



Bainbridge Island Municipal Code

Chapter 2.33 UTILITY ADVISORY COMMITTEE

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2.33.010 Created – Membership, appointment, compensation and term.

A. There is created a utility advisory committee for the city, hereinafter referred to as the committee. The committee shall consist of seven voting members who shall be appointed by the mayor and confirmed by vote of the city council. The members shall not be officers or employees of the city and shall be residents of the city. Additionally, a member of the city council shall serve as an ex officio, nonvoting member of the committee.

B. The members of the committee shall serve without compensation and shall initially be appointed for staggered terms as follows: two of the original members shall be appointed and confirmed for one-year terms, two of the original committee members shall be appointed and confirmed for two-year terms, and three members shall be appointed for three-year terms. The terms for all subsequent annually appointed members shall be three years.

C. A member may be re-appointed, and shall hold office until his or her successor has been appointed and has qualified. Members may be removed by the mayor upon consent of the city council. (Ord. 99-11 § 1, 1999)

2.33.025 Vacancies– Removal.

In the event of a vacancy, the mayor, subject to confirmation of the city council, shall make an appointment to fill the unexpired portion of the term of the vacated position. Unexcused absence by any committee member from three consecutive meetings shall constitute grounds for removal, and six absences by any committee member, excused or unexcused, occurring within a 12-month period shall likewise be grounds for removal. (Ord. 99-11 § 1, 1999)

2.33.030 Organization.

The mayor shall appoint annually one member of the committee to serve as chairperson for a one-year term. In making an appointment of the chairperson, the mayor shall take into consideration recommendations made by committee. The committee shall adopt such rules and regulations as are necessary to accomplish the duties prescribed in BIMC2.33.040, and consistent with other provisions of this chapter. These rules and regulations shall be placed on file with the city clerk. (Ord. 99-11 § 1, 1999)

2.33.040 Powers and duties.

The committee shall act in an advisory capacity to the mayor and city council with respect to issues relevant to the operation and management policies of the city's water, sanitary sewer, and other utilities. The committee shall not supplant administrative advice on policy issues to the city council but shall be in addition to staff advice. The committee shall not interfere with the administrative staff functions involving day-to-day operation of the city utilities. In its advisory capacity, the committee shall:

- A. Consult with and make recommendations to the mayor and city council regarding
- B. such utility-related matters as the city deems appropriate;

B. Give advisory recommendations to the mayor and city council on matters relating to the city's water and sanitary sewer utility policy, and operation;

C. Consult with and make recommendations to the mayor and city council regarding utility rates, rate structures and other charges made to water and sanitary sewer utility customers;

D. Consult with and make recommendations to the mayor and the city council, give advisory recommendations to the city council relative to the planning for, financing, operation and maintenance of water and sanitary sewer utility capital facilities;

E. Keep the mayor and city council regularly informed of activities of the committee, which shall include but not be limited to the distribution of agendas at least one week in advance of all meetings and the distribution of minutes within two weeks following all meetings. (Ord. 99-11 § 1, 1999)

2.33.060 Meetings, officers, records and quorum.

The committee shall elect its own chairperson and vice chairperson. The committee shall hold regular meetings at least once during each quarter year. Meetings shall be open to the public. The committee shall adopt rules for the transaction of business, and it shall keep a record of its meetings, resolutions, transactions, findings and determinations. Four members of the committee shall constitute a quorum for the transaction of business. The committee shall forward a copy of all meeting minutes to the city council for the information of the council. (Ord. 99-11 § 1, 1999)

2.33.070 Expenditures and staff assistance.

A. The expenditures of the committee, exclusive of donations, shall be limited to appropriations made by the city council.

B. The city staff, as assigned by the mayor, shall provide assistance to the committee. Except for purposes of inquiry, the committee and its members shall deal with employees of the city only through the mayor or administrative staff assigned by the mayor for that purpose. (Ord. 99-11 § 1, 1999)