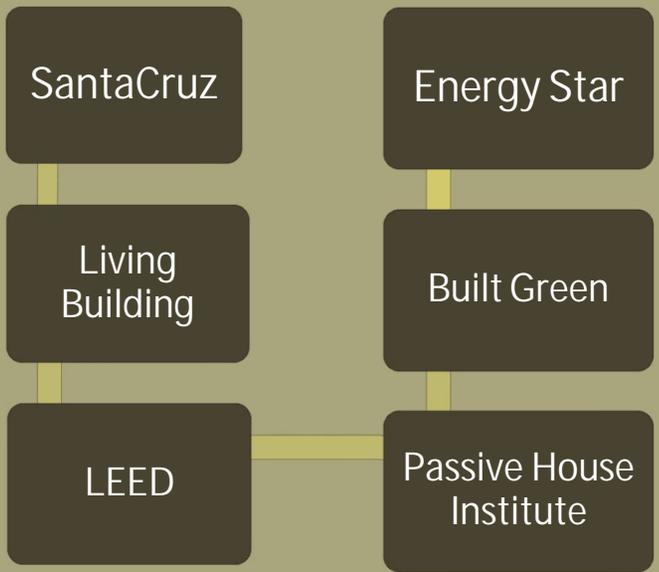


Certified  
Silver  
Gold  
Platinum

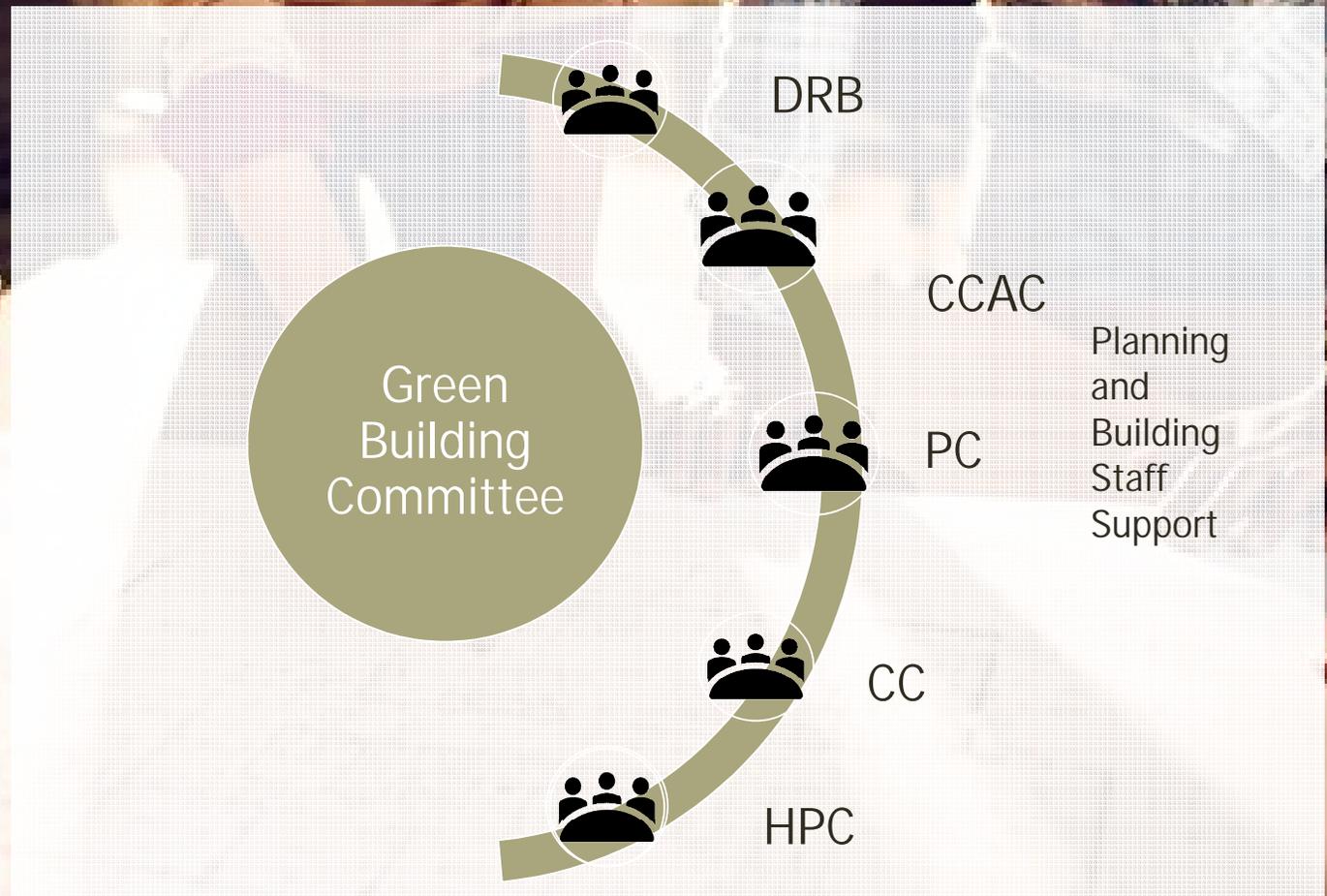


Washington State  
King County  
City of Seattle  
City of Kirkland  
Redmond  
Issaquah  
Bainbridge Island

