<table>
<thead>
<tr>
<th>Time</th>
<th>Topic</th>
<th>Lead/Materials</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 min</td>
<td>Welcome &amp; Introductions</td>
<td>Mark Epstein, COBI  Jennifer Wieland, NN</td>
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<tr>
<td></td>
<td>- Welcome the Task Force</td>
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<tr>
<td></td>
<td>- Review agenda and introduce staff</td>
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<tr>
<td></td>
<td>- Meet the Task Force and break the ice</td>
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<tr>
<td></td>
<td>Why are you excited to serve on the Task Force?</td>
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<td></td>
<td>What’s your favorite mode of transportation?</td>
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<tr>
<td>20 min</td>
<td>Role of the Task Force</td>
<td>Joe Levan, City Attorney  Jennifer Wieland, NN  Task Force Expectations and Ground Rules</td>
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<tr>
<td></td>
<td>- Open Meeting Act requirements</td>
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<tr>
<td></td>
<td>- Review expectations and meeting ground rules</td>
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<tr>
<td></td>
<td>- Discuss meeting dates and times</td>
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<tr>
<td></td>
<td>Are you comfortable with the expectations of the Task Force? Can you agree to these ground rules?</td>
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<tr>
<td>15 min</td>
<td>STP Project Work Plan</td>
<td>Mark Epstein, COBI  Jennifer Wieland, NN</td>
</tr>
<tr>
<td></td>
<td>- Provide overview of scope of work</td>
<td>Scope of Work Project Work Plan</td>
</tr>
<tr>
<td></td>
<td>- Review project work plan and key milestones</td>
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<tr>
<td></td>
<td>Do you have questions about what the project team will do? Do you understand how you will be involved?</td>
<td></td>
</tr>
<tr>
<td>20 min</td>
<td>Engagement Plan Feedback</td>
<td>Sara Stiehl, EI  Jennifer Wieland, NN</td>
</tr>
<tr>
<td></td>
<td>- Introduce the draft Engagement Plan</td>
<td>Draft Engagement Plan</td>
</tr>
<tr>
<td></td>
<td>- Gather feedback on specific opportunities for engagement and ways the Task Force would like to be involved</td>
<td></td>
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<tr>
<td></td>
<td>What ideas do you have for engaging those you know best? What has worked well before?</td>
<td></td>
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</tbody>
</table>
## Values to Guide the Work

- Work in small groups to identify values to guide the Sustainable Transportation Plan
- Share two priorities with the group

*What are the values we should use to guide this project? What must we accomplish to succeed?*

## Questions & Next Steps

- Review requests for information
- Confirm action items and next steps

*What additional information do you need to be an effective Task Force member? What outstanding questions do you have about today’s agenda topics?*

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### Attendees

#### Sustainable Transportation Task Force Members

- Melissa Bang-Knudsen
- Bart Berg
- James Cash
- Lafayette Chabot
- Greg Dronkert
- Ruth Flanagan
- Helene Honig
- Kim Leatham
- Susan Loftus
- Alyse Nelson
- Emily Reardon
- David Reynolds-Gooch
- Kirk Robinson
- James Rufo-Hill
- Barbara Tolliver
- Robert Weschler
- Jonathan Williams
- Don Willott
- Carter Wolff
- Barbara Zimmer

#### City Council Members

- Mayor Leslie Schneider
- Councilor Joe Deets
- Councilor Kol Medina

#### City of Bainbridge Island Staff

- Mark Epstein, Project Manager, Engineering
- Chris Wierzbicki, Public Works Director
- Kristen Drew, Communications Coordinator

#### Consultant Team

- Jennifer Wieland, Nelson\Nygaard
- Sara Stiehl, EnviroIssues
Project Work Plan

GOALS & EVALUATION FRAMEWORK

FEB 2020
- Topics: Informational: Project Work Plan, Review of Engagement Plan
- KEY DECISIONS: Approval of Engagement Plan

MAR 2020
- Topics: Revised Engagement Plan, Preliminary Project Goals for Public Input
- KEY DECISIONS: Approval of Engagement Plan

APR 2020
- Topics: Informational: Public Input on Goals & Performance Measures; Existing Plan & Project Inventory
- KEY DECISIONS: Approval of Evaluation Framework Approach

MAY 2020
- Topics: Revised Goals & Performance Measures
- KEY DECISIONS: Approval of Final Plan Goals and Performance Measures

JUN 2020
- Topics: Revised Evaluation Framework
- KEY DECISIONS: Approval of Evaluation Framework

INVENTORY & GAP ANALYSIS

July 2020
- Topics: Informational, Preliminary Gap Analysis Findings

NEAR-TERM ACTION PLAN DEVELOPMENT

DEC 2020
- Topics: Informational: Engagement Summary, Near-Term Action Plan
- KEY DECISIONS: Approval of Near-Term Action Plan

NOV 2020
- Topics: Revised Recommended Scenario, Funding, Phasing, & Implementation Plan Work Session
- KEY DECISIONS: Approval of Recommended Scenario

OCT 2020
- KEY DECISIONS: Affirmation of Draft Recommended Scenario

SEP 2020
- Topics: Informational: Initial Public Input on Scenarios, Initial Recommended Scenario Findings, Review of Near-Term Action Plan Outline
- KEY DECISIONS: Affirmation of Near-Term Action Plan Outline

AUG 2020
- Topics: Review of Project, Program, & Policy Evaluation Results, Review of Draft Scenarios for Public Input
- KEY DECISIONS: Affirmation of Evaluation Results, Affirmation of Draft Scenarios for Public Input

PROJECT, PROGRAM, & POLICY IDENTIFICATION

- Review of Scenario Development Approach, Multimodal Level of Service Work Session

Council Approval
- Sustainable Transportation Task Force (STTF)
- Technical Advisory Team (TAT)