# Potential Green Building Options



# Work Plan and Timeline



# Green Building Committee



Boards & Committees

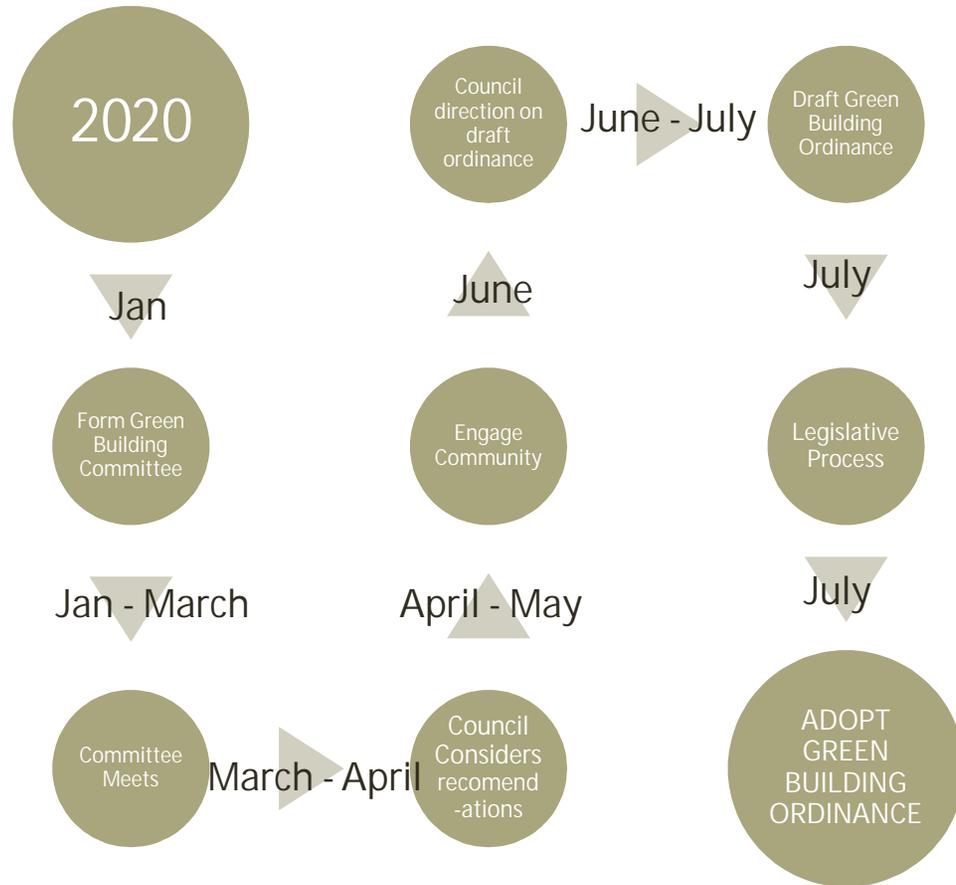


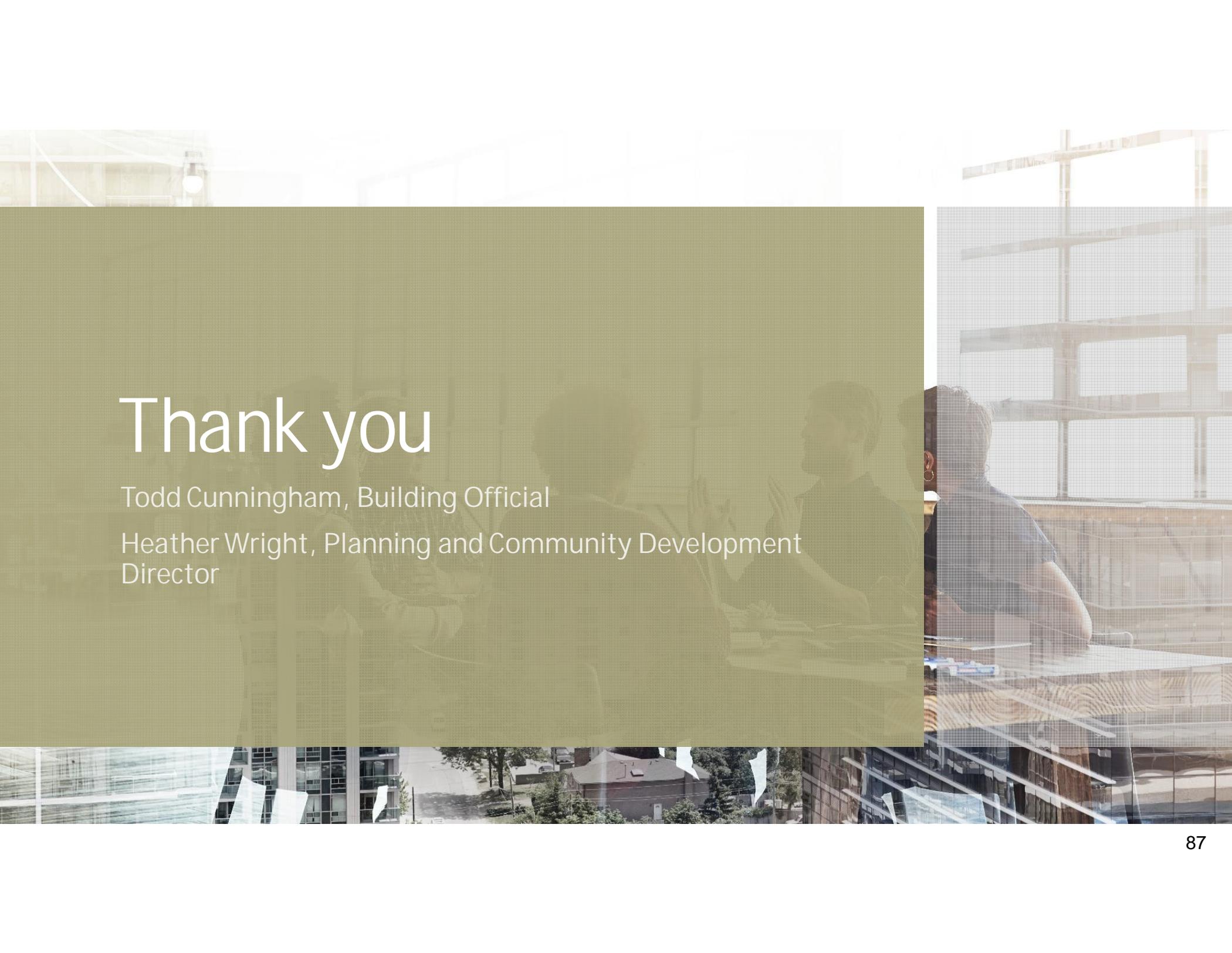
Staff



Public Engagement

# Green Building Code Ordinance Proposed Work Plan & Timeline





# Thank you

Todd Cunningham, Building Official

Heather Wright, Planning and Community Development  
Director



CITY OF  
BAINBRIDGE ISLAND

## Special City Council Meeting Agenda Bill

**MEETING DATE:** November 5, 2019

**ESTIMATED TIME:** 5 Minutes

**AGENDA ITEM:** (6:55 PM) Future Council Agendas,

**STRATEGIC PRIORITY:** Good Governance

**PRIORITY BASED BUDGETING PROGRAM:**

**AGENDA CATEGORY:** Discussion

**PROPOSED BY:** Executive

**RECOMMENDED MOTION:**

Discussion.

**SUMMARY:**

Council will review future Council agendas.

**FISCAL IMPACT:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:**

**ATTACHMENTS:**

[City Council Regular Business Meeting, November 12, 2019](#)

[City Council Study Session, November 19, 2019](#)

[City Council Regular Business Meeting, November 26, 2019](#)

[City Council Study Session, December 3, 2019](#)

**FISCAL DETAILS:**

**Fund Name(s):**

**Coding:**



CITY OF  
BAINBRIDGE ISLAND

**CITY COUNCIL REGULAR BUSINESS MEETING  
TUESDAY, NOVEMBER 12, 2019**

BAINBRIDGE ISLAND CITY HALL  
280 MADISON AVENUE N.  
BAINBRIDGE ISLAND, WASHINGTON

**AGENDA**

1. **CALL TO ORDER/ROLL CALL - 6:00 PM**
2. **EXECUTIVE SESSION**
  - 2.A 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. **PLEDGE OF ALLEGIANCE / APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE**
4. **PUBLIC COMMENT**
5. **MAYOR'S REPORT**
6. **CITY MANAGER'S REPORT**
7. **PRESENTATION(S)**
  - 7.A (X PM) Proclamation Declaring the Week of November 16 - 23 as "National Hunger and Homelessness Awareness Week" - Mayor Medina, 5 Minutes  
National Hunger and Homelessness Awareness Week Proclamation 2019
  - 7.B Puget Sound Energy Briefing - Executive, 30 Minutes
8. **UNFINISHED BUSINESS**

- 8.A Public Safety Committee Recommendation on Committee Changes - Councilmembers Deets, Blossom, and Peltier** 10 Minutes
- 8.B Ordinance No. 2019-37, Authorizing Local Sales Tax to Support Affordable and Supportive Housing - Finance,** 10 Minutes  
AWC Implementing HB 1406  
MRSC - SHB 1406 Understanding the Affordable Housing Sales Tax Credit  
Ordinance No. 2019-37 Authorizing Local Sales and Use Tax to Fund Investments in Affordable and Supportive Housing.docx  
Resolution No. 2019-27 Stating Intent to Implement HB1406 Approved 102219.pdf
- 8.C (X PM) Ordinance No. 2019-27 Relating to Property Tax Levy for Collection in 2020 - Finance,** 10 Minutes  
Ordinance No. 2019-27 Relating to the Levy of Property Taxes for Collection in 2020  
City of Bainbridge Island Levy Limit Calculation 9 17 19 TY-2020  
Property Tax CC 102219.pptx
- 8.D (x PM) Ordinance No. 2019-28 Adopting Mid-Biennium Modifications to the Final Budget ending December 2020 - Finance,** 10 Minutes  
Ordinance No. 2019-28 Adopting Mid-Biennium Modifications to the Final Budget ending December 2020  
2020 Expenditures by Fund Exhibit A to Ordinance 2019-28.pdf  
2020 Budget Modifications for CC 100119.pptx  
2020 Budget Modification Memo - Final - 100119

**9. NEW BUSINESS**

- 9.A West Sound Stormwater Outreach Group Interlocal Agreement - Public Works,** 10 Minutes  
2020-2022 West Sound Stormwater Outreach Group ILA, Contract KC-512-19
- 9.B Interagency Agreement with the Washington State Traffic Safety Commission in Support of Multi-jurisdictional Grant-funded High-visibility Emphasis Activities and Target Zero Campaigns - Police,** 5 Minutes  
2020 HVE Region Budget IAA\_Region 9.pdf  
2020 HVE Region Budget GRAF\_Region 9.pdf
- 9.C Puget Sound Energy Community Solar Sites - Request for Information (RFI) - Public Works,** 10 Minutes  
PW Staff Memo re PSE Community Solar RFI  
PSE Community Solar Memo
- 9.D Lodging Tax Advisory Committee (LTAC) 2020 Funding Recommendations - Executive,** 10 Minutes  
2020 LTAC Funding Recommendations - for CC 11122019
- 9.E Ordinance No. 2019-30, Updating Pass Through Fee From Retailers to Customers Requesting Bags - Finance,** 10 Minutes  
Ordinance No. 2019-30 Update Of Pass Through Fee From Retailers to Customers Requesting

Bags.docx

- 9.F Ordinance No. 2019-35, Relating to Business and Occupation Taxes (B&O) Changes - Finance, 10 Minutes**  
Ordinance No. 2019-35 Implementing State Mandated Changes to Business and Occupation Tax  
AWC 2019 Summary of Changes
- 9.G Legal Services Agreement with Kitsap County Prosecuting Attorney's Office for 2020 - Executive, 5 Minutes**  
Staff Memo - 2019 Referrals to Kitsap County Prosecuting Attorney's Office  
2020 Legal Services Agreement with Kitsap County Prosecuting Attorney's Office  
2020 Cost Breakdown for Prosecution Services
- 9.H Amendment No. 1 to the Professional Services Agreement with Sound Law Center, LLC, for Hearing Examiner Services - Executive, 5 Minutes**  
Amendment No. 1 to PSA with Sound Law Center, LLC, for Hearing Examiner Services  
PSA with Sound Law Center, LLC, for Hearing Examiner Services (Executed 12-14-17)  
Sound Law Center HEX Report - January 2018 to October 2019
- 9.I Amendment No. 2 to the Contract for Indigent Defense Services - Executive, 5 Minutes**  
Amendment No. 2 to Contract for Indigent Defense Services - THOMAS ALPAUGH  
Amendment No. 1 to Contract for Indigent Defense Services - THOMAS ALPAUGH  
Contract for Indigent Defense Services - THOMAS ALPAUGH  
Q1-Q3 2019 - Public Defender Tracking
- 9.J Second Amendment to the Interlocal Agreement with Kitsap County Sheriff's Office for the Incarceration of City Prisoners - Police, 10 Minutes**  
2020 Jail Contract Amendment
- 9.K Set Public Hearing on Ordinance No. 2019-39 Extending the Landmark Tree Ordinance, Ordinance No. 2019-17 - Planning,**

## 10. CONSENT AGENDA

- 10.A Agenda Bill for Consent Agenda 5 Minutes**
- 10.B Accounts Payable and Payroll**
- 10.C City Council Study Session Minutes, October 15, 2019**
- 10.D City Council Regular Business Meeting Minutes, October 22, 2019**
- 10.E First Amendment to the Interlocal Agreement for the Kitsap County Department of Emergency Management - Executive, 5 Minutes**

**10.F Donation of a Cargo Trailer for Emergency Management Purposes from Virginia Mason - Public Works, 5 Minutes**

Staff Memo - Virginia Mason Trailer Donation  
Donation Agreement for Virginia Mason Trailer

**10.G Interlocal Agreement with the Houston-Galveston Area Council (HGAC) for Cooperative Purchasing - Public Works, 5 Minutes**

HGAC ILA Agreement

**10.H Roadside Chipper Procurement - Public Works, 5 Minutes**

WA State Master Contract No. 05218  
FMI Equipment Quote

**11. COMMITTEE REPORTS**

**11.A Committee Reports 5 Minutes**

**12. FOR THE GOOD OF THE ORDER**

**13. ADJOURNMENT**

**GUIDING PRINCIPLES**

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**CITY OF  
BAINBRIDGE ISLAND**

**CITY COUNCIL STUDY SESSION  
TUESDAY, NOVEMBER 19, 2019**

**BAINBRIDGE ISLAND CITY HALL  
280 MADISON AVENUE N.  
BAINBRIDGE ISLAND, WASHINGTON**

**AGENDA**

- 1. CALL TO ORDER / ROLL CALL - 6:00 PM**
- 2. CLOSED SESSION**
  - 2.A Pursuant to RCW 42.30.140(4), the Council will conduct a closed session related to collective bargaining negotiations, 30 Minutes**
- 3. APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE**
- 4. MAYOR'S REPORT**
- 5. PRESENTATIONS**
- 6. UNFINISHED BUSINESS**
  - 6.A Sustainable Transportation Scope of Work - Public Works, 60 Minutes**
  - 6.B Ordinance No. 2019-07, Updating the City's General Code Enforcement Process Contained in Chapter 1.26 BIMC 20 Minutes**
- 7. NEW BUSINESS**
  - 7.A Consider Arts and Humanities Bainbridge (AHB) Annual Operating Support and AHB/Public Art Committee Mission - Executive, 20 Minutes**
  - 7.B Capital Improvement Plan Overview and Discussion FY 2021-26 - Public Works, 10 Minutes**
- 8. CITY COUNCIL DISCUSSION**

**9. FUTURE COUNCIL AGENDAS**

**9.A Future Council Agendas 5 Minutes**

**10. FOR THE GOOD OF THE ORDER**

**11. ADJOURNMENT**

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CITY OF  
BAINBRIDGE ISLAND

**CITY COUNCIL REGULAR BUSINESS MEETING  
TUESDAY, NOVEMBER 26, 2019**

BAINBRIDGE ISLAND CITY HALL  
280 MADISON AVENUE N.  
BAINBRIDGE ISLAND, WASHINGTON

**AGENDA**

1. **CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE - 6:00 PM**
2. **APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE**
3. **PUBLIC COMMENT**
4. **MAYOR'S REPORT**
5. **CITY MANAGER'S REPORT**
6. **PRESENTATION(S)**
7. **PUBLIC HEARING(S)**
  - 7.A **Ordinance No. 2019-39 Extending the Landmark Tree Ordinance, Ordinance No. 2019-17 - Planning,** 15 Minutes
8. **UNFINISHED BUSINESS**
  - 8.A **(x:xx PM) Front Broom Sweeper Procurement - Public Works,** 5 Minutes  
HGAC ILA Agreement
  - 8.B **(X PM) Resolution No. 2019-26, Updating the City's Ethics Program - Executive,** 20 Minutes  
Staff Memo - Potential Discussion Points for City Council Consideration  
Resolution No. 2019-26, Updating the City's Ethics Program  
Revised Code of Conduct and Ethics Program - Track Changes
9. **NEW BUSINESS**
  - 9.A **Ordinance No. 2019-36 Relating to 2019 4th Quarter Budget and Updated Capital Improvement Plan Amendments**  
ORD\_2019-36\_2019\_4TH\_QTR\_Budget\_Amendments.docx

- 9.B Cultural Funding Advisory Committee 2020-21 Funding Recommendations, AB 19-363 - Executive**  
10 Minutes  
2020-2021 Cultural Funding RFP Final
- 9.C City Hall Repairs Contract Award - Public Works, 10 Minutes**
- 9.D (x:xx PM) Video Inspection Camera Procurement and Budget Amendment- Public Works, 5**  
Minutes  
HGAC ILA Agreement  
HGAC (CUES) Contract Pricing Worksheet
- 9.E Old Treatment Plan Pump Station Replacement Project Change Order**
- 9.F Set the Public Hearing for Ordinance 2019-24 for December 10, 2019, Updating BIMC Sections**  
2.16.040, 2.16.050, 2.16.070 & 2.16.110, Planning 10 Minutes
- 9.G Administrative Manual Update: Short Plat/Subdivision Submittal Requirements 10 Minutes**
- 9.H Waterfront Park Tree Removal Discussion - Public Works, 10 Minutes**
- 9.I City Hall Repairs Contract Award PLACEHOLDER 10 Minutes**
- 10. CITY COUNCIL DISCUSSION**
- 11. CONSENT AGENDA**
  - 11.A Agenda Bill for Consent Agenda,**
  - 11.B Accounts Payable and Payroll**
- 12. COMMITTEE REPORTS**
  - 12.A Committee Reports 5 Minutes**
- 13. FOR THE GOOD OF THE ORDER**
- 14. ADJOURNMENT**

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CITY OF  
BAINBRIDGE ISLAND

**CITY COUNCIL STUDY SESSION  
TUESDAY, DECEMBER 03, 2019**

BAINBRIDGE ISLAND CITY HALL  
280 MADISON AVENUE N.  
BAINBRIDGE ISLAND, WASHINGTON

**AGENDA**

- 1. CALL TO ORDER / ROLL CALL - 6:00 PM**
- 2. APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE**
- 3. MAYOR'S REPORT**
- 4. PRESENTATIONS**
  - 4.A Greenhouse Gas Inventory Report - Executive, 45 Minutes**
- 5. UNFINISHED BUSINESS**
  - 5.A Traffic Calming Program Next Steps - Public Works, 20 Minutes**
  - 5.B Sportsman Club Roundabout Design Discussion - Public Works, 45 Minutes**
  - 5.C (x PM) Discussion of Possible Inclusionary Zoning / Multifamily Tax Exemption Programs - Planning, 45 Minutes**
    - ECONorthwest Council Briefing Memo - Inclusionary Zoning and MFTE
    - WMP Study Area Zoning Map
    - PSRC Inclusionary Zoning Summary.pdf
    - PSRC MFTE Summary.pdf
    - February 2019 Transfer of Development Rights and Inclusionary Zoning Assessment (ECONorthwest & Forterra)
    - February 2019 Presentation - TDR / Incentive Zoning Analysis (ECONorthwest & Forterra)
  - 5.D Identification of Benchmarks for Climate Action Plan - Executive, Climate Change Advisory Committee, 15 Minutes**
    - Bainbridge\_Island\_Climate\_Action\_Plan\_Draft\_Outline\_August\_6th\_2019
- 6. NEW BUSINESS**

**6.A Farmers Market Cover Alternatives Discussion - Public Works, 15 Minutes**

**7. CITY COUNCIL DISCUSSION**

**8. FUTURE COUNCIL AGENDAS**

**8.A Future Council Agendas 5 Minutes**

**9. FOR THE GOOD OF THE ORDER**

**10. ADJOURNMENT**

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